

2 APPLICATION COVER SHEET

2.1 GENERAL INFORMATION

Charter School/Holder: Mariposa Language and Learning Academy

Campus Name⁴: Mariposa Language and Learning Academy

Sponsor Name: Washoe County School District

School Year⁵: 2023-24

Title I Status: School *identified* as Title I for the 23-24 SY School *not identified* as Title I for the 23-24 SY

Street Address: 3875 Glen Street

City Reno State: NV Zip: 89502

Primary Contact Name⁶: Jenny Hunt- Director

Phone Number: (775)7727-571 Email: jhunt@mariposaacademy.net

2.2 APPLICATION SUBMISSION

Date of Charter School's Board's Approval of Transportation Plan: Monday, July 17, 2023

As Attachment 1, provide the copy of the board meeting minutes, draft or final, for the meeting in which the governing body authorized the submission of the transportation plan and funding request. Note that sample board motions for the approval and submission of the transportation plan can be found in Appendix B.

2.3 EXECUTIVE SUMMARY

Total Amount of Funding Requested: \$63,504.00

Briefly describe the transportation plan and how you plan to use the requested funding, if approved. (300 words or less)

Students will have van pick and drop off from a Mariposa Staff member on all school days based on needs of families as indicated by a needs survey for each family.

⁴ Transportation plans must be submitted at the charter school campus level. Each distinct, non-adjacent address is considered a separate charter school campus. If a charter holder wishes to apply for funding for multiple campuses (distinct addresses), a transportation plan must be submitted for each campus.

⁵ School year for which transportation funding is being requested.

⁶ If the transportation plan is approved, the school's primary contact will be added to the Nevada Department of Education's Emergency Service Directory for Transportation.

2.4 ACKNOWLEDGEMENT

The school acknowledges the following:

- Charter schools that are awarded funding for daily transportation to and from school may not charge any fees for daily transportation to and from school.
- Charter schools providing transportation are responsible for complying with all applicable state and federal laws and regulations pertaining to the transportation of students.
- A school that receives an award will be reimbursed for expenditures made, upon submission of proof of payment of those expenditures. A school that receives an award may request a waiver to the reimbursement requirement. Waiver requests must be made in writing, thoroughly articulated, and align to the transportation plan.
- Before implementing an approved transportation plan a charter school must provide the following, as they pertain to the components of the transportation plan:
 - Provide evidence of proper insurance coverage pursuant to NRS 386.795;
 - Provide evidence that any school buses have inspected by the Department of Public Safety to ensure that the vehicle is mechanically safe and meets the minimum specifications established by the State Board of Education;
 - Provide written attestation that any vans or other vehicles that are designed for up to 10 passengers are in good repair pursuant to NRS 386.830; and
 - Complete the driver certification form demonstrating that bus, van, or other vehicle driver(s) have met all training, testing, and fingerprinting requirements.
- Charter schools providing transportation are required to submit certain reports to the Nevada Department of Education, including but not limited to the Annual Transportation Report and the Stop Arm Violation Report.

Jenny A Hunt

Primary Contact Name

8/7/2023

Date

Jenny A Hunt

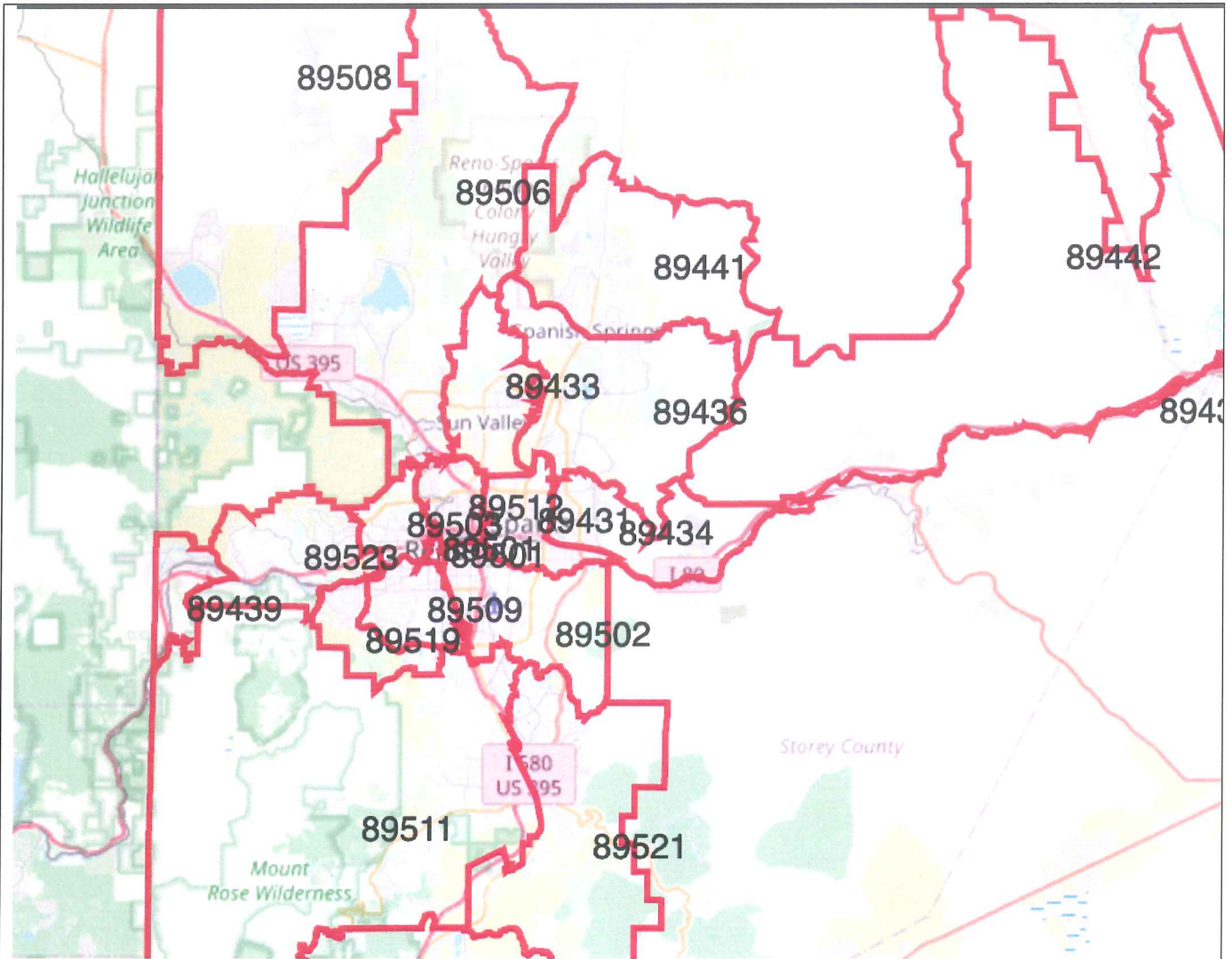
Signature

3 TRANSPORTATION PLAN

3.1 DEMONSTRATION OF NEED

- 1) Describe the current transportation options available to students and identify the gaps and limitations. Include data on the number of students who need transportation and their geographic distribution.

Current transportation options available and used by students at Mariposa are parent drop off and pick up, local/regional bus transportation services, ride share, or walking to and from school. The current gaps and limitations include the local bus schedule that does not often align with our school day schedule of 8am-3pm. Also, limitations for families are that if they are dropping off or picking up from school, they often have to leave work early, or adjust their schedules to be able to make the commute to bring their students to school located adjacent to the airport. Mariposa is a Provision II school with 100% of students being identified as FRL. Limitations for families include lacking personal transportation, or the ability to ride share with others to get their students to school. Additional gaps included inclement weather days when our students who walk do not have access to clothing that will keep them healthy and safe when walking to and from school in extreme cold or hot weather. Most recently, Mariposa had 3 refugee families move to Reno and enroll at Mariposa who are struggling with transportation options to get their children to school and contemplated moving schools because of the hardship. Mariposa serves 180 students in grade PK-5 and the families that attend Mariposa often encounter residence insecurities and often move multiple times throughout the year for financial or other reasons. The below map depicts the greater Washoe County Area and the zip codes where data suggests the majority of our students reside and often move between.



Currently enrolled Student Residence Zip Codes served	Miles From Mariposa
89506	25 miles
89508	Up to 30 miles
89511	14 miles
89431	26 miles
89433	Up to 28 miles
89502	Up to 6 miles
89436	Up to 8 miles
89441	14 miles
89503	5 miles
89509	12 miles

89512	5 miles
89523	17 miles
89701	25 miles
89434	11 miles

- 2) Describe how the school’s Transportation Plan, if approved and funded, is likely to materially improve access to education in the region served by the transportation plan.

Students and families will have dependable transportation that will improve their access to school. 5% of student absences during the school year are due to families not having access to transportation and unable to get students to school. This transportation plan will improve access and guarantee options for transportation for students and families. Additionally, this transportation option will improve access to education at Mariposa for those who may live in the outlying areas and don’t have access to personal transportation.

3.2 PROGRAM DESIGN

For those charter schools sponsored by the SPCSA that do not already have approval to transport students to and from school, the Program Design section will constitute an amendment request pursuant to NAC 388A.330(4).

- 1) Describe the transportation program. Include the following:
 - a. How do you plan to provide transportation to students?
 - b. How many students will be served by the proposed transportation plan?
 - c. What grade levels will be served by the proposed transportation plan?
 - d. What geographic area(s) will be served by the proposed transportation plan?
 - e. Describe all policies pertaining to the transportation program such as student eligibility, how students will be prioritized if the transportation program is oversubscribed, etc.
 - f. Describe the implementation timeline for the transportation program.

How do you plan to provide transportation to students? *Families will fill out a needs assessment that will dictate transportation needs. The school will develop "hub stops" and timelines based on family needs assessment data.*

How many students will be served by the proposed transportation plan? *The number of students that will access transportation will be dependent on family survey results and commitments after the funding is awarded. With 3 vans at 10 passengers, 25-30 students would access the transportation daily, which is 18% of our student population in grades K-5.*

What grade levels will be served by the proposed transportation plan? *Grades K-5*

What geographic area(s) will be served by the proposed transportation plan? *All areas codes that are served by our school as evidenced by Infinite Campus data and family needs assessment.*

Describe all policies pertaining to the transportation program such as student eligibility, how students will be prioritized if the transportation program is oversubscribed, etc. *All students will be eligible. If the program is oversubscribed, the school will implement multiple drop off and pick up times to meet student/family needs. If necessary, families who do not have their own private transportation will be prioritized.*

Describe the implementation timeline for the transportation program. *Fall 2023 purchase vans, provide family needs assessment, analyze data, build transportation schedule for stops and times within areas (zip codes) of need. Train staff who will be driving vans. Secure insurance policy and licensing and registration for vans. Begin transportation immediately upon completion.*

- 2) List and thoroughly describe any partnerships or contracts under which the school may provide the transportation services. As Attachment 2 provide a copy of the contract (or draft contract).

N/A

Schools proposing to provide bus or van/vehicle transportation must answer questions 3-8. This section is not required if the school's plan only contemplates the use of public transportation.

- 3) Describe the scope and scale of the transportation that will be offered:
- Provide the number of vehicles, make and model of each vehicle, and capacity of each vehicle;
 - Provide the number of daily routes operated; and
 - Provide the average number of students per route (to calculate the average number of students per route, take the total of students transported, including pre-K and special education, and divide by the number of routes).

Provide the number of vehicles, make and model of each vehicle, and capacity of each vehicle. *2-3 vehicles, SUV or vans with capacity not to exceed 10.*

Provide the number of daily routes operated. *Dependent on family needs assessment; estimating 3 routes.*

Provide the average number of students per route (to calculate the average number of students per route, take the total of students transported, including pre-K and special education, and divide by the number of routes). *6-8 students will be served per route.*

- 4) Describe the proposed transportation routes and schedules, including a description of the pick-up/drop-off location(s) and how they comply with NRS 386.840. If possible, provide a tentative map of the transportation routes.

Transportation routes and schedules will be identified by family needs assessment. Pick up/drop off locations will also be identified as a result of family needs assessment. An example of one drop pick up/drop off location would be in the Raley's Parking lot in a designated area in Lemon Valley that would serve 3 zip codes of students that attend Mariposa.

- 5) Explain how the school will ensure compliance with [Nevada's School Bus Standards](#), and Nevada Revised Statutes and Regulations, particularly NRS 386.790 through NRS 386.845 and NAC 386.500 through NAC 386.555.

N/A as not purchasing a school bus.

- 6) Describe how the school will comply with requirements and protocols for driver training and safety. For school bus transportation, confirm that the driver(s) of the school bus will meet the minimum qualifications as described in NRS 386.825 and describe how the school will maintain all required employer documentation per Nevada Department of Education regulatory guidance for school bus operations.

Mariposa staff will all take part in mandatory driver and safety courses through Vector Solutions training.

- 7) Describe how the school and/or transportation vendor will ensure student safety, including complying with NRS 386.820, as applicable. Include:
- a. The proposed schedule for practicing student evacuation
 - b. A description of the bus/vehicle safety program

We are not purchasing a school bus, but once the funds are awarded, the Mariposa board will finalize a transportation policy that complies with NRS 386.820 as applicable to the vehicles (10 passenger or less vehicles) purchased.

- 8) **Optional:** For schools that intend to transport students to and from activities and programs, describe how the school and/or transportation vendor will comply with NRS 386.815 regarding operating a school bus for extended periods of time, if applicable. *Note that transportation funding cannot be used to cover the expenses associated with field trips and extracurricular activities. However, SPCSA-sponsored schools should complete this question if they are seeking a transportation amendment and intend to transport students to and from activities and programs.*

3.3 SCHOOL INFORMATION

- 1) Explain why academic, financial and organizational performance of the charter school indicates the transportation plan is in the interest of the students who will be served by the transportation plan.

Mariposa has moved from a 1 star school in 2017 to a “4 star” school rating score in 2022. Mariposa serves a demographic of students in Nevada that is typically underserved. Additionally, in Northern Nevada, Mariposa has outperformed similarly situated traditional schools in academics and the mission of the school is to continue to provide resources for families to attend Mariposa. Mariposa currently is at full capacity with a waiting list in most grade levels and providing amenities such as transportation is in the interest of the students who will be served by the transportation plan across the 14 zip codes that we currently serve.



Mariposa’s past financial performance has sustained a fund balance annually and indicates the transportation plan is sustainable.

Mariposa’s organizational performance demonstrates that our transportation program is likely to be operated in compliance with applicable laws and statutes as evidenced by ongoing compliant monitoring from our sponsor, meeting or exceeding expectations on Health Dept. expectations, and annual external audits being “clean” and without findings of substance.

- For charter schools not sponsored by the SPCSA, provide a summary of any findings under the Authorizer’s Performance Framework (NRS 388A.273) for the preceding three years and the actions taken by the school to address the findings. Include as Attachment 3 copies of the Authorizer’s Performance Framework reports for the preceding three years.

