



PINECREST ACADEMY OF NORTHERN NEVADA

September 23, 2022

State Charter Governing Board
State Public Charter School Authority
2080 E. Flamingo Rd., Suite 230
Las Vegas, NV 89119

Re: Good Cause Exemption Request to Amend Charter Application

To State Public Charter School Authority,

Pinecrest Academy of Northern Nevada (PANN) respectfully requests a good cause exemption from the current amendment schedule to amend its charter contract with the State Public Charter School Authority (SPCSA).

The purpose of this out-of-cycle amendment is two-fold. First, PANN seeks the Authority's approval of an affiliation agreement to permit children who are, or have ever been enrolled in, the Reno-Sparks Indian Colony Head Start Program ("RSIC Head Start Program") to receive priority enrollment at PANN. And, second, PANN seeks the Authority's approval to adopt an updated enrollment lottery priority for those children from the RSIC Head Start Program to attend PANN's campus pursuant to that affiliation agreement.

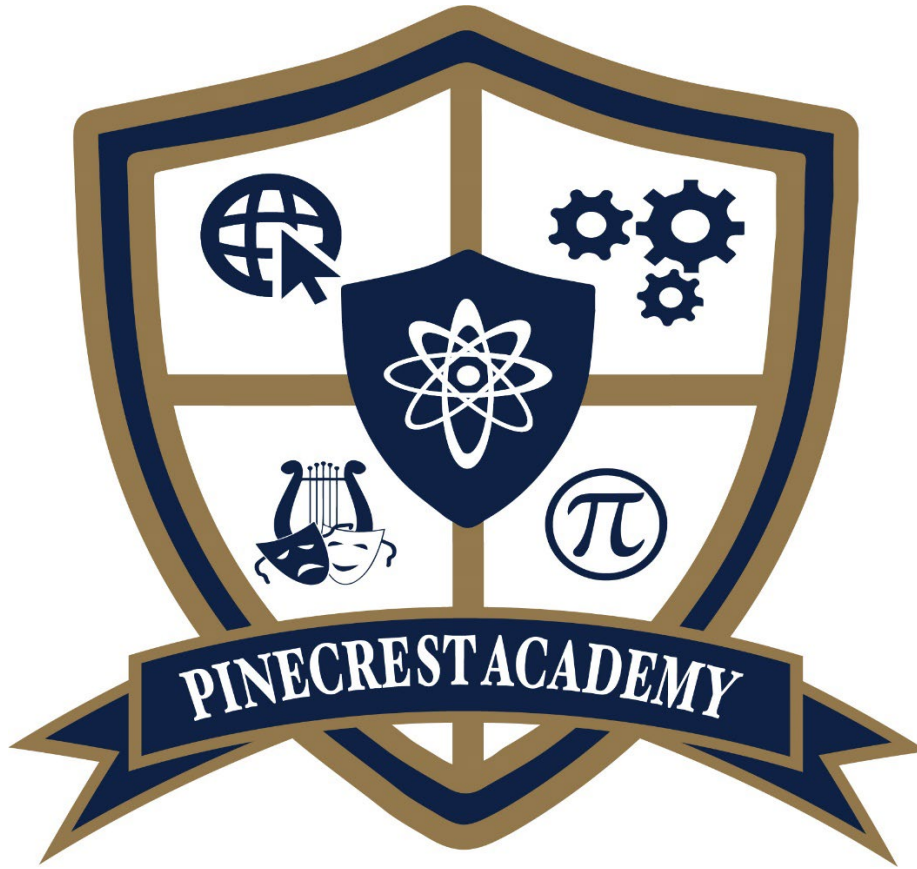
The PANN Governing Board has approved (a) the affiliation agreement; (b) the amended priority enrollment list; and (c) the filing of an amendment application seeking the SPCSA's approval of same (*see Exhibit A*).

We appreciate the support of the SPCSA staff as Pinecrest seeks the approval of this good cause exemption as well as the granting of its underlying application to amend the charter to permit the new affiliation agreement and the updated enrollment priority.

