

Learning Bridge Charter School Request to Occupy a Temporary Facility

Request to Occupy a Temporary Facility was approved by the Learning Bridge Board of Directors on August 21st, 2018

Learning Bridge Charter School is requesting to occupy a temporary facility for four classrooms. Sacred Heart Catholic Religious Education Center used to be a Catholic Elementary school. This building will accommodate 2nd, 3rd, 4th & 5th grade classes for a total of 80 students.

● Attachments Necessary to Assess Facility Compliance

1. A letter of transmittal signed by the Board chair formally requesting the amendment and identifying each of the elements to be submitted in support of the request.

Good Cause Exemption Letter

2. Agenda for Board Meeting Where Board Voted to Request an Amendment to Occupy a Temporary Facility

August 21, 2018

3. Draft or Approved Minutes for Board Meeting Where Board Voted to Request an Amendment to Occupy a Temporary Facility

Draft minutes are available for August 21, 2018

4. If a facility has been identified, the physical address of the facility and supporting documentation verifying the location, including the Assessor's Parcel Number and a copy of the Assessor's Parcel Map for the proposed facility **OR**, if a facility has not been identified, a discussion of the desired community of location and the rationale for selecting that community AND an assurance that the school will submit such documentation for review and approval prior to acquisition of any facility in compliance with NAC 386.3265

The Facility to be occupied is Sacred Heart RE Center is 900 E. 11th Street, Ely, Nevada 89301.

5. If a facility has been identified, a copy of the proposed purchase and sale agreement or a copy of the proposed lease or rental agreement **OR** a narrative explaining the rationale for the budgeted cost of acquisition of an owned or leased facility AND an assurance that the school will submit such documentation for review and approval prior to acquisition of any facility in compliance with NAC 386.3265

Learning Bridge is committed to providing a full a detailed response to this question by a mutually-agreed upon deadline with Authority staff. The school and Board understand that sufficient information within the temporary facility amendment request is needed so as to safeguard students and ensure compliance with state and federal law as well as Authority regulations.

6. If a facility has been identified, a copy of the floor plan of the facility, including a notation of the size of the facility which is set forth in square feet **OR**, if a facility has not been identified, a discussion of the general specifications to be utilized during the facility search, including approximate square footage AND an assurance that the school will submit such documentation for review and approval prior to acquisition of any facility in compliance with NAC 386.3265

Learning Bridge is committed to providing a full a detailed response to this question by a mutually-agreed upon deadline with Authority staff. The school and Board understand that sufficient information within the temporary facility amendment request is needed so as to safeguard students and ensure compliance with state and federal law as well as Authority regulations.

7. If a facility has been identified, the name, address, and full contact information of the current owner of the facility and any proposed landlord and a disclosure of any relationship between the current owner or landlord and the school, including but not limited to any relative of a board member or employee within the third degree of consanguinity or affinity and any connection with an educational management organization, foundation, or other entity which does business with or is otherwise affiliated with the school **OR** a description of the process and resources the school will use to identify a facility AND an assurance that the school will submit such information for review and approval prior to acquisition of any facility in compliance with NAC 386.3265

Sacred Heart RE Center is owned by the Diocese of Las Vegas. 336 Cathedral Way, Las Vegas, NV 89109. Phone (702) 735-3500.

Operated by Sacred Heart Catholic Church Parish. 900 East 11th Street, Ely, NV 89301. Phone (775) 289-2201. Fr. John McShane phone (702) 807-4677. There are no relationships between Sacred Heart Church and Learning Bridge Charter School.

8. Full Certificate of Occupancy **OR** a detailed construction project plan and timeline, including a Gantt chart, identifying all facility development activities necessary to obtain a full certificate of occupancy prior to the first day of school AND documentation of the inspection and approval processes and timelines for the state, municipal, or county agencies which will issue the Certificate of Occupancy, including a discussion of whether such agencies issue temporary or conditional approvals and a copy of the standard form documentation that the sponsor can consult in such circumstances to confirm compliance with NAC 386.3265

Learning Bridge is committed to providing a full a detailed response to this question by a mutually-agreed upon deadline with Authority staff. The school and Board understand that sufficient information within the temporary facility amendment request is needed so as to safeguard students and ensure compliance with state and federal law as well as Authority regulations.

9. Documentation demonstrating that the proposed facility meets all applicable building codes, codes for the prevention of fire, and codes pertaining to safety, health and sanitation **OR** a detailed construction project plan and timeline, including a Gantt chart, identifying all facility development activities necessary to obtain all such code approvals prior to the first day of school AND documentation of the inspection and approval processes and timelines for the state, municipal, or county agencies which will conduct all code inspections, including a discussion of whether such agencies issue temporary or conditional approvals and a copy of the standard form documentation that the sponsor can consult in such circumstances to confirm compliance with NAC 386.3265.

Learning Bridge is committed to providing a full a detailed response to this question by a mutually-agreed upon deadline with Authority staff. The school and Board understand that sufficient information within the temporary facility amendment request is needed so as to safeguard students and ensure compliance with state and federal law as well as Authority regulations.

10. Documentation demonstrating the governing Body has communicated with the Division of Industrial Relations of the Department of Business and Industry regarding compliance with the federal Occupational Safety and Health Act (OSHA) in compliance with NAC 386.3265

Learning Bridge is committed to providing a full a detailed response to this question by a mutually-agreed upon deadline with Authority staff. The school and Board understand that sufficient information within the temporary facility amendment request is needed so as to safeguard students and ensure compliance with state and federal law as well as Authority regulations.

ONGOING OPERATIONS

- (1) Discuss the types of insurance coverage the school will secure as a result of the occupation of the temporary facility, scope of operation and the attendant risks, including a description of the levels of coverage. Types of insurance should include workers' compensation, liability insurance for staff and students, indemnity, directors and officers, automobile, and any others required by Nevada law or regulation. As the minimum coverage required by Nevada law and regulation is intended as a baseline requirement for schools which operate at a significantly smaller scale, schools requesting an amendment are expected to research the levels of and types of insurance coverage typically required of and obtained by similarly sized schools in other states, including but not limited to Arizona, California, Colorado, the District of Columbia, Massachusetts, and New York, and crosswalk those

levels of coverage with those the school intends to obtain to ensure that the governing body and leadership is fully cognizant of the complexity of risk management at a temporary facility.

E.H. Hursh Inc. Insurance has been notified about providing coverage for both Learning Bridge School and temporary coverage to occupy Sacred Heart RE Center. Currently we are awaiting the written documentation. Russ Mower at the Diocese of Las Vegas has verified that our coverage is valid and suitable liability coverage. He is awaiting the Certificate of Occupancy before submitting written approval.

Timeline

Learning Bridge will begin school on Tuesday, September 4th, 2018 at both Learning Bridge and Sacred Heart sites. The construction has been reported to take an estimated six weeks. (Best case, we would move back into Learning Bridge to resume school on October 1st.) Asbestos abatement began on Monday, August 20th with the expected completion on August 28th. Then the subfloor and carpet construction will take place.

Assurance

The Learning Bridge Charter School Board and the representatives from Sacred Heart understand that the Diocese of Las Vegas will not exercise any control over the educational programs of the charter school, pursuant to NRS 388A.090.

Financial Plan

Currently no rent payment will be required from Learning Bridge to temporarily occupy Sacred Heart RE Center. However a lease agreement with that in writing is still needed.