Mariposa has been “compliant” in all areas in 2/3 monitoring documents. Steps taken by Mariposa to rectify and navigate any findings are noted in the comments sections of the monitoring documents.

- 3) For schools not sponsored by the SPCSA, provide as Attachment 4 the current charter contract, including evidence that the school has been approved to provide transportation. If the school has not been approved to provide transportation, describe the school's plans to receive approval pursuant to NAC 388A.330(4).

See Attached page 19 section 19b.

4 BUDGET

Pursuant to Assembly Bill 400, Section 28.5(3)(e), schools may be funded up to the average per pupil cost for transportation in the school district in which the charter school is located.

- 1) What is the total number of students enrolled at the charter school campus based on the 4th quarter Average Daily Enrollment (ADE) from the 2022-23 school year? *New schools and those schools that were approved for an Exceptional Enrollment Growth Adjustment (EEGA) should report the audited enrollment number.*

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- 2) As Attachment 5, provide a copy of the 4th quarter ADE report. *New schools and those schools that were approved for an Exceptional Enrollment Growth Adjustment (EEGA) should provide a copy of the signed funding request.*

- 3) Which county is the charter school campus located in? Washoe County
For reference, per pupil funding amounts by school district are included below.

School District	Per Pupil Transportation Funding (Based on the FY19-FY22 four-year average)
Carson City	\$359
Churchill County	\$519
Clark County	\$481
Elko County	\$480
Washoe County	\$392
White Pine County	\$968

- 4) Use the Transportation Budget Workbook to show how the transportation funds being requested will be used to support the school's proposed Transportation Plan. For each item in the budget include Object Code; Function Code; Quantity; Salary, Rental or Unit Cost; and Narrative. The Narrative should include details on the purpose, justification for the cost, and the cost calculation. Submit the Transportation Budget Workbook as Attachment 6.
- 5) If necessary, provide any additional narrative in support of the budget details.



Educating Children. Engaging Families. Empowering Communities.

Mariposa Language and Learning Academy

3875 Glen Street

Reno, Nevada

Notice of Board Meeting

Minutes

Mariposa Board Meeting

Monday, July 17 · 8:30 – 8:45am

Google Meet joining info

Video call link: <https://meet.google.com/hbz-qryp-osz>

Or dial: (US) +1 219-321-0278 PIN: 907 330 481#

1. **ROLL CALL/DETERMINATION OF QUORUM** - (For Possible Action) 8:33am called to order. Philip Ramirez, Ludi Salazar, Guy McComb, Byran Arciniega, Jenny Hunt (staff).
2. **ADOPT AGENDA FOR THE MEETING** July 17th, 2023 - Motion made by Guy McComb, second by Ludi Salazar, passes unanimously.
3. **DEFER APPROVAL OF THE Board meeting minutes** June 2023.
4. **PUBLIC COMMENT**
No public comment.

6. Financial Report

Mrs. Hunt presented the tentative Mariposa transportation plan and funding request for submission to the State Public Charter Authority. Motion made by Bryan Arciniega, second by Guy McComb, passes unanimously.

Adjourned at 9:00am.

Washoe County School District Annual Charter School Performance Audit

Name of Charter School: MARIPOSA
 School Year: 2022-2023 SY

Auditing Department	Name of Auditor	Compliance with Statutes and Regulations	Evidenced By:	Compliant Non-Compliant	Comments
Accountability	Kemp, Kyle	<p>The charter school has met the requirements of the NDE with regards to any state reporting. The charter school maintains data accuracy and integrity of all data elements and complies with requirements to participate in the automated system of accountability information for Nevada (SAIN). NRS 385A.800, 385A.810 and 385A.820.</p> <p>Regarding student attendance, the charter school: NAC 386.350 (4)</p> <ul style="list-style-type: none"> • Provides a copy of the attendance policy to each student • Keeps a copy of the attendance policy available for public inspection • Includes NRS 392.122 in the attendance policy • Provides a copy of rules for truancy • Provides a copy of the letter of approval from the Superintendent of Public Instruction for legend of symbols for attendance NAC 387.163 <p>Evidence of compliance may include the following:</p> <ul style="list-style-type: none"> • A copy of the school's attendance policy; • A copy of the school's rules for truancy; 	Offsite review of IC	Compliant	
Student Accounting	Lapenta, Bryn		Offsite review of electronic submission of policies (student handbook) and NDE Hrs.	Compliant	

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		<ul style="list-style-type: none"> A copy of the letter of approval from the Superintendent of Public Instruction for legend of symbols for attendance. 			
Student Accounting	Lapenta, Bryn	<p>A description of the procedure and documentation for the enrollment and withdrawal of pupils in the charter school. NRS 388A.453, 388A.456 and 388A.471, NAC 387.171 NAC 387.200 NAC 387.215</p> <p>The schools withdrawal binder will also be audited.</p>	<p>Offsite review of policy.</p> <p>Onsite review of withdrawal binder or scan documents and submit.</p>	Compliant	
Student Accounting	Lapenta, Bryn	<p>Provide a description of how the lottery system works and how parents are notified of the system. NAC 386.180(1)</p> <p>Artifacts reviewed may include a description of the lottery system and how parents know about the system.</p>	<p>Offsite review of policy, hours, handbook to document parent communication.</p>	Compliant	
Student Accounting	Lapenta, Bryn	<p>If the charter school enrolls pupils in kindergarten, first, or second grades, the charter school complies with NRS 392.040 regarding the ages for enrollment in those grades.</p>	<p>Onsite review of procedures.</p>	Compliant	
Student Accounting	Lapenta, Bryn	<p>The charter school provides written notice to the parents and guardians of pupils in grades 9-12 indicating whether or not the Northwest Association of Accredited Schools accredits the school. NAC 386.410 (25)</p>	<p>Offsite review of document.</p>	Compliant	
Student Accounting	Lapenta, Bryn	<p>The charter school complies with NRS 388A.487 regarding rules for academic retention and provides a copy of these rules. The charter school complies with NAC 389.445 and NAC 389.659 regarding units required for promotion to the next higher grade.</p>	<p>Offsite review of policies (i.e. handbook)</p>	Compliant	

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Student Accounting	Lapenta, Bryn	<p>The charter school has developed a procedure for the maintenance of records. NAC 386.360 NAC 386.180 (3)</p> <p>Evidence requested for the review may include:</p> <ul style="list-style-type: none"> • The name of the person who will be responsible for: <ul style="list-style-type: none"> ○ Maintaining records of pupils; and ○ Providing records of pupils to the school district for inclusion in the statewide automated system of information • Provide the procedures for creating and maintaining student cumulative folders • Provide the location of where the cumulative folders are stored • Provide the procedures for creating and maintaining student permanent records • Provide the location of where the permanent records are stored • Surrenders permanent records when requested by PPA&A • Provide the procedure for requesting and transferring student records • Provide the name of the person who will be responsible for the records of pupils if the charter school is dissolved or the written charter of the charter school is not renewed. <p>The teachers' class record books comply with regulation. NAC 387.165</p>	Onsite review of policy & procedures for maintaining records.	Compliant	
Student Accounting	Lapenta, Bryn	<p>The teachers' class record books comply with regulation. NAC 387.165</p>	Onsite review of Teachers' class record books.	Compliant	

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Student Accounting	Lapenta, Bryn	The charter school provides the minimum number of days for a school year and the minimum number of minutes of instruction per day. (School provides a copy of school calendar and a daily schedule.) NAC 387.120 NAC 387.131 NAC 386.350	Offsite review of NDE calendar and daily calendar.	Compliant	
Student Accounting	Lapenta, Bryn	The charter school has a procedure for documenting credit for courses completed successfully, including: NAC 386.150(8) Evidence of performance reviewed may include the following: <ul style="list-style-type: none"> o Copies of transcripts and diplomas used to indicate the student has completed course work successfully and o The written policy of the charter school concerning the trans 	Onsite review of policy-completed course work and documenting transfer of credit.	Compliant	
Student Accounting	Lapenta, Bryn	The charter school complies with all graduation and diploma requirements. NAC 389.664 NAC 389.663	Offsite review of policies and IC verification.	Compliant	
Student Accounting	Lapenta, Bryn	The charter school complies with the requirements of the master register. NAC 387.171	Onsite review of statistical month reports.	Compliant	
Student Accounting	Lapenta, Bryn	The charter school is connected to WCSD Student Information System (Infinite Campus) through the WCSD network and follows WCSD standards and procedures in relation to the WCSD Infinite Campus.	Offsite review of IC	Compliant	
Assessment Division	Aird, Sandra	The charter school administers achievement and proficiency examinations in compliance with NRS 388A.366, NRS 389.018.	Office review of test documents. Periodic onsite review of testing.	Compliant	
Counseling Services	Loudon, Katherine	Regarding the health and safety of pupils, the charter school complies with requirements for reporting abuse	Offsite review of training dates,	Compliant	Training was done and all documents were submitted as sign-in verifications

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School Year: 2022-2023 SY

Counseling Services	Loudon, Katherine	<p>and neglect. NAC 386.410 (12) as it relates to NRS 432B and NRS 200.5092.</p> <p>Charter school administration Please provide the following:</p> <p>a. Evidence that training has occurred in the requirements of reporting abuse and neglect.</p> <p>The charter school provides appropriate counseling and guidance services for its students, including students with disabilities and students at risk. If the charter school employs a Counselor, the Counselor holds a valid School Counselor license from the Nevada Department of Education.</p> <p>Evidence requested for the review may include the following:</p> <ul style="list-style-type: none"> Evidence that training has occurred in the requirements of reporting abuse and neglect 	PPT, and staff roster.	Compliant	School licensed counselor is working part time in the school: Heather P.
Curriculum	Fox, Kindra	<p>If the charter school is dedicated to providing educational programs and opportunities for pupils who are at risk, a determination whether the educational program and services provided to those pupils is appropriate and carried out in an effective manner.</p>	<p>Offsite review of copy of license and list of students served.</p>	Compliant	See commentary below rubric.

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School Year: 2022-2023 SY

			<p>guides, lesson plans and/or other applicable curriculum documents to include documentation of how instruction is tied to standards and exams.</p> <p>Copy of the master schedule Course offering book and or/course description</p>	Compliant	
Curriculum	Fox, Kindra	<p>The charter school provides instruction in the core academic subjects set forth in NRS 389.018 (1), as applicable for the grade levels of pupils.</p>	Same as above.	Compliant	See commentary below rubric.
Curriculum	Fox, Kindra	<p>The charter school provides instruction based upon the standards of content and performance established by the Council to Establish Academic Standards. NRS 389.003</p>	Same as above.	Compliant	See commentary below rubric.
Curriculum	Fox, Kindra	<p>At a minimum, the charter school provides and requires students to take the courses of study required of pupils by statute or regulation for promotion or graduation. NAC 386.410(18), NAC 389.664, NAC 389.445</p>	Same as above.	Compliant	See commentary below rubric.

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504	Loudon, Katherine	<p>Regarding the health and safety of pupils, the charter school complies with Section 504 of Title V of the Rehabilitation Act of 1973. NAC 386.410 (12)</p> <p>Evidence requested for the review may include the following:</p> <p>Evidence of the compliance with Section 504 of the Title V Rehabilitation Act of 1973</p>	Offsite review of scanned 504 documents.	Compliant	One 504 on file for nut allergy.
Facilities Management	Hoppe, Charlie	<p>A determination whether each facility that the charter school occupies complies with applicable building codes, codes for the prevention of fire, and codes pertaining to safety, health and sanitation. NAC 386.410 (13)</p> <p>Evidence requested for the review may include the following:</p> <ul style="list-style-type: none"> a. Completed Inspection Form (11a.); b. Certificate of Occupancy; c. Copies of the building inspections for this school year; d. Most recent fire department inspection; e. Most recent health department inspection; f. A posted kitchen permit if lunches are being served. 	<p>Offsite review of electronic submission of documents noted.</p> <p>Onsite walkthrough.</p>	Compliant	Ramps need to be repaired or replaced as soon as possible to avoid structural failure. Director Hunt has received an estimate of repairs from BPC Construction (12-14-22) and is in contract for those repairs.
Human Resources	Reed, Deshawn	<p>The charter school complies with NRS 388A.518, 388A.521 and 388A.524., NRS 388A.515, and NRS 388A.527 regarding the employment of teachers and other educational personnel.</p>	<p>Offsite review of reports, random selection of files reviewed.</p> <p>Onsite review of new employee files.</p>	Compliant	

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Human Resources	Reed, Deshawn	<p>Within 30 days after the first day of school, the charter school provided the sponsor with a list of the names and qualifications of all persons employed by the charter school. NAC 386.350(3)</p> <p>Evidence of performance may include the following:</p> <p>Not more than 30 days after the beginning of the school year, a list of names and qualifications of all persons employed at the charter school.</p> <p>The status of employees, and the rights and benefits provided to those employees, comply with NRS 388A.530, 388A.533, 388A.535, 388A.538, 388A.541 and 388A.544.</p> <p>Evidence of performance may include the following:</p> <ul style="list-style-type: none"> a table including the employee name, position held, salary, and PERs contribution of each. 	Offsite review of report submitted.	Compliant	
Human Resources	Reed, Deshawn	<p>A description of the manner in which the charter school maintains personnel records for its employees. NAC 386.410 (21)</p> <p>Evidence of the performance may include a description of how the personnel files are maintained.</p> <p>The charter school is connected to WCSD Student Information System (Infinite Campus) through the WCSD network and follows WCSD standards and procedures in relation to the WCSD Infinite Campus.</p> <p>The charter school, its officers or its employees have complied with all financial terms and conditions of the written charter. NRS 388A.330 (1)(a)(1)</p> <p>Evidence of compliance may include the following:</p>	Offsite review of docs./tables with information.	Compliant	
Human Resources	Reed, Deshawn	<p>A description of the manner in which the charter school maintains personnel records for its employees. NAC 386.410 (21)</p> <p>Evidence of the performance may include a description of how the personnel files are maintained.</p>	Offsite review of policy.	Compliant	
Information Technology	Martini, Mary	<p>The charter school is connected to WCSD Student Information System (Infinite Campus) through the WCSD network and follows WCSD standards and procedures in relation to the WCSD Infinite Campus.</p> <p>The charter school, its officers or its employees have complied with all financial terms and conditions of the written charter. NRS 388A.330 (1)(a)(1)</p> <p>Evidence of compliance may include the following:</p>	Offsite review of IC.	Compliant	
Internal Audit	Starkey, Kirk McMahon, Matt Casey, Paul	<p>The charter school, its officers or its employees have complied with all financial terms and conditions of the written charter. NRS 388A.330 (1)(a)(1)</p> <p>Evidence of compliance may include the following:</p>	Offsite review of the three noted documents.	Compliant	

