



OAKLAND UNIFIED SCHOOL DISTRICT

Office of the Superintendent

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TO: Board of Education

FROM: Antwan Wilson, Superintendent
Silke Bradford, Ed.D., Director-Quality Diverse Providers

DATE: September 24, 2015

RE: Vincent Academy
Petition Material Revision Request

Legislative File

File ID No.: 15-1636

Introduction Date: 8/12/15

Enactment No.: 15-1526

Enactment Date: 09/24/15

By: OK

ACTION REQUESTED

Approve the material revision to the Vincent Academy petition to change the location of the school from the current address 1911 Union Street, Oakland, CA 94607 to 2501 Chestnut Street, Oakland, CA 94607.

SUMMARY

Staff recommends that the OUSD Board of Education approve the material revision to the Vincent Academy petition to change the location of the school site. As a newer school, Vincent has outgrown their original facility as it cannot accommodate the advancing Transitional Kindergarten (TK)-5th grade span. The new facility can accommodate the school's full capacity enrollment of 350 students grades TK-5th that they have been approved to serve. Additional reasons for an approval recommendation include the following:

- 1) The new campus is located in close proximity (6 blocks) to the original campus location.
- 2) The library, recess, and physical education area for students is larger than before.
- 3) The new property has additional space allowing for the future additions of classrooms, bathrooms, library, special educational facilities, administrative offices, and a teacher's lounge.
- 4) There is ample and dedicated meeting space for all of the counseling and special education service offerings.
- 5) Exterior walls are reinforced with Kevlar for increased safety.
- 6) The new site has a 20 year long-term lease.

PROCEDURAL BACKGROUND

- 1) The Vincent Academy Executive Director submitted a material revision request for the Vincent Academy petition on August 12, 2015 at a regularly scheduled OUSD Board of Education meeting.
- 2) A public hearing was held on September 9, 2015. Representatives from Vincent Academy presented.

STATUTORY BACKGROUND

Pursuant to Education Code §47605:

Charter law outlines the requirements related to the material revision of charter school petitions specific to proposed changes to the location of the charter school. The following excerpts are taken from the Charter Schools Act, Education Code §47605:

47605(a)(1) "(a) (1) Except as set forth in paragraph (2), a petition for the establishment of a charter school within a school district may be circulated by one or more persons seeking to establish the charter school. A petition for the establishment of a charter school shall identify a single charter school that will operate within the geographic boundaries of that school district. A charter school may propose to operate at multiple sites within the school district, as long as each location is identified in the charter school petition."

Education Code 47605(g) further states: *"The governing board of a school district shall require that the petitioner or petitioners provide information regarding the proposed operation and potential effects of the school, including, but not limited to, the facilities to be used by the school The description of the facilities to be used by the charter school shall specify where the school intends to locate."*

DISCUSSION

Staff conducted an evaluation of the facilities plan related to the proposed material revision to the petition pursuant to the Charter Schools Act and with the application of the Oakland Unified School District Petition Evaluation Rubric.

Vincent Academy is in good financial standing and has sufficient funds and enrollment to support the change of location.

RECOMMENDATION

Staff recommends that the Oakland Unified School District's Board of Education **approve** the material revision of the Vincent Academy petition under the California Charter Schools Act. The factual findings illustrated in this report demonstrate that the material revision to the petition satisfies *Education Code §47607(a)(2)*:

Any material revision to any charter component must be proposed and considered according to the standards and criteria in Education Code §47605.

A. FACILITIES PLAN

The Facilities Plan should demonstrate that the petitioners understand the school's facilities needs and its options for meeting those needs.

Do the petitioners anticipate using a district facility or finding a facility independent of the district?

X Non-district facility District facility (Prop 39)

X Non-district facility

A description of the plan for using a non-district facility excels if it has the following characteristics:

- Informed assessment of anticipated facilities needs;
- Estimated costs for anticipated facilities needs based on research and evidence;
- A description of potential sites including location, size and resources;
- Informed analysis of the viability of potential sites;
- Adequate budget for anticipated facilities costs including renovation, rent, maintenance and utilities;
- A schedule for securing a facility including the person responsible for implementation
- An assurance of legal compliance (health and safety, ADA, and applicable building codes); and
- Identified funding sources.

Facilities Plan: *Does the facilities plan indicate a thorough understanding of the school's needs?*

Inadequate	Approaches	Meets	Excels
<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>

ANALYSIS: FACILITIES PLAN

If Meets or Excels; <i>Strengths</i>	Reference	If Approaches or Inadequate; <i>Concerns & Additional Questions</i>	Reference
<ul style="list-style-type: none"> - Petitioner has secured a building at 2501 Chestnut Street, Oakland, CA 94607 - Petition contains assurances and commitment to facility safety - Vincent Academy is in good financial standing <p>The Petitioners will provide all documents related to the legally required text and assurances.</p>	<p>p.1</p> <p>p.3</p>		

Pre-Opening Site Walkthrough Checklist

This tool is intended to be used by the Office of Charter Schools and charter schools who are moving into a facility for the first time, to ensure that the facility is appropriate for the educational program of the school and the health and safety of the students.

