

Dear SPCSA Board Members,

At the December 17th, 2019 SPCSA Board meeting, Pinecrest Academy of Northern Nevada's (PANN) charter application was approved with conditions. In the past month we have been working tirelessly to ensure these conditions are met and we are proud to share the progress we made to date. This letter and supplementary materials follow the outline of the conditions of PANN's charter approval, which were provided in a letter dated January 15, 2020 from Executive Director Feiden to PANN Board Chair Wiskerchen.

1. PANN will participate in the National School Lunch Program ("NSLP") beginning in the 2020-2021 school year.
 - a. PANN has always planned to participate in the NSLP from the inception of the school. The revised budget included as part of this packet more clearly shows the expenses and revenues associated with administering the NSLP starting in the 2020-2021 school year. Currently we are waiting for the state guidance document for the NSLP Request For Proposal (RFP) process to be released. After we receive that guidance, we anticipate the RFP will be prepared and sent to qualified vendors in March 2020. We will continue to update the SPCSA staff on this process.
2. PANN will waive any and all academic fees for any students that are eligible for Free and Reduced Lunch ("FRL") under the NSLP.
 - a. PANN will include a section in the Parent/Student Handbook to inform families that all academic fees will be waived for any students eligible for Free or Reduced Price Lunch. The draft handbook section is as follows:

PANN is committed to ensuring no financial barriers stand in the way of what our students want to achieve in school. As part of this commitment, any student eligible for Free or Reduced Price Lunch under the National School Lunch Program will have any and all academic fees automatically waived. If families have questions or are in need of other financial assistance, please contact the school administration for additional support.
3. PANN will implement a weighted lottery for the 2020-2021 school year that includes a higher weight for FRL-eligible students to contribute toward enrolling a population of students that is representative of Washoe County School District.
 - a. As included in the supplementary materials for the December 17, 2019 SPCSA Board Meeting, PANN intends to implement a weighted lottery policy in line with the policy recently approved for Doral Academy of Northern Nevada. This draft policy includes increased weight for FRL-eligible students. Please see the draft policy included in the materials provided.
4. PANN will prepare a marketing plan to contribute toward enrolling a population of students that is representative of Washoe County School District and seek approval of the marketing plan from the SPCSA.

- a. PANN has prepared a draft marketing plan for review by the SPCSA staff and board. *Please see attached.* The intent of the marketing plan is to utilize multiple outreach methods (print, social media, in-person) to inform families in the school's target areas about PANN and ensure the population of the school is representative of the Washoe County School District population.
5. PANN will prepare a transportation plan to contribute toward enrolling a population of students that is representative of Washoe County School District and seek approval of the transportation plan from the SPCSA.
 - a. PANN has prepared a draft transportation plan for review by the SPCSA staff and board. *Please see attached.* The intent of the transportation plan is to provide options for FRL-eligible students in the school's target areas to ensure the population of the school is representative of the Washoe County School District population.
6. PANN will prepare a revised budget to include an ELL coordinator, costs associated with the transportation plan, costs associated with the marketing plan and information related to PANN's "incubation year" (from approval of PANN's charter school application until opening of school for the 2020-2021 school year). The incubation year budget shall also include information related to specific tasks and projects that will be performed by PANN or other outside vendors during PANN's incubation year.
 - a. PANN has prepared this budget and it is included in the attached materials.
7. Given that PANN's school leader has recently withdrawn from this position, the SPCSA is also requiring regular updates regarding PANN's efforts to locate a replacement school leader.
 - a. PANN has moved quickly to ensure a high-quality leader is identified to lead the school. The position was posted on January 3, 2020 and has received over a dozen qualified applicants. The board has arranged for panel interviews to take place with key school stakeholders the first week of February 2020, with final candidates to interview with the PANN board on February 10, 2020. The PANN board has made it clear to candidates that experience recruiting and/or successfully serving high FRL/Title I populations, a successful track record working with English Language Learners, and knowledge of the Pinecrest Academy model are important qualifications.

We appreciate your time and look forward to continued collaboration with the SPCSA board and staff.

Sincerely,



Jake Wiskerchen
Board Chair, Pinecrest Academy of Northern Nevada