Washoe County School District Annual Charter School Performance Audit

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Internal Audit	Starkey, Kirk McMahon, Matt Casey, Paul	<ul style="list-style-type: none"> • the annual report of the budget; • an electronic copy of the independent annual audit. • a copy of the approved minutes where the audit was approved by your governing body (please provide draft minutes if the approved minutes cannot be provided by this date and follow-up with approved minutes at such time as they are approved). <p>The school has complied with generally accepted standards of accounting and fiscal management. NRS 388A.330 (1)(a)(2)</p>	<p>Offsite review of annual audit, NDE audit.</p> <p>Onsite if change in administration, bookkeeping, auditors or auditor finding.</p>	Compliant	
Internal Audit	Starkey, Kirk McMahon, Matt Casey, Paul	<p>The charter school has not filed for a voluntary petition of bankruptcy, been adjudicated bankrupt or insolvent, or been otherwise financially impaired such that the school is deemed unable to continue to operate. NRS 388A.330 (1)(b)</p>	<p>Offsite review of annual audit, other documents.</p>	Compliant	
Internal Audit	Starkey, Kirk McMahon, Matt Casey, Paul	<p>The charter school has refrained from using public money to purchase real property or buildings without the approval of the sponsor. NRS 388A.366 (1)(k)</p>	<p>Offsite review of affidavit attesting to no property purchased.</p>	Compliant	
Internal Audit	Starkey, Kirk McMahon, Matt Casey, Paul	<p>The charter school has not operated for profit. NRS 388A.095 (1)</p>	<p>Offsite review of audit.</p>	Compliant	

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Internal Audit	Starkey, Kirk McMahon, Matt Casey, Paul	All money received by the charter school from the state and from the board of trustees of WCSD is deposited and maintained in a bank, credit union or other financial institution in this state. NRS 388A.411 (3)	Offsite review of bank statements.	Compliant	
Internal Audit	Starkey, Kirk McMahon, Matt Casey, Paul	The charter school complied with applicable federal laws and regulations governing the provisions of any federal grants obtained for the school. NRS 388A.411 (4)	Offsite review of grant docs./reports.	Compliant	
Internal Audit	Starkey, Kirk McMahon, Matt Casey, Paul	The governing body of the charter school has designated a person to draw all orders for the payment of money belonging to the charter school and lists all orders using a cumulative voucher system. NRS 388A.420 (1)	Offsite review of financial policies (if changed from year to year)	Compliant	
Internal Audit	Starkey, Kirk McMahon, Matt Casey, Paul	The governing body of the school has prescribed the procedures by which the orders for payment must be approved and signed. NRS 388A.420 (2)	Offsite review of financial policies (if changed from year to year)	Compliant	
Internal Audit	Starkey, Kirk McMahon, Matt Casey, Paul	All orders for payment of money to a member of the governing body of the school have been drawn only for salary, travel expenses, subsistence allowances or for services rendered by the member. NRS 388A.420 (3)	Offsite review of expenditures or disclosures of Bd. Member payments.	Compliant	
Internal Audit	Starkey, Kirk McMahon, Matt Casey, Paul	The annual report of the budget has been submitted to WCSD and the Nevada Department of Education on or before November 1 st . NRS 388A.345 (1)	Offsite review of report.	Compliant	
Internal Audit	Starkey, Kirk McMahon, Matt Casey, Paul	Except for those that may be authorized by specific statute or by the written charter of the charter school, the charter school does not charge tuition or fees. NAC 386.150 and NRS 388A.366 (1)(c)	Offsite review of income, handbook.	Compliant	
Internal Audit	Starkey, Kirk	The governing body of the charter school has ensured that a current written inventory of the equipment,	Offsite review of inventory.	Compliant	

Washoe County School District Annual Charter School Performance Audit

Name of Charter School: MARIPOSA
 School Year: 2022-2023 SY

	McMahon, Matt Casey, Paul	supplies and textbooks of the charter school is maintained and has provided a copy of the current written inventory to WCSD as the charter school's sponsor. NAC 386.342(4)(a)(b)			
Internal Audit	Starkey, Kirk McMahon, Matt Casey, Paul	An annual audit has been completed in compliance with the performance requirements of NAC 386.380 and submitted to the governing body for review at a public meeting not later than 120 days after the close of the fiscal year for which the audit is conducted.	Offsite of audit and minutes.	Compliant	
Internal Audit	Starkey, Kirk McMahon, Matt Casey, Paul	The charter school utilizes the chart of accounts prescribed by the Nevada Department of Education. NAC 386.390 (2)	Offsite review of chart of accounts.	Compliant	
Internal Audit	Starkey, Kirk McMahon, Matt Casey, Paul	Not later than June 8 of last school year, the governing body of the charter school, at a public meeting, adopted its final budget for the charter school for the current fiscal year; the budget was prepared on forms prescribed by the Department. NAC 386.370 and NRS 388A.366 (1)(n)	Offsite review of annual budget and board minutes.	Compliant	
Nutrition Services	Supple, Mike	If the charter school offers a nutrition program, the program complies with existing county, state, or federal requirements for that program.	Offsite review of books. Onsite observations and inspections per Regulations.	Compliant	All students eat at no charge and claimed under CEP Free & Paid for SY 22/23. Participating in the ASSP – after school snack program & FFVP – fresh fruit & vegetable program. Guidelines followed.
Office of School Improvement	Coombs, Ron Kuster, Nick	On or before November 15 th of the latest year, the charter school provided the sponsor with a written description of the progress of the charter school in achieving the mission and goals of the charter school set forth in its application. NRS 388A.345	Offsite review of SIP Goals/Progress per report submitted Nov. 15.	Compliant	All WCSD sponsored Charter Schools submitted a School Performance Plan (SPP). All SPP's were submitted to our office for review and plans were sent to NDE on November 29, 2022. Any progress reports after this time are done through the 2 monitoring dates included in the new Continuous Improvement Process (CIP).

Washoe County School District Annual Charter School Performance Audit

Name of Charter School: MARIPOSA

School Year: 2022-2023 SY

<p>Charter Oversight</p>	<p>Cooper, Stacey</p>	<p>Evidence of compliance may include a submission of the school's goals for the previous school year and your progress toward achieving those goals by November 15th.</p> <p>A determination whether the membership of the governing body of the charter school complies with NRS 388A.320, AB 171, and NAC 386.345.</p> <p>Evidence of compliance may include the following:</p> <p>Submission of membership of the governing board which consists of:</p> <ul style="list-style-type: none"> • At least two teachers as defined by chapter 391 of NRS and AB 171 • At least one person who is a parent or legal guardian of a pupil enrolled in the charter school who is not a teacher or administrator at the charter school • At least two people who possess knowledge and experience in one or more of the following areas: Accounting, Financial Services, Law, Human Resources <p>Verification that the majority of the members of the governing body of a charter school reside in the county in which the charter school is located.</p>	<p>Offsite review of Board Members and qualifications.</p>	<p>Compliant</p>	<p>Board member affidavits are on file with the Extended Studies Office and are updated regularly to reflect rotational membership. Membership meets the statutory requirements. Strong, long-standing board representation is noted for this school, which is uncommon. Demonstrates a solid commitment to the school ad its mission and vision.</p>
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Washoe County School District Annual Charter School Performance Audit

Name of Charter School: MARIPOSA

School Year: 2022-2023 SY

		<p>Verification the membership of the governing body of a charter school shall not include:</p> <ul style="list-style-type: none"> • An employee of the governing body or charter school, including, without limitation, an administrator or teacher. • Except as otherwise provided in this paragraph, any person who: <ul style="list-style-type: none"> • Owns, operates, is employed by or receives compensation from a corporation, business, organization or other entity that enters into a contract with the governing body or charter school; or • Is related by blood or marriage to a person described in subparagraph (1). <ul style="list-style-type: none"> • Pursuant to the requirements of NRS 332.800, a person described in this paragraph may serve on the governing body if he has entered into a contract with the governing body to provide goods or services to the charter school without profit or at no cost to the charter school. The governing body shall maintain documentation of the terms of such a contract. • If a person serves on the governing body of a charter school as a representative of a nonprofit organization or business, not more than one other member of the 			
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Washoe County School District Annual Charter School Performance Audit

Name of Charter School: MARIPOSA
 School Year: 2022-2023 SY

Charter Oversight	Cooper, Stacey	<p>governing body may also serve as a representative of that organization or business or otherwise represent the interests of that organization or business. In no event may representatives of the same organization or business serving on the governing body constitute a majority of the members of the governing body.</p> <ul style="list-style-type: none"> • If the membership of the governing body changes, the governing body provides written notice to WCSD within 10 working days after such change; and • Each member of the governing body has filed an affidavit in accordance with NRS 388A.320. 	Offsite review of agendas and minutes.	Compliant	Board meetings and agendas are shared with the sponsor regularly. Board meetings are posted in required areas, and the agendas and minutes are filed and/or displayed in a timely manner for public review.
Charter Oversight	Cooper, Stacey	<p>A determination whether:</p> <ul style="list-style-type: none"> • The governing body has held at least one regularly scheduled public meeting in the county in which the charter school is located during each calendar quarter; • Each meeting complied with The Open Meeting Law, chapter 241 of NRS; • Meeting minutes are provided to the sponsor in accordance with NAC 386.345 (6) and NAC 386.345(7). <p>Upon examination of the agenda and minutes of each meeting of the governing body and the reports submitted to the governing body during each meeting, a determination whether the governing body is</p>	Offsite review of contract copies.	Compliant	National Charter School Institute conducted official board training in August 2022. ACE board members were present for the training. Additional "Robert's Rules for Board

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Name of Charter School: MARIPOSA

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		fulfilling its duty to evaluate the performance of each entity with whom the governing body has entered into a contract, including, without limitation, the performance of an educational management organization. NAC 386.400 NAC 386.405		Governance” was provided to each board chair to support future adherence and compliance.
Distance Ed	Cooper, Stacey	A determination whether, if the charter school uses distance education, it complies with distance education law and regulations. (NRS 388.820, NAC 388.800)	Offsite review of Distance Education Plan. Onsite review of procedures and student files.	Compliant
Risk Management	Perry, Brandon	A determination of whether the charter school maintains the type and amount of insurance (a) required by NAC 386.215, (b) in a manner that complies with paragraph (f) of subsection 1 of NRS 386.550, which may include workers' compensation insurance, or is otherwise prepared to hold harmless, indemnify and defend the sponsor of the charter school as required by that paragraph.	Offsite review of ins. Checklists as provided by ins. Agent.	Compliant
School Police, Emergency Management Svcs.	Anderson, Roy	The charter school complies with NRS 392.450 by providing drills for pupils in the appropriate procedures to be followed in the event of an emergency and by posting escape routes. Evidence of compliance may include the following: a. Fire-drill history/schedule documentation; b. Fire exit maps posted in all classrooms and student areas.	Site Visit to verify Emergency Plan	Compliant Drills are being documented using the Charter School Drill Report.
School Police, Emergency Management Svcs.	Anderson, Roy	The charter school complies with NRS 388.243 (1) by developing a plan to be used by the charter school in responding to a crisis, emergency or suicide. (2) The	Site Visit to verify Emergency Plan	Compliant

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Name of Charter School: MARIPOSA

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		<p>plan developed pursuant to subsection 1 must include, without limitation:</p> <p>(a) The plans, procedures and information included in the model plan developed by the Department pursuant to NRS 388.253;</p> <p>(b) A procedure for responding to a crisis or an emergency and for responding during the period after a crisis or an emergency has concluded, including, without limitation, a crisis or an emergency that results in immediate physical harm to a pupil or employee of a school in the school district or the charter school;</p> <p>(c) A procedure for enforcing discipline within a school in the school district or the charter school and for obtaining and maintaining a safe and orderly environment during a crisis or an emergency;</p> <p>(d) The names of persons and organizations in the community, including, without limitation, a provider of mental health services which is operated by a state or local agency, that are available to provide counseling and other services to pupils and staff of the school to assist them in recovering from a crisis, emergency or suicide; and</p> <p>(e) A plan for making the persons and organizations described in paragraph (d) available to pupils and staff after a crisis, emergency or suicide.</p> <p>Regarding student behavior, the charter school: NRS 386.585</p>				
Student Discipline	McElhany, Tristan		Offsite review of progressive discipline plan	Compliant		

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Name of Charter School: MARIPOSA

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<p>Student Health Services</p>	<p>Crane, Jennifer,</p>	<ul style="list-style-type: none"> • Provides a copy of rules, consequences and disciplinary procedures • Maintains, for public inspection, a copy of rules, consequences and disciplinary procedures • Complies with policies and procedures for suspension and expulsion • Complies with policies and procedures for the suspension and expulsion of students with disabilities <p>Evidence of compliance may include a copy of the school's discipline plan containing the rules, consequences, disciplinary procedures for suspension and expulsion of students with and without disabilities.</p> <p>Regarding the health and safety of pupils, the charter school: NAC 386.410 (12)</p> <ul style="list-style-type: none"> • Provides adequate health services in the following areas: <ul style="list-style-type: none"> ○ Management of accidents and illness ○ Management and reporting of communicable diseases; • Maintains records of the immunizations required of pupils in accordance with NRS 392.435; • Complies with NRS 392.420 requirements for the screening of vision, hearing, and scoliosis; and • If designated, complies with AB 354 requirements for screening of student height/weight. 	<p>and Student Handbook.</p>	<p>Compliant</p>	<p>Site visits of all Charter Schools Audits regarding health and safety of pupils: NAC 386.410(12) has evidence of policy in place for; Management of accidents and illnesses on premises and reportable communicable diseases updated by WCHD 2022. Immunization compliance of students were audited in IC, and up to date per NRS 392.420. All schools have completed or have scheduled completion of screening for vision, hearing, and scoliosis. AB 354 height/weight not designated. Screening permission obtained and conducted by a nurse or qualified</p>
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Name of Charter School: MARIPOSA
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<p>Student Health Services</p>	<p>Crane, Jennifer</p>	<p>Regarding the health and safety of pupils, the charter school complies with requirements for crisis response in public schools in accordance with NRS 392.600 to 392.656, inclusive. Charter school administration</p> <p>Evidence of compliance may include the following:</p> <ul style="list-style-type: none"> a. A copy of your school safety plan, b. Provide evidence of the following to the Health Office: <ul style="list-style-type: none"> i. Management of accidents and illness; ii. Management of reporting of communicable diseases; iii. Maintenance of records of the immunizations <p>required of pupils in accordance with NRS 392.435;</p> <ul style="list-style-type: none"> iv. Compliance with NRS 392.420 requirements for the screening of vision, hearing, and scoliosis; and 	<p>Onsite review of records</p>	<p>Compliant</p>	<p>community provider. Referrals are made if applicable by nurse and recorded in IC.</p> <p>Charter schools were compliant with evidence demonstrating policies and procedures required for managing accidents and illnesses. Forms for reporting accidents at school and illnesses, including head bump notifications to parents were utilized and reviewed.</p> <p>Current WCHD updated (8-2022) reportable and communicable disease information was present at all schools or if not an updated copy, school officials were instructed to obtain one from the health department for all clinics. Maintenance of immunization records are reviewed regularly for students who are in progress. Schools communicate regularly with parent with written letter of exclusion if not compliant by dates required.</p>
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Name of Charter School: MARIPOSA
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		v. If designated, compliance with AB 354 requirements for screening of student height/weight.	
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General Comment: The schedules at Mariposa allow for easy identification of subject teaching and minutes allocated.

