

Oakland Unified School District

Office of Charter Schools



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

Proposition 39 Facilities Request Form For the 2017-2018 school year

Proposition 39 Facilities Request Form and Instructions
Proposition 39 Facilities Request Form

Office of Charter Schools
1000 Broadway, 6th Floor, Suite 639
Oakland, CA 94607
Phone: (510) 879-1677
www.ousdcharters.net

**PROP 39 FACILITIES REQUEST FORM AND INSTRUCTIONS**

EDUCATION CODE §47614 (Proposition 39)

Prop 39 Facilities Request Form

Complete this Facilities Request Form by updating the text fields below each question and attaching:

- [ADA Projections Spreadsheet](#) in its original Excel format as **Appendix I**
- [Meaningfully Interested Student Signature Forms](#) as **Appendix II (if applicable)**
- [Meaningfully Interested Students Spreadsheet](#) in its original Excel format as **Appendix III (if applicable)**

In-District ADA Enrollment

- **Currently Operating Schools:** Live Go/Fall Info Update enrollment data will be used to corroborate the In-District ADA information contained in a school's facilities request form. If a school projects a "significant increase" that is **greater than 10%**, then additional documentation will be required (see section *Operating Schools Projecting an Enrollment Increase Greater than 10%* below). The "significant increase" calculation will NOT take into consideration the enrollment growth due to schools adding grade levels towards fulfillment of the authorized grade configuration. Please note, enrollment levels of matriculating grades are assumed to be similar to prior years and will not be counted as a "significant increase." Intent to Enroll/Meaningfully Interested Students Signature forms will NOT be accepted or processed for schools projecting a "significant increase" in enrollment.
- **Schools Opening in 2017-18:** New charter petitions that include Meaningfully Interested Student Signatures must submit these as part of the Prop 39 Request for Facilities as **Appendix II**. Petitioners must also complete and attach the Meaningfully Interested Students Spreadsheet as **Appendix III**. In addition to the hard copy of Appendix III, an electronic Excel copy of Appendix III must be submitted on a flash drive to the Office of Charter Schools.
 - If the new charter petition only contained Meaningfully Interested Teachers Signatures, then you must have all meaningfully interested families complete the Meaningfully Interested Students Signature Form and attach as Appendix II. Also complete and submit the Meaningfully Interested Students Spreadsheet as described above.
- **Operating Schools Projecting an Enrollment Increase Greater than 10%:** Complete and submit both the Meaningfully Interested Students Signature Forms (Appendix II) to account for the projected enrollment increase **AND** the Meaningfully Interested Students Spreadsheet (Appendix III) as described above.

DUE DATE

Submit all applicable documents described above by **12:00 pm on Tuesday, November 1, 2016** to the Office of Charter Schools between 9:30AM - 4:30PM (excluding 12:30-1:00 PM lunch). Once a COMPLETE application is submitted a verification of receipt will be provided.



Submission Checklist

Currently Operating Schools	Schools Opening in 2017-18 <u>or</u> Operating Schools Projecting an Enrollment Increase Greater than 10%
<ul style="list-style-type: none"><input checked="" type="checkbox"/> Facilities Request Form<input checked="" type="checkbox"/> ADA Projections Spreadsheet (Appendix I)	<ul style="list-style-type: none"><input type="checkbox"/> Facilities Request Form<input type="checkbox"/> ADA Projections Spreadsheet (Appendix I)<input type="checkbox"/> Meaningfully Interested Student Signature Forms (Appendix II)<input type="checkbox"/> Meaningfully Interested Students Spreadsheet (Appendix III)



Ninety-nine percent (100%) of our enrollment are district students and our average attendance rate is 95%. Therefore our projected ADA is 119.63

Although EOLA experienced a decrease in enrollment due to several families moving and new charters opening in the area, we are confident that with the implementation of common enrollment, these factors will not decrease enrollment in 17-18.

Most of our recruitment comes from current parents' referrals. Secondly, we pass out flyers throughout the community and place information at local libraries and community centers. We also mail information packets to churches in the area.

We will also have open house and parent information nights and our weekly newsletter letter contains enrollment announcements. We also attend parent meetings at nearby preschools to disseminate enrollment information.

- 3. Please indicate all OUSD campuses on which the Charter School is currently located. (If Charter School is not currently located on an OUSD campus, enter "None".) (NOTE: Proposition 39 allows OUSD to move a charter school from its current site if necessary.)**

None

- 4. Provide a description of the district school site and/or general geographic area in which the charter school wishes to locate. (NOTE: Proposition 39 requires OUSD to make a "reasonable effort" to offer a facility to a charter school in the general geographic area in which the charter school wishes to locate, but does not require it to.)**

East Oakland Leadership Academy wishes to locate in one of the following sites: Frick; Horace Mann; Markham; Lockwood or in the general geographic area of Seminary (between San Leandro Blvd. and 580 Freeway and Foothill (between 73rd and 50th Ave.) in Oakland, CA.

- 5. Provide information on the charter school's educational program that is relevant to the assignment of facilities.**

East Oakland Leadership Academy currently serves grades K-8. Our educational program requires, among other things, additional space for an Art classroom, computer lab and gym for Karate classes.

The following application requirement ONLY applies to Schools Opening in 2017-18 or Operating Schools Projecting an Enrollment Increase Greater than 10%

- 6. Please complete and attach the [Meaningfully Interested Student Signature Forms](#) (Appendix II) **AND** the [Meaningfully Interested Students Spreadsheet](#) (Appendix III). (Please be sure to also include Appendix III in Excel format on the flash drive.) *Title 5 CCR §11969.9(c)(1)(B)(C) states that the annual request must include a description of the methodology used in making the ADA projections and if relevant, documentation of the number of in-district students meaningfully interested in attending the charter school.***



Definitions:
1. "Prior Year" means "the fiscal year prior to the fiscal year in which the facilities request is made." (2015-2016) Cal. Admin. Code tit. 5, § 11969.9(c)(1)(A)
2. "Current Year" means the year in which the facilities request is made. (2016-2017)
3. "Request Year" means the year for which facilities is requested. (2017-2018)
4. "In-District" refers to students that reside in Oakland

Table 1: Total Classroom ADA Actuals & Projections

Grade Level	Prior Year P-2 ADA	Current Year CBEDS Enrollment	Request Year Projected ADA
<i>(Example)</i>	<i>50.63</i>	<i>60</i>	<i>72.55</i>
TK			
K	16.15	15	18.05
1	16.15	15	12.99
2	8.55	8	10.14
3	16.15	16	11.71
4	16.15	16	12.92
5	14.25	13	11.4
6	14.25	14	13.3
7	7.6	8	15.51
8	9.5	10	13.61
9			
10			
11			
12			
Total	118.75	115	119.63

Table 2: Total In-District Classroom ADA Actuals & Projections

Grade Level	Prior Year P-2 ADA	Current Year CBEDS Enrollment	Request Year Projected ADA
<i>(Example)</i>	<i>38.17</i>	<i>47</i>	<i>59.31</i>
TK			
K	16.15	15	18.05
1	16.15	15	12.99
2	8.55	8	10.14
3	16.15	16	11.71
4	16.15	16	12.92
5	14.25	13	11.4
6	14.25	14	13.3
7	7.6	8	15.51
8	9.5	10	13.61
9			
10			
11			
12			
Total	118.75	115	119.63