Sincerely,

Frank Perez

Frank Perez
Board Chair, Pinecrest Academy of Northern Nevada
frank.perez@pinecrestnnv.org



OF NORTHERN NEVADA

Request for Amendment
Proposed Affiliation Agreement and
Change in Enrollment Lottery Policy

Respectfully submitted by Chair Frank Perez
on behalf of the Governing Board
of the Pinecrest Academy of Northern Nevada

Approved on September 23, 2022

Table of Contents

Executive Summary	1
About Pinecrest Academy of Northern Nevada.....	1
Request for Amendment	1
Proposed Change in Charter Lottery Policy	3

Exhibits

Exhibit A – Board Agenda and Meeting Minutes

Exhibit B – Affiliation Agreement

Exhibit C – (Proposed) Enrollment Policy

Executive Summary

About Pinecrest Academy of Northern Nevada

Pinecrest Academy of Northern Nevada (PANN) is affiliated with, and replicates, the highly successful Pinecrest Academy charter school network based in Florida. Both systems have demonstrated success with diverse, at-risk student populations. PANN's educational program is modeled after innovative learning methods and strategies that have proven successful in raising student learning and achievement consistently across the Pinecrest system.

PANN opened in 2020 serving over 700 students in Grades K-7. PANN currently serves over 900 students in Grades K-8. Today, PANN stands on a record of strong academic, financial, and organizational performance and success.

Request for Amendment

Nevada Revised Statute [388A.456](#)(1)(b) provides that, before a charter school enrolls pupils who are eligible for enrollment pursuant to NRS [388A.453](#), a charter school may enroll a child who was “enrolled, free of charge and on the basis of a lottery system, in a prekindergarten program at the charter school or any other early childhood educational program affiliated with the charter school.”

In accordance with NRS [388A.456](#), PANN now respectfully requests to amend its existing charter contract with the State Public Charter School Authority (SPCSA) in order to adopt an updated enrollment lottery priority in accordance with an affiliation agreement with the Reno-Sparks Indian Colony Head Start Program (“RSIC Head Start Program”). Pursuant to the terms of the parties’ affiliation agreement, the RSIC Head Start Program qualifies as an appropriate early childhood educational program affiliated with DANN in accordance with NRS [388A.456](#)(1)(b).

The pertinent Board Agenda and Meeting Minutes demonstrating that this request to approve the affiliation agreement, to approve the amended priority enrollment list, and submit this related charter amendment were submitted and approved by at least a majority of PANN’s Governing Board following a public meeting held pursuant to NRS Chapter 241 are *attached as [Exhibit A](#)*.

The parties’ executed affiliation agreement, *attached as [Exhibit B](#)*, acknowledges that, in compliance with the Head Start Act, the RSIC Head Start Program provides center-based early childhood education services for children aged three (3) to five (5) from income-eligible families, including children with disabilities. The parties’ affiliation agreement further provides that any child who is currently enrolled in the RSIC Head Start Program, or has been enrolled in the

program at any time in the past, shall receive priority enrollment at PANN. The purpose of the affiliation agreement is to effectuate the parties' desires for children who are, or have been, enrolled in the RSIC Head Start Program to receive priority enrollment at PANN.

More specifically, PANN's requested lottery change included in the proposed "Pinecrest Academy of Northern Nevada - Enrollment Policy" *attached as Exhibit C*, seeks to create the following ranking of priority enrollments with the newly **proposed priority in bold** (additions to PANN's existing enrollment policy are noted in red):

Admissions Process

Admission to the Pinecrest will be determined in the following manner:

1. Students continuing enrollment at Pinecrest will be automatically granted enrollment the following year with placement determined on promotion, retention, and/or acceleration policies. Students will be requested to complete an Intent to Continue Enrollment form prior to January 10 of each year.
2. Siblings of currently enrolled students will be automatically enrolled into available openings at the appropriate grade level.
3. **Following enrollment of students under section 1 and 2, above**, up to twenty percent (20%) of **the entire student body** may be enrolled based on the following **priorities in order**:
 1. Children of Pinecrest founding families (**members of the Committee to Form and original board members**)
 2. Children of Board members, teachers, and staff of Pinecrest
 3. **Children who are enrolled in or have ever been enrolled in the RSIC Head Start Program**
4. After above enrollment slots are filled as described in the order listed, all remaining applicants will have an equal chance of being admitted through a random lottery selection **unless the student qualifies under the PANN Weighted Lottery Policy**.

It is important to note that this RFA does not represent a change in academic model or target community of PANN.