ELA:

Mariposa’s curriculum planning documents are clear and complete; easy to navigate. There is evidence of ELA being taught during the suggested instructional minutes. Standards are listed in each grade level. The documents indicate a balanced literacy approach. This includes assessments aligned to instruction.

Math:

Documents submitted included instructional materials utilized at the school, recommended instructional minutes and a Curriculum Plan. Documentation submitted is sufficient to provide evidence that mathematics instruction is taking place at the school for a consistent number of minutes on most days. Assessment and materials are noted allowing ease in seeing the progression of learning.

Recommendation:

Mathematical practices are not noted and should be explicitly identified.

Science:

There are minutes allocated for science indicating instruction taking place throughout the week.

Recommendation:

Include evidence for all the standards including integration of the Disciplinary Core Ideas, Science and Engineering Practices (standards of performance) and Crosscutting Concepts.

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Social Studies:

According to the evidence submitted, Mariposa provides social studies instruction for all grades K-5. Standards appear to have been updated in most grade levels to meet the 2018 NVACS-SS. Assessment continues to be included in the planning documents.

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Name of Charter School: MARIPOSA
 School Year: 2021-2022 SY

Auditing Department	Name of Auditor	Compliance with Statutes and Regulations	Evidenced By:	Compliant Non-Compliant	Comments
Accountability	Kemp, Kyle	<p>The charter school has met the requirements of the NDE with regards to any state reporting. The charter school maintains data accuracy and integrity of all data elements and complies with requirements to participate in the automated system of accountability information for Nevada (SAIN). NRS 385A.800, 385A.810 and 385A.820.</p> <p>Regarding student attendance, the charter school: NAC 386.350 (4)</p> <ul style="list-style-type: none"> • Provides a copy of the attendance policy to each student • Keeps a copy of the attendance policy available for public inspection • Includes NRS 392.122 in the attendance policy • Provides a copy of rules for truancy • Provides a copy of the letter of approval from the Superintendent of Public Instruction for legend of symbols for attendance NAC 387.163 <p>Evidence of compliance may include the following:</p> <ul style="list-style-type: none"> • A copy of the school's attendance policy; • A copy of the school's rules for truancy; 	Offsite review of IC	Compliant	
Student Accounting	Annand, Debbie Lapenta, Bryn		Offsite review of electronic submission of policies (student handbook) and NDE Hrs.	Compliant	Well-marked and easy to find all the information.

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		<ul style="list-style-type: none"> A copy of the letter of approval from the Superintendent of Public Instruction for legend of symbols for attendance. 			
Student Accounting	Anand, Debbie Lapenta, Bryn	A description of the procedure and documentation for the enrollment and withdrawal of pupils in the charter school. NRS 388A.453, 388A.456 and 388A.471, NAC 387.171 NAC 387.200 NAC 387.215	Offsite review of policy. Offsite review of withdrawal binder or scan documents and submit.	Compliant	
Student Accounting	Anand, Debbie Lapenta, Bryn	Provide a description of how the lottery system works and how parents are notified of the system. NAC 386.180(1) Artifacts reviewed may include a description of the lottery system and how parents know about the system.	Offsite review of policy, hours, handbook to document parent communication.	Compliant	
Student Accounting	Anand, Debbie Lapenta, Bryn	If the charter school enrolls pupils in kindergarten, first, or second grades, the charter school complies with NRS 392.040 regarding the ages for enrollment in those grades.	Offsite review of procedures.	Compliant	Verified with school verbally that they comply with NRS guidelines for age requirements.
Student Accounting	Anand, Debbie Lapenta, Bryn	The charter school provides written notice to the parents and guardians of pupils in grades 9-12 indicating whether or not the Northwest Association of Accredited Schools accredits the school. NAC 386.410 (25)	Offsite review of document.	NA	
Student Accounting	Anand, Debbie Lapenta, Bryn	The charter school complies with NRS 388A.487 regarding rules for academic retention and provides a copy of these rules. The charter school complies with NAC 389.445 and NAC 389.659 regarding units required for promotion to the next higher grade.	Offsite review of policies (i.e. handbook)	Compliant	

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Student Accounting	Annand, Debbie Lapenta, Bryn	<p>The charter school has developed a procedure for the maintenance of records. NAC 386.360 NAC 386.180 (3)</p> <p>Evidence requested for the review may include:</p> <ul style="list-style-type: none"> • The name of the person who will be responsible for: <ul style="list-style-type: none"> ○ Maintaining records of pupils; and ○ Providing records of pupils to the school district for inclusion in the statewide automated system of information • Provide the procedures for creating and maintaining student cumulative folders • Provide the location of where the cumulative folders are stored • Provide the procedures for creating and maintaining student permanent records • Provide the location of where the permanent records are stored • Surrenders permanent records when requested by Student Accounting • Provide the procedure for requesting and transferring student records • Provide the name of the person who will be responsible for the records of pupils if the charter school is dissolved or the written charter of the charter school is not renewed. 	Offsite review of policy & procedures for maintaining records.	Compliant	
Student Accounting	Annand, Debbie Lapenta, Bryn	<p>The teachers' class record books comply with regulation. NAC 387.165</p>	Offsite review of Teachers' class record books.	Compliant	

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Student Accounting	Annand, Debbie; Lapenta, Bryn	The charter school provides the minimum number of days for a school year and the minimum number of minutes of instruction per day. (School provides a copy of school calendar and a daily schedule.) NAC 387.120 NAC 387.131 NAC 386.350	Offsite review of NDE calendar and daily calendar.	Compliant	
Student Accounting	Annand, Debbie; Lapenta, Bryn	The charter school has a procedure for documenting credit for courses completed successfully, including: NAC 386.150(8) Evidence of performance reviewed may include the following: <ul style="list-style-type: none"> o Copies of transcripts and diplomas used to indicate the student has completed course work successfully and o The written policy of the charter school concerning the trans 	Offsite review of policy- completed course work and documenting transfer of credit.	Compliant	
Student Accounting	Annand, Debbie; Lapenta, Bryn	The charter school complies with all graduation and diploma requirements. NAC 389.664 NAC 389.663	Offsite review of policies and IC verification.	Compliant	
Student Accounting	Annand, Debbie; Lapenta, Bryn	The charter school complies with the requirements of the master register. NAC 387.171	Offsite review of statistical month reports.	Compliant	
Student Accounting	Annand, Debbie; Lapenta, Bryn	The charter school is connected to WCSD Student Information System (infinite Campus) through the WCSD network and follows WCSD standards and procedures in relation to the WCSD Infinite Campus.	Offsite review of IC	Compliant	
Assessment Division	Aird, Sandra	The charter school administers achievement and proficiency examinations in compliance with NRS 388A.366, NRS 389.018.	Office review of test documents.	Compliant	

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			Periodic onsite review of testing.		
Counseling Services	Loudon, Katherine	<p>Regarding the health and safety of pupils, the charter school complies with requirements for reporting abuse and neglect. NAC 386.410 (12) as it relates to NRS 432B and NRS 200.5092.</p> <p>Charter school administration Please provide the following:</p> <p>a. Evidence that training has occurred in the requirements of reporting abuse and neglect.</p> <p>The charter school provides appropriate counseling and guidance services for its students, including students with disabilities and students at risk. If the charter school employs a Counselor, the Counselor holds a valid School Counselor license from the Nevada Department of Education.</p> <p>Evidence requested for the review may include the following:</p> <ul style="list-style-type: none"> Evidence that training has occurred in the requirements of reporting abuse and neglect <p>If the charter school is dedicated to providing educational programs and opportunities for pupils who are at risk, a determination whether the educational program and services provided to those pupils is appropriate and carried out in an effective manner.</p>	Offsite review of training dates, PPT, and staff roster.	Compliant	Mandatory training has occurred, and documents were shared with the auditing team verifying the participation.
Counseling Services	Loudon, Katherine	<p>The charter school provides appropriate counseling and guidance services for its students, including students with disabilities and students at risk. If the charter school employs a Counselor, the Counselor holds a valid School Counselor license from the Nevada Department of Education.</p> <p>Evidence requested for the review may include the following:</p> <ul style="list-style-type: none"> Evidence that training has occurred in the requirements of reporting abuse and neglect 	Offsite review of copy of license and list of students served.	Compliant	School does not have a fulltime counselor but have one on call as needed. The individual is a licensed therapist,
Curriculum	Fox, Kindra	<p>If the charter school is dedicated to providing educational programs and opportunities for pupils who are at risk, a determination whether the educational program and services provided to those pupils is appropriate and carried out in an effective manner.</p>	Site or electronic review of the following docs.: Lists and descriptions of education programs used for at-risk students; of services	Compliant	See commentary below.

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			<p>provided for at-risk students. Current list of textbooks, supplemental curricula, intervention programs, software and other curriculum programs currently in use. Curriculum maps, pacing guides, lesson plans and/or other applicable curriculum documents to include documentation of how instruction is tied to standards and exams. School-wide assessments currently used to monitor student progress toward achieving state standards, if any. A current report of the progress that has been</p>		
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Curriculum	Fox, Kindra	The charter school provides instruction in the core academic subjects set forth in NRS 389.018 (1), as applicable for the grade levels of pupils.	made on meeting your site's goals and objectives. Copy of the master schedule Course offering book and or/course description	Compliant	See commentary below.
Curriculum	Fox, Kindra	The charter school provides instruction based upon the standards of content and performance established by the Council to Establish Academic Standards. NRS 389.003	Same as above.	Compliant	See commentary below.
Curriculum	Fox, Kindra	At a minimum, the charter school provides and requires students to take the courses of study required of pupils by statute or regulation for promotion or graduation. NAC 386.410(18), NAC 389.664, NAC 389.445	Same as above.	Compliant	See commentary below.
504	Loudon, Katherine	Regarding the health and safety of pupils, the charter school complies with Section 504 of Title V of the Rehabilitation Act of 1973. NAC 386.410 (12) Evidence requested for the review may include the following: Evidence of the compliance with Section 504 of the Title V Rehabilitation Act of 1973	Offsite review of scanned 504 documents.	Compliant	No current 504s, but previous 504 files have been kept in accordance with law.
Facilities Management	Hoppe, Charlie	A determination whether each facility that the charter school occupies complies with applicable building codes, codes for the prevention of fire, and codes pertaining to safety, health and sanitation.	Offsite review of electronic submission of	Compliant	

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Human Resources	Reed, Deshawn	<p>NAC 386.410 (13)</p> <p>Evidence requested for the review may include the following:</p> <ul style="list-style-type: none"> a. Completed Inspection Form (11a.); b. Certificate of Occupancy; c. Copies of the building inspections for this school year; d. Most recent fire department inspection; e. Most recent health department inspection; f. A posted kitchen permit if lunches are being served. 	documents noted. Onsite walkthrough.		
Human Resources	Reed, Deshawn	<p>The charter school complies with NRS 388A.518, 388A.521 and 388A.524., NRS 388A.515, and NRS 388A.527 regarding the employment of teachers and other educational personnel.</p>	Offsite review of reports, random selection of files reviewed. Onsite review of new employee files.	Marginally compliant	One parapro staff not HQ (NRS 388A.527). Due to staffing shortages state-wide, it is the understanding of WCSD that this will be addressed in the coming year.
Human Resources	Reed, Deshawn	<p>Within 30 days after the first day of school, the charter school provided the sponsor with a list of the names and qualifications of all persons employed by the charter school. NAC 386.350(3)</p> <p>Evidence of performance may include the following:</p> <p>Not more than 30 days after the beginning of the school year, a list of names and qualifications of all persons employed at the charter school.</p> <p>The status of employees, and the rights and benefits provided to those employees, comply with NRS</p>	Offsite review of report submitted.	Compliant	
Human Resources	Reed, Deshawn	<p>The status of employees, and the rights and benefits provided to those employees, comply with NRS</p>	Offsite review of docs./tables with information.	Compliant	

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		<p>388A.530, 388A.533, 388A.535, 388A.538, 388A.541 and 388A.544.</p> <p>Evidence of performance may include the following:</p> <ul style="list-style-type: none"> a table including the employee name, position held, salary, and PERs contribution of each. 		
Human Resources	Reed, Deshawn	<p>A description of the manner in which the charter school maintains personnel records for its employees. NAC 386.410 (21)</p> <p>Evidence of the performance may include a description of how the personnel files are maintained.</p>	Offsite review of policy.	Compliant
Information Technology	Martini, Mary	<p>The charter school is connected to WCSD Student Information System (Infinite Campus) through the WCSD network and follows WCSD standards and procedures in relation to the WCSD Infinite Campus.</p>	Offsite review of IC.	Compliant
Internal Audit	Starkey, Kirk McMahon, Matt	<p>The charter school, its officers or its employees have complied with all financial terms and conditions of the written charter. NRS 388A.330 (1)(a)(1)</p> <p>Evidence of compliance may include the following:</p> <ul style="list-style-type: none"> the annual report of the budget; an electronic copy of the independent annual audit. a copy of the approved minutes where the audit was approved by your governing body (please provide draft minutes if the approved minutes cannot be provided by this date and follow-up with approved minutes at such time as they are approved). 	Offsite review of the three noted documents.	Compliant
Internal Audit	Starkey, Kirk McMahon, Matt	<p>The school has complied with generally accepted standards of accounting and fiscal management. NRS 388A.330 (1)(a)(2)</p>	Offsite review of annual audit, NDE audit.	Compliant

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Internal Audit	Starkey, Kirk McMahon, Matt	The charter school has not filed for a voluntary petition of bankruptcy, been adjudicated bankrupt or insolvent, or been otherwise financially impaired such that the school is deemed unable to continue to operate. NRS 388A.330 (1)(b)	Onsite if change in administration, bookkeeping, auditors or auditor finding.	Compliant	
Internal Audit	Starkey, Kirk McMahon, Matt	The charter school has refrained from using public money to purchase real property or buildings without the approval of the sponsor. NRS 388A.366 (1)(k)	Offsite review of affidavit attesting to no property purchased.	Compliant	
Internal Audit	Starkey, Kirk McMahon, Matt	The charter school has not operated for profit. NRS 388A.095 (1)	Offsite review of audit.	Compliant	
Internal Audit	Starkey, Kirk McMahon, Matt	All money received by the charter school from the state and from the board of trustees of WCSD is deposited and maintained in a bank, credit union or other financial institution in this state. NRS 388A.411 (3)	Offsite review of bank statements.	Compliant	
Internal Audit	Starkey, Kirk McMahon, Matt	The charter school complied with applicable federal laws and regulations governing the provisions of any federal grants obtained for the school. NRS 388A.411 (4)	Offsite review of grant docs./reports.	Non-compliant	Time and effort records missing employee signatures and dates: <ul style="list-style-type: none"> • <u>ESSER I</u> – Certified Teacher (1 position) • <u>21st Century</u> – Teacher Assistant (2 positions) Additionally, two employee positions partially funded by the 21st Century Grant

