

Oakland Unified School District

Office of Charter Schools



**OAKLAND UNIFIED
SCHOOL DISTRICT**
Community Schools, Thriving Students

Proposition 39 Facilities Request Form & Instructions 2020-21 School Year

Key Deadlines

November 1, 2019 or earlier	Charter School submits Prop 39 Facilities Request Form to OUSD Office of Charter Schools
December 1, 2019	District submits objections to Charter School's ADA projections ("Projection Objection Letter"), if applicable
January 2, 2020	Charter School responds to District's Projection Objection Letter, if applicable
February 1, 2020	District makes preliminary facilities offer to Charter School
March 1, 2020	Charter School responds to preliminary facilities offer
April 1, 2020	District makes final facilities offer to Charter School
May 1, 2020 (or 30 days from receipt of final offer)	Charter School notifies District to accept or decline the final facilities offer

Office of Charter Schools
1000 Broadway, 3rd Floor, Suite 398
Oakland, CA 94607
Phone: (510) 879-1677

OFFICE OF CHARTER SCHOOLS

www.ousdcharters.net

PROP 39 FACILITIES REQUEST FORM INSTRUCTIONS

Education Code §47614 (Proposition 39)

Complete the Prop 39 Facilities Request Form (next page) by responding to questions 1-4 and providing the appropriate documentation, as determined by school type, indicated below. Submit all applicable documents to charteroffice@ousd.org no later than **5:00 pm on Friday, November 1, 2019**. Emailed verification will be provided upon submission of a complete application. Please **do not** submit documents in person.

		Additional Documents Required			
		ADA projections spreadsheet (appendix I)	Student application documentation (appendix II)	Meaningfully interested student signature forms (appendix III)	Meaningfully interested students spreadsheet (appendix IV)
Existing School	(a) Existing charter school				
	(b) Projected enrollment of either TK, kindergarden, 6 th grade, and/or 9 th grade <u>does not</u> increase by more than 15% between the 2019-20 and 2020-21 school years	Required	<i>Do not submit</i>	<i>Do not submit</i>	<i>Do not submit</i>
Expanding School	(a) Existing charter school				
	(b) Projected enrollment of either TK, kindergarden, 6 th grade, and/or 9 th grade <u>does</u> increase by more than 15%* between the 2019-20 and 2020-21 school years	Required	Required	<i>Do not submit</i>	<i>Do not submit</i>
New School	(a) Charter school opening in 2020-21	Required	<i>Do not submit</i>	Required	Required

*Student application documentation is not required if an enrollment increase of 15%+ results in an increase of 5 or fewer students per grade.

Notes on required documentation:

- Prop 39 facilities are allocated based on in-district (Oakland resident) average daily classroom attendance (ADA).
- Expanding Schools are required to submit documentation demonstrating “meaningfully interested students” for appendix II. Unlike in past years, this requirement must be fulfilled by providing student application documentation from the 2018-2019 and 2019-2020 school years. Further instructions are included in Appendix II.
- Charter schools experiencing enrollment growth due to the addition of previously authorized grade levels are considered Existing Schools. As such, these schools should **not** submit student application documentation or meaningfully interested student forms.
- Include only information requested. OCS may request additional documentation as necessary.

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PROP 39 FACILITIES REQUEST FORM

Education Code §47614 (Proposition 39)

- The Facilities Request Form and all accompanying documentation must be submitted to charteroffice@ousd.org by **5:00 pm on Friday, November 1, 2019**.
- A facilities request will only be accepted if submitted on this form with all required attachments (please see Prop 39 Facilities Request Form Instructions on prior page for details on required attachments).
- A new or proposed charter school may make a facilities request for 2020-21 only if its charter petition was submitted on or before the October 23, 2019 OUSD Board meeting. A school's charter petition must be approved before March 15, 2020 in order to receive a Final Notification of Facilities.

Charter School Name: **Urban Montessori**

Primary Contact Person Name: Krishna Feeney

Phone: 510 842 1184

Email: krishnaf@urbanmontessori.org

Fax:

Mailing Address: 5328 Brann St. Oakland, 94619

1. Provide a description of the methodology used to create the average daily classroom attendance (ADA) projections included in Appendix I.

Urban Montessori does not project a substantial increase in enrollment for the 2020-21 school year. In order to arrive at its 2020-21 total and in-District ADA projections, Urban Montessori used the historic trends of to roll all of its current enrollment forward to the next grade in TK-3, allowing for attrition at the upper grades We assume Kindergarten and TK classes of the same size as the current class. Urban Montessori will backfill empty slots and fill the new slots with new applicants and students from the waitlist in grades 1-3. The projections are reasonable as the school's program has always had a very high level of interest. In the last year, Urban Montessori had 648 applications for approximately 110 spots across all levels that we admit (K - 3rd grade). The demand for UMCS has only increased each year. Thus, we anticipate that we will be able to fill all spots we make available to students in 2020-21.

Urban Montessori's percentage of in-District students has been steadily increasing over the last several years. In 2017-18, 72% of the school's enrollment was in-District, and in 2018-19, 94% of students at UMCS were in-District students. In 2019-20, 94% of students at UMCS were in-District students.

Urban Montessori has conservatively projected this trend to continue and has projected that at least 95% of its ADA will be in-District, as it assumes all of its current in-District and out of District students will return, and its incoming TK and Kindergarten classes will have a slightly larger proportion of 95% in-District students.

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Urban Montessori then applied an attendance rate of 94.4% to its enrollment projections, as this is the average attendance rate the school has experienced over the last 4 years.

