

September 28, 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 Nevada (Pinecrest) 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, Pinecrest seeks the Authority's approval of an articulation agreement to permit 8th grade students from Somerset Academy of Las Vegas (Somerset)'s Stephanie middle school campus to continue their studies at Pinecrest's Cadence high school campus. And, second, Pinecrest seeks the Authority's approval to adopt an updated enrollment lottery priority for those 8th grade students matriculating from Somerset's Stephanie campus to attend Pinecrest's Cadence campus pursuant to that articulation agreement.

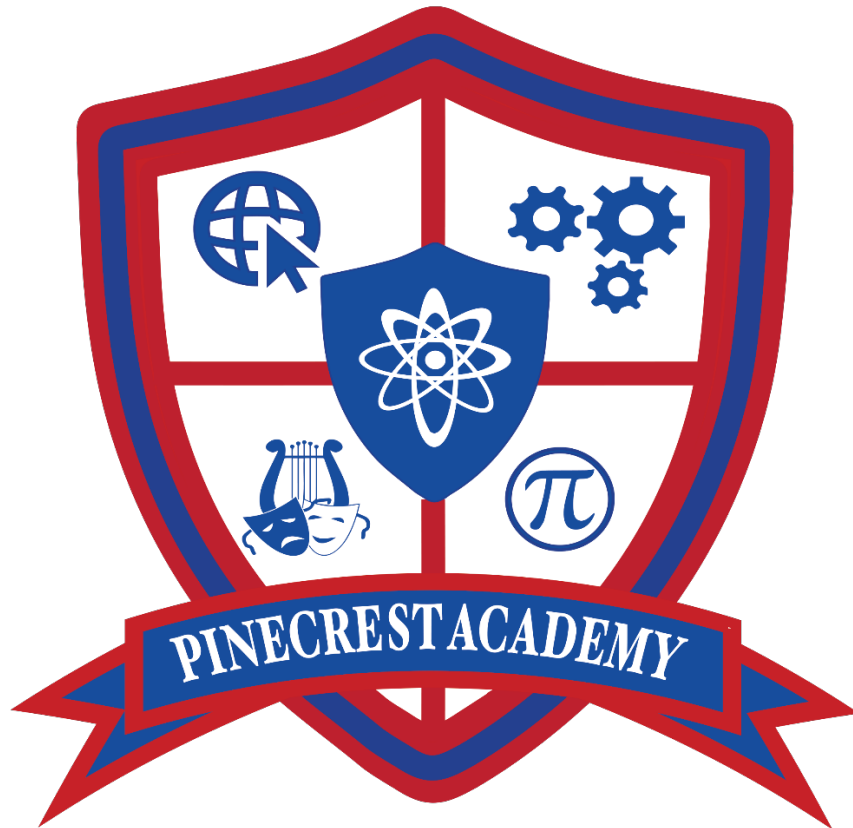
The Pinecrest Governing Board has approved (a) the matriculation agreement (*see Exhibit A.2*); (b) the request to seek a good cause exemption (*see Exhibit A.2*); (c) the amended priority enrollment list (*see Exhibit A.4*) as well as (d) the amendment application itself (*see Exhibit A.6*).

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 articulation agreement and the updated enrollment priority.

Sincerely,

Travis Keys

Travis Keys
Board Chair, Pinecrest Academy of Nevada
travis.keys@pinecrestnv.org



PINECREST ACADEMY OF NEVADA

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

Respectfully submitted by Chair Travis Keys
on behalf of the Governing Board
of the Pinecrest Academy of Nevada
Approved on September 14, 2022

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Executive Summary

About Pinecrest Academy

Pinecrest Academy of Nevada (PAN) 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. PAN'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.

PAN opened its first Nevada campus in 2012 serving students in Grades K-7. Today, the PAN network has grown to five campuses across the Las Vegas Valley serving nearly 7,500 students in Grades K-12. The Pinecrest campuses consistently rate as 4- and 5-star schools. The high school programs continue to test amongst the highest in the state with regard to ACT scores.

Today, Pinecrest stands on a record of strong academic, financial, and organizational performance and success.

Request For Amendment

Nevada Revised Statute [388A.456\(1\)\(d\)](#) 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 is “enrolled at a charter school with which the charter school has an articulation agreement, approved by the sponsor, providing for priority enrollment.”

In accordance with NRS [388A.456](#), Pinecrest 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 articulation agreement with Somerset Academy of Las Vegas (Somerset).

The pertinent Board Agenda and Meeting Minutes demonstrating that this request for good cause exemption and request to approve the articulation agreement was submitted and approved by at least a majority of PAN’s Governing Board following a public meeting held pursuant to NRS Chapter 241 is *attached as **Exhibit A.2***.

The pertinent Board Agenda and Meeting Minutes demonstrating that this request to approve the amended priority enrollment list was submitted and approved by at least a majority of PAN’s Governing Board following a public meeting held pursuant to NRS Chapter 241 is *attached as **Exhibit A.4***.

The schools’ executed articulation agreement, *attached as **Exhibit B***, provides eighth grade students from Somerset’s Stephanie campus with an enrollment priority to attend high school at

Pinecrest’s Cadence campus. The purpose of the articulation agreement and this amendment is to facilitate a high-quality charter high school pathway for eighth grade students currently attending Somerset’s Stephanie campus.

More specifically, PAN’s requested lottery change included in the “(Proposed) Enrollment and Lottery FAQ” *attached as **Exhibit C***, seeks to create the following ranking of priority enrollments with the newly **proposed sixth priority in bold**:

Transfer students, siblings, children of employees, children of Board Members, and **eighth grade students from Somerset Academy’s Stephanie campus** will be prioritized as stated below:

- First Priority will be given to children of a member of the committee to form Pinecrest Academy.
- Second Priority will be given to the children of members of the governing body of Pinecrest Academy.
- Third Priority will be given to the child of a teacher employed by Pinecrest Academy.
- Fourth Priority will be given to the siblings of previously enrolled students. If the number of siblings exceed the number of available spaces in any grade level, the students will be placed in a lottery to determine priority.
- Fifth Priority will be given to students currently attending Pinecrest Academy who wish to transfer to another Pinecrest Academy campus during the recommitment period.
- Pursuant to NRS 388.040 and NRS 388A.453(2) students who completed their 8th grade year at a Pinecrest school and are being promoted to 9th grade will only be guaranteed enrollment in the Pinecrest High School zone where they attended 8th grade. If they wish to attend high school in another Pinecrest High School zone, they will be given transfer priority in the customary lottery process. The Pinecrest High School zones are divided as follows:

Pinecrest Cadence High School Zone

Pinecrest Cadence

Pinecrest Sloan Canyon High School Zone

Pinecrest Inspirada

Pinecrest St. Rose

Pinecrest Sloan Canyon

- **Sixth Priority at Pinecrest Academy’s Cadence campus will be given to 8th grade students matriculating from Somerset Academy’s Stephanie campus in accordance with the schools’ operative Articulation Agreement.**
- 5th grade students attending Pinecrest Horizon will be automatically transferred to Pinecrest Cadence for 6th grade. If families wish to attend a different middle school, they will be given transfer priority in the lottery process.
- All remaining students will be placed in a lottery to determine priority.

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

The central goals of requesting these amendments are:

1. To provide an integrated, comprehensive educational experience;
2. To promote greater collaboration in enhancing the family experience transitioning between middle and high school; and
3. To ultimately promote greater proficiency and mastery of academic content resulting in college and career readiness of students matriculating from Somerset Academy’s Stephanie Campus in their enrollment at Pinecrest Academy’s Cadence Campus.

Although the schools seek the SPCSA’s approval to enter into this articulation agreement, there are no planned changes to governance, management, or fiscal structures currently in place for either charter holder.

Current Enrollment Lottery Policy

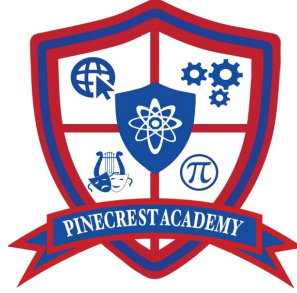
PAN’s existing “Enrollment and Lottery FAQ,” without the proposed priority enrollment for eighth grade students matriculating from Somerset Academy’s Stephanie campus, is *attached as **Exhibit D***.

Proposed Change in Charter Lottery Policy

Pinecrest 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 articulation agreement with Somerset’s Stephanie Campus 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 Pinecrest families beginning in Fall 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 Cadence](#) 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. The current enrollment application for Pinecrest Academy Cadence is attached as ***Exhibit E***.



NOTICE OF PUBLIC MEETING

of the

Board of Directors of Pinecrest Academy of Nevada

Notice is hereby given that the Board of Directors of Pinecrest Academy of Nevada, a public charter school, will conduct a public meeting on April 5, 2022 beginning at 5:30 p.m. at 2840 Via Contessa, Henderson, NV 89044. The public is invited to attend.

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

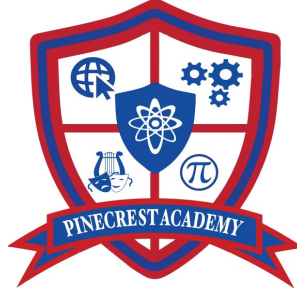
Please Note: The Board of Directors of Pinecrest Academy of Nevada may 1) take agenda items out of order; 2) combine two or more items for consideration; or 3) remove an item from the agenda or delay discussion related to an item at any time.

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 Annette Christensen at (702) 431-6260 or annette.christensen@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 6630 Surrey St., Las Vegas NV 89119, via email at annette.christensen@academicnv.com, or by visiting the school's website at <https://www.pinecrestnv.org>. For copies of the meeting audio, please email annette.christensen@academicnv.com

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

EXHIBIT A.1 - April 5, 2022 Board Agenda



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

Board of Directors

Travis Keys – *Board Chair*

Kacey Thomas – *Board Vice Chair*

Marni Watkins – *Board Secretary*

Craig Seiden – *Board Treasurer*

Jeff Cahill – *Board Member*

Coby Sherlock – *Board Member*

Jennifer Williamson – *Board Member*

Lisa Satory – *Lead Principal, Sloan Canyon*

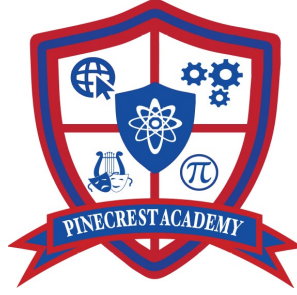
Jessica LeNeave – *Principal, Cadence*

Wendy Shirey – *Principal, Horizon*

Michael O’Dowd – *Principal, Inspirada*

Jon Haskel – *Principal, St. Rose*

EXHIBIT A.1 - April 5, 2022 Board Agenda



Meeting of the Board of Directors April 5, 2022

AGENDA

1. CALL TO ORDER AND ROLL CALL

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. CONSENT AGENDA (For Possible Action)

(All items listed under the Consent Agenda are considered routine and will be enacted by one motion. There will be no separate discussion for these items unless a Board Member or member of the public so requests, in which case the item(s) will be removed from the consent agenda and considered along with the regular order of business.)

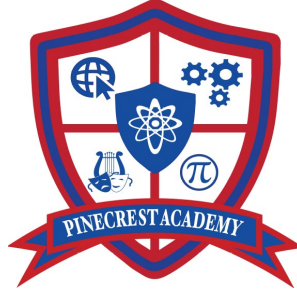
- a. Approval of Minutes of the February 8, 2022 Annual Board Meeting and the February 22, 2022 Special Board Meeting
- b. Discussion and Possible Action to Approve a Student/Parent Handbook for Pinecrest Academy Virtual
- c. Discussion and Possible Action to Approve a Restorative Justice Policy for Pinecrest Academy Virtual
- d. Discussion and Possible Action to Approve the Revised EL Policy for Pinecrest Academy of Nevada

4. ACTION & DISCUSSION ITEMS

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

- a. School Initiatives Report by Principal Satory, Principal LeNeave, Principal Shirey, Principal Haskell, and Principal O'Dowd (For Discussion)
- b. Discussion and Possible Action Regarding Stipends Associated with Leadership of New Campus Growth (For Possible Action)
- c. Review of Current Year Financial Performance (For Discussion)

EXHIBIT A.1 - April 5, 2022 Board Agenda



- d. Review and Possible Approval of Initial Budget for the 2022/2023 School Year (For Possible Action)
- e. Approval for Pinecrest Academy of Nevada High School Principals to Enter into Agreements with any NSHE College for Dual Enrollment (For Possible Action)
- f. Discussion and Possible Action to Request that a Good Cause Exemption Letter be Included with the Submission of the Pinecrest Academy of Nevada Charter Amendment (For Possible Action)
- g. Discussion and Possible Action Regarding a Matriculation Agreement Between Pinecrest Academy of Nevada Cadence Campus and Somerset Academy of Nevada Stephanie Campus for Incoming High School Students (For Possible Action)
- h. Review and Possible Approval to Go Out for RFP for Auditor Bids for Next Year (For Possible Action)
- i. Review and Approval of Term Sheet for Furniture, Fixtures, and Equipment Purchases for the 2022/2023 School Year through Zions Equipment Finance (For Possible Action)
- j. Discussion and Possible Approval of Revised Signage for Pinecrest Academy of Nevada Campuses (For Possible Action)
- k. Review and Possible Action to Pay Off Capital Leases (For Possible Action)
- l. Approval of Staff Bonuses (For Possible Action)

5. ANNOUNCEMENTS & NOTIFICATIONS

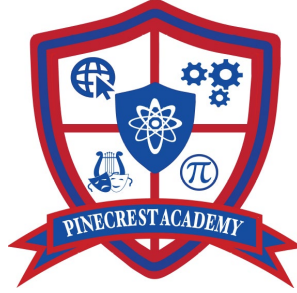
- Approval of NSLP vendor (due end of May)
- Changes to Wellness Policy as needed (due end of May)
- Final Budget for 22/23 School Year (due June 8th)

6. MEMBER COMMENT

7. 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.)