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					<p>(federal) were improperly paid in an annualized basis.</p> <p>CHARTER RESPONSE TO NON-COMPLIANCE: The Time and Effort records that are found "noncompliant" are for staff that are paid from multiple funding sources and include the same format with Supervisor Signature and date as those that are 100% paid from one funding source. Historically, records were not requested, and Mariposa was not given feedback that there are different expectations for these reports for signatures until January of 2022. Upon verbal feedback/guidance on January 25, 2022, Mariposa made immediate changes to their documentation practice for Time and Effort reporting.</p> <p>Mariposa reached out to WCSD Grants department and 21st Century department via email on August 16, 2021, to seek approval for the adjusted pay plan that included specific information for the 2 Teacher Assistant employees. Approval from the Grants department was sent via email on August 17th, 2021, and approval was sent via email for billing purposes on September 23, 2021, from the WCSD Grants department and the 21st Century department. Invoices submitted for the months of August, September, October, and November were all paid full. Mariposa received ongoing inconsistent, conflicting, and vague information from WCSD by way of (including</p>
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Internal Audit	Starkey, Kirk McMahon, Matt	The governing body of the charter school has designated a person to draw all orders for the payment of money belonging to the charter school and lists all orders using a cumulative voucher system. NRS 388A.420 (1)	Offsite review of financial policies (if changed from year to year)	Compliant	but not limited to); emails, phone conversations, hypothetical (lacking authentic information) case review, acceptance of billings, and processing payment for reimbursement of grant funding until January 20, 2022. In response to communication on January 20, 2022, from the Grants department with partial and again inconsistent information, Mariposa staff immediately (afternoon of January 20, 2022) initiated a conversation with Nevada Department of Education. Mariposa staff met in person with Nevada Department of Education and sought legal counsel on January 25, 2022, to get clear, concise, and timely guidance. Mariposa has used the clear guidance provided and the tools (Fair Labor Standards Act information and employee classification form) based on the January 25, 2022, meeting with NDE and communication with legal counsel and has immediately implemented changes and adjustments as of January 26, 2022.
Internal Audit	Starkey, Kirk McMahon, Matt	The governing body of the school has prescribed the procedures by which the orders for payment must be approved and signed. NRS 388A.420 (2)	Offsite review of financial policies (if changed from year to year)	Compliant	

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Internal Audit	Starkey, Kirk McMahon, Matt	All orders for payment of money to a member of the governing body of the school have been drawn only for salary, travel expenses, subsistence allowances or for services rendered by the member. NRS 388A.420 (3)	Offsite review of expenditures or disclosures of Bd. Member payments.	Compliant	
Internal Audit	Starkey, Kirk McMahon, Matt	The annual report of the budget has been submitted to WCSD and the Nevada Department of Education on or before November 1 st . NRS 388A.345 (1)	Offsite review of report.	Compliant	
Internal Audit	Starkey, Kirk McMahon, Matt	Except for those that may be authorized by specific statute or by the written charter of the charter school, the charter school does not charge tuition or fees. NAC 386.150 and NRS 388A.366 (1)(c)	Offsite review of income, handbook.	Compliant	
Internal Audit	Starkey, Kirk McMahon, Matt	The governing body of the charter school has ensured that a current written inventory of the equipment, supplies and textbooks of the charter school is maintained and has provided a copy of the current written inventory to WCSD as the charter school's sponsor. NAC 386.342(4)(a)(b)	Offsite review of inventory.	Compliant	
Internal Audit	Starkey, Kirk McMahon, Matt	An annual audit has been completed in compliance with the performance requirements of NAC 386.380 and submitted to the governing body for review at a public meeting not later than 120 days after the close of the fiscal year for which the audit is conducted.	Offsite of audit and minutes.	Compliant	
Internal Audit	Starkey, Kirk McMahon, Matt	The charter school utilizes the chart of accounts prescribed by the Nevada Department of Education. NAC 386.390 (2)	Offsite review of chart of accounts.	Compliant	
Internal Audit	Starkey, Kirk McMahon, Matt	Not later than June 8 of last school year, the governing body of the charter school, at a public meeting, adopted its final budget for the charter school for the current fiscal year; the budget was prepared on forms prescribed by the Department.	Offsite review of annual budget and board minutes.	Compliant	

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Nutrition Services	Supple, Mike	<p>NAC 386.370 and NRS 388A.366 (1)(n) If the charter school offers a nutrition program, the program complies with existing county, state, or federal requirements for that program.</p>	<p>Offsite review of books. Onsite observations and inspections per Regulations.</p>	Compliant	<p>Universal Free - All students eat at no charge SY 21/22. Higher reimbursement rate from USDA – SFSP breakfast & lunch meal rate. Participating in the ASSP – after school snack program & FFVP – fresh fruit & vegetable program. Guidelines followed.</p>
Office of School Improvement	Coombs, Ron Kuster, Nick	<p>On or before November 15th of the latest year, the charter school provided the sponsor with a written description of the progress of the charter school in achieving the mission and goals of the charter school set forth in its application. NRS 388A.345 Evidence of compliance may include a submission of the school's goals for the previous school year and your progress toward achieving those goals by November 15th.</p>	<p>Offsite review of SIP Goals/Progress per report submitted Nov. 15.</p>	Compliant	<p>The charter school submitted a School Performance Plan (SPP). The SPP were submitted to the Office of School Improvement for review and the plan was sent to NDE on November 30, 2021. Any progress reports after this time are done through the three monitoring dates included in the new Continuous Improvement Process (CIP).</p>
Charter Oversight	Cooper, Stacey	<p>A determination whether the membership of the governing body of the charter school complies with NRS 388A.320, AB 171, and NAC 386.345. Evidence of compliance may include the following: Submission of membership of the governing board which consists of:</p> <ul style="list-style-type: none"> • At least two teachers as defined by chapter 391 of NRS and AB 171 • At least one person who is a parent or legal guardian of a pupil enrolled in the charter 	<p>Offsite review of Board Members and qualifications.</p>	Compliant	<p>All board member information is easy to find and review online. The affidavits have been submitted and filed. Commendation: the pictures of your board members and a bit of information pertaining to their background is an excellent customer service effort. This area of the website looks great!</p>

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			<p>school who is not a teacher or administrator at the charter school</p> <ul style="list-style-type: none"> • At least two people who possess knowledge and experience in one or more of the following areas: Accounting, Financial Services, Law, Human Resources <p>Verification that the majority of the members of the governing body of a charter school reside in the county in which the charter school is located.</p> <p>Verification the membership of the governing body of a charter school shall not include:</p> <ul style="list-style-type: none"> • An employee of the governing body or charter school, including, without limitation, an administrator or teacher. • Except as otherwise provided in this paragraph, any person who: <ul style="list-style-type: none"> • Owns, operates, is employed by or receives compensation from a corporation, business, organization or other entity that enters into a contract with the governing body or charter school; or • Is related by blood or marriage to a person described in subparagraph (1). <ul style="list-style-type: none"> • Pursuant to the requirements of NRS 332.800, a person described in this paragraph may serve on the
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			<p>governing body if he has entered into a contract with the governing body to provide goods or services to the charter school without profit or at no cost to the charter school. The governing body shall maintain documentation of the terms of such a contract.</p> <ul style="list-style-type: none"> • If a person serves on the governing body of a charter school as a representative of a nonprofit organization or business, not more than one other member of the governing body may also serve as a representative of that organization or business or otherwise represent the interests of that organization or business. In no event may representatives of the same organization or business serving on the governing body constitute a majority of the members of the governing body. • If the membership of the governing body changes, the governing body provides written notice to WCSD within 10 working days after such change; and 		
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Charter Oversight	Cooper, Stacey	<ul style="list-style-type: none"> Each member of the governing body has filed an affidavit in accordance with NRS 388A.320. <p>A determination whether:</p> <ul style="list-style-type: none"> The governing body has held at least one regularly scheduled public meeting in the county in which the charter school is located during each calendar quarter; Each meeting complied with The Open Meeting Law, chapter 241 of NRS; Meeting minutes are provided to the sponsor in accordance with NAC 386.345 (6) and NAC 386.345(7). 	Offsite review of agendas and minutes.	Compliant	Agendas and minutes are easy to view online. Well-detailed and accessible to the public.
Charter Oversight	Cooper, Stacey	<p>Upon examination of the agenda and minutes of each meeting of the governing body and the reports submitted to the governing body during each meeting, a determination whether the governing body is fulfilling its duty to evaluate the performance of each entity with whom the governing body has entered into a contract, including, without limitation, the performance of an educational management organization.</p> <p>NAC 386.400 NAC 386.405</p>	Offsite review of contract copies.	Compliant	
Distance Ed	Cooper, Stacey	<p>A determination whether, if the charter school uses distance education, it complies with distance education law and regulations. (NRS 388.820, NAC 388.800)</p>	Offsite review of Distance Education Plan. Onsite review of procedures and student files.	Compliant	Path forward application was submitted during the pandemic.
Risk Management	Perry, Brandon	<p>A determination of whether the charter school maintains the type and amount of insurance (a) required by NAC 386.215, (b) in a manner that complies with paragraph (l) of subsection 1 of NRS</p>	Offsite review of ins. Checklists as provided by ins. Agent.	Compliant	General scope of coverage is evident.

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<p>School Police, Emergency Management Svcs.</p>	<p>Anderson, Roy</p>	<p>386.550, which may include workers' compensation insurance, or is otherwise prepared to hold harmless, indemnify and defend the sponsor of the charter school as required by that paragraph. The charter school complies with NRS 392.450 by providing drills for pupils in the appropriate procedures to be followed in the event of an emergency and by posting escape routes. Evidence of compliance may include the following: a. Fire-drill history/schedule documentation; b. Fire exit maps posted in all classrooms and student areas.</p>	<p>Site Visit to verify Emergency Plan</p>	<p>Compliant</p>	
<p>School Police, Emergency Management Svcs.</p>	<p>Anderson, Roy</p>	<p>The charter school complies with NRS 388.243 (1) by developing a plan to be used by the charter school in responding to a crisis, emergency or suicide. (2) The plan developed pursuant to subsection 1 must include, without limitation: (a) The plans, procedures and information included in the model plan developed by the Department pursuant to NRS 388.253; (b) A procedure for responding to a crisis or an emergency and for responding during the period after a crisis or an emergency has concluded, including, without limitation, a crisis or an emergency that results in immediate physical harm to a pupil or employee of a school in the school district or the charter school; (c) A procedure for enforcing discipline within a school in the school district or the charter school and for</p>	<p>Site Visit to verify Emergency Plan</p>	<p>Compliant</p>	

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Student Discipline	McElhany, Tristan	<p>obtaining and maintaining a safe and orderly environment during a crisis or an emergency;</p> <p>(d) The names of persons and organizations in the community, including, without limitation, a provider of mental health services which is operated by a state or local agency, that are available to provide counseling and other services to pupils and staff of the school to assist them in recovering from a crisis, emergency or suicide; and</p> <p>(e) A plan for making the persons and organizations described in paragraph (d) available to pupils and staff after a crisis, emergency or suicide.</p>	Offsite review of progressive discipline plan and Student Handbook.	Compliant	
<p>Regarding student behavior, the charter school: NRS 386.585</p> <ul style="list-style-type: none"> • Provides a copy of rules, consequences and disciplinary procedures • Maintains, for public inspection, a copy of rules, consequences and disciplinary procedures • Complies with policies and procedures for suspension and expulsion • Complies with policies and procedures for the suspension and expulsion of students with disabilities <p>Evidence of compliance may include a copy of the school's discipline plan containing the rules,</p>					

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Student Health Services	Crane, Jennifer,	<p>consequences, disciplinary procedures for suspension and expulsion of students with and without disabilities.</p> <p>Regarding the health and safety of pupils, the charter school: NAC 386.410 (12)</p> <ul style="list-style-type: none"> • Provides adequate health services in the following areas: <ul style="list-style-type: none"> ○ Management of accidents and illness ○ Management and reporting of communicable diseases; • Maintains records of the immunizations required of pupils in accordance with NRS 392.435; • Complies with NRS 392.420 requirements for the screening of vision, hearing, and scoliosis; and • If designated, complies with AB 354 requirements for screening of student height/weight. 	Onsite review of records	Compliant	Emergency protocol for school management of accidents and injuries located in binder, and on wall for 911 emergencies. Injuries and accident protocol found in First Aide Manual, reporting instructions for school accidents and injuries include administrator signature and notification for parents. Communicable Diseases Chart on wall from WCDH for infectious, communicable disease and forms to alert health department if applicable. Reportable illnesses included with report to be sent to WCHD noted and included in binder.
Student Health Services	Crane, Jennifer	<p>Regarding the health and safety of pupils, the charter school complies with requirements for crisis response in public schools in accordance with NRS 392.600 to 392.656, inclusive.</p> <p>Charter school administration</p> <p>Evidence of compliance may include the following:</p> <ol style="list-style-type: none"> a. A copy of your school safety plan, b. Provide evidence of the following to the Health Office: <ol style="list-style-type: none"> i. Management of accidents and illness; ii. Management of reporting of communicable diseases; 	Onsite review of records	Compliant	School annual screening scheduled with nurse and community volunteers scheduled for March 22,2022. First and Fourth grades will participate in vision and hearing screening with parent permission letters sent prior to screening. Referrals will be sent to parents should students require follow up based on screening results.

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	iii. Maintenance of records of the immunizations required of pupils in accordance with NRS 392.435; iv. Compliance with NRS 392.420 requirements for the screening of vision, hearing, and scoliosis; and v. If designated, compliance with AB 354 requirements for screening of student height/weight.		

Curriculum Audit

Kindergarten:

There is evidence of consistent instruction aligned to the Nevada Academic Content Standards throughout the school year in kindergarten. The documents indicate a balanced literacy approach within the Daily 5 structure: Read to Self, Work on Writing, Word Work, and Listen to Read. There is sufficient amount of time in whole-group and small group instruction with a focus on handwriting, oral language, and GLAD strategies. Multiple sources of assessment data are being collected and analyzed throughout the year. The allocated instruction minutes for ELA are provided in documentation.

Commendation: The documentation is comprehensive, thorough, and easy to navigate.

ELA:

Mariposa’s curriculum planning documents are clear and complete; easy to navigate. There is evidence of ELA being taught during the suggested instructional minutes. Standards are listed in each grade level. The documents indicate a balanced literacy approach.