The central goals of requesting these amendments are:

1. To provide a high-quality educational experience;
2. To promote greater collaboration in enhancing the family experience transitioning between elementary and middle school; and

3. To ultimately promote greater proficiency and mastery of academic content for students matriculating from the RSIC Head Start Program in their enrollment at PANN.

Although PANN seeks the SPCSA's approval to enter into this affiliation agreement, there are no planned changes to governance, management, or fiscal structures currently in place for the PANN charter.

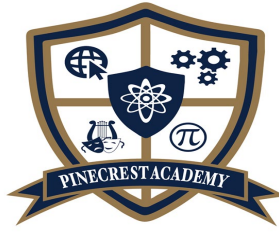
Proposed Change in Charter Lottery Policy

PANN intends to effectively leave in place the same enrollment priorities as prior years for the remainder of the charter contract with one material change – an addition to the priority policies in order to account for the affiliation agreement with the RSIC Head Start Program as described in **Exhibit B**, resulting in the amended policy and enrollment plan attached as **Exhibit C**.

The potential change will be tentatively communicated with PANN families beginning in Winter 2022 after successful submission of the Request for Amendment, with subsequent confirmation once the SPCSA provides final approval.

Additionally, the lottery priorities will be updated and posted on the [Pinecrest Academy of Northern Nevada](#) website once approved by the SPCSA, and then subsequently included in collateral materials produced in the course of the regular enrollment plan including, but not limited to, social media advertising, mailing campaigns, and in person events and orientations.

Exhibit A - Board Agenda and Meeting Minutes



NOTICE OF PUBLIC MEETING of the Board of Directors of Pinecrest Academy of Northern Nevada

Notice is hereby given that the Board of Directors of Pinecrest Academy of Northern Nevada, a public charter school, will conduct a public meeting on September 8, 2022 beginning at 5:15 p.m. at 1150 Silent Sparrow Dr. Sparks, NV 89441. The public is invited to attend.

Attached hereto is an agenda of all items scheduled to be considered.

Please Note: The Board of Directors of Pinecrest Academy of Northern Nevada may 1) take agenda items out of order; 2) combine two or more items for consideration; or 3) remove an item from the agenda or delay discussion related to an item at any time.

Reasonable efforts will be made to assist and accommodate physically handicapped persons desiring to attend or participate at the meeting. Any persons requiring assistance may contact Lorena Perez at (775) 287-5295 or lorena.perez@academicnv.com at least two business days in advance so that arrangements may be made.

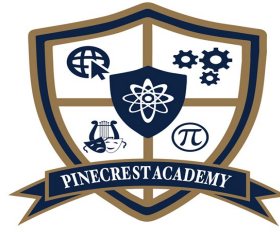
The meeting, agenda, support materials, and minutes are available at 10587 Double R. Blvd. Ste. 104, Reno, NV 89521, via email at lorena.perez@academicnv.com or by visiting the schools website at <https://www.pinecrestnv.org/> For copies of the meeting audio, please email lorena.perez@academicnv.com.

Public comment may be limited to three minutes per person at the discretion of the Chairperson. **Please email lorena.perez@academicnv.com to sign up for public comment.**

The mission of Pinecrest Academy of Northern Nevada is to unite the community to prepare students for college and career.

The vision of Pinecrest Academy of Northern Nevada is where scholars perform at the highest level on all academic measures.

Exhibit A - Board Agenda and Meeting Minutes



Board of Directors

Frank Perez - Board Chair

Megan Salcido – Board Vice Chair

Angela Orr – Board Secretary

Craig Seiden – Board Treasurer

Stephanie Russell – Board Member

Jake Wiskerchen – Board Member

Mike Wurm – Board Member

Jami Austin – Principal

Meeting of the Board of Directors September 8, 2022

AGENDA

1. OPENING EXERCISES

- a. Call Meeting to Order

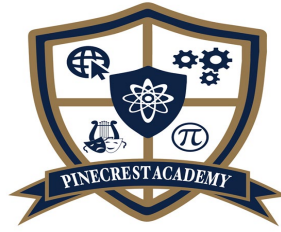
2. PUBLIC COMMENT

(No action may be taken on a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken.)