EXHIBIT A.1 - April 5, 2022 Board Agenda



8. 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 Nevada – Horizon 1360 S. Boulder Highway, Henderson, NV
- 2) Pinecrest Academy of Nevada – St. Rose – 1385 E. Cactus Ave., Henderson, NV
- 3) Pinecrest Academy of Nevada – Inspirada – 2840 Via Contessa, Henderson, NV
- 4) Pinecrest Academy of Nevada – Cadence – 225 Grand Cadence, Henderson, NV
- 5) Pinecrest Academy of Nevada – Sloan Canyon – 675 E. Dale Ave., Henderson, NV
- 6) <https://pinecrestnv.org>
- 7) <https://notice.nv.gov>

EXHIBIT A.2 - April 5, 2022 Meeting Minutes

MINUTES
of the meeting of the
BOARD OF DIRECTORS of PINECREST ACADEMY OF NEVADA
April 5, 2022

The Board of Directors of Pinecrest Academy of Nevada held a meeting on April 5, 2022 at 5:30 p.m. at 2840 Via Contessa., Henderson, NV 89044.

1. Call to Order and Roll Call

Board Chair Travis Keys called the meeting to order at 5:37 p.m. with a quorum present. In attendance were Board members Coby Sherlock, Travis Keys, Craig Seiden, Marni Watkins, Jennifer Williamson, and Kacey Thomas (arrived 6:16 p.m.).

Board member Jeff Cahill was not present.

Also present were Lead Principal Lisa Satory, Principal Jessica LeNeave, Principal Michael O'Dowd, Assistant Principal Steve Albrecht, Assistant Principal Nicole Johnson, Assistant Principal Flynn Stern, and Assistant Principal Amy Barbine; as well as Academica representatives Trevor Goodsell, Amanda Orosco, and Matthew Tuttle.

2. Public Comment and Discussion

Ms. Sarah Turner submitted written comment that was read in the session by Board Chair Travis Keys. The statement is attached to the minutes.

3. Consent Agenda

- a. **Approval of Minutes of the February 8, 2022 Annual Board Meeting and the February 22, 2022 Special Board Meeting**
- b. **Discussion and Possible Action to Approve a Student/Parent Handbook for Pinecrest Academy Virtual**
- c. **Discussion and Possible Action to Approve a Restorative Justice Policy for Pinecrest Academy Virtual**
- d. **Discussion and Possible Action to Approve the Revised EL Policy for Pinecrest Academy of Nevada**

Member Watkins moved to approve the consent agenda. Member Sherlock seconded the motion, and the Board voted unanimously to approve.

4. Action & Discussion Items

a. School Initiatives Report by Principal Satory, Principal LeNeave, Principal Shirey, Principal Haskel, and Principal O'Dowd

Lead Principal Lisa Satory, Principal Jessica LeNeave, Assistant Principal Steve Albrecht, Assistant Principal Nicole Johnson, Assistant Principal Flynn Stern, and Assistant Principal Amy Barbine addressed the Board and highlighted the following system-wide updates and major campus events and school initiatives as found within the support materials:

- System wide National Accreditation achieved
- Sloan Canyon cheer competitions and robotics activities
- Sloan Canyon 8th grade roadshow and college and career fair
- Sloan Canyon band activities and first ring ceremony
- Cadence new administration hire and college and career fair
- Cadence awards and activities in dance, band, orchestra, percussion and winds
- Cadence updates to theater seating, bleachers, and shade structures
- Inspirada band activities and field trips
- Inspirada fund raisers and Restorative Justice training
- Horizon book vending machine and Nevada Reading Week activities
- Horizon celebration of Down Syndrome Awareness Day and Autism Awareness Day
- Horizon career week and staffing update for 2022/2023
- St. Rose student and staff basketball game and book fair activities
- St. Rose fundraising and field trips
- St. Rose 8th grader visits to Sloan Canyon and Math Counts competition

Assistant Principal Albrecht updated the Board regarding the marketing efforts for the new campus, and reported that they had collected around 80 signatures of interest to date. He also noted that Mr. Paul Ballou of Academica was working on the charter amendment application to submit by June, and that Mr. Bryce Thiriot, also from Academica, was assisting with a landing webpage for interested parents to access additional information regarding the school.

b. Discussion and Possible Action Regarding Stipends Associated with Leadership of New Campus Growth

Mr. Trevor Goodsell addressed the Board and stated that they were being asked to consider approving stipends associated with the additional leadership roles for the new campuses. He referred them to page 141 of the support materials and reviewed the current stipend amounts associated with the Lead Principal position (\$10,000) and each principal's additional responsibilities (\$2,500) that had been

EXHIBIT A.2 - April 5, 2022 Meeting Minutes

distributed when the leadership structure changed. A \$15,000 stipend was being proposed for opening a new campus and a \$15,000 stipend for being the principal of more than one campus. Member Watkins felt that the principal of more than one campus should only receive \$5,000, which was double what each principal received for additional responsibilities; adding that opening a virtual campus would qualify for the \$15,000 and then \$5,000 for running two campuses. She also questioned if there should be differentiation between the size of campuses and the amount of the stipend.

Member Keys stated that, with the elimination of an Executive Director, the principals absorbed the responsibilities for that role and stipends were created. The proposed stipends were to compensate for increased workloads, responsibilities, and taking initiative to create a virtual campus. He agreed that the proposed amounts would need to be addressed for future discussions related to physical campuses. Member Watkins stated that the stipend for opening a new campus should address the opening year of any new campus. Member Keys concurred, and stated that they had never had a principal create a virtual campus and work it, and a regular campus, at the same time; adding that the situation would be different if a principal were working for two full campuses concurrently. For clarity, Member Keys stated that the proposed stipends would refer to opening any new campus with the intention of revisiting the topic again once new campuses moved into an operational phase.

Member Seiden stated his support in providing stipends for additional duties, but that it would be important to set expectations going forward for what the stipends would be for and their duration. Member Watkins concurred, and proposed that a stipend for opening a new school be valued at \$10,000 to make it equitable against what had been given in the past for new principals. Member Seiden stated that they had addressed salary issues through contracts, specifically with individual raises versus others to help compensate for workload issues. Member Keys clarified that the proposed stipends being presented were not intended for opening phases; adding that Principal Satory had been hired as a principal to build a school at the Sloan campus, which her salary reflected. Her stipend of \$10,000 was for the additional duties she took on when the Executive Director position had been eliminated. The same was true for Principal LeNeave as she created the Cadence campus, and for when Principal O'Dowd was hired to continue the growth for the Inspirada campus.

Member Keys stated that the proposed stipends were different, and did not reflect an amount for growing a school. Principal LeNeave and Principal O'Dowd were currently running their schools under their current benefits package and salary. Both had taken an initiative to grow an additional campus on top of their current responsibilities. He continued that the \$15,000 stipend would compensate the principals for taking on double duties. Member Sherlock asked if the proposed stipends were in addition to, or in place of, the current stipends. Member Keys replied that they were in addition; adding that the responsibilities would be tied to the campus specifically and not to the Executive Director responsibilities. Member Williamson recommended that a stipend policy be written to define the stipends to ensure clarity and continuity for the future.

EXHIBIT A.2 - April 5, 2022 Meeting Minutes

Member Watkins stated that she was in support of the stipends going into effect immediately, and that they be visited annually and clearly defined. She also stated that the proposed stipend for the principal of more than one campus should be redacted. Member Sherlock was not in favor of releasing the stipends immediately, and that he would like to see the projects completed before the stipends were paid. Member Keys clarified that a start-up phase for a physical school could last upwards of two years. He also explained that the virtual campus had required going through an extensive approval process, working with the SPCSA, creating curriculum, and adapting policies and procedures before it could be launched. The stipend was meant to incentivize the work and effort that had been, and would be, taken prior to opening a new campus.

Member Keys recommended approval of the stipends for one year and then revisit all the stipends each year; as well as identify the general duties and reasons associated with each stipend, then formalize a stipend policy in the interim. He also stated that the stipends should be made available immediately and paid monthly as opposed to one lump sum. Member Williamson stated that a policy could be set up around the stipends that were already in place, and that others could be added as needed. Member Seiden added that a deadline should be in affect once a policy was initiated. Member Sherlock stated that a stipend policy would also offer a service to the principals, clarifying expectations associated with each stipend. Member Seiden stated that the goal would be to finalize a policy for the May Board meeting and to approve an amount for the stipends for the 2022/2023 fiscal year budget.

Member Keys moved to approve administrative stipends as presented for the 2021/2022 fiscal year, and to be revisited each year; to create and finalize a stipend policy that includes all current stipends by the May 2022 Board meeting to be approved and added into the budget for the 2022/2023 fiscal year.

Member Watkins voiced concern with approving the stipends as presented when the proposed stipend for principal of more than one campus was convoluted. Member Keys clarified that the motion was asking to approve the stipends presented, as well as to create and finalize a policy that described the responsibilities of the stipends. Currently there were no principals running more than one campus while opening a new campus; therefore, the Board agreed that no action needed to be taken on that proposed stipend, and that it could be written into the policy. Member Watkins recommended that they wait to motion until the May Board meeting when they would be presented with a stipend policy.

Member Keys confirmed that the Board wanted to wait to approve the presented stipends until a policy was in place to govern the proposed stipends. He also noted that the current stipends would not need to be part of the motion. Member Seiden noted that a specific dollar amount should be indicated for the 2021/2022 fiscal year, and then an annual amount going forward; adding that the amount for the 2021/2022 fiscal year could be paid out in that same year. Ms. Amanda Orosco addressed the Board and asked which Board members would be involved in drafting a stipend policy with legal counsel. Members Watkins, Williamson, and Sherlock volunteered. **This item was then tabled.**

Review of Current Year Financial Performance

Mr. Matthew Tuttle addressed the Board and reviewed the financial summary through February 2021. While Pinecrest was meeting the SPCSA Financial Framework standards as a system, he noted that there was a \$10 million decrease in cash flow due to spent project funds from last year, and \$4 million in accounts receivable grants, of which \$3.7 million came from the DSA revenue. He reviewed the average daily enrollment for each campus and then directed the Board to the system's income statement; adding that he had identified variances of 10% or greater and provided a brief explanation for the variance on page 147 of the support materials. Explanations were provided for variances in the following areas: federal grant income, payroll expenses, tuition reimbursement, affiliation fee training, supplies, SPED contracted services, contracted services for data analysis, athletics, building operations and maintenance, and interest expense. Mr. Tuttle also shared the specific codes that made up each category of expenditures.

Member Seiden thanked Mr. Tuttle for providing the additional information and requested a summary by campus. He also asked for the last three fiscal year budget variances in salaries and PERS for the system beginning with 2020/2021. Member Seiden was hoping that there would be enough positive variances to be able to offer more in teacher salaries for the upcoming fiscal year.

c. Review and Possible Approval of Initial Budget for the 2022/2023 School Year

Mr. Trevor Goodsell addressed the Board and compared funding from FY22 to FY23; noting that there would only be an increase of \$96.39 in per-pupil funding for the upcoming school year. He also reviewed the special funding categories. ELL increased by \$1.32; GATE increased by \$11.17; and At Risk increased by \$0.19. Mr. Goodsell directed the Board to page 175 of the support materials and explained that the statewide base amount for the 2022/2023 school year would be \$7,293/student with a 100% projected system-wide enrollment of 7,536 students. October 1st enrollment counts from the prior year were used to determine funding for the special categories. The budget was supporting 346 teachers and an additional 149 support staff members, none of which were paid by a Federal or State grant. Mr. Goodsell reported that the budget was at 97% instead of 95% due to the pressures of inflation and the lack of State funding. The National School Lunch Program was budgeted at pre-Covid levels since reimbursement rates were unknown, and SPED funding (Part B) revenue would be \$708,000.

Member Keys asked for further explanation regarding the increase to the budget. Mr. Goodsell replied that the majority of the expenses stemmed from personnel expenses; adding that rent and personnel made up 75% of the budget. He also stated that he had budgeted insurance increases with a 5-6% increase for now, and that he would watch the rates for any changes. Holiday and retention bonuses were also included in the budget. With only a 1.3% increase in funding and 2% raises, the budget would be very tight. Member Seiden stated that, if next year's revenue was pushed to 97.5%, there could potentially be an additional \$377,000 added to the budget to award additional bonuses to each teacher. He also explained that, if they allocated an allotment for more bonuses and the funding was not there, the additional bonuses

EXHIBIT A.2 - April 5, 2022 Meeting Minutes

would not be given. Mr. Goodsell stated that he would look into increasing the revenue, but that there were additional areas that could put pressure on the budget including potential rate increases for substitute and contracted services. He also stated that they accounted for a 7% inflation increase within consumables; property and liability insurances increased by 10%; and public utility payments were evening out. The final budget would be ready in May.

Member Sherlock moved to approve the initial budget for the 2022/2023 school year. Member Watkins seconded the motion, and the Board voted unanimously to approve.

d. Approval for Pinecrest Academy of Nevada High School Principals to Enter into Agreements with any NSHE College for Dual Enrollment

Principal LeNeave explained that dual enrollment was growing rapidly and that CSN was having difficulty keeping up with some of the core classes, especially since Pinecrest students were required to sign up last due to being freshman. Multiple universities within the Nevada System of Higher Education (NSHE) had been contacted to expand dual enrollment offerings. Principal LeNeave stated that she was asking the Board to allow her and Principal Satory to enter into agreements, after a legal review, to ensure Pinecrest students met enrollment windows. Further discussion followed regarding MOU standards with Great Basin. Member Watkins clarified that there would only be one agreement used, which included all legal ramifications for Nevada, and that only colleges within the NSHE, which met the standards of the agreement, would be granted a contract. Principal LeNeave replied affirmatively.