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Commendation: 1st, 2nd, 4th and 5th grades' sample lesson plans are clearly laid out- extremely helpful to see time allowed and how materials are used to engage students.

Math:

Documents submitted included instructional materials utilized at the school, recommended instructional minutes and a Curriculum Plan. For most grade levels, lesson plans indicating planned instruction were also submitted. Documentation submitted is sufficient to provide evidence that mathematics instruction is taking place at the school for a consistent number of minutes on most days. Thus, the charter school is found compliant in providing evidence of mathematics instruction as set forth in NRS 389.018 (1).

Sufficient evidence has been provided that students have access to the standards of content and performance established by the Council to Establish Academic Standards. NRS 389.019(1)(2). Please note that 5th grade does not indicate instruction to 5.NF.5, 5.NF.5a, 5.NF.7, 5.NF.7a, 5.NF.7b, 5.NF.7c. Also note that 2nd grade indicates a 2.NBT.2F and 2.NBT.5F which do not indicate standards within the NVACS.

Recommendations:

- Additional evidence is necessary for addressing the “process” standards as indicated in 389.019 (1) (2). These are titled the Standards for Mathematical Practice in the NVACS. Please include these in the yearlong mathematics pacing to serve as evidence that these standards are addressed throughout the year.
- 4th grade provided curriculum map with content standards; yet the following standards were not indicated within that map: 4.OA.5, 4.NBT.5, 4.NBT.6, 4.NF (no standards indicated in this domain at all), 4.MD.3, 4.MD.4, 4.MD.5, 4.MD.5a, 4.MD.5b, 4.MD.6, 4.MD.7.

Commendations:

- 4th grade provided a curriculum map. While multiple content and performance (Standards for Mathematical Practice) are missing, this teacher should be commended for beginning to work in this direction.
- Instructional times are more consistent across grades and provide sufficient evidence that there is an opportunity to address the mathematics standards across the year.

Science:

According to the evidence submitted, Mariposa provides science instruction. However, the documents submitted do not provide enough evidence to indicate that all standards are being taught throughout all grade levels. Additionally, the STEAM Curriculum Plan shows that some science standards are being taught in every grade level through the STEAM lessons. Evidence is lacking across grade levels that the charter school provides instruction that includes the standards of performance which includes the integration of all of the Science and Engineering Practices.

Recommendations:

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- Include evidence for all the standards including integration of the Disciplinary Core Ideas, Science and Engineering Practices (standards of performance) and Crosscutting Concepts.

Commendations:

- Some of the Performance Expectations have been bundled into units including integration of the engineering and science core ideas.

Social Studies:

According to the evidence submitted, Mariposa provides social studies instruction for all grades 1-5. The K-5 curriculum map indicated that students in grades K-2 would receive 200 minutes of instruction in social studies and 220 minutes of social studies instruction for grades 3-5 during a 5-day week. However, documentation provided indicates that no grade level is reaching that goal. Documentation provided did not demonstrate conclusive evidence that all content theme standards are addressed in all grade levels. Additionally, grades 4 and 5 indicate alignment to the 2008 Nevada Social Studies standards rather than the current 2018 Nevada Academic Content Standards for Social Studies (NVACS-SS). Standards identified in grade 3 do not appear to align with the required grade-level content. There is some reference to instructional materials that align to the disciplinary skill standards included in the NVACS-SS in some of the grade levels. These instructional materials appear to include opportunity for students to engage in historical thinking and inquiry.

Commendation:

- According to the evidence, all grade levels are teaching social studies regularly. Though the amount of time devoted to social studies might not meet the school expectation as indicated on the school curriculum map, teachers have made progress at increased inclusion.
- 1st and 2nd grade provided evidence of standards alignment, and use of inquiry-based resources.

Recommendations:

- Grades 3-5 should align instruction to the social studies standards and amplify rigor required by the NVACS-SS. For example, the content theme for grade 3 as indicated in the NVACS-SS is Movement Around Our World. Standards cited in documents provided focus on local and national communities rather than global communities and issues.
- Create new, consistent curriculum maps for each grade level to show evidence of the type of instruction, learning, and assessment taking place aligned to the new standards.

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Auditing Department	Name of Auditor	Compliance with Statutes and Regulations	Evidenced By:	Compliant Non-Compliant	Comments
Accountability	Kemp, Kyle	<p>The charter school has met the requirements of the NDE with regards to any state reporting. The charter school maintains data accuracy and integrity of all data elements and complies with requirements to participate in the automated system of accountability information for Nevada (SAIN). NRS 385A.800, 385A.810 and 385A.820.</p>	Offsite review of IC	Compliant	
Student Accounting	Sykes, Sherry; Lapenta, Bryn	<p>Regarding student attendance, the charter school:</p> <p>NAC 386.350 (4)</p> <ul style="list-style-type: none"> • Provides a copy of the attendance policy to each student • Keeps a copy of the attendance policy available for public inspection • Includes NRS 392.122 in the attendance policy • Provides a copy of rules for truancy • Provides a copy of the letter of approval from the Superintendent of Public Instruction for legend of symbols for attendance NAC 387.163 <p>Evidence of compliance may include the following:</p> <ul style="list-style-type: none"> • A copy of the school's attendance policy; • A copy of the school's rules for truancy; 	Offsite review of electronic submission of policies (student handbook) and NDE Hrs.	Compliant	

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		<ul style="list-style-type: none"> A copy of the letter of approval from the Superintendent of Public Instruction for legend of symbols for attendance. 			
Student Accounting	Sykes, Sherry; Lapenta, Bryn	<p>A description of the procedure and documentation for the enrollment and withdrawal of pupils in the charter school. NRS 388A.453, 388A.456 and 388A.471, NAC 387.171 NAC 387.200 NAC 387.215</p> <p>The schools withdrawal binder will also be audited.</p>	<p>Offsite review of policy.</p> <p>Onsite review of withdrawal binder or scan documents and submit.</p>	Compliant	
Student Accounting	Sykes, Sherry; Lapenta, Bryn	<p>Provide a description of how the lottery system works and how parents are notified of the system. NAC 386.180(1)</p> <p>Artifacts reviewed may include a description of the lottery system and how parents know about the system.</p>	<p>Offsite review of policy, hours, handbook to document parent communication.</p>	Compliant	
Student Accounting	Sykes, Sherry; Lapenta, Bryn	<p>If the charter school enrolls pupils in kindergarten, first, or second grades, the charter school complies with NRS 392.040 regarding the ages for enrollment in those grades.</p>	<p>Onsite review of procedures.</p>	Compliant	
Student Accounting	Sykes, Sherry; Lapenta, Bryn	<p>The charter school provides written notice to the parents and guardians of pupils in grades 9-12 indicating whether or not the Northwest Association of Accredited Schools accredits the school. NAC 386.410 (25)</p>	<p>Offsite review of document.</p>	Compliant	
Student Accounting	Sykes, Sherry; Lapenta, Bryn	<p>The charter school complies with NRS 388A.487 regarding rules for academic retention and provides a copy of these rules. The charter school complies with NAC 389.445 and NAC 389.659 regarding units required for promotion to the next higher grade.</p>	<p>Offsite review of policies (i.e. handbook)</p>	Compliant	

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Student Accounting	Sykes, Sherry; Lapenta, Bryn	<p>The charter school has developed a procedure for the maintenance of records. NAC 386.360 NAC 386.180 (3)</p> <p>Evidence requested for the review may include:</p> <ul style="list-style-type: none"> • The name of the person who will be responsible for: <ul style="list-style-type: none"> ○ Maintaining records of pupils; and ○ Providing records of pupils to the school district for inclusion in the statewide automated system of information • Provide the procedures for creating and maintaining student cumulative folders • Provide the location of where the cumulative folders are stored • Provide the procedures for creating and maintaining student permanent records • Provide the location of where the permanent records are stored • Surrenders permanent records when requested by PPA&A • Provide the procedure for requesting and transferring student records • Provide the name of the person who will be responsible for the records of pupils if the charter school is dissolved or the written charter of the charter school is not renewed. <p>The teachers' class record books comply with regulation. NAC 387.165</p>	Onsite review of policy & procedures for maintaining records.	Compliant	
Student Accounting	Sykes, Sherry; Lapenta, Bryn	<p>The teachers' class record books comply with regulation. NAC 387.165</p>	Onsite review of Teachers' class record books.	Compliant	

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Student Accounting	Sykes, Sherry; Lapenta, Bryn	The charter school provides the minimum number of days for a school year and the minimum number of minutes of instruction per day. (School provides a copy of school calendar and a daily schedule.) NAC 387.120 NAC 387.131 NAC 386.350	Offsite review of NDE calendar and daily calendar.	Compliant	
Student Accounting	Sykes, Sherry; Lapenta, Bryn	The charter school has a procedure for documenting credit for courses completed successfully, including: NAC 386.150(8) Evidence of performance reviewed may include the following: <ul style="list-style-type: none"> ○ Copies of transcripts and diplomas used to indicate the student has completed course work successfully and ○ The written policy of the charter school concerning the trans 	Onsite review of policy- completed course work and documenting transfer of credit.	Compliant	
Student Accounting	Sykes, Sherry; Lapenta, Bryn	The charter school complies with all graduation and diploma requirements. NAC 389.664 NAC 389.663	Offsite review of policies and IC verification.	Compliant	
Student Accounting	Sykes, Sherry; Lapenta, Bryn	The charter school complies with the requirements of the master register. NAC 387.171	Onsite review of statistical month reports.	Compliant	
Student Accounting	Sykes, Sherry; Lapenta, Bryn	The charter school is connected to WCSD Student Information System (Infinite Campus) through the WCSD network and follows WCSD standards and procedures in relation to the WCSD Infinite Campus.	Offsite review of IC	Compliant	
Assessment Division	Aird, Sandra	The charter school administers achievement and proficiency examinations in compliance with NRS 388A.366, NRS 389.018.	Office review of test documents.	Compliant	

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			Periodic onsite review of testing.		
Counseling Services	Loudon, Katherine	<p>Regarding the health and safety of pupils, the charter school complies with requirements for reporting abuse and neglect. NAC 386.410 (12) as it relates to NRS 432B and NRS 200.5092.</p> <p>Charter school administration Please provide the following:</p> <ol style="list-style-type: none"> a. Evidence that training has occurred in the requirements of reporting abuse and neglect. 	Offsite review of training dates, PPT, and staff roster.	Compliant	
Counseling Services	Loudon, Katherine	<p>The charter school provides appropriate counseling and guidance services for its students, including students with disabilities and students at risk. If the charter school employs a Counselor, the Counselor holds a valid School Counselor license from the Nevada Department of Education.</p> <p>Evidence requested for the review may include the following:</p> <ul style="list-style-type: none"> • Evidence that training has occurred in the requirements of reporting abuse and neglect 	Offsite review of copy of license and list of students served.	Compliant	
Curriculum	Fox, Kindra	<p>If the charter school is dedicated to providing educational programs and opportunities for pupils who are at risk, a determination whether the educational program and services provided to those pupils is appropriate and carried out in an effective manner.</p>	Site or electronic review of the following docs.: Lists and descriptions of education programs used for at-risk students; of services	Compliant	See notes below

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		<p>provided for at-risk students. Current list of textbooks, supplemental curricula, intervention programs, software and other curriculum programs currently in use. Curriculum maps, pacing guides, lesson plans and/or other applicable curriculum documents to include documentation of how instruction is tied to standards and exams. School-wide assessments currently used to monitor student progress toward achieving state standards, if any. A current report of the progress that has been</p>	

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				made on meeting your site's goals and objectives. Copy of the master schedule Course offering book and or/course description		
Curriculum	Fox, Kindra	The charter school provides instruction in the core academic subjects set forth in NRS 389.018 (1), as applicable for the grade levels of pupils.	Compliant	Same as above.	See notes below	
Curriculum	Fox, Kindra	The charter school provides instruction based upon the standards of content and performance established by the Council to Establish Academic Standards. NRS 389.003	Compliant	Same as above.	See notes below	
Curriculum	Fox, Kindra	At a minimum, the charter school provides and requires students to take the courses of study required of pupils by statute or regulation for promotion or graduation. NAC 386.410(18), NAC 389.664, NAC 389.445	Compliant	Same as above.	See notes below	
504	Loudon, Katherine	Regarding the health and safety of pupils, the charter school complies with Section 504 of Title V of the Rehabilitation Act of 1973. NAC 386.410 (12) Evidence requested for the review may include the following: Evidence of the compliance with Section 504 of the Title V Rehabilitation Act of 1973	Compliant	Offsite review of scanned 504 documents.		
Facilities Management	Hoppe, Charlie	A determination whether each facility that the charter school occupies complies with applicable building codes, codes for the prevention of fire, and codes pertaining to safety, health and sanitation.	Compliant	Offsite review of electronic submission of		

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Human Resources		<p>NAC 386.410 (13)</p> <p>Evidence requested for the review may include the following:</p> <ul style="list-style-type: none"> a. Completed Inspection Form (11a.); b. Certificate of Occupancy; c. Copies of the building inspections for this school year; d. Most recent fire department inspection; e. Most recent health department inspection; f. A posted kitchen permit if lunches are being served. 	documents noted. Onsite walkthrough.		
Human Resources	Reed, Deshawn	<p>The charter school complies with NRS 388A.518, 388A.521 and 388A.524., NRS 388A.515, and NRS 388A.527 regarding the employment of teachers and other educational personnel.</p>	Offsite review of reports, random selection of files reviewed. Onsite review of new employee files.	Compliant	
Human Resources	Reed, Deshawn	<p>Within 30 days after the first day of school, the charter school provided the sponsor with a list of the names and qualifications of all persons employed by the charter school. NAC 386.350(3)</p> <p>Evidence of performance may include the following:</p> <p>Not more than 30 days after the beginning of the school year, a list of names and qualifications of all persons employed at the charter school.</p> <p>The status of employees, and the rights and benefits provided to those employees, comply with NRS</p>	Offsite review of report submitted.	Compliant	
Human Resources	Reed, Deshawn		Offsite review of docs./tables with information.	Compliant	

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			<p>388A.530, 388A.533, 388A.535, 388A.538, 388A.541 and 388A.544.</p> <p>Evidence of performance may include the following:</p> <ul style="list-style-type: none"> a table including the employee name, position held, salary, and PERs contribution of each. 		
Information Technology	Martini, Mary		<p>The charter school is connected to WCSD Student Information System (Infinite Campus) through the WCSD network and follows WCSD standards and procedures in relation to the WCSD Infinite Campus.</p>	Compliant	Offsite review of IC.
Internal Audit	Starkey, Kirk McMahon, Matt Manolo, Eve Casey, Paul		<p>The charter school has not filed for a voluntary petition of bankruptcy, been adjudicated bankrupt or insolvent, or been otherwise financially impaired such that the school is deemed unable to continue to operate.</p> <p>NRS 388A.330 (1)(b)</p>	Compliant	Offsite review of annual audit, other documents.
Internal Audit	Starkey, Kirk McMahon, Matt Manolo, Eve Casey, Paul		<p>The charter school has refrained from using public money to purchase real property or buildings without the approval of the sponsor.</p> <p>NRS 388A.366 (1)(k)</p>	Compliant	Offsite review of affidavit attesting to no property purchased.
Internal Audit	Starkey, Kirk McMahon, Matt Manolo, Eve Casey, Paul		<p>The charter school has not operated for profit.</p> <p>NRS 388A.095 (1)</p>	Compliant	Offsite review of audit.
Internal Audit	Starkey, Kirk McMahon, Matt Manolo, Eve Casey, Paul		<p>All money received by the charter school from the state and from the board of trustees of WCSD is deposited and maintained in a bank, credit union or other financial institution in this state.</p> <p>NRS 388A.411 (3)</p>	Compliant	Offsite review of bank statements.
Internal Audit	Starkey, Kirk McMahon, Matt		<p>The charter school complied with applicable federal laws and regulations governing the provisions of any federal grants obtained for the school.</p>	Compliant	Offsite review of grant docs./reports.

