



1335 Calle Bouganvilla, Thousand Oaks, CA 91360 • (805) 492-3560 Fax: (805) 493-8852 •

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Charter School Facility Request Form

Charter School Name: Bridges Charter School

Charter Authorizing Entity: Ventura County Office of Education

Contact Information:

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Has the charter been approved? ☒ Yes ☐ No

Is this a continuing or new school? ☒ Continuing ☐ New

Actual or anticipated date of local charter approval: Renewal Expected February, 8th, 2027

District from which charter school is requesting facilities: Conejo Valley Unified School District

Date request submitted: October 31, 2023
of occupancy: July 1, 2024

Anticipated date

Please provide current year actual average daily attendance (ADA), the anticipated change, and the resulting ADA projection for the forthcoming fiscal year by grade level:

2022-23 Actual ADA compared to 2023-24 Current Projected ADA

Grade Level	TK	K	1	2	3	4	5	6	7	8	Total
Total ADA											
2022-23 P-2 ADA	2.00	35.30	36.49	43.63	47.46	41.04	41.71	31.37	18.73	28.16	325.89
2023-24 Current Projected ADA	14.25	36.10	38.95	37.05	48.45	43.70	47.50	38.00	34.20	19.95	358.15
Change	12.25	0.80	2.46	(6.58)	0.99	2.66	5.79	6.63	15.47	(8.21)	32.26
Total In-District ADA											
2022-23 P-2 ADA	1.00	12.30	26.34	23.08	22.82	28.17	24.39	19.97	15.75	19.04	192.86
2023-24 Current Projected ADA	6.65	20.90	13.30	25.65	26.60	21.85	29.45	22.80	22.80	16.15	206.15
Change	5.65	8.60	(13.04)	2.57	3.78	(6.32)	5.06	2.83	7.05	(2.89)	13.29
Total Classroom ADA											
2022-23 P-2 ADA	-	30.07	28.07	36.97	31.46	32.28	34.13	29.92	17.50	27.26	267.66
2023-24 Current Projected ADA	0.95	26.60	30.40	30.40	43.70	29.45	41.80	32.30	33.25	19.95	288.80
Change	0.95	(3.47)	2.33	(6.57)	12.24	(2.83)	7.67	2.38	15.75	(7.31)	21.14
Total In-District Classroom ADA											
2022-23 P-2 ADA	-	11.30	21.89	21.50	18.82	23.51	21.39	19.61	15.23	19.04	172.29
2023-24 Current Projected ADA	0.95	16.15	11.40	21.85	26.60	18.05	26.60	19.95	22.80	16.15	180.50
Change	0.95	4.85	(10.49)	0.35	7.78	(5.46)	5.21	0.34	7.57	(2.89)	8.21

2023-24 Current Projected ADA compared to 2024-25 Estimated ADA

Grade Level	TK	K	1	2	3	4	5	6	7	8	Total
Total ADA											
2023-24 Current Projected ADA	14.25	36.10	38.95	37.05	48.45	43.70	47.50	38.00	34.20	19.95	358.15
2024-25 Projected ADA	17.10	28.50	39.67	42.81	40.72	53.25	48.03	52.20	41.76	37.59	401.62
Change	2.85	(7.60)	0.72	5.76	(7.73)	9.55	0.53	14.20	7.56	17.64	43.47
Total In-District ADA											
2023-24 Current Projected ADA	6.65	20.90	13.30	25.65	26.60	21.85	29.45	22.80	22.80	16.15	206.15
2024-25 Projected ADA	9.50	20.90	22.34	14.22	27.42	28.43	23.36	31.48	24.37	24.37	226.38
Change	2.85	-	9.04	(11.43)	0.82	6.58	(6.09)	8.68	1.57	8.22	20.23
Total Classroom ADA											
2023-24 Current Projected ADA	0.95	26.60	30.40	30.40	43.70	29.45	41.80	32.30	33.25	19.95	288.80
2024-25 Projected ADA	13.30	28.50	28.70	32.80	32.80	47.15	31.78	45.10	34.85	35.88	330.86
Change	12.35	1.90	(1.70)	2.40	(10.90)	17.70	(10.02)	12.80	1.60	15.93	42.06
Total In-District Classroom ADA											
2023-24 Current Projected ADA	0.95	16.15	11.40	21.85	26.60	18.05	26.60	19.95	22.80	16.15	180.50
2024-25 Projected ADA	9.50	20.90	16.92	11.94	22.89	27.87	18.91	27.87	20.90	23.89	201.59
Change	8.55	4.75	5.52	(9.91)	(3.71)	9.82	(7.69)	7.92	(1.90)	7.74	21.09

Please attach the following:

- For In-district classroom ADA identified above, a list by grade level indicating the district that the pupils are otherwise eligible to attend and the number of pupils from each district.

