

I. GRANT PROPOSAL SUMMARY SHEET

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Date: August 27, 2026

Contact Information

Organization Name: Oxford Classical Charter Academy Executive Director/CEO: John A. Burtka Jr., President and Startup Executive Officer

Address: 679 Oxford Road, Lincoln University, PA 19352

Phone: 517-937-4272 Board Chair: Laura Sanchez Pallares

Website: www.oxfordclassicalacademy.org Board Chair Approval: Approved 8/27/26

Year Incorporated: 2026 Primary Contact: John A. Burtka Jr.

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Organization Information:

Field of Interest: Education

☐	Arts, Culture, Heritage	☒	Education, Library	☐	Environment, Animals
☐	Health	☐	Human Services	☐	Social Justice, Civic Engagement
☐	Religion	☐	If other, please describe:		

Mission: The mission of Oxford Classical Charter Academy is to form students in mind and character through a rigorous, content-rich classical education in the liberal arts and sciences, students who read well, write clearly, think carefully, work hard, and understand the history, literature, science, mathematics, and civic inheritance that form free people.

Geographic Area Served: Southern Chester County, centered on the Oxford Area School District and neighboring communities.

Population Served: Oxford Classical is a pre-opening school. We plan to open with 259 students in grades K–6 in Fall 2028 and grow to K–12. In our school district 43.2% of students are economically disadvantaged and 12.9% are English Learners. Our financial plan assumes that 22% of students will need special-education services. Our community's response in support of this project has been very high. We've had 520 people sign up to show their support of Oxford Classical, with 147 families specifically stating an interest in sending their children to the school.

Annual Budget: \$70,000 FY2026–27 petition and formation expenses Full-Time Equivalent Paid Staff: 0

Program/startup expenses: 79% Board Volunteers: 6 voting trustees

Administrative expenses: 21% Active Non-Board Volunteers: 6, including founder and advisers

Fundraising expenses: 0% Volunteer Hours: Not yet formally tracked by this new organization
100% total. Expense classifications are based on the controlling Year 0 startup budget and are unaudited.

Top Funding Sources: DAFgiving360 donor-advised-fund gift; local individual donor; founding and community supporters.

This grant proposal is for: ☒ Direct Service Programs & General Operating ☐ Capacity Building

Capacity Building Focus: Not applicable. This is a pre-opening general-operating request.

☐	Contingency Planning	☐	Partnerships, Collaborations	☐	Merger, Closure
☐	Mission, Vision, Strategy	☐	Board Engagement & Leadership	☐	Marketing, Communication
☐	Resource Development	☐	Operations	☐	Technology
☐	If other, please describe:				

Grant Amount Requested from the Community Foundation: \$10,000

Proposal Summary: Oxford Classical is asking for \$10,000 to complete the legal and technical work required for our November 15, 2026 charter filing. The grant would pay for Pennsylvania charter-counsel review, final application work, governance and compliance documents, and English- and Spanish-language family materials. Our goal is straightforward: give working families in southern Chester County access to a rigorous classical education without private-school tuition.



II. GRANT PROPOSAL NARRATIVE

1. Overall aims, initiatives, achievements, and distinctiveness

Oxford Classical Charter Academy was formed for one purpose: to open a tuition-free, nonsectarian classical public charter school for families in southern Chester County. We plan to open grades K–6 in Fall 2028 with 259 students and then add grades until we reach K–12. Our mission is to form students in mind and character through a rigorous, content-rich education in the liberal arts and sciences.

Families here need another serious public-school option. In the Oxford Area School District, 43.2% of students are economically disadvantaged and 12.9% are English Learners. Our financial plan assumes that 22% of our students will need special-education services. Families should not have to pay private-school tuition or homeschool their children to choose a school built around strong reading, writing, mathematics, science, history, civic knowledge, orderly classrooms, and high expectations.

Oxford Classical will combine a serious classical education with the access and accountability of a public school. We are building a Pennsylvania-aligned curriculum, preparing materials in English and Spanish, using a conservative financial model, and planning to operate in an existing school building. An independent local Board will govern the school. Oxford Classical will not be run by a charter-management organization.

This is no longer just an idea. We incorporated in Pennsylvania on March 5, 2026, established a six-member voting Board, received federal 501(c)(3) recognition, built a ten-year financial model, and identified an existing school facility. Hillsdale College's K–12 Education Office advanced us through its review and Board interview and then told us verbally that it will provide founding support. We are waiting for the written confirmation. We have also received 197 family-interest responses.

2. Funding request: Charter Petition and Launch Readiness Initiative

We are asking the Chester County Community Foundation for \$10,000 to help us finish the charter application due to the Oxford Area School District on November 15, 2026. We are asking for the top of the Foundation's normal range because this is immediate, defined work that must be completed correctly. Our Year 0 budget includes \$70,000 for the petition and formation period: \$40,000 for charter legal work, \$15,000 for educational consulting and application development, \$10,000 for governance formation, and \$5,000 for other petition costs.

The work ahead is demanding but clear. Pennsylvania charter counsel must review the application. We must complete and cross-check the academic, operational, financial, special-education, English-learner, facility, governance, and enrollment sections. The Board must review and approve the final filing. We must also finish the English- and Spanish-language family materials and assemble the supporting evidence.

Why funding is urgent

We have less than three months to turn more than a year of planning into a complete public filing. A mistake now could delay authorization, weaken our record before the school district, or cost substantially more to correct later. This grant would let us pay for professional review while there is still time to make changes. It would also allow our volunteer team

to keep moving without using funds that will be needed later for school leadership, curriculum, technology, and the facility.

Use of the \$10,000 grant

Most of the grant, \$6,000, would pay for Pennsylvania charter-counsel review and filing readiness. We would use \$2,000 for the education plan and final application work, \$1,000 for governance and compliance documents, and \$1,000 for bilingual family materials, evidence production, and application assembly. If vendor costs change, the Board will keep all spending within these four purposes and document any change.

Results and demonstration of impact

Success is easy to measure. By November 15, we will have a completed legal review and a Board-approved charter application on file with the Oxford Area School District. The operating model and application budget will agree. The governance record will be complete. Family materials will be available in English and Spanish. Our evidence file will document family demand, curriculum, student services, facilities, and financial readiness. The Board will review the work, invoices, and spending, and we will report the results to the Community Foundation.

Sustainability

This \$10,000 request is one part of our full startup plan. Our Year 0 fundraising goal is \$150,000. That includes the \$70,000 petition and formation budget and a reserve for the work that follows. As of August 24, 2026, Oxford Classical has \$26,943.05 in available cash, including the deposited \$10,000 donor-advised-fund gift. We are continuing to meet with local donors and foundations and will pursue charter startup grants after authorization. A Community Foundation grant would help us complete the November filing without using most of the cash we have already raised.

Grant-funded activity	Amount
PA charter-counsel review and filing readiness	\$6,000
Education-plan and application-development support	\$2,000
Governance and compliance documentation	\$1,000
Bilingual outreach, evidence production, and application assembly	\$1,000
Total request	\$10,000