Member Sherlock asked for clarification regarding the presentation of MOUs. Principal LeNeave replied that, originally, Pinecrest would reach out to a college expressing interest in a partnership, and the college would present an MOU. If the MOU did not meet the laws, then Pinecrest would provide one that did, which the college would adopt. Member Watkins asked if the Board could approve the item with the clarification that the approval be contingent upon the college taking the MOU that Pinecrest would provide. Principal LeNeave replied affirmatively.

Member Sherlock moved to approve the Pinecrest Academy of Nevada high school principals to enter into agreements, utilizing the formal agreement that had been approved under NSHE for college dual enrollments.

Member Williamson stated that some of the agreements were not worded the same since each school had separate legal counsel; adding that, as long as the agreement met the legal standards for high school dual enrollment, the principals would not need to come back to the Board to approve each agreement.

Member Watkins moved to approve that Pinecrest Academy of Nevada high school principals enter into agreements with any NSHE college for dual enrollment using the agreement that had been drafted and met the legal criteria for dual enrollment of high schools; but could be tailored for the minutia required for that individual college. Member Sherlock seconded the motion, and the Board voted to unanimously approve.

e. Discussion and Possible Action to Request that a Good Cause Exemption Letter be Included with the Submission of the Pinecrest Academy of Nevada Charter Amendment

Ms. Orosco stated that, if an amendment was submitted outside the regular amendment schedule, a letter request for good cause exemption from the current schedule needed to be approved by the Board. The SPCSA had recently changed their submission windows to April 15th and September or October 15th; adding that the goal was to submit the Pinecrest Spring's Preserve application by June 2022, which fell between the two submission windows.

Member Williamson moved to approve the submission of a good cause exemption letter to be included with the submission of the Pinecrest Academy of Nevada charter amendment for the additional campus. Member Sherlock seconded the motion, and the Board voted to unanimously approve.

f. Discussion and Possible Action Regarding a Matriculation Agreement Between Pinecrest Academy of Nevada Cadence Campus and Somerset Academy of Nevada Stephanie Campus for Incoming High School Students

Ms. Orosco clarified that the item was regarding an articulation agreement, which the support materials clarified and supported. She continued that charter school law allowed for priority enrollment into a charter school for a student that was currently enrolled in another charter system as long as there was an articulation agreement between the two systems. An articulation agreement was being proposed between Somerset Stephanie, a K-8, and Pinecrest Cadence, a K-12. The agreement would provide Somerset Stephanie incoming 9th graders with the ability to have some type of priority level within the existing lottery enrollment, and a FAQ of what that priority level would be. Once the agreement was approved, an amendment to the Pinecrest lottery would be submitted to the State in June 2022.

Ms. Orosco directed the Board to page 214 of the support materials to review the current transfer priorities within the Pinecrest Academy of Nevada Transfer of Campus Policy. She stated that the Board could choose a transfer priority, such as the fifth transfer priority, which would give a Somerset Stephanie student a priority to transfer to Pinecrest Cadence during the recommitment period; or, they could choose a fixed priority that would automatically transfer a Somerset Stephanie student to Pinecrest Cadence for 9th grade. Member Watkins asked if the Somerset Stephanie students would be at the same priority level

EXHIBIT A.2 - April 5, 2022 Meeting Minutes

as other Pinecrest students. Ms. Orosco replied that the Board could choose to have the same priority level, or determine a separate level.

Member Keys asked if Pinecrest had worked with Somerset on the articulation agreement. Principal LeNeave replied that Somerset had approached Pinecrest in the past regarding an agreement and she declined based upon the fact that they did not have Algebra I in 8th grade, which would have put those students behind in 9th grade at Cadence. She continued that there had been administrative changes in the last two years, their curriculum now included the math class, and their STAR rating had gone up. There were only 15 openings for 9th grade at Cadence, which would not make a massive impact for the school. She also noted that Somerset could use the agreement to communicate to their parents that there could be another charter option available since the other Somerset campuses were in North Las Vegas.

Member Keys stated that he was concerned that Somerset students who qualified as FRL would take priority over a Pinecrest transfer student. Principal LeNeave replied that she thought that would only impact a few spots, and that she had made it clear to the Somerset principal that Cadence would only be able to offer a limited option since the majority of the 8th graders stayed and 9th grade did not expand. Member Seiden asked how many students would be graduating 8th grade at Somerset Stephanie. Mr. Goodsell confirmed 120. Member Watkins asked Principal LeNeave for her priority preference. Principal LeNeave replied that the Somerset priority should be below the Pinecrest priority, and that they could further discuss an FRL priority when the time came. Member Thomas stated that the Pinecrest students should have first priority, and the Board agreed.

Member Keys clarified that a weighted lottery had just been approved for Pinecrest, giving FRL students a better chance of being accepted. A priority student would not go through the lottery. However, if there were 15 open spots in 9th grade and 15 FRL 9th graders applied, the FRL students would get the spots over the 15 priority students. The Board conversed regarding the placement of the priority for 8th graders transferring into 9th grade, and agreed it should be a sixth priority.

Member Williamson moved to approve an articulation agreement between Pinecrest Academy of Nevada Cadence campus and Somerset Academy of Nevada Stephanie campus for incoming 9th grade students to be on the priority list as #6. Member Sherlock seconded the motion, and the Board voted unanimously to approve.

g. Review and Possible Approval to Go Out for RFP for Auditor Bids for Next Year

Mr. Goodsell explained that, per State statute, the audit firm was required to rotate every six years. With it being a rotation year, a new auditing firm would need to be hired for the upcoming school year. Mr. Goodsell reviewed the list of approved auditors as found in the support materials; adding that bids from Eide Bailly, RSM, and Rubin Brown had been requested. Their bids would include pricing for one

school, a group of three schools, and then all Academica supported schools. A member of the Board, preferably the financial representative, would need to be a part of a committee that would review the bids and make recommendations to the Board for approval.

Member Seiden moved to approve to put a Request for Proposal (RFP) out for the annual financial statement audit for the next academic year, up to the State limit. Member Watkins seconded the motion, and the Board voted unanimously to approve.

h. Review and Approval of Term Sheet for Furniture, Fixtures, and Equipment Purchases for the 2022/2023 School Year through Zions Equipment Finance

Mr. Goodsell stated that the term sheets were the Vectra Capital Leases that the Board had approved in the past, which allowed the schools to capitalize on purchases for items needed for the school year; adding that Sloan was still in a growth phase and this would allow them to follow the same structure used previously.

Member Sherlock moved to approve the term sheet for furniture, fixtures, and equipment purchases through Zions Equipment Finance as presented. Member Williamson seconded the motion, and the Board voted unanimously to approve.

i. Discussion and Possible Approval of Revised Signage for Pinecrest Academy of Nevada Campuses

This item was tabled.

j. Review and Possible Action to Pay Off Capital Leases

Mr. Goodsell stated that, after working with another school to pay off their capital leases, he thought Pinecrest would be able to do the same. He reviewed the payoff amounts of four prior Zion leases as found on page 302 of the support materials. By paying off the debt, \$1.4 million would be saved, benefitting the liquidity of the school and help protect future percentage ratios. Member Seiden asked if the interest expenses for the leases were accounted for in the 2022/2023 proposed budget. Mr. Goodsell replied affirmatively; adding that there would be savings in interest of around \$650,000 to \$700,000. Pinecrest would also miss the cash flow positive stipulation by paying off the leases, and that the SPCSA would fail the school but not hold it against them since the payments would be appointed by the Board. Member Watkins asked if paying off the leases would affect any money that was intended for other projects such as the signs, stipends, or bonuses. Mr. Goodsell replied that it would not. Member Keys

explained that the budget line items would be opened up for the debt payoff to go back into the budget, which would be more discretionary monthly, or annually, than with the debts in the budget.

Member Sherlock moved to approve paying off the four loans identified on page 302 of the support materials. Member Seiden seconded the motion, and the Board voted unanimously to approve.

k. Approval of Staff Bonuses

Member Keys reviewed the proposed staff bonuses; noting that the total impact for the system would be \$498,000, and that the bonuses could be issued as soon as the Board approved. Member Watkins voiced her approval and stated that the money would boost morale and make a significant difference to the teachers. Member Seiden stated that, based upon the financials that were presented, the positive variance in the financials through the end of February was \$2.1 million, which was more than enough to cover bonuses for the staff. Mr. Goodsell clarified that these bonuses would be in addition to the holiday and retention bonuses already accounted for within the budget.

Member Keys stated that he was in favor of gifting the bonuses; yet, he was also concerned that they would not have a long-term affect. Member Watkins stated that she wanted to give a bonus as a token of appreciation for the work that had been done, and for the difficult hardships they had endured for the past two years. Member Keys agreed that the bonuses were deserved, but asked what the Board was looking to gain by paying out almost \$500,000. He feared that a one-time \$1,000 bonus would not fix the hardships. Member Watkin argued that the bonuses would let teachers know the Board was trying their best to show appreciation for all they had done, and that the Board would not need to receive, or expect, anything additional. Member Williamson stated that the bonus would also allow teachers to do something nice with their family, especially when living pay check to pay check.

Member Keys stated that he was concerned using the funds in an appropriate way. After researching articles regarding teacher burn-out during Covid, he reported that he had spoken to teachers at most of the campuses about their concerns. Although there were financial concerns, the biggest complaint was that teachers did not feel supported by their administration; adding that most of the teachers reported that they had not seen an administrator in their classroom this year, and there was no trust in team leads. Member Keys continued that research showed that, even though salary was important, it was not the number one retainer for high quality teachers, and that \$1,000 would not fix a burn-out for a long period of time. Member Watkins stated that the bonus was not about retention, and that the system-wide issues regarding the needs of the teachers needed to be addressed separately from the bonuses. Member Seiden stated that, whatever the Board decided to, it had to start, be paid for, and finished in 87 days; adding that the bonuses were a short-term fix to a larger problem. He also stated that the bonuses showed that they were addressing concerns to the best of their ability.

EXHIBIT A.2 - April 5, 2022 Meeting Minutes

Member Seiden asked what the teacher retention percentage was at each campus. Principal LeNeave replied that they typically had around 95% or greater and that it was currently between 85%-90%. She also agreed that there was teacher burn-out and larger systemic issue regarding administrative support, which were already felt by administrators. Those issues would be addressed as the administrative demands brought by Covid subsided.

Member Keys stated that they needed to focus on mental health issues with staff; supporting administration on a campus level; and finding immediate ways to support the teachers in conjunction with receiving the bonus. Discussion ensued regarding the purpose and terms of the bonus, and addressing morale issues long term. Member Thomas suggested discussing the possibility of forming a committee to address the long term morale issues for the school at the next Board meeting. Principal Michael O'Dowd addressed the Board and recommended that the bonus amounts vary based upon hire date since Covid. Member Seiden suggested that each principal determine bonus amounts for their own campuses using the proposed staff bonus amounts. Member Williamson stated that the bonuses should be consistent.

Member Sherlock moved to approve the staff bonuses as presented in the support materials.

Member Thomas stated that she would agree to move forward with the motion if the Board intended the bonuses be used as a token of appreciation. If the Board wanted to relate the bonuses to Covid then she would prefer Member Seiden's suggestion. Member Sherlock clarified that his motion was based upon showing appreciation. Mr. Goodsell stated that the motion would need to reflect that a person was employed by Pinecrest on the last day of school to be eligible for the bonus. Member Keys asked if the motion could reflect that a person must be employed when the bonus was paid out. Mr. Goodsell replied affirmatively and stated that they could be paid out no earlier than the April 30th paycheck.

Member Sherlock amended his motion to include: to all teachers who were employed as of the April 30th payout. Member Watkins seconded the motion, and the Board voted unanimously to approve.

5. Announcements & Notifications

There were no announcements or notifications.

6. Member Comment

There was no member comment.

EXHIBIT A.2 - April 5, 2022 Meeting Minutes

7. Public Comment and Discussion

Ms. Crislove Igeleke submitted written comment that was read in the session by Board Chair Travis Keys. The statement is attached to the minutes.

8. Adjournment

The meeting was adjourned at 8:03 p.m.

Approved on: 5/18/22



Secretary of the Board of Directors

Pinecrest Academy of Nevada

EXHIBIT A.2 - April 5, 2022 Meeting Minutes

From: [Sarah Turner](#)
To: [Annette Christensen](#)
Subject: Board Meeting Public Comment
Date: Tuesday, April 5, 2022 2:29:56 PM

Ms. Delap gave me your email to send a public comment for the board meeting.

My concern is about salary and cost of living in Vegas/Henderson. Currently, the average cost for a 1 bedroom apartment in Vegas is \$1500. This is my 7th year teaching in Nevada, I have my bachelor's degree in education, and currently have my husband and two children on my insurance. I would not be approved for this average 1 bedroom apartment because I do not make 2.5x this take home pay a month. I am feeling like I have no other option but to leave the teaching profession because I can't afford to live in Vegas with this salary. I know we get raises, but they have been around 2% each year which does not keep up with the inflation rate. There is already a huge teacher shortage in NV and I don't think many teachers are going to have any other option but to leave the profession they love due to not being able to survive on their salary.

I understand the board is limited by state and local funding, but Pinecrest is often an innovator in finding a way to do something that others said was impossible. Thank you for reading this during public comments.