BRIDGES: 2023-24 Current Classroom Enrollment by District												Classroom Enrollment
District	Code	TK	K	1st	2nd	3rd	4th	5th	6th	7th	8th	
Conejo	Class	1	17	12	23	28	19	28	21	24	17	190
Las Virgenes	Class	0	2	5	2	1	1	1	0	0	0	12
Los Angeles Unified	Class	0	0	0	0	1	1	1	2	0	1	6
Moorpark	Class	0	2	4	0	4	4	3	3	2	1	23
Oak Park	Class	0	0	0	0	2	1	0	0	1	0	4
Oxnard Elementary	Class	0	0	0	0	0	1	0	0	0	0	1
Pleasant Valley	Class	0	1	0	3	1	1	2	0	2	0	10
Simi Valley	Class	0	6	11	4	9	3	9	8	6	2	58
Current Enrollment		1	28	32	32	46	31	44	34	35	21	304

2023-24 In-District Classroom ADA by School of Residence

Grade	School AKA	School ASP	School BAN	School CON	School CYP	School GLN	School LAD	School LRE	School MAD	School MAP	School SCS K-8	School WFL	School WWD	Total TK-5	School COL	School LCM	School RED	School SEQ	Total 6-8	Grand Total
TK	0.00	0.00	0.00	0.00	0.00	0.95	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.95						0.95
K	1.90	2.85	1.90	0.95	0.00	0.00	3.80	0.00	0.95	0.00	1.90	1.90	0.00	16.15						16.15
1	0.00	0.00	0.00	0.95	1.90	2.85	0.95	0.95	0.00	0.00	0.00	2.85	0.95	11.40						11.40
2	4.75	1.90	0.00	0.95	0.00	4.75	2.85	1.90	0.00	0.00	1.90	2.85	0.00	21.85						21.85
3	1.90	0.00	1.90	0.95	1.90	7.60	6.65	0.95	0.95	0.00	0.00	1.90	1.90	26.60						26.60
4	0.00	0.95	0.00	1.90	0.00	3.80	3.80	0.95	1.90	0.00	0.95	3.80	0.00	18.05						18.05
5	0.95	2.85	0.95	0.95	0.00	7.60	2.85	0.00	2.85	0.95	2.85	1.90	1.90	26.60						26.60
6										0.00					4.75	3.80	4.75	6.65	19.95	19.95
7										0.95					3.80	9.50	5.70	2.85	22.80	22.80
8										0.00					3.80	5.70	4.75	1.90	16.15	16.15
Total	9.50	8.55	4.75	6.65	3.80	27.55	20.90	4.75	6.65	0.95	8.55	15.20	4.75	121.60	12.35	19.00	15.20	11.40	58.90	180.50

A description of the methodology used for the ADA projections above.

- Projected 2024-25 In-district classroom ADA was calculated using the following methodology:

- a. BRIDGES reasonably projects that its 7 current in-district, non-classroom TK students will transition to BRIDGES' K classroom in 2024-25. An additional 18 TK students (10 in-district classroom, 4 out-of-district classroom, 4 out-of-district homeschool), and 15 in-district kindergarteners are expected to be added next year, resulting in an in-District enrollment of 22 for K in 2024-25. All other grades are assumed to roll forward one year, with any disenrolled students replaced from the waitlist. In addition, classroom enrollment numbers in grades 1-8 are expected to increase by a percentage (4.77%) that is in line with the enrollment increase BRIDGES has seen in 2023-24 compared to 2022-23. The projection reflects an increase of approximately 12 classroom-based in-District students spread across all grades. The school continues to make a strong investment in marketing in 2023-24. In 2022-23, this resulted in the addition of 10 students during the 2nd half of the year with enrollment growth continuing into the early part of this year. For these reasons, ADA was calculated using these assumptions:
 - i. 2024-25 classroom ADA is based on approximately 334 classroom-based students multiplied by a 95% attendance ratio. History shows that BRIDGES has averaged over a 95% attendance rate during its last five years of operation, so the 95% attendance rate is a conservative estimate.
 - ii. In-District ADA as compared to total ADA remains at approximately 60%, as it has for each of the last 5 years.
 - iii. In-District Classroom-based ADA for 2024-25 was projected using an enrollment figure of approximately 212 students, which is an increase from the current in-district classroom enrollment of 190.
 - iv. BRIDGES is assuming that ADA levels for 2024-25 will increase in comparison to the projected ADA for the 2023-24 school year due to the school's investment in marketing, which has produced noticeable enrollment increases over these last 2 years.
2. **If the charter school is initially opening in the forthcoming fiscal year, or if the charter school is projecting a substantial increase in in-district ADA between the prior year and the forthcoming year, documentation of the number of in-district students meaningfully interested in attending the charter school that is sufficient for the district to determine the reasonableness of the projection, but that need not be verifiable for precise arithmetical accuracy.**
 - a. BRIDGES is estimating the in-district classroom enrollment and ADA will increase at grades 1-8 at a percentage (4.77%) similar to the growth seen in those grades this year. This growth is offset by a conservative estimate for the incoming kindergarten class for 2024-25. The projected growth does not represent a substantial increase warranting the production of additional documentation of interest.