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	Manolo, Eve Casey, Paul	NRS 388A.411 (4)			
Internal Audit	Starkey, Kirk McMahon, Matt Manolo, Eve Casey, Paul	The governing body of the charter school has designated a person to draw all orders for the payment of money belonging to the charter school and lists all orders using a cumulative voucher system. NRS 388A.420 (1)	Offsite review of financial policies (if changed from year to year)	Compliant	
Internal Audit	Starkey, Kirk McMahon, Matt Manolo, Eve Casey, Paul	The governing body of the school has prescribed the procedures by which the orders for payment must be approved and signed. NRS 388A.420 (2)	Offsite review of financial policies (if changed from year to year)	Compliant	For purposes of governing board approval, administration should consider adding detail to the check register or other management reports which communicates information about individual purchases made on the school credit card (opposed to only batch payment amounts).
Internal Audit	Starkey, Kirk McMahon, Matt Manolo, Eve Casey, Paul	All orders for payment of money to a member of the governing body of the school have been drawn only for salary, travel expenses, subsistence allowances or for services rendered by the member. NRS 388A.420 (3)	Offsite review of expenditures or disclosures of Bd. Member payments.	Compliant	
Internal Audit	Starkey, Kirk McMahon, Matt Manolo, Eve Casey, Paul	The annual report of the budget has been submitted to WSCSD and the Nevada Department of Education on or before November 1 st . NRS 388A.345 (1)	Offsite review of report.	Compliant	
Internal Audit	Starkey, Kirk McMahon, Matt Manolo, Eve Casey, Paul	Except for those that may be authorized by specific statute or by the written charter of the charter school, the charter school does not charge tuition or fees. NAC 386.150 and NRS 388A.366 (1)(c)	Offsite review of income, handbook.	Compliant	
Internal Audit	Starkey, Kirk McMahon, Matt Manolo, Eve	The governing body of the charter school has ensured that a current written inventory of the equipment, supplies and textbooks of the charter school is maintained and has provided a copy of the current	Offsite review of inventory.	Compliant	

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	Casey, Paul	written inventory to WCSD as the charter school's sponsor. NAC 386.342(4)(a)(b)			
Internal Audit	Starkey, Kirk McMahon, Matt Manolo, Eve Casey, Paul	An annual audit has been completed in compliance with the performance requirements of NAC 386.380 and submitted to the governing body for review at a public meeting not later than 120 days after the close of the fiscal year for which the audit is conducted.	Offsite of audit and minutes.	Compliant	
Internal Audit	Starkey, Kirk McMahon, Matt Manolo, Eve Casey, Paul	The charter school utilizes the chart of accounts prescribed by the Nevada Department of Education. NAC 386.390 (2)	Offsite review of chart of accounts.	Compliant	
Internal Audit	Starkey, Kirk McMahon, Matt Manolo, Eve Casey, Paul	Not later than June 8 of last school year, the governing body of the charter school, at a public meeting, adopted its final budget for the charter school for the current fiscal year; the budget was prepared on forms prescribed by the Department. NAC 386.370 and NRS 388A.366 (1)(n)	Offsite review of annual budget and board minutes.	Compliant	
Nutrition Services	Supple, Mike	If the charter school offers a nutrition program, the program complies with existing county, state, or federal requirements for that program.	Offsite review of books. Onsite observations and inspections per Regulations.	Compliant	1 st year SFSP school site SFSP site review conducted 9/29/20.
Office of School Improvement	Coombs, Ron Kuster, Nick	On or before November 1 st of the latest year, the charter school provided the sponsor with a written description of the progress of the charter school in achieving the mission and goals of the charter school set forth in its application. NRS 388A.345 Evidence of compliance may include a submission of the school's goals for the previous school year and your	Offsite review of SIP Goals/Progress per report submitted Nov. 1st.	Compliant	All of our sponsored Charter Schools submitted a School Performance Plan (SPP). All SPP's were submitted to our office for review and plans were sent to NDE on November 1, 2020. Any progress reports after these dates are done through the mid-year monitoring portion inside the SPP itself.

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Charter Oversight	Cooper, Stacey	<p>progress toward achieving those goals by November 1st.</p> <p>A determination whether the membership of the governing body of the charter school complies with NRS 388A.320, AB 171, and NAC 386.345.</p> <p>Evidence of compliance may include the following:</p> <p>Submission of membership of the governing board which consists of:</p> <ul style="list-style-type: none"> • At least two teachers as defined by chapter 391 of NRS and AB 171 • At least one person who is a parent or legal guardian of a pupil enrolled in the charter school who is not a teacher or administrator at the charter school • At least two people who possess knowledge and experience in one or more of the following areas: Accounting, Financial Services, Law, Human Resources <p>Verification that the majority of the members of the governing body of a charter school reside in the county in which the charter school is located.</p>	Offsite review of Board Members and qualifications.	Compliant	
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		<p>Verification the membership of the governing body of a charter school shall not include:</p> <ul style="list-style-type: none"> • An employee of the governing body or charter school, including, without limitation, an administrator or teacher. • Except as otherwise provided in this paragraph, any person who: <ul style="list-style-type: none"> • Owns, operates, is employed by or receives compensation from a corporation, business, organization or other entity that enters into a contract with the governing body or charter school; or • Is related by blood or marriage to a person described in subparagraph (1). <ul style="list-style-type: none"> • Pursuant to the requirements of NRS 332.800, a person described in this paragraph may serve on the governing body if he has entered into a contract with the governing body to provide goods or services to the charter school without profit or at no cost to the charter school. The governing body shall maintain documentation of the terms of such a contract. • If a person serves on the governing body of a charter school as a representative of a nonprofit organization or business, not more than one other member of the 		
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		<p>governing body may also serve as a representative of that organization or business or otherwise represent the interests of that organization or business. In no event may representatives of the same organization or business serving on the governing body constitute a majority of the members of the governing body.</p> <ul style="list-style-type: none"> • If the membership of the governing body changes, the governing body provides written notice to WCSD within 10 working days after such change; and • Each member of the governing body has filed an affidavit in accordance with NRS 388A.320. 		
Charter Oversight	Cooper, Stacey	<p>A determination whether:</p> <ul style="list-style-type: none"> • The governing body has held at least one regularly scheduled public meeting in the county in which the charter school is located during each calendar quarter; • Each meeting complied with The Open Meeting Law, chapter 241 of NRS; • Meeting minutes are provided to the sponsor in accordance with NAC 386.345 (6) and NAC 386.345(7). 	Offsite review of agendas and minutes.	Compliant
Charter Oversight	Cooper, Stacey	<p>Upon examination of the agenda and minutes of each meeting of the governing body and the reports submitted to the governing body during each meeting, a determination whether the governing body is</p>	Offsite review of contract copies.	Compliant

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Distance Ed	Cooper, Stacey	fulfilling its duty to evaluate the performance of each entity with whom the governing body has entered into a contract, including, without limitation, the performance of an educational management organization. NAC 386.400 NAC 386.405	A determination whether, if the charter school uses distance education, it complies with distance education law and regulations. (NRS 388.820, NAC 388.800)	Offsite review of Distance Education Plan. Onsite review of procedures and student files.	Compliant	
Risk Management	James, Jackie	A determination of whether the charter school maintains the type and amount of insurance (a) required by NAC 386.215, (b) in a manner that complies with paragraph (f) of subsection 1 of NRS 386.550, which may include workers' compensation insurance, or is otherwise prepared to hold harmless, indemnify and defend the sponsor of the charter school as required by that paragraph.	Offsite review of ins. Checklists as provided by ins. Agent.	Compliant		
School Police, Emergency Management Svcs.	Anderson, Roy	The charter school complies with NRS 392.450 by providing drills for pupils in the appropriate procedures to be followed in the event of an emergency and by posting escape routes. Evidence of compliance may include the following: a. Fire-drill history/schedule documentation; b. Fire exit maps posted in all classrooms and student areas.	Site Visit to verify Emergency Plan	Compliant		
School Police, Emergency Management Svcs.	Anderson, Roy	The charter school complies with NRS 388.243 (1) by developing a plan to be used by the charter school in responding to a crisis, emergency or suicide. (2) The	Site Visit to verify Emergency Plan	Compliant		

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		<p>plan developed pursuant to subsection 1 must include, without limitation:</p> <p>(a) The plans, procedures and information included in the model plan developed by the Department pursuant to NRS 388.253;</p> <p>(b) A procedure for responding to a crisis or an emergency and for responding during the period after a crisis or an emergency has concluded, including, without limitation, a crisis or an emergency that results in immediate physical harm to a pupil or employee of a school in the school district or the charter school;</p> <p>(c) A procedure for enforcing discipline within a school in the school district or the charter school and for obtaining and maintaining a safe and orderly environment during a crisis or an emergency;</p> <p>(d) The names of persons and organizations in the community, including, without limitation, a provider of mental health services which is operated by a state or local agency, that are available to provide counseling and other services to pupils and staff of the school to assist them in recovering from a crisis, emergency or suicide; and</p> <p>(e) A plan for making the persons and organizations described in paragraph (d) available to pupils and staff after a crisis, emergency or suicide.</p> <p>Regarding student behavior, the charter school: NRS 386.585</p>		
Student Discipline	Doering, Mike		Offsite review of progressive discipline plan	Compliant

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	<ul style="list-style-type: none"> • Provides a copy of rules, consequences and disciplinary procedures • Maintains, for public inspection, a copy of rules, consequences and disciplinary procedures • Complies with policies and procedures for suspension and expulsion • Complies with policies and procedures for the suspension and expulsion of students with disabilities 	<p>Evidence of compliance may include a copy of the school's discipline plan containing the rules, consequences, disciplinary procedures for suspension and expulsion of students with and without disabilities.</p>	<p>and Student Handbook.</p>	
<p>Student Health Services</p>	<p>Crane, Jennifer,</p>	<p>Regarding the health and safety of pupils, the charter school: NAC 386.410 (12)</p> <ul style="list-style-type: none"> • Provides adequate health services in the following areas: <ul style="list-style-type: none"> ○ Management of accidents and illness ○ Management and reporting of communicable diseases; • Maintains records of the immunizations required of pupils in accordance with NRS 392.435; • Complies with NRS 392.420 requirements for the screening of vision, hearing, and scoliosis; and • If designated, complies with AB 354 requirements for screening of student height/weight. 	<p>Onsite review of records</p>	<p>Compliant</p> <p>Spoke with school via Zoom this year due to COVID the school. The school is in full distance learning One student was not compliant with immunizatic December 31. They did their Epi pen training 8/5/2020.</p>

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<p>Student Health Services</p>	<p>Crane, Jennifer</p>	<p>Regarding the health and safety of pupils, the charter school complies with requirements for crisis response in public schools in accordance with NRS 392.600 to 392.656, inclusive. Charter school administration</p> <p>Evidence of compliance may include the following:</p> <ul style="list-style-type: none"> a. A copy of your school safety plan, b. Provide evidence of the following to the Health Office: <ul style="list-style-type: none"> i. Management of accidents and illness; ii. Management of reporting of communicable diseases; iii. Maintenance of records of the immunizations <p>required of pupils in accordance with NRS 392.435;</p> <ul style="list-style-type: none"> iv. Compliance with NRS 392.420 requirements for the screening of vision, hearing, and scoliosis; and v. If designated, compliance with AB 354 requirements for screening of student 	<p>Onsite review of records</p>	<p>Compliant</p>	
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Special Education/Office of School Leadership	Jessica Medulla	<p>height/weight.</p> <p>The school adheres to the special education requirements as outlined in NRS 388 NRS 395 NAC 388A.595 NAC 388.150 – 388.450 inclusive</p> <ul style="list-style-type: none"> The charter school maintains compliance with federal and state dues dates in accordance with the Nevada Department of Education – <p>Evidence of compliance may include the following: Reports in Infinite Campus and Accellify</p>	Offsite review of IC and web-based reporting.	Compliant
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Overall Comments:

Mariposa Academy provides courses of study that require specific requirements for students to be promoted to the next grade.

Kindergarten:

There is some evidence of consistent instruction aligned to the Nevada Academic Content Standards throughout the school year in kindergarten. The Kinder Curriculum Map for Lynch indicates that there are curriculums being used in ELA, Math, Social Studies and Science. Lesson plans are comprehensive for ELA and math. However, I do not see specific instructional minutes for each content area. It is evident that the Achieve the Core 2020-21 Priority Instructional Content in ELA and Math document is being used as a resource during this unprecedented time in education. Please see the rest of this report for additional content area suggestions for kindergarten.

Commendation: The lesson plans highlighted the importance of direct instruction, guided practice and independent practice. I also noticed an intentional focus on vocabulary.

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Recommendation: The documentation provided a narrow picture of the hard work that is taking place in kindergarten. For kindergarten specific resources and information, please visit the [Kindergarten Charter School Dropbox](#).

Social Studies:

According to the evidence provided, Mariposa provides limited social studies instruction for all grades K-5. The K-5 curriculum map indicated that a limited number of social studies content theme standards are addressed in all grade levels. However, grades 3 and 5 indicate unusual numbering for standards so it is unclear what standards are addressed. Additionally, there was little to no reference of the disciplinary skill standards included in the NVACS-SS. Kindergarten and 2nd grade provided evidence of standards alignment, use of WCSD inquiry-based resources, and the approximate pacing for instruction. Though the school-wide curriculum map indicated the inclusion of social studies, grade level lesson plans and weekly schedules indicate that social studies is included infrequently.

Commendation: Though evidence indicates that not all social studies standards will be addressed in most grades this school year, teachers, particularly in 2nd grade, appear to be making efforts to include aligned inquiry instructional materials

Recommendations:

- Continue to have grades K-5 incorporate more of the social studies standards into their instruction and amplify rigor required by the new NVACS-SS.
- Create new, consistent curriculum maps for each grade level in order to evidence the type of instruction, learning, and assessment taking place aligned to the new standards.