3. ACTION & DISCUSSION ITEMS

(Action may be taken on those items denoted “For Possible Action”)

Exhibit A - Board Agenda and Meeting Minutes



- a. Review and Possible Approval of Minutes from the July 14, 2022 Board Meeting (For Possible Action)
- b. School Initiatives Report by Principal Austin (For Discussion)
- c. Review of School Financial Performance (For Discussion)
- d. Discussion and Possible Action to Approve Retention Bonuses for the 2022/2023 School Year (For Possible Action)
- e. Discussion and Possible Action to Approve an Articulation Agreement between Pinecrest Academy of Northern Nevada and the Reno Sparks Indian Colony Head Start and to approve submission of a Charter Amendment to add an enrollment priority for those students who seek to enroll through the Articulation Agreement (For Possible Action)
- f. Discussion and Possible Action Regarding the SPCSA's Updated Requirements on the Evaluations of Educational Management Organizations (For Possible Action)
- g. Update on Fundraising and Upcoming Events from PANN Foundation Board (For Discussion)

4. ANNOUNCEMENTS & NOTIFICATIONS

5. MEMBER COMMENT

6. PUBLIC COMMENT

(No action may be taken on a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken.)

7. ADJOURN MEETING

This notice and agenda has been posted on or before 9 a.m. on the third working day before the meeting at the following locations:

- 1) Pinecrest Academy of Northern Nevada: 1150 Silent Sparrow Dr. Sparks, NV 89441
- 2) pinecrestnnv.org
- 3) notices.nv.gov

Exhibit A - Board Agenda and Meeting Minutes

MINUTES of the meeting of the BOARD OF DIRECTORS of PINECREST ACADEMY OF NORTHERN NEVADA September 8, 2022

The Board of Directors of Pinecrest Academy of Northern Nevada held a public meeting on September 8, 2022 at 5:15 p.m. at 1150 Silent Sparrow Dr. Sparks, NV 89441

1. Opening Exercises

a. Call to Order and Roll Call

Board Chair Frank Perez called the meeting to order at 5:16 p.m. with a quorum present. In attendance were Board members Frank Perez, Megan Salcido, Craig Seiden, Jake Wiskerchen, and Angela Orr (arrived at 5:17 p.m.).

Not present were members Mike Wurm, and Stephanie Russell.

Also present was Principal Jami Austin; as well as Academica representatives Colin Bringhurst, Carlos Segrera, and Paul Ballou.

2. Public Comment and Discussion

There was no public comment.

3. Action and Discussion Items

a. Review and Possible Approval of Minutes from July 14, 2022 Board Meeting

Member Wiskerchen moved to approve the minutes for July 14, 2022 board meeting. Member Salcido seconded the motion, and the Board voted unanimously to approve.

b. School Initiatives Report by Principal Austin

Principal Jami Austin addressed the Board and shared a few highlights and updates with the Board. She shared that they have... Under Highlights and Updates she shared the following:

- 2022-2023 Theme: Reach the Ridge
- Open House & Back to School
- Kindergarten Boot Camp
- Filming for Marketing Videos
- Filming for Marketing Videos
- Powwow Informational Booth
- Sierra Starbase
- BGCTM Transportation Update

Under Student Performance she shared the following:

- SBAC & BOY iReady Data Update
- School Performance Plan Goals Progress Update

Exhibit A - Board Agenda and Meeting Minutes

Under Proposals she shared the following:

- BCGTM Transportation Addendum
- RSIC Affiliation Agreement

Under Staffing Updates, Enrollment Updates, and Outreach/Upcoming Events she shared that they were hiring for all positions for the 2022/2023 school year and that they had 436 students on the waitlist. They would be having an Opportunity 180 Site Visit, and an SPCSA Site Visit. Lastly she talked about the Clickbond & Reno Air Races Field Trips scheduled, along with the Foundation Boards Boots & Brews upcoming fundraiser.

c. Review of School Financial Performance

Mr. Carlos Segrera addressed the Board and reviewed the financials as presented in the support materials. He explained that the first two months of the school year would not have much to show in the finances and that things should normalize starting in the month of September.

Member Seiden stated that he agreed with Mr. Segreras assessment adding that the first month should look exactly like this and further down the road things would change.

Member Wiskerchen asked if there was any flexibility within the budget in regards to changes to cost in certain areas such as energy. Mr. Segrera added that he would look at the budget for the Board and report back to see if they needed to make any changes.

d. Discussion and Possible Action to Approve Retention Bonuses for the 2022/2023 School Year

Mr. Colin Bringhurst addressed the Board and explained that the retention bonuses was something the Board was able to do and that they would be given to all returning teachers and staff.

