## Appendix A: Letter of Intent

**If you plan to submit a charter school petition to the Oakland Unified School District, it is recommended to submit the following Letter of Intent to the Office of Charter Schools in advance. This will help the Office of Charter Schools to communicate better and more effectively with petitioner groups. Thank you!**

Name of proposed school

Lead Petitioner

Full mailing address

 (city, state, zip)

Daytime telephone number

E-mail address

Proposed Date of Submission \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Proposed date of opening

Proposed location of school

Do you plan to request Prop 39 facilities?

Composition of petitioner group (e.g.

parents, teachers, non-profit organization)

Grade levels to be served in year 1

Anticipated enrollment in year 1

Grade levels to be served at full capacity

Anticipated enrollment at full capacity

Target student population

 (e.g. at-risk youth)

Brief description of kind of school proposed (e.g. arts-, math-, or science-focused school or use a particular school/curriculum design).

Brief explanation of proposed charter school. In one or two sentences, provide a clear statement that defines the purpose(s) and nature of your school.

Are you planning to work with a charter management organization (CMO) or education management organization (EMO)?

Yes No

If Yes, please circle: CMO / EMO

If Yes, please indicate name of CMO / EMO:

Signature of Lead Petitioner Date