



Date: February 6, 2023  
 To: Board of Directors of Navigator Schools  
 From: Neena Goswamy  
 Subject: Hayward Collegiate Material Revision Due to 10% Change in Enrollment. Instead of 180 students as projected, we have enrolled 150 students.

*Why are we submitting a material revision?*

As shared during the ACOE Charter Leaders Network ([see slide 12 for reference](#)), the Alameda County Board of Education (ACOE) approved [Memorandum of Understanding](#) requires a material revision for total enrollment that is greater/less than 10% from originally projected for which Hayward Collegiate has been identified.

*Section 23.1.3: Changes in enrollment that represent an increase or decrease from the annual enrollment originally projected in the charter petition by more than 25% in any grade level or 10% of total enrollment in any given year.*

Due to our facilities constraints and the state laws regarding class-size with Transitional Kindergarten (TK) requirements this year, Hayward Collegiate had to reduce enrollment in our combined TK/Kindergarten classroom from 30 students to 24. Additionally, we could not back-fill any classes due to the longer term facilities constraints.

Below you will find enrollment projections versus actuals for this school year along with 5-year projections versus what was previously approved in the last material revision.

**Enrollment Projections for 2022-23 vs Actuals**

Grade	2022-23 Approved Enrollment	2022-23 Proposed Enrollment
TK	0	0
TK/K	30	24
1	30	26
2	30	27
3	60	48
4	30	25
5	0	0
6	0	0
Total	180	150
Difference %	17%	

## New Enrollment Projections for the Next 5 Years

Grade	2022-23 Approved Enrollment	2022-23 Proposed Enrollment	2023-24 Approved Enrollment	2023-24 Proposed Enrollment	2024-25 Approved Enrollment	2024-25 Proposed Enrollment	2025-26 Approved Enrollment	2025-26 Proposed Enrollment	2026-27 Approved Enrollment	2026-27 Proposed Enrollment
TK	0	0	0	24	0	24	0	24	0	24
TK/K	30	24	30	30	30	30	30	30	30	30
1	30	26	30	30	30	30	30	30	30	30
2	30	27	30	30	30	30	30	30	30	30
3	60	48	30	30	30	30	30	30	30	30
4	30	25	60	48	30	30	30	30	30	30
5	0	0	30	25	60	48	30	30	30	30
6	0	0	0		30	25	60	48	30	30
Total	180	150	210	214	240	247	240	252	210	234

*What is the timeline?*

- Submission of materials to ACOE Due - Friday, February 24
- Public Hearing – Tuesday, March 14
- Determination – Tuesday, April 11

*What is the historical context?*

So far, no school has ever been denied a material revision due to enrollment reductions at ACOE. Per ACOE, “Many schools are currently dealing with the realities of declining enrollment, and many will need to do material revisions to update their projections.” ACOE is putting together a document that outlines what could happen and what next steps would be if the material revision is denied.

This year, the following charter schools in ACOE are also submitting a material revision due to declining enrollment:

1. Envision Academy of Arts + Technology
2. Urban Montessori
3. Alternatives in Action
4. Community School for Creative Education
5. Cox Academy
6. Aurum Preparatory

Historically, Hayward Collegiate has submitted a material revision regarding enrollment in 2020-21 and 2021-22 with no political backlash.

*\*Note that Yu Ming Charter School (another ACOE charter school) submitted enrollment changes in their material revision last year.*

*Reccomendation:*

It is recommended that the Board authorize Navigator staff to submit a material revision to ACOE with the adjusted enrollment projections.