Thank you.

EXHIBIT A.2 - April 5, 2022 Meeting Minutes

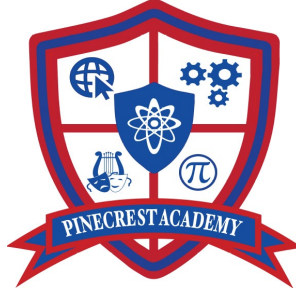
Annette Christensen

From: Cris I <crisloveigeleke@gmail.com>
Sent: Tuesday, April 5, 2022 6:52 PM
To: Annette Christensen
Subject: Re: Public Comment for April 5th Meeting

Thank you. Please also submit the following for public comment at the end of today's meeting.

As a parent who's child has been in Pinecrest for the last 3 years, I would like to request that the board evaluate the schools within this network and the policies and practices that are in place surrounding racial tension and bullying.

My child's been subject to a hostile learning environment only to be met with further intolerable actions from the school immediately thereafter. After the first incident occurred, I reached out to the board chair with no response. In summary my elementary child was subjected to being called a racial slur 10 times during lunch and once staff was informed of the situation and seen my child crying, all of the students, including the bullies and my child were sent back to class as if nothing happened. After the school's investigation they found that bullying was not substantiated, claiming the students did not know the meaning of the word, yet used it in the exact context in which it was intended. I sought an appeal through Ms. Satory and she reaffirmed the school's decision. This failure to act has now led to not only two more incidents with my child and the same bully, but even more, severe emotional and academic concerns for my child. After the 2nd incident Mr. Haskel assured that the school would do it's part in addressing these issues head on. However, I am reaching out to address this with the board because when the first situation occurred, I received no response, and I want to be sure it is addressed in this public format so that the organization clearly understands that it owes a duty to children of all races and backgrounds to foster a safe learning environment and must work to effectuate change in this regard. Thank you.



NOTICE OF PUBLIC MEETING

of the
Board of Directors of
Pinecrest Academy of Nevada

Notice is hereby given that the Board of Directors of Pinecrest Academy of Nevada, a public charter school, will conduct a public meeting on July 13, 2022 beginning at 5:30 p.m. at 1385 East Cactus Ave., Henderson, NV 89183. The public is invited to attend.

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

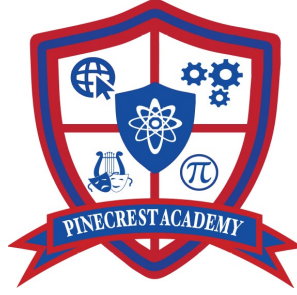
Please Note: The Board of Directors of Pinecrest Academy of Nevada may 1) take agenda items out of order; 2) combine two or more items for consideration; or 3) remove an item from the agenda or delay discussion related to an item at any time.

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 Annette Christensen at (702) 431-6260 or annette.christensen@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 6630 Surrey St., Las Vegas NV 89119, via email at annette.christensen@academicnv.com, or by visiting the school's website at <https://www.pinecrestnv.org>. For copies of the meeting audio, please email annette.christensen@academicnv.com

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

EXHIBIT A.3 - July 13, 2022 Board Agenda



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

Board of Directors

Travis Keys – *Board Chair*

Kacey Thomas – *Board Vice Chair*

Marni Watkins – *Board Secretary*

Craig Seiden – *Board Treasurer*

Jeff Cahill – *Board Member*

Coby Sherlock – *Board Member*

Jennifer Williamson – *Board Member*

Lisa Satory – *Lead Principal, Sloan Canyon*

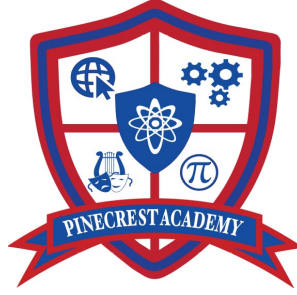
Jessica LeNeave – *Principal, Cadence*

Wendy Shirey – *Principal, Horizon*

Michael O’Dowd – *Principal, Inspirada*

Jon Haskel – *Principal, St. Rose*

EXHIBIT A.3 - July 13, 2022 Board Agenda



Meeting of the Board of Directors July 13, 2022

AGENDA

1. CALL TO ORDER AND ROLL CALL

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. CONSENT AGENDA (For Possible Action)

(All items listed under the Consent Agenda are considered routine and will be enacted by one motion. There will be no separate discussion for these items unless a Board Member or member of the public so requests, in which case the item(s) will be removed from the consent agenda and considered along with the regular order of business.)

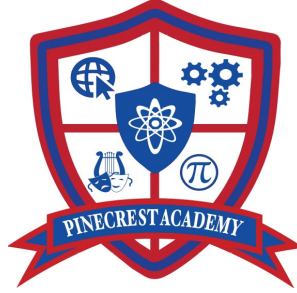
- a. Approval of Minutes of the June 27, 2022 Board Meeting
- b. Approval of a Revision to the Attendance Policy Pertaining to Time to Complete Make-Up Work
- c. Approval of Grant Funding Awarded to Pinecrest Academy of Nevada:
 - CTE State Competitive Grant
 - CTE State Allocation Grant
 - Perkins Grant

4. ACTION & DISCUSSION ITEMS

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

- a. Discussion and Possible Action to Temporarily Expand Board Membership from Seven to Nine (For Possible Action)
- b. School Initiatives Report by Principal Satory, Principal LeNeave, Principal Shirey, Principal Haskell, and Principal O'Dowd (For Discussion)

EXHIBIT A.3 - July 13, 2022 Board Agenda



- c. Discussion and Possible Action to Approve Retention Bonuses for the 2022/2023 School Year (For Possible Action)
- d. Review and Approval of the Financial and Management Agreement Between Pinecrest Academy Cadence Campus and Pinecrest Academy Virtual Campus (For Possible Action)
- e. Discussion and Possible Action to Approve the Amended Priority Enrollment List (For Possible Action)
- f. Review and Approval of Pinecrest Academy of Nevada's Literacy Plan for the 2022/2023 and 2023/2024 School Years (For Possible Action)
- g. Review and Approval of a Renegotiation of Copier Contract to Include a Printer Buyout (For Possible Action)
- h. Discussion and Possible Action to Approve the Purchase of a New Scoreboard for the Sloan Canyon Campus Athletic Field (For Possible Action)
- i. Discussion and Possible Action to Approve the Purchase of a Shade Structure for the Sloan Canyon Campus (For Possible Action)
- j. Discussion and Possible Approval of Revised Signage for Pinecrest Academy of Nevada Campuses (For Possible Action)

5. ANNOUNCEMENTS & NOTIFICATIONS

- Next Board Meeting September 14th at 5:30 p.m. at the Sloan Canyon campus
- Final Revised Budget (due December 1st)

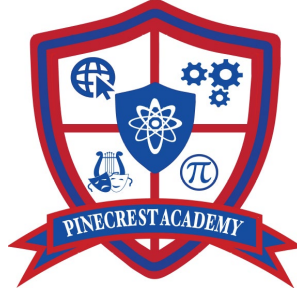
6. MEMBER COMMENT

7. 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.)

8. ADJOURN MEETING

EXHIBIT A.3 - July 13, 2022 Board Agenda



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 Nevada – Horizon 1360 S. Boulder Highway, Henderson, NV
- 2) Pinecrest Academy of Nevada – St. Rose – 1385 E. Cactus Ave., Henderson, NV
- 3) Pinecrest Academy of Nevada – Inspirada – 2840 Via Contessa, Henderson, NV
- 4) Pinecrest Academy of Nevada – Cadence – 225 Grand Cadence, Henderson, NV
- 5) Pinecrest Academy of Nevada – Sloan Canyon – 675 E. Dale Ave., Henderson, NV
- 6) <https://pinecrestnv.org>
- 7) <https://notice.nv.gov>

EXHIBIT A.4 - July 13, 2022 Meeting Minutes

MINUTES
of the meeting of the
BOARD OF DIRECTORS of PINECREST ACADEMY OF NEVADA
July 13, 2022

The Board of Directors of Pinecrest Academy of Nevada held a meeting on July 13, 2022 at 5:30 p.m. at 1385 East Cactus Ave., Henderson, NV 89183.

1. Call to Order and Roll Call

Board Chair Travis Keys called the meeting to order at 5:34 p.m. with a quorum present. In attendance were Board members Travis Keys, Coby Sherlock, Marni Watkins, Craig Seiden, and Kacey Thomas.

Board members Jeff Cahill and Jennifer Williamson were not present.

Also present were Lead Principal Lisa Satory, Principal Jessica LeNeave, Principal Michael O'Dowd, Principal Wendy Shirey, Principal Jon Haskel, Assistant Principal Steve Albrecht, Christine Garvin, and Nicole Tomaino; as well as Academica representatives Trevor Goodsell, Amanda Orosco, Gary McClain, and Paul Ballou.

2. Public Comment and Discussion

There were no public comments and discussions.

3. Consent Agenda

- a. Approval of Minutes of the June 27, 2022 Board Meeting**
- b. Approval of a Revision to the Attendance Policy Pertaining to Time to Complete Make-Up Work**
- c. Approval of Grant Funding Awarded to Pinecrest Academy of Nevada:**
 - **CTE State Competitive Grant**
 - **CTE State Allocation Grant**
 - **Perkins Grant**

Member Thomas moved to approve the consent agenda items a, b, and c. Member Watkins seconded the motion, and the Board voted unanimously to approve.

EXHIBIT A.4 - July 13, 2022 Meeting Minutes

4. Action & Discussion Items

a. Discussion and Possible Action to Temporarily Expand Board Membership from Seven to Nine

Member Keys stated that two Board members would be terming out in January/February and that temporarily expanding the Board from 7 to 9 members would give new members time to gain institutional knowledge from the experienced members before leaving. Mr. Trevor Goodsell addressed the Board and stated that the current bylaws allowed for 5 to 9 members serving at a time, and that an amendment would not be needed; adding that a new Board member search would need to be initiated. Member Seiden asked if there would still need to be a quorum of 4 once the total number of members went back down to 7. Mr. Goodsell replied affirmatively; adding that the Board would not be obligated to maintain 9 members. The two additional members would be voting members as soon as they were nominated to the Board. Mr. Goodsell also mentioned that the seats would be open since the state requirements had been met by the other members. The Board agreed that it would be beneficial if one of the additional members had accounting/business experience, and that either one could represent the Cadence/Horizon campuses or the St. Rose campus.

Member Watkins moved to begin a search for two additional Board members with accounting and business experience who could also represent Horizon, Cadence, or St. Rose campuses; and to expand Board membership temporarily from 7 to 9. Member Thomas seconded the motion, and the Board voted unanimously to approve.

b. School Initiatives Report by Principal Satory, Principal LeNeave, Principal Shirey, Principal Haskel, and Principal O’Dowd

Lead Principal Lisa Satory, Principal Jessica LeNeave, Principal Wendy Shirey, Principal Jon Haskel, and Principal Michael O’Dowd addressed the Board and highlighted the following system-wide updates and major campus events and school initiatives as found within the support materials:

- System-wide update: management training and new Instructional Coach
- Sloan Canyon fundraising, facility activities, and summer school updates, completion of secondary scheduling and elementary placements, and Master Teacher process
- Cadence Chromebook purchases with grant funding, 340 summer school credits achieved, fundraising, facility activities, and Instructional Coach hires
- Pinecrest Virtual update: officially accredited, 95-100% enrollment, teacher of record interest
- Horizon summer school updates, community partner activities, completion of class placements and master schedules, and school mascot reveal

EXHIBIT A.4 - July 13, 2022 Meeting Minutes

- St. Rose summer school updates, UNLV job fair, PLTW grant submission, and shade structure installation
- Inspirada preliminary SBAC data, summer camp, campus job fair, partnership with Global Synergy and Greenheart for teacher recruitment, and PLTW training

Principal O'Dowd provided an update regarding the new campus. Community partnerships were being established with Three Square Food Bank, Puentes, Heavenly Smiles Dental, Eyes for Kids, and UNLV Medical School. The charter amendment application would be submitted by July 15th for the SPCSA to review at their August board meeting. Mr. Goodsell stated that a brief meeting would be held in a few weeks for the Board to review the final application. Board members would need to be available to attend the August SPCSA meeting prepared to discuss details within the application. Assistant Principal Steve Albrecht addressed the Board and explained that he had extensive experience working with ELL programs and learners; adding that Pinecrest would be able to adapt their educational model to support all learners. The name and mascot of the new campus would be determined once a location was set.

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

Mr. Goodsell stated that the retention bonuses had been included in the budget and were the same amounts as the previous year.

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

d. Review and Approval of the Financial and Management Agreement Between Pinecrest Academy Cadence Campus and Pinecrest Academy Virtual Campus

Principal LeNeave stated that a financial and management plan between Pinecrest Cadence and Pinecrest Virtual needed to be created. The agreement included all items within the application and clarified how they would be treated between the two campuses and what the administrative fee would cover when transferred from the Virtual account to the Cadence account. The agreement would hold Principal LeNeave accountable to operate and allow the Board to have oversight. Mr. Goodsell stated that the budget already included these details financially and would now be in writing.

Member Watkins moved to approve the financial and management agreement between Pinecrest Academy Cadence campus and Pinecrest Academy Virtual campus. Member Sherlock seconded the motion, and the Board voted unanimously to approve.

EXHIBIT A.4 - July 13, 2022 Meeting Minutes

e. Discussion and Possible Action to Approve the Amended Priority Enrollment List

Mr. Goodsell stated that at the April 5, 2022 Board meeting, they approved an articulation agreement between Pinecrest Academy of Nevada and Somerset Academy of Nevada for incoming high school students. The Board discussed editing the priority list for enrollment purposes when accepting the Somerset students, and placed them as a 6th priority.