Bridges proposed operational calendar for the forthcoming fiscal year:

Month	Instructional Days	Pupil Free Work Days	Administrative Days
July	0	0	8
August	8	5	22
September	20	0	20
October	22	1	23
November	14	3	17
December	15	0	15
January	19	0	19
February	16	0	18
March	19	1	20
April	16	0	16
May	19	0	22
June	9	1	21
Total	177	8	220

Bridges Charter School Calendar 2024-2025

S	M	T	W	T	F	S	Key Dates/Explanation
July							Student Days = 0
	1	2	3	4	5	6	4, Holiday – Independence Day
7	8	9	10	11	12	13	
14	15	16	17	18	19	20	
21	22	23	24	25	26	27	
28	29	30	31				
August							Student Days = 8
				1	2	3	14, 19, 20 Teacher Work Day
4	5	6	7	8	9	10	15, 16 Staff Development
11	12	13	W	S	S	17	21, First Day of School - All Grades
18	W	W	21	23	24	25	23-24 Minimum Day
26	27	28	29	30	31		
September							Student Days = 20
1	2	3	4	5	M	7	2 Holiday - Labor Day (No School)
8	ME	ME	ME	ME	M	14	3 Specialist Start
15	16	17	18	19	M	21	9-12 Minimum Elementary Grades 1-5 Only
22	23	24	25	26	M	28	9 Homeschool specialist start
29	30						
October							Student Days = 22
		1	2	3	M	5	1-11 Kinder Conferences Begin and Continue
6	7	8	9	10	M	12	14-18 Early Release @12:30 Conferences - All Students
13	ER	ER	ER	ER	ER	19	25 Teacher Work Day
20	21	22	23	24	W	26	
27	28	29	30	31			
S	M	T	W	T	F	S	Key Dates/Explanation
January							Student Days = 19
			1	2	3	4	1, Holiday (No School)
5	6	7	8	9	M	11	2,3 Local Holiday (No School)
12	13	14	15	16	M	18	17 End of First Semester
19	20	21	22	23	M	25	20 Holiday - Martin Luther King Jr. (No School)
26	27	28	29	30	M		
February							Student Days = 16
						1	12, 13 Mid Term Break (No School)
2	3	4	5	6	M	8	14 Local Holiday - Lincoln's Birthday (No School)
9	10	11	12	13	M	15	17 Holiday - Washington's Birthday (No School)
16	17	18	19	20	M	22	
23	24	25	26	27	M		
March							Student Days = 19
					M	1	3 End of Trimester 2
2	S	4	5	6	M	8	3 Staff Development (No School)
9	MSM	MSM	MSM	MSM	M	15	10-13 Middle School Conference Minimum 6-8 Only
16	17	18	19	20	M	22	17-28 ELPAC Testing
23	24	25	26	27	M	29	
30							
April							Student Days = 16
		1	2	3	M	5	18-25 Spring Break (No School)
6	7	8	9	10	M	12	7 - 11 CAASPP - Science
13	14	15	16	17	18	19	?? CAASPP ELA
20	21	22	23	24	25	26	
27	28	29	30				

November							Student Days = 14
				S	2		1 Staff Development
3	4	5	6	7	M	9	11 Holiday Veterans Day
10	11	12	13	14	M	16	8 Last Day of First Trimester
17	18	19	20	21	M	23	25-29 Fall Break 28 & 29 local hol. (no school)
24	25	26	27	28	29	30	
December							Student Days = 15
1	2	3	4	5	M	7	23-31 Winter Break (No School)
8	9	10	11	12	M	14	25, Holiday (No School)
15	16	17	18	19	M	21	
22	23	24	25	26	27	28	
29	30	31					
May							17 R 4M Student Days = 19
					M	3	
4	5	6	7	8	M	10	5 - 16 CAASPP - Math
11	12	13	14	15	M	17	23 Local Holiday (No School)
18	19	20	21	22	23	24	26 Holiday Memorial Day (No School)
25	26	27	28	29	M	31	
June							Student Days = 9
1	2	3	4	5	M	7	12 Early Release @ 12:30
8	9	10	11	ER	W	14	12 Last Day of School
15	16	17	18	19	M	21	12 End of Trimester 3
22	23	24	25	26	M	28	12 End of Semester 2
29	30						13 Teacher Workday
							19, Holiday Juneteenth National Independence Day
Extended School Year 2023-2024							ESY June 16-27 and August 1-12

