

Subject: Notification of Intent to File *Application for Charter School Preliminary Apportionment (Form SAB 50-09)* with Office of Public School Construction for the Charter School Facilities Program for New Construction Funding

Dear:

I am writing to notify the superintendent of **ABC School District** and its governing board of education that **123 Charter Schools** intends to file an application for new construction funding for its **Number One Elementary Charter School** with the Office of Public School Construction (OPSC) under the Charter School Facilities Program (CSFP) as provided under Article 12, Chapter 12.5, Part 10, Division 1, Title 2, commencing with Section 17078.50, et seq., of the Education Code (EC).

Per EC 17078.53 and School Facility Program (SFP) Regulation Section 1859.162, **123 Charter Schools** is required to notify the district superintendent and governing board of education of the school district, in which a charter school project will be physically located and that serves the same grade level as the charter school, at least (30) days prior to submittal of an *Application for Charter School Preliminary Apportionment (Form SAB 50-09)* to OPSC. Applications may be submitted beginning **May 2, 2022, and ending on June 3, 2022**. **123 Charter Schools** intends to file a Form SAB 50-09 for new construction funding for its **Number One Elementary Charter School** and include a request for up to **300** grade **(K-6)** pupil grants.

Per SFP Regulation Section 1859.162.1, as part of the application process for a CSFP new construction preliminary apportionment, the school district in which the charter school will be physically located, serves the same grade level as the charter school and where new construction eligibility is assessed is required to submit a current *Enrolment/Certification Projection (Form SAB 50-01)* with OPSC for the current California Basic Education Data System (CBEDS) year. Therefore, I respectfully request the **ABC School District** file an updated Form SAB 50-01 with OPSC for the **2021/2022** year **by June 3, 2022**, if not already completed.

In addition, pursuant to SFP Regulation 1859.162.1, please submit a school board resolution certifying to the number of the district's unhoused pupils that the project will house, supporting documentation that explains the methodology used to generate this number, and the school board meeting minutes that recorded the approval of the certification. The school board must have discussed the issue as an action item at a regularly scheduled, publicly held board meeting. I respectfully request that these items be generated by district staff, approved by the school board and sent to **123 Charter School** or OPSC for the inclusion in the funding application within 90 days of this notification.

If you have any questions or require additional information about this notification of intent to file, please contact **charter representative name** at **charter representative**

phone number, or charter representative email address. You may also contact Erin Cunneen at OPSC at erin.cunneen@dgs.ca.gov or (279) 946-8440.

Sincerely,

Charter Representative Signature