Member Thomas moved to approve the amended priority enrollment list as presented. Member Watkins seconded the motion, and the Board voted unanimously to approve.

f. Review and Approval of Pinecrest Academy of Nevada's Literacy Plan for the 2022/2023 and 2023/2024 School Years

Ms. Christine Garvin addressed the Board and stated that the literacy plan was a requirement for AB 289, Read-By-Grade-3 law, and included an assessment and response intervention plan. Ms. Nicole Tomaino addressed the Board and stated that it also included how the plan would administer professional development and support literacy specialists as they worked with campuses to provide interventions with students. Member Thomas asked how new teachers would be made aware of the literacy plan. Ms. Tomaino replied that instructional coaches, who receive literacy training, would assist new hires in learning the law and understanding their role and responsibility in preparing for the school year.

Member Thomas moved to approve the Pinecrest Academy of Nevada's Literacy Plan for the 2022/2023 and 2023/2024 school years as presented. Member Watkins seconded the motion, and the Board voted unanimously to approve.

g. Review and Approval of a Renegotiation of Copier Contract to Include a Printer Buyout

This item was tabled. The Board requested additional information regarding the minimum and additional costs that the schools would own (ex. toner purchases).

h. Discussion and Possible Action to Approve the Purchase of a New Scoreboard for the Sloan Canyon Campus Athletic Field

This item was tabled. The Board would like to understand more about the ease of use for staff and students, and further information was requested for recovering costs through the marketing option.

i. Discussion and Possible Action to Approve the Purchase of a Shade Structure for the Sloan Canyon Campus

EXHIBIT A.4 - July 13, 2022 Meeting Minutes

Mr. Gary McClain addressed the Board and referred them to page 92 of the support materials and reviewed the shade structure bid summary; adding the recommendation to approve the contract with the low bidder Creative Play for \$72,716, with a not-to-exceed amount of \$82,000 from the SGF funds. Mr. McClain explained that Creative Play's bid had come in substantially lower than the other competitors; adding that they installed shade structures at almost every Pinecrest campus and there were no concerns with their low price. Creative Play also had a more cost effective installation process.

Member Seiden moved to approve the bid from Creative Play for purchase of a shade structure for the Sloan Canyon campus. Member Sherlock seconded the motion, and the Board voted unanimously to approve.

j. Discussion and Possible Approval of Revised Signage for Pinecrest Academy of Nevada Campuses

Mr. McClain referred the Board to page 97 of the support materials and stated that the new proposals were for a slightly different design. Instead of having a concrete base the base would be metal. The total for the project would be \$308,366, which excluded additional engineering permitting and/or QA inspections, and the City of Henderson approved without additional fees. Durability, installation methods, previous bids, and liability for possible injuries were discussed. It was noted that the spelling of the Cadence campus was incorrect on page 1 of the proposal, and Mr. McClain stated he would make sure it was corrected. The Board also agreed that an additional sign would be needed for the additional campus.

Member Keys moved to approve the revised signage proposal for the Pinecrest Academy of Nevada campuses. Member Thomas seconded the motion, and the Board voted unanimously to approve.

5. Announcements & Notifications

Mr. Goodsell announced the Amanda Orosco returned from maternity leave and that the Board would receive the new charter application on Friday.

6. Member Comment

Member Keys stated that he would review the wording that Mr. Goodsell sent to assist the Principals in explaining the pay increases and additional bonuses for the teachers.

7. Public Comment and Discussion

There were no public comments or discussions.

EXHIBIT A.4 - July 13, 2022 Meeting Minutes

8. Adjournment

The meeting was adjourned at 7:01 p.m.

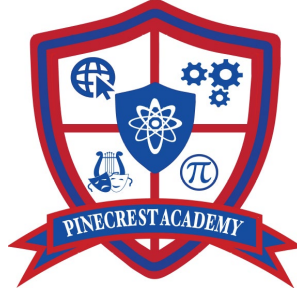
Approved on: 9/21/22



Secretary of the Board of Directors

Pinecrest Academy of Nevada

EXHIBIT A.5 - September 21, 2022 Board Agenda



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

Notice is hereby given that the Board of Directors of Pinecrest Academy of Nevada, a public charter school, will conduct a public meeting on September 21, 2022 beginning at 5:30 p.m. at 675 E. Dale Ave., Henderson, NV 89015. The public is invited to attend.

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

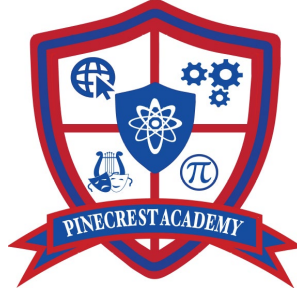
Please Note: The Board of Directors of Pinecrest Academy of Nevada may 1) take agenda items out of order; 2) combine two or more items for consideration; or 3) remove an item from the agenda or delay discussion related to an item at any time.

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 Annette Christensen at (702) 431-6260 or annette.christensen@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 6630 Surrey St., Las Vegas NV 89119, via email at annette.christensen@academicnv.com, or by visiting the school's website at <https://www.pinecrestnv.org>. For copies of the meeting audio, please email annette.christensen@academicnv.com

Public comment may be limited to three minutes per person at the discretion of the Chairperson. **Please email annette.christensen@academicnv.com to submit or sign up for public comment in advance.** Public Comment can also be made in person at the meeting.

EXHIBIT A.5 - September 21, 2022 Board Agenda



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

Board of Directors

Travis Keys – *Board Chair*

Kacey Thomas – *Board Vice Chair*

Marni Watkins – *Board Secretary*

Craig Seiden – *Board Treasurer*

Jeff Cahill – *Board Member*

Coby Sherlock – *Board Member*

Jennifer Williamson – *Board Member*

Lisa Satory – *Lead Principal, Sloan Canyon*

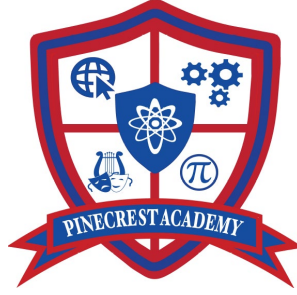
Jessica LeNeave – *Principal, Cadence*

Wendy Shirey – *Principal, Horizon*

Michael O’Dowd – *Principal, Inspirada*

Jon Haskel – *Principal, St. Rose*

EXHIBIT A.5 - September 21, 2022 Board Agenda



Meeting of the Board of Directors September 21, 2022

AGENDA

1. CALL TO ORDER AND ROLL CALL

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. CONSENT AGENDA (For Possible Action)

(All items listed under the Consent Agenda are considered routine and will be enacted by one motion. There will be no separate discussion for these items unless a Board Member or member of the public so requests, in which case the item(s) will be removed from the consent agenda and considered along with the regular order of business.)

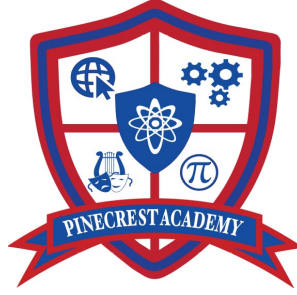
- a. Approval of Minutes of the July 13, 2022 Board Meeting and the July 28, 2022 Board Meeting
- b. Approval of Grant Funding Awarded to Pinecrest Academy of Nevada for the 2022/2023 School Year:
 - PLTW Gateway (Sloan Canyon)
 - Title II
 - SPED Part B
 - SPED Exceptional Needs
- c. Review of Current Year Financial Performance

4. ACTION & DISCUSSION ITEMS

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

- a. Interview and Nomination of One New Board Member (For Possible Action)
- b. School Initiatives Report by Principal Satory, Principal LeNeave, Principal Shirey, Principal Haskell, and Principal O'Dowd (For Discussion)

EXHIBIT A.5 - September 21, 2022 Board Agenda



- c. Discussion Regarding Student Recruitment and Enrollment Plans for Pinecrest Academy of Nevada Inspirada and Sloan Canyon Campuses (For Discussion)
- d. Review and Possible Approval of the EMO Evaluation for Academica Nevada (For Possible Action)
- e. Review and Approval of the Pinecrest EMO Evaluation Tool (For Possible Action)
- f. Discussion and Possible Action to Amend the Board Bylaws to Include Board Meeting Attendance Requirements (For Possible Action)
- g. Review and Approval to Submit an Application for an Amendment to the Pinecrest Academy of Nevada Charter to Increase Enrollment (For Possible Action)
- h. Review and Approval to Submit an Application for an Amendment to the Pinecrest Academy of Nevada Charter to add an Amended Priority Enrollment List (For Possible Action)
- i. Discussion and Possible Action to Approve a Stipend Policy (For Possible Action)
- j. Review and Approval of a Renegotiation of Copier Contract to Include a Printer Buyout (For Possible Action)
- k. Discussion and Possible Action to Approve the Purchase of a New Scoreboard for the Sloan Canyon Campus Athletic Field (For Possible Action)

5. ANNOUNCEMENTS & NOTIFICATIONS

- Next Board Meeting November 9th at 5:30 p.m. at the Cadence campus
- Principal Review (October/November)
- Final Revised Budget (due December 1st)
- Financial Audit (due December 1st)

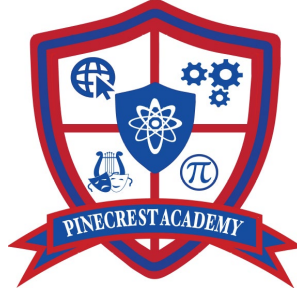
6. MEMBER COMMENT

7. 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.)

8. ADJOURN MEETING

EXHIBIT A.5 - September 21, 2022 Board Agenda



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 Nevada – Horizon 1360 S. Boulder Highway, Henderson, NV
- 2) Pinecrest Academy of Nevada – St. Rose – 1385 E. Cactus Ave., Henderson, NV
- 3) Pinecrest Academy of Nevada – Inspirada – 2840 Via Contessa, Henderson, NV
- 4) Pinecrest Academy of Nevada – Cadence – 225 Grand Cadence, Henderson, NV
- 5) Pinecrest Academy of Nevada – Sloan Canyon – 675 E. Dale Ave., Henderson, NV
- 6) <https://pinecrestnv.org>
- 7) <https://notice.nv.gov>

EXHIBIT A.6 - September 21, 2022 Meeting Minutes

MINUTES of the meeting of the BOARD OF DIRECTORS of PINECREST ACADEMY OF NEVADA September 21, 2022

The Board of Directors of Pinecrest Academy of Nevada held a meeting on September 21, 2022 at 5:30 p.m. at 675 E. Dale Ave., Henderson, NV 89015.

1. Call to Order and Roll Call

Board Chair Travis Keys called the meeting to order at 5:32 p.m. with a quorum present. In attendance were Board members Travis Keys, Kacey Thomas, Marni Watkins, Craig Seiden, and Coby Sherlock (arrived 5:35 p.m.).

Board members Jeff Cahill and Jennifer Williamson were not present.

Also present were Lead Principal Lisa Satory, Principal Jessica LeNeave, Principal Michael O'Dowd, Principal Wendy Shirey, and Principal Jon Haskel,; as well as Academica representatives Trevor Goodsell, Amanda Orosco, Matt Tuttle, and Ryan Reeves.

2. Public Comment and Discussion

Braden Rhodes, a student from Sloan Canyon, made public comment regarding personal bullying incidences. Member Keys requested that the parent send an email to the Board detailing the events of the bullying, and that administration send the Board an update regarding the follow up to the situation.

3. Consent Agenda

a. **Approval of Minutes of the July 13, 2022 Board Meeting and the July 28, 2022 Board Meeting.**

b. **Approval of Grant Funding Awarded to Pinecrest Academy of Nevada for the 2022/2023 School Year:**

- **PLTW Gateway (Sloan Canyon)**
- **Title II**
- **SPED Part B**
- **SPED Exceptional Needs**

c. **Review of Current Year Financial Performance**

Member Seiden requested additional information regarding salary variances at the Sloan Canyon campus, and was comfortable moving forward with approving the consent agenda as presented.

Member Thomas moved to approve the consent agenda. Member Watkins seconded the motion, and the Board voted unanimously to approve.

4. Action & Discussion Items

a. Interview and Nomination of One New Board Member

Mr. Trevor Goodsell addressed the Board and stated that they had found a very qualified candidate to fill one of the Board positions; adding that the candidate was currently out of town and could not be present for an interview. Mr. Goodsell reviewed Mr. Tyre Gray's qualifications as found within the support materials, and shared that Mr. Gray was still interested in the position. Member Keys stated that he met with Mr. Gray and was comfortable nominating him to the Board. Member Watkins stated that she also knew Mr. Gray and had no issue with nominating him. Member Seiden asked if Mr. Gray was aware of the term commitment. Mr. Goodsell replied affirmatively; adding that he had also discussed the time commitment that would be expected. The Board had no opposition for nominating Mr. Gray to the Board in his absence.

