



Oxford Day Academy  
1001 Beech Street  
East Palo Alto, CA 94303

September 18, 2019

Dear Superintendent Magee and Trustees of the Board,

It is our great pleasure to submit this charter renewal application to the San Mateo County Office of Education (SMCOE). Our initial charter covered a three-year term, including school years 2017-18, 2018-19, and 2019-20. As we enter the final year of our initial term, it is our deep hope to be renewed by your office so that we may continue working with the students, family, and community of Oxford Day Academy in the 2020-21 school year and beyond.

Per the instructions of the SMCOE team, we have produced two versions of our charter petition: one with redline edits to the original charter, and one as a clean copy. We have submitted a hard copy as well as a digital thumb drive of each. The major changes from the original to renewal charter are summarized in the Executive Summary; the renewal petition also includes a Supplemental School Performance Data Report and, per Education Code S 47605(g), we have created a new tab that articulates potential effects of ODA, the specific location of proposed facilities, the manner in which administrative services are to be provided, and potential civil liability effects.

Finally, you will find enclosed a completed checklist that articulates the location of required charter elements within this charter petition. Please do not hesitate to share any questions or feedback you might have, and thank you for all of your time and service. Our team is excited to work with you in the months and years to come.

Our Board President, Christina Mireles, authorizes the submission of this charter renewal application on behalf of the ODA governing board. The co-founders and co-leaders of this school, Irene St. Roseman and Mallory Dwinal, also give their full endorsement for charter renewal. As a team, we look forward to engaging in the renewal process with the SMCOE office, with the deep hope to continue the work of Oxford Day Academy in the months and years to come.

Sincerely,

Christina Mireles, JD  
Board President

Irene St. Roseman, EdD  
Co-Founder & Head of School

Mallory Dwinal, PhD, MBA  
Co-Founder & CEO

Enc. Updated Enrollment Projections. See 'Supplemental Materials' tab.