Member Wiskerchen stated that it was one of the best things they were able to do as a Board. Member Salcido echoed Member Wiskerchens comments and added that it was important to be able to reward the teachers and that she thought consistency was important especially in education.

Member Salcido moved to approve the retention bonuses for the 2022/2023 school year. Member Orr seconded the motion, and the Board voted unanimously to approve.

Member Salcido moved to approve the retention bonuses for the 2022/2023 school year. Member Orr seconded the motion, and the Board voted unanimously to approve.

e. Discussion and Possible Action to Approve an Articulation Agreement between Pinecrest Academy of Northern Nevada and the Reno Sparks Indian Colony Head Start and to approve submission of a Charter Amendment to add an enrollment priority for those students who seek to enroll through the Articulation Agreement

Exhibit A - Board Agenda and Meeting Minutes

Mr. Bringhurst explained that it had been presented to the Board on different occasions, and Together with the Boys and Girls Club CEO, Mike Wurm, had been working with the Reno Sparks Indian Colony to come to an agreement to have them approve the articulation agreement. He noted that Principal Austin had been working to get it approved by the Indian Colony, and that it was now approved. He explained that in order for it to be implemented the Board would need to approve the agreement itself and within the same motion, approve submission of a amendment application with the State Public Charter School Authority to modify the schools enrollment policy to provide a priority enrollment. He referred the Board to page 18 of the support materials where the proposed change to the enrollment policy which offered a priority for those students which have attended the head start program through the reservation.

Principal Austin stated that from the beginning the Board had been committed for the school to serve the needs of the community adding that this was a step they worked closely with the Charter Authority to be able to implement just that.

Member Orr stated that she could not be in more favor of the agreement. Member Salcido thanked Principal Austins work she put forth to get this approved. The Board commended Principal Austin in all her work she put forth in getting the approval.

Member Wiskerchen moved to approve an articulation agreement between Pinecrest Academy of Northern Nevada and the Reno Sparks Indian Colony Head Start and to approve submission of a Charter Amendment to add an enrollment priority for those students who seek to enroll through the Articulation Agreement. Member Salcido seconded the motion, and the Board voted unanimously to approve.

f. Discussion and Possible Action Regarding the SPCSA's Updated Requirements on the Evaluations of Educational Management Organizations

Mr. Bringhurst gave the Board an overview of the updated requirements set by the SPCSA.

Member Wiskerchen moved to approve the the rubric for the SPCSA's updated requirements on the evaluation of Educational Management Organizations. Member Salcido seconded the motion, and the Board voted unanimously to approve.

g. Update on Fundraising and Upcoming Events from PANN Foundation Board

Member Wiskerchen delegated Ms. Heidi Capurro to give the Board an update regarding the Boots and Brews fundraiser. Ms. Capurro gave the Board an update regarding the fundraiser.

4. Announcements and Notifications

The next regularly scheduled meeting that was scheduled for Thursday, November 10th would have to be rescheduled due to the annual principals retreat.

5. Member Comment

Member Perez thanked Principal Austin.

6. Public Comment

There was no public comment.

Exhibit A - Board Agenda and Meeting Minutes

7. Adjourn Meeting

Member Perez adjourned the meeting at 6:10 p.m.

Approved on:

Secretary of the Board of Directors
Pinecrest Academy of Northern Nevada

DRAFT

Exhibit B - Affiliation Agreement

AFFILIATION AGREEMENT

This Affiliation Agreement (“Agreement”) is made as of July 31, 2022, by and between Pinecrest Academy of Northern Nevada, a Nevada Non-Profit Corporation and Public Charter School (“PANN”), and the Reno-Sparks Indian Colony Head Start Program (“RSIC Head Start Program”) and shall continue in force until terminated pursuant to its provisions herein. PANN and RSICHS are referred to collectively as the “Parties” or individually as “Party”.