Member Watkins elected Tyre Gray as a Board member to the Pinecrest Academy Board of Directors. Member Thomas seconded the motion, and the Board voted unanimously to approve.

b. School Initiatives Report by Principal Satory, Principal LeNeave, Principal Shirey, Principal Haskel, and Principal O'Dowd

Lead Principal Lisa Satory, Principal Jessica LeNeave, Principal Wendy Shirey, Principal Jon Haskel, and Principal Michael O'Dowd addressed the Board and highlighted the following system-wide updates and major campus events and school initiatives as found within the support materials:

- System-wide update: Professional Development in writing; STEM – PLTW training for new teachers
- Sloan Canyon facility activities; three National Merit Scholar finalists; Data Chats indicated 5-STAR status for elementary, middle school and high school; community partnership with Junior Achievement of Southern Nevada
- Cadence National Merit Scholar and record number of dual enrollment students
- Pinecrest Virtual update: 81/80 students enrolled; SPED services being delivered to every student with an IEP
- Horizon highest achievement data ever on SBAC assessment; attendance incentives; 4th grade teacher achieved a median growth percentile of 92 in math class; facility activities; mentorship program activities
- St. Rose participation with Student Spaceflight Experiments Program; tutoring initiatives; Leader in Me Junior Lighthouse
- Inspirada campus activities; fundraising efforts; Life Skills class; math and ELA SBAC highlights

EXHIBIT A.6 - September 21, 2022 Meeting Minutes

- Pinecrest Springs Update: 340 families signed intents; Next SPCSA meeting will be on October 7th; building still in negotiations; community partnerships with YMCA, Springs's Preserve, and Arizona Charlie's

i. Discussion and Possible Action to Approve a Stipend Policy

Member Keys confirmed the Board was familiar with the stipend policy included in the support materials and asked for any discussion. Member Seiden stated that he would like to include Assistant Principals (APs) in the policy since additional principal responsibilities shift to the APs when principals were opening new campuses. Mr. Ryan Reeves addressed the Board and stated that it was within the principal's authority to grant a stipend to their APs. Member Seiden wanted to make sure that stipends were normalized across the campuses to avoid variances. Member Sherlock asked if a determination would be needed between principals and APs in the wording of the policy. After further discussion, the Board agreed that a clarifying sentence denoting that *Principal* could also mean *Assistant Principal* be placed at the beginning of the policy and be blanketed throughout. Member Seiden also asked that the policy pertain to schools within Pinecrest Academy of Southern Nevada only, since Mr. Goodsell stated that Pinecrest Inc. paid for any principal or AP working for any Pinecrest system outside of Southern Nevada.

Member Keys stated that stipend amounts had been taken out of the policy and would need to be set as part of the approval for this school year. He recommended setting a \$15,000/year stipend for opening a new campus, and that the amount be reviewed annually by the Board. He also stated that Principal LeNeave and Principal O'Dowd be paid the \$15,000 stipend with monthly payments to start immediately. Member Seiden asked if a stipend should go to the APs that had been assisting with opening the new campuses. Principal LeNeave and Principal O'Dowd stated that they were already paying stipends to those who were assisting them in opening the new campuses, and that the stipends were being paid out of the respective campuses budgets. The Board requested that a discussion regarding stipends for APs be included on the next agenda.

Member Watkins moved to approve the stipend policy with two revisions: 1) to add a note that this policy applied to Assistant Principals and Principals, and 2) that it applied to the Pinecrest Academy of Southern Nevada; and that the stipend for opening a new campus would be \$15,000 for the year annually renewed at the discretion of the Board and to start immediately, and that the stipends for any Assistant Principals helping the Principals to open a new school would be addressed at the next Board meeting. Member Thomas seconded the motion, and the Board voted unanimously to approve.

e. Review and Approval of the Pinecrest EMO Evaluation Tool

Principal Satory stated that the Charter Authority requested that schools initiate their own EMO evaluations with a rubric beyond the additional survey conducted by the EMO. She reviewed the evaluation rubric as found in the support materials; adding that the rubric had been submitted and approved

EXHIBIT A.6 - September 21, 2022 Meeting Minutes

by the authority for CIVICA, and that they could adjust the rubric to tailor to Pinecrest's needs. Her goal was to have the Board complete the rubric for Academica and present the findings at the next Board meeting.

Member Thomas moved to approve the EMO evaluation tool as presented. Member Sherlock seconded the motion, and the Board voted unanimously to approve.

c. Discussion Regarding Student Recruitment and Enrollment Plans for Pinecrest Academy of Nevada Inspirada and Sloan Canyon Campuses

Principal Satory stated that the SPCSA identified Inspirada and Sloan Canyon as having below target FRL students. They asked that a plan be developed to target at-risk students and to identify the needs at each campus. Principal Satory distributed a draft copy of Sloan Canyon's Enrollment and Recruitment Plan and explained that the biggest discrepancy at her campus was in the high school, and that the weighted lottery had increased the number of FRL students from 15% to 24%. The plan was due to the Charter Authority September 30th. Member Thomas asked if transportation was a challenge for FRL students. Principal Satory replied affirmatively; adding that she did not address transportation in the plan since the school did not have transportation funds. Discussion ensued in regards to requesting public transportation bus lines in the Inspirada area. Member Seiden asked if there were consequences for not being able to significantly increase FRL students. Principal Satory replied that the Authority was not approving or denying anything, but they want to see the plan and what efforts were being taken to serve the FRL community.

d. Review and Possible Approval of the EMO Evaluation for Academica Nevada

Mr. Goodsell stated that a survey had been sent to the Board and school community members that had the most contact with Academica. He reviewed the survey results as found in the support materials and stated that there would be additional training for Office Managers in Infinite Campus.

Member Thomas moved to approve the EMO evaluation as presented. Member Watkins seconded the motion, and the Board voted unanimously to approve.

f. Discussion and Possible Action to Amend the Board Bylaws to Include Board Meeting Attendance Requirements

Member Keys voiced his concerns regarding the attendance of Board members at Board meetings. He mentioned the challenges of forming quorums, and the burden placed on members who were attending regularly. He suggested to amend the Board Bylaws to include a percentage meeting attendance requirement. Member Thomas requested that a caveat for extenuating circumstances be included. Member Keys stated that he would like to see at least a 50% attendance rate over a six month period; adding that if a member could not meet that commitment that they would be asked to resign, or be subject to disqualify by the Board. Member Seiden suggested the Board address the issue at hand instead of changing an entire policy. Member Sherlock agreed; adding that the Board could simply call for the removal of a member as

EXHIBIT A.6 - September 21, 2022 Meeting Minutes

per the Bylaws.

Ms. Amanda Orosco addressed the Board and stated that the removal of a member would need to be placed on an agenda for possible action by the Board. Mr. Reeves stated that attendance expectations were addressed in the Board Member Handbook; adding that adding attendance to the Bylaws would raise expectations to a higher level and would avoid the uncomfortableness of voting to remove a Board member. After further discussion, the Board agreed to address the issue at hand to avoid changing the Bylaws.

g. Review and Approval to Submit an Application for an Amendment to the Pinecrest Academy of Nevada Charter to Increase Enrollment

This item was tabled until updated enrollment numbers and budgets could be determined.

h. Review and Approval to Submit an Application for an Amendment to the Pinecrest Academy of Nevada Charter to add an Amended Priority Enrollment List

Mr. Goodsell stated that the Board had approved the articulation agreement with Somerset at a prior Board meeting, and that the application needed to be submitted to the Charter Authority now that Somerset approved the agreement.

Member Watkins moved to approve the application for an amendment to the Pinecrest Academy of Nevada Charter to add an amended priority enrollment list. Member Sherlock seconded the motion, and the Board voted unanimously to approve.

j. Review and Approval of a Renegotiation of Copier Contract to include a Printer Buyout

Mr. Goodsell explained that there had been follow up questions for the vendors for this item at the previous meeting; adding that the prices and the answers to the questions were included in the supporting materials beginning on page 197.

Member Thomas moved to approve the renegotiation of copier contract to include a printer buyout. Member Watkins seconded the motion, and the Board voted unanimously to approve.

k. Discussion and Possible Action to Approve the Purchase of a New Scoreboard for the Sloan Canyon Campus Athletic Field

Member Keys stated that, after looking into the details of the contract for the scoreboard, he felt comfortable approving the purchase of it.

Member Watkins moved to approve the purchase of a new scoreboard for the Sloan Canyon campus athletic field as presented. Member Sherlock seconded the motion, and the Board voted

EXHIBIT A.6 - September 21, 2022 Meeting Minutes

unanimously to approve.

5. Announcements & Notifications

- Next Board Meeting November 9th at 5:30 p.m. at the Cadence campus
- Principal Review (October/November)
- Final Revised Budget (due December 1st)
- Financial Audit (due December 1st)

Mr. Goodsell stated that the concrete signs were in the permit process with a six-month completion timeframe. He also stated that the fence surrounding the athletic field would be moved out for NIAA standards around December 1st.

6. Member Comment

Member Watkins thanked Mr. Mathisen and Dr. Maguire for preparing the band room for the Board meeting.

7. Public Comment and Discussion

Rachel Gore, St. Rose parent, made public comment regarding the recommendation of establishing culturally diverse after-school groups at the campus.

8. Adjournment

The meeting was adjourned at 7:12 p.m.

Approved on: _____

Secretary of the Board of Directors

Pinecrest Academy of Nevada

EXHIBIT B - Articulation Agreement

ARTICULATION AGREEMENT

This Articulation Agreement (“Agreement”) is entered into as of the 5th day of April, 2022, between Pinecrest Academy of Nevada, Cadence Campus High School, a Nevada Public Charter School (“Receiving School”) and Somerset Academy of Las Vegas, Stephanie Campus, a Nevada Public Charter School (“Sending School”) (collectively the “Schools”).

WHEREAS, both the Sending School and Receiving School are separate Nevada public charter schools, that operate independent of one another;

WHEREAS, both Schools hold separate charter contracts from the Nevada State Public Charter School Authority;

WHEREAS, the Sending School does not have a high school or does not have a high school in the vicinity, and desires a quality charter school where its outgoing eighth graders can enroll with priority;

WHEREAS, the Receiving School has a high school and desires to provide an enrollment priority for students from the Sending School entering its high school;

WHEREAS, Nevada law allows a Charter School to give an enrollment priority pursuant to an articulation agreement;

NOW THEREFORE, for good and valuable consideration, the receipt of which is hereby acknowledged, it is mutually agreed as follows:

1. **Term.** This Agreement shall be in effect as of April, 5, 2022, provided that it has been approved by each School’s governing board and the State Public Charter Authority.
2. **Qualifying Students.** Students who meet all of the following requirements are deemed to be “Qualifying Students” for enrollment priority under this Agreement:
 - a. The student completed eighth grade from the Sending School;
 - b. The student has never been expelled;
 - c. The student is eligible to enroll in a public school in Nevada.
3. **Application for Articulation.** Qualifying Students who desire an enrollment priority in the Receiving School must complete the Receiving School application for the applicable school year and submit it to the Receiving School during its Open Enrollment Period as set forth in the Receiving School’s Enrollment Policy, incorporated as Exhibit A to this Agreement.
4. **Enrollment Priority.** The enrollment priority of Qualifying Students shall be determined according to the Receiving School’s Enrollment Policy.

EXHIBIT B - Articulation Agreement

- 5. **No Guarantee of Enrollment.** The Sending School understands that, under Nevada law, this agreement does not guarantee the enrollment of its students into the Receiving School.
- 6. **Record Transfer.** Upon enrollment in the Receiving School, the registrar at the Receiving School shall initiate an electronic records transfer request using the Infinite Campus. The Sending School shall electronically release the student's records no later than ten (10) school days after the electronic records transfer request is initiated. Any document not contained in the electronic records transfer shall be physically transferred to the Receiving School no later than thirty (30) days after the electronic records transfer request is initiated.
- 7. **Termination.** This Agreement may be terminated by either party at any time for any reason upon providing written notice to the other party. If such notice is given by December 1st of any school year under this Agreement, there shall be no enrollment priority for Qualifying Students for the subsequent school year. If the notice is given any time thereafter, the Qualifying Students who applied for enrollment priority at the Receiving School shall receive the priority for the subsequent school year pursuant to the terms of this Agreement. This Agreement shall be terminated automatically if the Charter Contract for either the Sending School or the Receiving School is terminated or revoked.
- 8. **Entire Agreement.** This Agreement constitutes the entire agreement and understanding of the parties and there are no other promises, assurances or terms of agreement among the parties other than those written herein. Nothing in this Agreement shall give rights to any other person. This Agreement shall not be modified except in writing and signed by each of the parties.

IN WITNESS WHEREOF, the parties have executed this Agreement on the date shown below.

Nevada State Public Charter School Authority:

By: _____ Date: _____

Receiving School:

By:  _____ Date: 4/5/22

Sending School:

By: Travis Mizer
Travis Mizer (May 18, 2022 12:13 PDT) _____ Date: 05/18/2022



***(Proposed)* Enrollment and Lottery FAQ**

A lottery will be held after the Open Enrollment period. Families will be notified via email or phone of their child’s acceptance into Pinecrest Academy of Nevada through the computerized lottery program. Families accepted will be notified via email of the next steps in the registration process and timeline to complete the registration.

The Office for Civil Rights (OCR) enforces Federal statutes that prohibit discrimination in programs and activities that receive federal financial assistance from the Department of Education (ED). Pinecrest Academy is committed to providing an equal opportunity education to all applicants without regard to race, religion, color, sex, gender identity, sexual orientation, national origin, citizenship status, age, disability, or any other protected status in accordance with all applicable federal, state, and local laws.

What is a lottery?

Since the number of applicants exceeds the established ceiling, students are selected by a random lottery. A numbered waitlist will be established for all applicants that apply during the Open Enrollment period. ***All applicants that apply after the Open Enrollment period will remain in a general application pool and be eligible for future lottery selections held for that academic year.*** Waitlist numbers **will not** be assigned to general application pool students unless an additional lottery is required. Future lotteries will not take place until all established waitlist students that applied during the Open Enrollment period have received an offer of acceptance.