LEGEND

1ST DAY AUG 21 - LAST DAY JUNE 12 2025	176 STUDENT DAYS	4 TEACHER WORK DAYS	185 TEACHER DAYS	Board Approved: 1-9-23 Revised 6-14-23
19 LEGAL HOLIDAYS - NO SCHOOL	3 LOCAL HOLIDAYS - NO SCHOOL	4 STAFF DEVELOPMENT DAYS	Red = NO SCHOOL	BREAKS - NO SCHOOL
	40 MINIMUM DAYS - Please see Bell Schedule	6 ER EARLY RELEASE - Please see Bell Schedule		

3. Information regarding the district school site and/or the general geographic area in which the charter school wishes to locate.

Based upon the anticipated needs of Bridges for school year 2024-2025, Bridges desires to continue to operate on the site located at 1335 Calle Bouganvilla, Thousand Oaks, CA 91360. The needs of Bridges Charter School are as follows:

- 15 full-time grade configured classrooms. This fulfills the need for 2 classrooms per grade level in grades K-3; 3 classrooms for grades 4/5, and 3 classrooms total for grades 6, 7, and 8 to accommodate for middle school Humanities, Science, and Math. These designated classrooms are rooms K1, K2, 3, 4, 7, 8, 9, 10, 11, 12, 13, 14, 16, 17, 18
- 2 Special Education classrooms to accommodate the self-contained Specially Designated Instruction (SDI) class for our K-5 Resource Teacher and our 6-8 grade resource teacher. This designated classroom is room 6, and we are requesting an additional room for our K-5 SPED program.
- 1 classroom for our homeschool program, TK program, and shared with our intervention programs, K2B
- 1 portable for shared usage: library, school psychologist, speech pathologist, school counselor.
- 1 portable for the K-8 art program and Extensions after school program.

Based on our projected enrollment, in addition to classroom space, we request the continued use of:

General Office: All currently used general school office space, including general front office space (including remodeled director's office/conference room – formerly classroom 5), assistant director's office, health clerk station, staff room, work room.

Multipurpose Room: All currently used multipurpose space including the stage area, back storage area, and open floor space.

Restrooms: All currently used bathrooms.

Storage Facility Closets: All currently used storage areas including boiler room, janitors closet, ball closet, storage closet next to bathrooms (west end) and continued use of space for two (2) storage containers.

Outdoor Facilities: All currently used outdoor facilities. Continued use of the outdoor open-space for sports, physical education, and artistic activities. Continued use of the covered table-bench combinations for outdoor snack time and outdoor lessons/experiments; outdoor drinking fountains. Continued use of the outdoor playground structures with slides, climbers, swings, balancing features, overhead events, and climbing adventures. Continued use of the enclosed kindergarten play area including grass and play structure with the benches for snack time and outdoor lessons/experiments.

Handicap Accessibility: All school buildings, parking lot, and outdoor space will require accommodations for wheelchair access and, in general, reasonable accommodations for the disabled.

Parking: Continued usage of the staff lot with a curb for loading/unloading.

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 station spaces under a Prop. 39 analysis, the District must also allocate a reasonable equivalent amount of this space to the Charter School.

4. Information on the charter school's educational program that is relevant to the assignment of facilities, if any.

Bridges has worked collaboratively with Conejo Valley Unified School District on the maintenance of our school site. Of note, our population of Special Education students has risen significantly in the past several years by 3-4%. This has required us to hire a second full time resource specialist for our K-5

students. In addition, to serve the needs of our population, we have increased the FTE for our school psychologist to 1.0 and our school counselor to .85 FTE. Given the confidential nature of their work, we have a need for office space for them to serve our students. In order to stay legally compliant with caseloads, we have had to hire an additional teacher, and we have a need for an additional classroom for our Special Education program.

Further, we have enjoyed a collaborative relationship with CVUSD in the development of our outdoor classroom, maintenance of the play areas and maintenance of the multipurpose room. We have further established a positive and collaborative relationship with CVUSD's central kitchen and the after school community programs which share our site.

In 2019-2020, we had met with CVUSD leadership to begin plans with the district to utilize Measure I funds for enhancing our school's safety. We hope to continue discussions with the District about enhancing the security and safety of the school given recommendations by VCOE and Strategos International.

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