In addition, Urban Montessori's enrollment has steadily grown in each of the last four years:

Year	2014-15	2015-16	2016-17	2017-18	2018-19
Enrollment	279	317	374	448	431

The decline from 2017-18 to 2018-19, was not the result of lack of parent interest, but rather the result of the school experiencing difficulty identifying and hiring a high-quality instructor to teach one Lower Elementary classroom; when a teacher could not be located, the class was not enrolled. This year (2019-20) we began the year fully staffed and we are confident that we can retain and support our current staff while continuing to collaborate with other educational institutions and work with the school community to leverage networks and conduct targeted outreach.

Urban Montessori does not offer any non-classroom based instruction, and thus has not projected any non-classroom based ADA for the 2020-21 school year.

2. Please indicate all campuses on which the Charter School is currently located, if any.

Urban Montessori Charter is currently occupying a portion of the Sherman campus at 5328 Brann St. We also rent a private facility at St. Jarlath's Church at 2634 Pleasant Street, Oakland, CA 94602. Our lease on this space expires on June 30, 2019 and we do not plan to renew.

3. Provide a description of the general geographic area or the district school site in which the charter school wishes to locate. (Please note that while the District will make a reasonable effort to offer space in the general geographic area requested, Proposition 39 does not require the district to grant the charter school's geographic or site-specific requests.)

Title 5 CCR Section 11969.9(c)(1)(E) requires the charter school to provide information regarding the District school site and/or general geographic area in which the Charter School wishes to locate. Urban Montessori's strong, first preference would be to be located in a single, contiguous site that is centrally located and easily accessible to 580 and would allow the school to grow. We have outgrown our current facility. Our population comes from all over the city, with meaningful concentrations along the 580 corridor.

We have occupied the Sherman campus since our first year, 2012 and currently house our TK through 3rd grade students on the site. 21% percent of our currently enrolled TK through 8th grade students reside in the same zip code as our two current campuses, 94619 and 94602.

Our program, which has mixed-aged classes with a lead and support teacher and 30-38 students per class, requires larger classroom spaces (ideally 1,200sq ft, and not smaller than 900 sq. ft.).

We would welcome the opportunity to discuss other long-term possibilities in a larger facility that would allow us to stay in our next facility for 2-3 years.

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We can appreciate the challenges that the District faces in finding appropriate facilities for District and charter schools.

4. Please note if the charter school has any unique facilities-related requests based on the school's educational programming.

As you are aware, Urban Montessori is aligned with Montessori practices. Montessori classrooms are mixed age and typically have 30-38 students with two teachers. This classroom configuration allows for peer-to-peer teaching and highly differentiated instruction, as well as the constant movement of students. Unfortunately, most traditional classrooms are 750-950 sq. ft., which is smaller than the recommended 1,200 sq. ft. for Montessori classrooms.

Ideally, Urban Montessori would like to be in a building with larger classrooms that can accommodate its larger class sizes. Urban Montessori also has a robust design thinking program that necessitates a multi-purposed maker space. Urban Montessori has a large special education and RTI population (~12% of students) and requires additional resource spaces. The school also operates an after-school program throughout the school year that must be accommodated.

We are looking for a school site that will accommodate our whole student body in one location. Additionally, we would like a school site with an existing CDC. Our goal is to expand our primary programs to include 3-4 year olds

Please note that this list is not exhaustive, and if the District's comparison schools include other facilities not noted here, or the Charter School would be entitled to additional teaching stations, specialized teaching station spaces, or non-teaching stations spaces under a Prop. 39 analysis, the District must also allocate a reasonably equivalent amount of this space to the Charter School.

Appendix I: Enrollment, Attendance Rates, and ADA Projections

Instructions: Fill out the tables below for all grade levels served at the school. "Oakland-Resident, Classroom-Based" columns should only include information for students who reside in Oakland, excluding any students in non-classroom based programs (e.g. independent study). ADA Projections in Table 3 should be the result of multiplying corresponding projected enrollment in Table 1 by corresponding projected attendance rates in Table 2.

Table 1: Enrollment

Grade Level	Oakland-Resident, Classroom-Based Enrollment			Total Enrollment		
	2018-19 (as of CBEDS Census Day)	2019-20 (as of CBEDS Census Day)	2020-21 (projected)	2018-19 (as of CBEDS Census Day)	2019-20 (as of CBEDS Census Day)	2020-21 (projected)
TK	18	20	20	20	21	21
K	70	67	67	71	72	72
1	65	50	56	69	53	60
2	57	56	50	62	60	53
3	68	47	45	72	50	48
4	46	49	37	49	52	39
5	35	31	44	38	33	47
6	21	22	22	22	24	23
7	18	12	21	20	13	22
8	6	16	10	8	17	11
9						
10						
11						
12						
TOTAL	404	370	371	431	395	396

Table 2: Attendance Rates

Grade Level	2018-19 Attendance Rate	2019-20 Attendance Rate	Projected 2020-21 Attendance Rate
TK	93.84%	91.21%	94.64%
K	93.84%	95.85%	94.64%
1	93.60%	95.60%	94.64%
2	94.01%	94.33%	94.64%
3	93.51%	95.99%	94.64%
4	94.16%	92.65%	94.64%
5	95.23%	93.66%	94.64%
6	93.80%	92.74%	94.64%
7	94.69%	95.95%	94.64%
8	94.08%	95.98%	94.64%
9			
10			
11			
12			

Table 3: Average Daily Attendance (ADA) Projections

Grade Level	Projected 2020-21 ADA	
	Oakland Resident, Classroom Based	Total
TK	19	20
K	64	68
1	53	57
2	47	50
3	43	45
4	35	37
5	42	44
6	20	22
7	20	21
8	10	10
9		
10		
11		
12		
TOTAL	351	375