***How do I apply for my student to be included in the lottery?**

To be considered for any current or future enrollment opportunities, place your student’s name in the applicant pool by going to **Enrollment** on the school webpage. Click on “**Apply**”. **Only the legal parent/guardian of each student on the application may apply for that student. All students in a family should apply on one application. This allows the system to identify siblings of registered students and give priority for future openings to the siblings of these students.** When you apply at the Pinecrest Academy website, **your application is submitted for that campus only.** Each campus runs its own lottery. It is required for you to submit an application to each campus to be considered for that campus lottery. Submitting more than one application per family will result in voiding all applications for the family.

****Completion and submission of an enrollment application does not guarantee admission to, or constitute acceptance to, Pinecrest Academy.***

EXHIBIT C - (Proposed) Enrollment and Lottery FAQ



What are the chances of my student being selected to attend?

Enrollment opportunities vary by grade. There is no way to predict when, or if, your student will be selected by the lottery. We encourage all interested families to apply for enrollment. You will be contacted using the contact information on your application if your student has been selected.

It is very important to keep this information current. It is the parent's/guardian's responsibility to log in to your application and update any contact or student information on your application.

Do I need to re-apply for the applicant pool each year?

Yes. Each year during Open Enrollment, you need to re-apply if your student was not accepted for the current school year. Once a student is registered and attending you do not need to re-apply; however, all students must provide a **Declaration of Intent** for the following academic year.

What is the lottery selection format?

- Open Enrollment closes at 11:59 p.m. on the date posted on the website.
- The lottery takes place the day after the close of Open Enrollment. Parents are notified of their student's acceptance by email. Please make sure you are able to receive school email and check your spam folder once the lottery runs. Pinecrest Academy is not responsible for parents not receiving notification should the student acceptance go to your spam folder.
- Those students who have applied during the Open Enrollment period, but did not receive an acceptance, will be given an assigned waitlist number. You will be notified by email of your student's placement on this waitlist on the date of the initial lottery selection.
- All future grade openings will be selected from this numbered waitlist.
- If openings occur after the initial waitlist has been exhausted, a new lottery to fill those additional grade openings will take place.

It is very important that you keep all information on your application current as most of our communication will be sent by email.

How will I be contacted once my student is accepted and what is the timeline for completing required documents for registration?

Upon completion of the initial lottery, all applicants will be notified by text message and email if they have been accepted. The text message and email will be sent to the phone number and email listed on the student's application. *Parents/guardians have 72 hours to complete all required registration documents.*

EXHIBIT C - (Proposed) Enrollment and Lottery FAQ



If all required documents are not submitted by the stated deadline in the acceptance text message and email, your student's spot will be returned to the lottery at the end of the 72-hour deadline. It is the parent's/guardian's responsibility to contact the school should they need assistance in registration.

Acceptances will continue to be sent out as school commences. Once school is in session, there will be a 24-hour deadline to complete student registration. A text message and email will be sent to the parent/guardian upon acceptance. It is the parent's/guardian's responsibility to contact the school during the 24-hour deadline should they need additional assistance for registration.

I missed the open enrollment deadline. Can I still apply?

Yes. After the first lottery round selection, you can apply and be placed in our general application pool for any future lottery selections.

How do I check the status of my application?

To check the status of your application, visit the Pinecrest Academy website and click on apply. Enter the email address, select check application status, and then click continue. You will be emailed a link that can be used to check the student's application status.

How do I change information or add a sibling to current application?

To change the information on an application, visit the Pinecrest Academy website and click on apply. Enter the email address and select add a sibling or edit/update application. An email will be sent to you with a link to edit your current application. ***Do not submit a new application for each student in your family. All students in the same family need to be on one application.***

What do the following terms mean when I check my student's status?

Definitions of status are as follows:

- ★ **Applied** Not yet accepted into Pinecrest Academy through the random lottery process.
- ★ **Accepted** Accepted into Pinecrest Academy, but registration paperwork is not complete.
- ★ **Confirmed** A transfer or returning student.
- ★ **Registered** Accepted and completed registration paperwork.

EXHIBIT C - (Proposed) Enrollment and Lottery FAQ



- ★ **Declined** Accepted into Pinecrest Academy and you did not complete registration paperwork before the deadline or changed your mind about wanting to be considered for Pinecrest Academy.
- ★ **Priority Status** Not yet accepted into Pinecrest Academy but have priority status on the waitlist identified as other, sibling, or transfer priority.

How old must my child be to attend school?

Nevada state law (Senate Bill 102) now requires that a student *must be 5 years of age on or before the first day of a school year to be admitted to kindergarten. A student who has completed kindergarten and is 6 years of age on or before the first day of a school year may be admitted to first grade.* There is no testing for early admission; no exceptions.

Is there an age waiver for students from other states?

A child who becomes a resident of this state after completing kindergarten or beginning first grade in another state in accordance with the laws of that state may be admitted to the grade he/she was attending or would be attending had he/she remained a resident of the other state regardless of his/her age, unless the Pinecrest Academy Board determines that the requirements of this section are being deliberately circumvented. NRS 392.040(8). This applies to active military families as well.

Is there a fee for full-day Kindergarten?

No.

Why does the application ask for my child's current school?

This information is to assist our office staff in transferring records, should your child be accepted. Transfer of record requests will not happen until you have completed your registration documents.

My student has an IEP. Will this affect my acceptance?

Pinecrest Academy does not deny enrollment based on disability. As part of the registration process, please submit the following special education paperwork found in your child's confidential folder at their school.

EXHIBIT C - (Proposed) Enrollment and Lottery FAQ



- Consent for Placement
- Multidisciplinary Team Meeting Report (current)
- Speech and Occupational Therapy Annual Reports (if your child has related services)
- Eligibility Form
- Current Annual IEP and any Revisions to that IEP
- Current Behavior Intervention Plan

Please scan and email Special Education documents to:
Dr. Rebecca Norton at rebecca.norton@sessnv.com

The special education paperwork will be reviewed by Dr. Rebecca Norton, Special Education Coordinator who oversees Caseload Management. If clarification is needed regarding services, you will be contacted by Dr. Rebecca Norton. Special education services cannot be provided without a copy of the IEP.

If you are enrolling at a Pinecrest Academy in Las Vegas, documents can be taken to the Pinecrest Academy where you are enrolling or dropped off at Academica Nevada located at 6630 Surrey Street, Las Vegas, Nevada 89119.

On the IEP, please include the name of the Pinecrest Academy campus where you are enrolling and ATTENTION: Registrar.

My child has been expelled from his/her previous school. What must take place prior to my student attending your school?

In accordance with NRS 392.4675, if your child has been expelled from school, the parent and student must meet with the Principal prior to completing Registration. Please bring your student records for suspension or expulsion to this meeting. After such meeting, it will be determined if your student is eligible for attendance.

EXHIBIT C - (Proposed) Enrollment and Lottery FAQ



Documents that you need to return to Pinecrest Academy Registrar before your registration is complete:

1. Your ID. Personal identification of parent/guardian (driver's license or picture identification) bearing your name.
2. Child's original birth certificate or passport.
3. Immunization record.
4. Proof of address:
 - One item proving your address, such as a recent utility bill, rent receipt, residential lease, or sales contract. *Unacceptable forms to document proof of address:* driver's license, telephone bill, or cable bill.
 - If you are living with a friend or relative, you must submit a notarized Residential Affidavit signed by you and the owner/renter of the property indicating that it is your place of residence. A copy of a utility bill in the owner's name must be provided with the affidavit.

The documents listed below are not a requirement for registration or enrollment but will be needed before your child starts school:

- Copy of transcripts from the previous school.
- Previous records regarding placement in special programs, a copy of your child's IEP or 504 plan (if applicable).
- A recent report card or transfer document showing the name and address of your child's last school.
- Information about any disabilities or special health problems, such as seizures, asthma, heart problems, health care procedures, or medications.

Once accepted, how do I transfer my child from the previous attended school?

The Registrar will request records from the current school once you complete the Transfer of Records form in the registration packet. If your student is accepted after school is in session, you will need to go to your child's current school Registrar and withdraw your child. Bring the transfer documents from your child's current school and proper identification to the Pinecrest Academy Registrar.

My child is currently attending this school, does he/she have to go through the lottery selection again?

No. If your student is currently attending our school, they do not need to reapply for the next school year. Students will be sent a **Declaration of Intent** in December of the current school year. Parents will have

EXHIBIT C - (Proposed) Enrollment and Lottery FAQ



one week to respond and submit online for the next school year. Recommitment participation is essential to determining the lottery selection for the next school year.

Transfer of Campus Policy

NOTE: Students currently enrolled in Pinecrest Academy may request a transfer to another Pinecrest Academy campus only during the period when Declarations of Intent are offered.

Transfer students, siblings, children of employees, children of Board Members, and eighth grade students matriculating from Somerset Academy's Stephanie campus will be prioritized as stated below:

- First priority will be given to children of a member of the committee to form Pinecrest Academy.
- Second priority will be given to the children of members of the governing body of Pinecrest Academy.
- Third priority will be given to the child of a teacher employed by Pinecrest Academy.
- Fourth priority will be given to the siblings of enrolled students. If the number of siblings exceed the number of available spaces in any grade level, the students will be placed in a lottery to determine priority.
- Fifth priority will be given to students currently attending Pinecrest Academy who wish to transfer to another Pinecrest Academy campus during the recommitment period.
- Pursuant to NRS 388.040 and NRS 388A.453(2) students who completed their 8th grade year at a Pinecrest school and are being promoted to 9th grade will only be guaranteed enrollment in the Pinecrest High School zone where they attended 8th grade. If they wish to attend high school in another Pinecrest High School zone, they will be given transfer priority in the customary lottery process. The Pinecrest High School zones are divided as follows:

Pinecrest Cadence High School Zone

Pinecrest Cadence

Pinecrest Sloan Canyon High School Zone

Pinecrest Inspirada

Pinecrest St. Rose

Pinecrest Sloan Canyon

- Sixth priority at Pinecrest Academy's Cadence campus will be given to 8th grade students matriculating from Somerset Academy's Stephanie campus in accordance with the schools' operative Articulation Agreement.

EXHIBIT C - (Proposed) Enrollment and Lottery FAQ



- 5th grade students attending Pinecrest Horizon will be automatically transferred to Pinecrest Cadence for 6th grade. If families wish to attend a different middle school, they will be given transfer priority in the lottery process.
- All remaining students will be placed in a lottery to determine priority.

Your child's wait list numbers will fluctuate. These numbers may increase or decrease as applications receive a higher priority.

It is the responsibility of parent(s)/guardian(s) to review the application for accuracy. All acceptances are sent out based on the information included on student application. If the grade or date of birth are entered incorrectly or omitted, acceptance will be rescinded and students will be placed at the end of the correct grade level wait list. All applications may be reviewed by using the apply/application status link on the school webpage.

Parent/Guardian(s) must add all siblings to application submitted. If a transfer request is submitted, all siblings wishing to be included on the requested school's wait list must be added to the application for the requested school.

EXHIBIT D - Enrollment and Lottery FAQ



Enrollment and Lottery FAQ

A lottery will be held after the open enrollment period. Families will be notified via email or phone of their child's acceptance in Pinecrest Academy through a computerized lottery program. Families accepted will be notified via email of the next steps in the registration process and timeline to complete the registration.

The office for Civil Rights (OCR) enforces Federal statutes that prohibit discrimination in programs and activities that receive Federal financial assistance from the Department of Education (ED). Pinecrest Academy is committed to providing an equal opportunity education to all applicants without regard race, religion, color, sex, gender identity, sexual orientation, national origin, citizenship status, age, disability or any other protected status in accordance with all the applicable federal, state and local laws.

What is a lottery?

Since the number of applicants exceeds the established ceiling, students are selected by random lottery. A numbered waitlist will be established for all applicants that apply during the open enrollment period. *All applicants that apply after the open enrollment period will remain in a general application pool and be eligible for future lottery selections held for that academic year.* Waitlist numbers **will not** be assigned to general application pool students unless an additional lottery is required. Future lotteries will not take place until all established waitlist students that applied during the open enrollment period have received an offer of acceptance.

***How do I apply for my student to be included in the lottery?**

To be considered for any current or future enrollment opportunities, place your student's name in the applicant pool by going to **Enrollment** on the school web page. Click on "**Apply**". **Only the legal parent/guardian of each student on the application may apply for that student. All students in a family should apply on one application. This allows the system to identify siblings of registered students and give priority for future openings to the siblings of these students.** When you apply at the Pinecrest Academy website, **your application is submitted for that campus only.** Each campus runs its own lottery. It is required for you to submit an application to each campus to be considered for that campus lottery. Submitting more than one application per family will result in voiding all applications for the family.

**Completion and submission of an enrollment application does not guarantee admission to, or constitute acceptance to, Pinecrest Academy.*

EXHIBIT D - Enrollment and Lottery FAQ



What are the chances of my student being selected to attend?

Enrollment opportunities vary by grade. There is no way to predict when or if your student will be selected by the lottery. We encourage all interested families to apply for enrollment. You will be contacted using the contact information on your application if your student has been selected.

It is very important to keep this information current. It is the parent/guardians responsibility to log in to your application and update any contact or student information on your application.

Do I need to re-enroll for the applicant pool each year?

Yes. Each year during open enrollment, you need to re-apply if your student was not accepted for the current school year. Once a student is registered and attending you do not need to re-apply; however, all students must provide a **Declaration of Intent** for the following academic year.

What is the lottery selection format?

- Open enrollment closes at 11:59 pm on the date posted on the website.
- Lottery takes place the day after the close of open enrollment. Parents are notified of their student's acceptance by email. Please make sure you are able to receive school email and check your spam folder once the lottery runs. Pinecrest Academy is not responsible for parents not receiving notification should the student acceptance go to your spam file.
- Those students who have applied during the open enrollment period but did not receive an acceptance will be given an assigned wait list number. You will be notified by email of your student's placement on this waitlist on the date of the initial lottery selection.
- All future grade openings will be selected from this numbered wait list.
- Should openings occur after the initial waitlist has been exhausted, a new lottery to fill those additional grade openings will take place.