WHEREAS, PANN holds a charter with the Nevada State Public Charter School Authority to provide free public education to students from Kindergarten to Eighth grade;

WHEREAS, in addition to other services and in compliance with the Head Start Act, the RSIC Head Start Program provides center-based early childhood education services for children ages three to five from income-eligible families, including children with disabilities;

WHEREAS, the Parties are desirous to enter into an Affiliation Agreement whereby children who are or have been enrolled in the RSIC Head Start Program will receive priority enrollment at PANN;

THEREFORE, the Parties are desirous to enter into an Agreement that sets forth the following mutual goals and agreements:

1. Any child who is currently enrolled in the RSIC Head Start Program or has been enrolled in the program at any time in the past shall receive priority enrollment at PANN. The priority enrollment will be given in the following order:
 - a. Siblings of currently enrolled students
 - b. Children of PANN founding families
 - c. Children of board members, teachers and staff
 - d. Children who are enrolled in or have ever been enrolled in the RSIC Head Start Program
 - e. All other students
2. PANN will seek to amend their charter with the Nevada State Public Charter School Authority to modify the existing enrollment and lottery policies to include priority enrollment under Nevada Revised Statutes section 388A.456(1)(b) and this Affiliation Agreement.
3. This Agreement is enforceable only upon approval of the amendment application with the Nevada State Public Charter School Authority and approval by the Reno-Sparks Indian Colony Tribal Council.
4. The RSIC Head Start Program may advertise the affiliation between the Parties and the priority enrollment at PANN for those that have enrolled in their Head Start Program without receiving permission, verbal or otherwise, from PANN.
5. All enrollment applications for children at PANN from the RSIC Head Start Program will be subject to the requirements of PANN’s enrollment and lottery policies.
6. The Parties shall not charge a fee for their students to participate in this Affiliation Agreement.
7. Each Party agrees to indemnify and hold harmless from all claims, losses, expenses, fees, including attorney fees, costs and judgements related to this Agreement that may be asserted

Exhibit B - Affiliation Agreement

against either party that result from the acts or omissions of the other party, that party's employees, board members, or agents.

8. This Agreement contains the complete understanding between the Parties, and no other promises or agreements shall be binding unless agreed to in writing and signed by the Parties thereto. In signing this Agreement, the Parties are not relying on any fact, statement or assumption not set forth in this Agreement.
9. By signing below, the Parties indicate that they have carefully read and understood the terms and conditions of this Agreement, enter into this Agreement knowingly, voluntarily and of their own free will, understand its terms and significance and intend to abide by its provisions.
10. This Agreement shall be governed by and construed in accordance with the laws of the State of Nevada, without regard to conflict of law provisions. The exclusive venue for any action brought to enforce the terms of this Agreement, or any claim based upon or arising out of this Agreement, shall be in Washoe County, Nevada.
11. This Agreement shall not be amended or modified except in a written instrument executed by both Parties hereto. The Parties shall not assign their rights or obligations under this Agreement without the prior written consent of the other Party.
12. This Agreement shall be automatically renewed for annual terms unless otherwise terminated by one of the Parties. Either Party shall have the right to terminate this Agreement at any time, for any reason, upon 60 days prior written notice to the other, which notice shall be delivered via postage pre-paid first-class U.S. mail and same day Email with receipt requested. All notices required to be given under this Agreement shall be sent as follows:

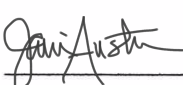

To PANN:
Principal Jami Austin
1150 Silent Sparrow Dr.
Sparks, NV 89441
Email: Jami.Austin@pinecrestnvn.org

To RSIC Head Start Program:
Head Start Program Manager
Reno Center
34A Reservation Road
Reno, NV 89502
Email:

IN WITNESS WHEREOF, the undersigned have executed this Agreement as of the date written above.

PINECREST ACADEMY
OF NORTHERN NEVADA
A Nevada Non-Profit Corporation

RENO-SPARKS INDIAN COLONY
HEAD START PROGRAM

By:  
Name: Jami Austin Frank Perez
Title: Principal Board Chair
It's authorized representative

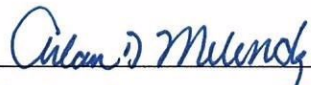
By: 
Name: Arlan D. Melendez
Title: Tribal Chairman
It's authorized representative

Exhibit C - Proposed Enrollment Policy

Pinecrest Academy of Northern Nevada – Enrollment Policy

Enrollment

The school will implement an open admissions policy wherein the school will be open to any student who is eligible for attendance in public schools in the state, unless the number of applicants exceeds the capacity of the school’s facility. In such a case, all applicants shall have an equal chance of being admitted through a random selection (lottery) process. If the number of applications falls short of the established capacity, supplemental registration periods may be held for the purpose of reaching student capacity.