- ✚ It is the expectation of the Office of Charter Schools to conduct a pre-opening site walk-through within two weeks prior to the first day of school.
- ✚ Any issues or concerns which surface during the course of the walkthrough that require official notice to the school, will receive a separate letter from the Office of Charter Schools to that affect.
- ✚ Otherwise, information noted in this document is intended to provide guidance and support to schools prior to opening.

School Name: Vincent Academy Contact: Kate Nicol (knicol@vincentacademy.org)

Location: 2501 Chestnut Street, Oakland, CA 94607

Date of Walkthrough: August 20, 2015

Participants: Silke Bradford, Leslie Jimenez, Kate Nicol, and Kamala Puligandla

General Considerations		Comments
Facilities are sufficient to accommodate estimated student enrollment and to carry out the curricular and instruction program envisioned in the charter.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Site has adequate space for the support services the school intends to provide to its students (i.e. nurse, counselors, tutors, after-school programs, etc.).	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Facilities include cafeteria or other suitable space for students to eat meals.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Building placement is compatible (i.e. music room is not next to library).	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Facilities are generally conducive to a learning environment.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

General Considerations		Comments
Site is away from freeways, railways, flight patterns, excessive noise, obnoxious odors, toxic conditions, electromagnetic fields, earthquake faults, flood zones.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Site has good access and dispersal roads.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

Site has separate bus loading, parking areas, and parent drop off areas.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Facilities operation permits and certificates, including evidence of inspection by a structural engineer, fire marshal and occupancy certificates, zoning variances, building permits, etc. have been secured.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Facilities are sufficient to accommodate the administrative and business functions, including the storage of student and other records, reports, and documents.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Facilities meet requirements of the Americans with Disabilities Act, including (1) accessible routes from outside the school to the entry and from the school entry to all other buildings, and (2) stairs, ramps, toilets and signage that meet accessibility standards.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Site and facilities are situated to minimize student contact with adults who do not have appropriate clearances as required by <i>Education Code</i> Section 44237.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Relocatable facilities are single story and meet local seismic safety requirements.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Site has appropriate security (i.e. fencing, adequate lighting, alarms, etc.).	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Facilities are clean, sanitary, and free from conditions that would create a fire, or other hazard.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

Building Exterior		Comments
Facilities are generally free of chipped paint, cracked floors, uneven surfaces, mold and evidence of leaks.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Sidewalks, driveways, and outdoor play areas are relatively free of cracks and uneven surfaces, and are good repair.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Perimeter fences are installed as necessary and are in good repair.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Graffiti or other signs of vandalism to the building are absent.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

School exterior needs minimal cosmetic repairs, painting, or additional lighting.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Windows and doors are intact and in good repair.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Exterior stairs or handrails are in good repair.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Exits to buildings are free of obstructions.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Signage is adequate for traffic flow and for directions to school offices.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Trees and vegetation provide a clear view of the school; places to hide or to gain authorized access to the building are minimized.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
School site is substantially free of litter and clutter.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

<i>Interior Entrances, Corridors, and Stairs</i>		<i>Comments</i>
Heating and ventilation systems are adequate for the size of the building and numbers of students.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Electrical system has no major code violations.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Fire alarm system meets applicable local life safety codes; appropriate fire extinguishers exist in the building(s) and inspections are up to date.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
<i>Interior Entrances, Corridors, and Stairs</i>		<i>Comments</i>
Restrooms are conveniently located and accessible to students; toilets are clean and operable.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Bracing of overhead light fixtures, heating and air conditioning vents, etc. comply with local ordinances.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Lighting, including night time lighting, is sufficient for the educational activities being conducted at the site.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

Floors, walls, and ceilings are clean; ceiling tiles are all intact.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Halls and stairs are adequately lighted.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Exit doors, including emergency exits, are free of clutter and readily accessible; doors are secure to prevent intruders into the	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Interior is free of other hazards that could endanger student safety.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

Classrooms		Comments
Classroom size and layout are related to functions that will be performed in them (i.e. science and computer laboratories, special education, locker rooms, gyms, etc.).	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Desks, tables, and chairs are in good repair.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Space is provided to secure computers and other expensive electronic devices.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Bookcases, racks, fixtures, etc. are adequately anchored to adjacent structures.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Gas, electrical, and water outlets and appliances are in good repair.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Classrooms have adequate lighting.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Classrooms are visible to teachers at all times; classroom layout is conducive to quick evacuation.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

Additional Comments
N/A