It is very important that you keep all information on your application current as most of our communication will be sent by email.

EXHIBIT D - Enrollment and Lottery FAQ



How will I be contacted once my student is accepted and what is the timeline for completing required documents for registration?

Upon completion of the initial lottery, all accepted applicants will be notified they have been accepted by text message and email. The text message and email will be sent to the phone number and email listed on the student's application. ***Parents/guardians have 72 hours to complete all required registration documents.*** If all required documents are not submitted by the stated deadline in the acceptance text and email, your student's spot will be returned to the lottery at the end of the 72-hour deadline. It is the parent/guardian's responsibility to contact the school should they need assistance in registration.

Acceptances will continue to be sent out once school is in session; there will be a 24-hour deadline to complete student registration. A text and email will be sent to the parent upon acceptance. It is the parent/guardian's responsibility to contact the school during the 24-hour deadline should they need additional assistance for registration.

I missed the open enrollment deadline. Can I still apply?

Yes. After the first lottery round selection you may apply and be placed in our general application pool for any future lottery selections.

How do I check the status of my application?

To check the status of your application: Visit Pinecrest Academy website, click on apply. Enter email and select check application status and then click continue. You will be emailed a link that can be used to check application status.

How do I change information or add a sibling to current application?

To change the information on an application: visit Pinecrest Academy website, click on apply. Enter email then select add a sibling or edit/update application. An email will be sent to you with a link to edit your current application. ***Do not submit a new application for each student in your family. All students in the same family need to be on one application.***

What do the following terms mean when I check my student's status?

Definitions of status are as follows:

- **Applied** Not yet accepted into Pinecrest Academy through the random lottery process.

EXHIBIT D - Enrollment and Lottery FAQ



- **Accepted** Accepted into Pinecrest Academy, but registration paperwork is not completed.
- **Confirmed** A transfer or returning student.
- **Registered** Accepted and completed registration paperwork.
- **Declined** Accepted into Pinecrest Academy and you did not complete registration paperwork before the deadline or changed your mind about wanting to be considered for Pinecrest Academy.
- **Priority Status** Not yet accepted into Pinecrest Academy but have priority status on the waitlist identified as other, sibling or transfer priority.

How old must my child be to attend school?

State law requires that a student entering *Kindergarten must be 5 years old by September 30th*. *A first grade student must be 6 years old by September 30th*. There is no testing for early admission; no exceptions-NRS 392.040 (2) (5).

Is there an age waiver for students from other states?

A child who becomes a resident of this state after completing kindergarten or beginning first grade in another state in accordance with the laws of that state may be admitted to the grade he/she was attending or would be attending had he/she remained a resident of the other state regardless of his/her age, unless it is determined by Pinecrest Academy Board that the requirements of this section are being deliberately circumvented. NRS 392.040 (8). This applies to active military families as well.

Is there a fee for full day Kindergarten?

No.

Why does the application ask for my child's current school?

This information is to assist our office staff in transferring records, should your child be drawn. Transfer of records will not happen until you have completed your registration documents.

EXHIBIT D - Enrollment and Lottery FAQ



My student has an IEP. Will this affect my acceptance?

Pincrest Academy does not deny enrollment based on disability. As part of the registration process, please submit the following special education paperwork found in your child's confidential folder at their school.

- Consent for Placement
- Multidisciplinary Team Meeting Report (current)
- Speech and Occupational Therapy Annual Reports (if your child has related services)
- Eligibility Form
- Current Annual IEP and any revisions to that IEP
- Current Behavior Intervention Plan

Please scan and email Special Education documents to:
Dr. Rebecca Norton at rebecca.norton@sessnv.com

The special education paperwork will be reviewed by Dr. Rebecca Norton, Special Education Coordinator who oversees Caseload Management. If clarification is needed regarding services, you will be contacted by Dr. Rebecca Norton. Special education services cannot be provided without a copy of the IEP.

If you are enrolling at a Pincrest Academy in Las Vegas, documents can be taken to the Pincrest Academy where you are enrolling or dropped off at Academica Nevada located at 6630 Surrey Street, Las Vegas, Nevada 89119.

On the IEP, please include the name of the Pincrest Academy campus where you are enrolling and ATTENTION: Registrar.

My child has been expelled from his/her previous school. What must take place prior to my student attending your school?

In accordance to **NRS 392.4675**, if your child has been expelled from school, the parent and student must meet with the Principal prior to completing registration. Please bring your student records for expulsion to this meeting. After such meeting, it will be determined if your student is eligible for attendance.

EXHIBIT D - Enrollment and Lottery FAQ



Documents that you need to submit to Pincrest Academy Registrar before your registration is complete:

1. Your ID. Personal identification of parent/guardian (driver's license, picture identification) bearing your name.
2. Child's original birth certificate or passport.
3. Immunization Record
4. Proof of address:
 - One item proving your address, such as a recent utility bill, rent receipt, residential lease or sales contract. *Unacceptable forms to document proof of address:* driver's license, telephone bill or cable bill.
 - If you are living with a friend or relative, you must submit a notarized Residential Affidavit signed by you and the owner/renter of the property indicating that this is your place of residence. A copy of a rent utility bill in the owner's name must be provided with the affidavit.

The documents listed below are not a requirement for registration or enrollment but will be needed before your child starts school:

- Copy of transcripts from the previous school.
- Previous records regarding placement in special programs, a copy of your child's IEP or 504 plan (if applicable).
- A recent report card or transfer document showing the name and address of your child's last school.
- Information about any disabilities or special health problems, such as seizures, asthma, heart problems, health care procedures or medications.

Once accepted, how do I transfer my child from previous attended school?

The registrar will request records from the current school once you complete the Transfer of Records form in the registration packet. If your student is accepted after school is in session, you will need to go to your child's current school registrar and withdraw your child. Bring the transfer documents from your child's current school and proper identification to Pincrest Academy registrar.

My student is currently attending this school does he/she have to go through the lottery selection again?

No. If your student is currently attending our school, they do not need to reapply for the next school year. Students will be sent a letter of recommitment in December of the current school year. Parents will have one week to respond and submit online. Recombitment participation is essential to determining the lottery selection for the next school year.

EXHIBIT D - Enrollment and Lottery FAQ



Transfer of Campus Policy

Note: Students currently enrolled in Pinecrest Academy may request a transfer to another Pinecrest Academy campus only during the period when Declarations of Intent are offered.

Transfer students, siblings, children of employees, and children of Board Members will be prioritized as stated below.

1. First priority will be given to children of a member of the committee to form Pinecrest Academy.
2. Second priority will be given to the children of members of the governing body of the Pinecrest Academy.
3. Third priority will be given to the child of a teacher employed by Pinecrest Academy.
4. Fourth priority will be given to the siblings of enrolled students. Should the number of siblings exceed the number of spaces available in any grade level; the students will be placed in a lottery to determine priority.
5. Fifth priority will be given to students currently attending Pinecrest Academy who wish to transfer to another Pinecrest Academy campus during the recommitment period.
6. Pursuant to NRS 388.040 and NRS 388A.453(2) students who completed their 8th grade year at a Pinecrest school and are being promoted to 9th grade will only be guaranteed enrollment in the Pinecrest High School zone where they attended 8th grade. If they wish to attend high school in another Pinecrest High School zone, they will be given transfer priority in the customary lottery process. The Pinecrest High School zones are divided as follows:

Pinecrest Cadence High School Zone

Pinecrest Cadence

Pinecrest Sloan Canyon High School Zone

Pinecrest Inspirada

Pinecrest St. Rose

Pinecrest Sloan Canyon

7. 5th grade students attending Pinecrest Horizon will be automatically transferred to Pinecrest Cadence for 6th grade. If families wish to attend a different middle school, they will be given transfer priority in the lottery process.
8. All remaining students will be placed in a lottery to determine priority.

Your child's wait list numbers will fluctuate. These numbers may increase or decrease as applications receive a higher priority.

EXHIBIT D - Enrollment and Lottery FAQ



It is the parent/guardian(s) responsibility to review the application for accuracy. All acceptances are sent out based on the information included on student application. If the grade or date of birth are entered incorrectly or omitted, acceptance will be rescinded and students will be placed at the end of the correct grade level wait list. All applications may be reviewed by using the apply/application status link on the school webpage.

Parent/Guardian(s) must add all siblings to application submitted. If a transfer request is submitted, all siblings wishing to be included on the requested school's wait list must be added to the application for the requested school.

EXHIBIT E - Enrollment Application



Pinecrest Academy - Cadence Campus

2021-2022 Admission Instructions

Please fill out this form to apply for admission at Pinecrest Academy - Cadence Campus for the **2021-2022** school year.

- You must be the legal guardian to complete this application.
- If more than one student is added to the family application, verification of shared guardianship status (sibling or step-sibling) will be verified upon registration. **You must be the legal guardian of all students added to this application. Students granted acceptance due to sibling priority who do not share legal guardians will forfeit acceptance and will need to reapply to the school.**
- Only one admission request per family. Parents/Guardians may not submit more than one application per student per campus in an attempt to increase the likelihood of being selected in the lottery. If multiple applications are discovered for the same student at the same campus, their applications will be voided and/or they will be unenrolled and removed from the school.
- For each student select the grade he/she will be attending for the **2021-2022** school year.
- If your oldest student will not be in kindergarten in the 2021-2022 school year, please do not apply until Open Enrollment of the year he/she will be in kindergarten. Enrolling sooner than this does not increase his/her chance to be in the school.
- Kindergarten students must be 5 years old on or before September 30, 2021.
- 1st grade students must be 6 years old on or before September 30, 2021.

Guardian Details (Please Use Proper Caps)

Full Name	First Name	Last Name	
Relation			
Email	name@example.com	confirm email address	
Alternate Email	name@example.com	confirm email address	
Home Phone	(999) 999-9999		
Work Phone	(999) 999-9999		
Cell Phone	(999) 999-9999		

All applications require a cell number.

Please use a number that can accept text from the school. A text and email will be sent to families upon acceptance. All paperwork **E-1**

EXHIBIT E - Enrollment Application

must be submitted to school by stated deadline in Email. Msg & Data rates may apply. Txt STOP to cancel. Up to 10 messages per month.

Address	<input type="text"/>	
City	<input type="text"/>	
State	Nevada	
Zip Code	<input type="text"/>	

Guardian Details 2 (Please Use Proper Caps)

Full Name	First Name	Last Name	
Relation			
Email	name@example.com	confirm email address	
Alternate Email	name@example.com	confirm email address	
Home Phone	(999) 999-9999		
Work Phone	(999) 999-9999		
Cell Phone	(999) 999-9999		

All applications require a cell number.

Please use a number that can accept text from the school. A text and email will be sent to families upon acceptance. All paperwork must be submitted to school by stated deadline in Email. Msg & Data rates may apply. Txt STOP to cancel. Up to 10 messages per month.

Address	<input type="text"/>	
City	<input type="text"/>	
State		
Zip Code	<input type="text"/>	





Marketing

How did you hear about us?	<input type="text"/>	
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EXHIBIT E - Enrollment Application

Please tell us why you have chosen to apply to our school

Students (Please Use Proper Caps)

Full Name	First Name	Middle Name	Last Name	
Gender	Male	Female	Gender X	
Birth Date	mm/dd/yyyy			
Grade For School Year 2021-2022				
Current District / School	Select A District			
<input type="button" value="Delete Student"/>				
<input type="button" value="Add Additional Student"/>				

Application Terms

- Complete Required Field: Guardian Details - First Name.
- Complete Required Field: Guardian Details - Last Name.
- Complete Required Field: Guardian Details - Relation.
- Complete Required Field: Guardian Details - Email.
- Complete Required Field: Guardian Details - Home Phone.
- Complete Required Field: Guardian Details - Cell Phone.
- Complete Required Field: Guardian Details - Address.
- Complete Required Field: Guardian Details - City.
- Complete Required Field: Guardian Details - Zip Code.
- Complete Required Field: Marketing - How did you hear about us?
- Complete Required Field: Marketing - Please tell us why you have chosen to apply to our school
- Complete Required Field: Students - First Name
- Complete Required Field: Students - Last Name
- Complete Required Field: Students - Gender
- Complete Required Field: Students - Birth Date
- Complete Required Field: Students - Grade For School Year
- Complete Required Field: Students - District
- Complete Required Field: Students - School
- I understand this admission entry is good for one school year only. If my child is not accepted into Pinecrest Academy - Cadence Campus during the 2021-2022 school year, I must reapply during Open Enrollment for the next school year.
- All applications that contain false, incorrect, or misleading information or are not complete, will be voided and the applicant will have to reapply with the correct information. If the incorrectly submitted information, when corrected would render the student ineligible for enrollment, the application will be voided.
- If the false, incorrect, or misleading information is discovered after the student is enrolled or already attending classes, the student will be unenrolled and must reapply.
- I have read and understand the school's Mission and/or Vision Statement.
- I have read and understand the school's [enrollment policy](#). Pinecrest Academy - Cadence Campus is a tuition free public charter school. Pinecrest Academy - Cadence Campus is committed to providing an equal opportunity education to all applicants without regard to race, religion, color, sex, gender identity,

EXHIBIT E - Enrollment Application

sexual orientation, national origin, citizenship status, age, disability or any other protected status in accordance with all applicable federal, state and local laws.

I accept the terms of this application.

Yes

Submit Application