Admissions Process

Admission to the Pinecrest will be determined in the following manner:

1. Students continuing enrollment at Pinecrest will be automatically granted enrollment the following year with placement determined on promotion, retention, and/or acceleration policies. Students will be requested to complete an Intent to Continue Enrollment form prior to January 10 of each year.
2. Siblings of currently enrolled students will be automatically enrolled into available openings at the appropriate grade level.
3. Following enrollment of students under section 1 and 2, above, up to twenty percent (20%) of the entire student body may be enrolled based on the following priorities in order:
 1. Children of Pinecrest founding families (members of the Committee to Form and original board members)
 2. Children of Board members, teachers, and staff of Pinecrest
 3. Children who are enrolled in or have ever been enrolled in the RSIC Head Start Program
4. After above enrollment slots are filled as described in the order listed, all remaining applicants will have an equal chance of being admitted through a random lottery selection unless the student qualifies under the PANN Weighted Lottery Policy.

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Lottery

If the number of Pinecrest applicants during the open enrollment period exceeds the number of spaces available, students shall be selected by a random lottery, taking into consideration the enrollment preferences described above. This lottery process will be managed by a 3rd party entity and will occur on or before March 1st of each year. Choice enrollment forms, received by the school prior to the close of business on February 29th, and remaining names in the Pinecrest database that have not been removed by request of the parent/guardian or as a result of a previous offer that was declined or a non-response to an offer, will be included in the lottery. A lottery number for each child in each grade will be randomly assigned for the upcoming academic year only. Enrollment vacancies will be filled by grade, beginning with students in the highest grade served for which there is one or more vacancies, and will continue in descending order until all vacancies are filled. Invitations to enroll will first be extended to families assigned the lowest lottery number. This lottery-generated waitlist will be maintained until the following year. Lottery numbers are valid for one (1) lottery cycle. If a parent/guardian whose child is on the waitlist declines or does not respond to an enrollment offer within the designed timeframe as noted in this policy, they will be removed from the Pinecrest database and a new Intent to Enroll form must be submitted to be included in future lotteries.

Exhibit C - Proposed Enrollment Policy

Enrollment Acceptance

Families who have drawn a lottery number for an available placement for the upcoming school year will be informed via electronic mail beginning the day of the lottery, and will follow-up with a phone call if no response is received within 72 hours. After the family is contacted and enrollment is offered, the school will require a verbal decision within 72 hours. Parents/guardians of the student(s) are responsible for providing a reasonable way for Pinecrest to reach them regarding enrollment and for informing the school of any change to their contact information. While Pinecrest will make every attempt to notify families, the school is not responsible for the inability to contact families should they be unreachable (i.e., traveling, inaccurate information on the Choice Enrollment form, etc.). If an application is submitted after the 1st day of school for the current school year, a verbal decision will need to be provided to the school within 48 hours after notification of their acceptance.

While siblings are not guaranteed placement, they will be given priority for enrollment as noted above. Every effort will be made to ensure enrollment for siblings in the future. Sibling status is effective for enrollment the following year and for future years as long as a student from that family is continuously enrolled. If an incoming kindergarten student has accepted enrollment and is determined by staff and parents to benefit by waiting a year, a kindergarten spot for the following year will be reserved. To ensure the school can prepare to meet the needs of every student, parents are requested to provide documentation for any student requiring specialized services including but not limited to an Individual Education Plan for special education, a 504 Plan, a Behavior Plan, a Safety and/or Containment Plan, a literacy and/or tutoring plan, etc., at the time they accept enrollment. Pinecrest will also develop policies and procedures to ensure the prompt receipt of complete student records for students admitted from the waitlist after the start of the school year.

In accordance with federal and state anti-discrimination laws, the school will not discriminate against any student on the basis of disability, race, creed, color, sex, sexual orientation, national origin, religion, ancestry, need for special education services, or any other category that would be deemed unlawful in the admission practices of a public school. The school will be non-sectarian in its practices, educational program, admissions policies, and operations. Only after a parent/student(s) accepts their enrollment, documentation for any student requiring specialized services must be provided to the school. These services include but are not limited to: An Individual Education Plan (IEP) for special education, a 504 plan, a Behavior Plan, a Safety and/or Containment Plan, and a literacy and/or tutoring plan, among others.