Science:

There is little to no evidence that the Nevada Academic Content Standards for Science are being taught. The School Curriculum Planning document has standards listed for kindergarten and 1st grade. 2nd grade is missing some standards, and 3rd - 5th grade are missing most standards. The Master Schedule indicates that

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science/STEAM is taught between 90-180 minutes per week in each grade level. Lesson plans did not reflect this except in 5th grade; however, there was no evidence of students engaging in any of the Science and Engineering Practices or Crosscutting Concepts, and there were no details for STEAM instruction. Mystery Science, PLTW, Generation Genius, Scholastic News and GLAD are identified as instructional materials.

Commendation: STEAM instruction using PLTW integrates engineering with science core ideas in accordance with the vision from *A Framework for K-12 Science Education*.

Recommendations:

- All grade levels need to provide instruction based on the NVACS for Science.
- Instruction should integrate all three dimensions of the standards throughout the year.
- Consider using instructional materials that have been identified by the state as approved materials aligned to the standards.

Math:

Documents submitted include master schedule, yearlong mathematics schedule, and lesson plans for some grades. No other documents were submitted for review to indicate that these plans are being followed or enacted.

Recommendations:

- Consider reaching out to the State of Nevada Department of Education, Standards and Instructional Support division for the most current list of State approved instructional materials. This division may aid with the review of instructional materials and give input on mathematical accuracy of materials. There are clear researched based benefits to a coherent mathematical program. It is the understanding of WCSD Curriculum & Instruction Department that State approved instructional materials should also be used in District Charters.

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- Additional evidence is necessary for addressing the “process” standards as indicated in 389.019 (1) (2). These are titled the Standards for Mathematical Practice in the NVACS. Please include these in the yearlong mathematics pacing to serve as evidence that these standards are addressed throughout the year.
- Provide additional evidence for grade 3 to show articulated plan is being addressed within the daily instruction.
- Review instructional minutes to ensure adequate time for students to have an opportunity to learn the standards at the depth required across the grades. While a majority of grade appear to have a mathematics block of at least 50 minutes daily, this is not consistent across grades. Sometimes “library” appears within this block.
- Label master schedules with grade levels (such as was done for PK).

Commendations:

- Yearlong pacing documents with standards across all the grades was provided for the academic standards.
- Instructional times are more consistent across grades and provide sufficient evidence that there is an opportunity to address the mathematics standards across the year.

ELA:

Mariposa’s planning documents submitted provide evidence of ELA taught during the suggested instructional minutes. Standards are listed in each grade level.

Commendation: Multiple grades show teachers using collaborative learning.

Recommendation: Detailed weekly schedules and lesson plans could provide clearer evidence that students have ample time to engage in the material effectively and meet the standards listed. It would be helpful to see how teachers are using texts to meet the standards and where and how you will engage students in the learning to get to the standards.

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CHARTER CONTRACT AGREEMENT

This Charter Contract Agreement (“Agreement”) constitutes a Charter Contract executed on July 1, 2020 by and between the Washoe County School District (the “School District”), and MARIPOSA DUAL LANGUAGE ACADEMY (the “Applicant(s)”) (collectively, the “parties”) to establish and operate the MARIPOSA DUAL LANGUAGE ACADEMY (the “Charter School”), an independent and autonomous public school authorized to operate in the State of Nevada.

RECITALS

WHEREAS, by decision on March 31, 2020, the Board of Trustees of the School District (“Board”) granted the Renewal Application under NRS 388A.270, 388A.276, 388A.360 and 388A.285 contingent upon the negotiation and execution of an agreement acceptable to the Applicant (and the School District); and

WHEREAS, pursuant to NRS 388A.270, 388A.276, 388A.360 and NAC 386.050, the written charter includes both the charter school Renewal Application approved by the School District and a written agreement signed by the School District and the Applicant. The written charter will constitute the Agreement between the parties regarding the methods and procedures for the School District to monitor the progress of the Applicant;

NOW, THEREFORE, in consideration of the foregoing Recitals and the mutual understandings, releases, covenants and payments herein described, the parties agree as follows:

AGREEMENT

1. Compliance with Nevada Law. The statutes and regulations which establish the Charter School, as well as the Renewal Application, are hereby incorporated by reference as a part of this Agreement. The Charter School agrees to comply with current statutes and regulations regarding the creation and operation of the Charter School in Nevada, including, but not limited to, NRS 388A.240, 388A.243, 388A.246 and NRS 388A.366.
2. Term. It is the intent of the Board of Trustees of the School District that the Charter and this Agreement are to be effective for a period of FIVE fiscal years, to begin on JULY 1, 2020 and to terminate on JUNE 30, 2025.
3. General. The Charter School shall not operate for profit and may be incorporated as a

nonprofit corporation pursuant to the provision of chapter 82 of NRS. The Charter School certifies that all contracts obligating the Charter School have been and will be undertaken by the Charter School in accordance with statute and regulation. The Charter School and its Governing Body shall operate at all times in accordance with all federal and state laws, local ordinances, regulations and School District policies applicable to charter schools. The Charter School shall be deemed a public school subject to all applicable provisions of local, state and federal law and regulation, specifically including but not limited to health and safety, civil rights, student assessment and assessment administration, data collection, reporting, grading, and remediation requirements, except to the extent such provisions are inapplicable to charter schools.

4. Charter School Independence. Pursuant to NRS 388A.369, the Board shall not assign any pupil who is enrolled in a public school in the district or any employee who is employed in a public school to MARIPOSA DUAL LANGUAGE ACADEMY or interfere with the operation and management of MARIPOSA DUAL LANGUAGE ACADEMY except as authorized by written charter, NRS 388A.010 to 388A.351 inclusive, and any other statute or regulation applicable to MARIPOSA DUAL LANGUAGE ACADEMY or its officers or employees.

5. Charter School Governing Body. The Charter School shall be governed by the Charter School Governing Body and deemed a public body, in a manner that is consistent with the terms of this Agreement so long as such provisions are in accordance with applicable state, federal, and local law and regulation. The Governing Body shall have final authority and responsibility for the academic, financial, and organizational performance of the Charter School, and the fulfillment of this Agreement. The Governing Body shall be the final authority in matters affecting the Charter School, including but not limited to staffing, job titles, employee salary and benefits, financial accountability and curriculum. The Charter Board shall act in accordance with and is subject to the Nevada Open Meeting Law, Public Records Law, and Nevada Local Government Purchasing laws. The Governing Body shall have authority for and be responsible for policy and operational decisions of the Charter School. The Governing Body shall govern the Charter School pursuant to the following terms and conditions:

a. Articles and/or Bylaws. The articles of incorporation, if applicable, and bylaws of the Governing Body shall provide for governance of the operation of the Charter School as a public charter school and shall at all times be consistent with all applicable law, regulation and this Agreement. The articles of incorporation, if applicable, and bylaws are set forth in Exhibit #1 (initially or as amended, the "Articles and Bylaws") and incorporated herein by reference. Any modification of the Articles and Bylaws constitutes a material amendment of the Agreement and shall not become effective and the Charter School shall not take action or implement the change requested in the amendment until the amendment is approved, in writing, by the School District

b. Composition. The composition of the Charter Governing Body shall at all times be determined by and consistent with the Articles and Bylaws and all applicable law and regulation.

The complete roster of the Charter Governing Body and each member's affidavit, resume, and Request for Information shall be maintained by the School District established document library.

The Charter Governing Body shall notify the School District of any changes to the Governing Body Roster and submit an amended Governing Body Roster to the documents library within ten (10) business days of their taking effect.

c. Affiliation. Notwithstanding any provision to the contrary in the Agreement or the Articles and Bylaws, in no event shall the Charter Board, at any time, include more than two directors, officers, employees, agents or other affiliates of any single non-profit organization or business entity, with the exception of the Charter School itself, regardless of whether said non-profit organization or business entity is affiliated or otherwise partnered with the Charter School. (NAC 386.345)

d. Conflicts of Interest. The Charter Governing Body shall adopt a Conflicts of Interest Policy (the "Conflicts of Interest Policy"), including provisions related to nepotism and consistent with this section and applicable law. The Charter Governing Body shall, at all times, comply with the provisions of the Conflicts of Interest Policy. The adopted and approved Conflicts of Interest Policy shall be maintained in the School District's established document library. Any modification of the Conflicts of Interest Policy must be submitted to the School District within five (5) days of approval by the Charter Board.

e. Non-Comingling. Assets, funds, liabilities and financial records of the Charter School shall be kept separate from assets, funds, liabilities, and financial records of any other person, entity, or organization unless approved in writing by the School District.

6. Charter School Facilities. The building(s) in which the Charter School is to be located shall be known as the Charter School Facilities (the "Facilities"). The School District or its designee may, at the School District's discretion, conduct health and safety inspections of the Facilities. The Facilities shall meet all applicable health, safety and fire code requirements and shall conform with applicable provisions of the Americans with Disabilities Act and any other federal or state requirements applicable to public charter schools. The Charter School's relocation to different Facilities shall constitute a material amendment of this Agreement and shall not become effective and the Charter School shall not take action or implement the change requested in the amendment until the amendment is approved, in writing, by the School District. In the event that legally viable Facilities and/or necessary certificates and permits are not in place, the Charter School may not provide instruction at the Facilities or otherwise admit pupils into the Facilities. In such event, the School District reserves the right to enforce any of the consequences for failure to act in accordance with the material terms and conditions of this Agreement. The Charter School shall provide educational or operational services, including delivery of instruction, at the following location(s):

MARIPOSA DUAL LANGUAGE ACADEMY
3875 GLEN STREET, RENO NV 89502

7. Asbestos Management. The Charter School agrees to pay all costs related to compliance with federal requirements for asbestos management in the Charter School.

8. Facility Lease or Purchase. The Charter School may not enter into any facility lease, lease amendment, purchase agreement, loan agreement, or bond purchase/loan agreement without the prior written approval of the School District. Before signing any facility lease, lease amendment, purchase agreement, loan agreement, or bond purchase/loan agreement, the Charter School shall provide a copy of the agreement to the School District for its review and approval. The prior approval requirement also applies when any of the aforementioned documents will be executed by a foundation or non-profit organization that is established to benefit the Charter School. The Charter School is responsible for obtaining its own legal advice regarding any lease agreement, purchase/loan agreement, and other property agreements.

9. School Performance Standards and Review. The Charter School agrees to report to the School District on a regular basis the academic progress of the Charter School in meeting standards of achievement set forth in the Renewal Application, as required by NRS 388A.348 and NRS 388A.351. In addition to any goals and description of how achievement of those goals will be measured that were approved in the Charter School Renewal Application, all provisions of NRS 385A.010 through NRS 385A.610 (Statewide System of Accountability) apply to the Charter School. Nothing in the Renewal Application approved by the School District, this Agreement, or the Written Charter is to be construed as replacing, overriding, or taking precedence over NRS 385A.010 through NRS 385A.610.

The Charter School Performance Framework is composed of indicators, measures, metrics, targets, and ratings to measure the academic and financial, if applicable, performance of the Charter School. Pursuant to NRS 388A.231, 388A.270, 388A.276, and NRS 388A.360, the Performance Framework is incorporated into this Agreement as set forth in the Charter School Performance Framework, Exhibit #2.

The Charter School Performance Framework shall supersede and replace any and all assessment measures, educational goals and objectives, financial operations metrics, and organizational performance metrics set forth in the Charter Application, Charter Renewal Application and not explicitly incorporated into the Charter School Performance Framework. The specific terms, form and requirements of the Charter School Performance Framework including any required

indicators, measures, metrics, and targets, are determined by the School District and will be binding on the Charter School.

According to the Charter School Performance Framework, the Charter School shall annually maintain a satisfactory designation in the areas of academics, financial and organizational performance:

The charter school shall annually maintain a satisfactory Operation Performance Index (OPI) designation in the areas of academics, finance and organizational performance as indicated below.

Academic: Academic achievement will be measured by the Nevada School Performance Framework. If the Charter School receives less than a three-stars on the Nevada Performance Framework for three consecutive years, it may be subject to non-renewal of the Agreement.

Financial: Schools must maintain an OPI designation of “Satisfactory”, indicating financially compliant and sustainable.

Organization: Schools must maintain an OPI designation of “Satisfactory” in the areas of annual performance audits, re-enrollment, average daily attendance and compliance with the terms and conditions of the Agreement.

Meet or exceed standards on the academic indicators;

Demonstrate financial sustainability through meeting standards on the financial and organizational indicators;

Operate in compliance with the terms and conditions of this Agreement; and

If applicable, demonstrate sound performance on mission specific indicators. And comply with all local, State and federal laws and regulations.

The School District shall monitor and periodically report on the Charter School’s progress in relation to the indicators, measures, metrics and targets set out in the Charter School Performance Framework. Such reporting shall take place at least annually. The Charter School’s performance in relation to the indicators, measures, metrics and targets set forth in the Charter School Performance Framework shall provide the basis upon which the School District will decide whether to renew the Agreement at the end of the term.

The parties intend that, where this Agreement references or is contingent upon state or federal accountability laws, that they be bound by any applicable modification or amendments to such laws upon the effective date of said modifications or amendments. The specific terms, form and requirements of the Charter School Performance Framework, may be modified or amended to the extent required to align with changes to applicable state or federal accountability requirements, as set forth in law. In the event that any such modifications or amendments are required, the School District will use best efforts to apply expectations for school performance in a manner consistent with those set forth in the Charter School Performance Framework.

The School District may, upon request for a material amendment from the Charter Governing Body, include additional rigorous, valid and reliable performance indicators that are specific to the Mission of the Charter School and complementary to the existing measures.

10. Non-Discrimination. The Charter School shall not discriminate against any student, employee or other person on the basis of race, color, creed, ethnicity, national origin, sex, gender, marital status, religion, ancestry, disability, need for special education services, income level, athletic ability, proficiency in the English language or any other grounds that would be unlawful if done by any other public school. It shall take all steps necessary to ensure that discrimination does not occur, as required by federal civil rights law.

11. Grades Served. The Charter School shall serve grades XXX, unless the written charter is amended by Charter School Governing Body action and approved by the School District sponsor.

12. Student Recruitment, Enrollment and Attendance. The Charter School shall make student recruitment, admissions, enrollment and retention decisions in a nondiscriminatory manner and without regard to race, color, creed, national origin, sex, gender, marital status, religion, ancestry, disability or need for special education services. In no event may the Charter School limit admission based on race, ethnicity, national origin, gender, disability, income level, athletic ability, or proficiency in the English language, except as authorized by NRS 388A.453, 388A.456, and 388A.471. The Charter School shall adopt and adhere to a Truancy and Absence Policy pursuant to NAC 386.180. If there are more applications to enroll in the Charter School than there are spaces available, the Charter School shall select students to attend using a random selection process that shall be publicly noticed and open to the public. Pursuant to NRS 388A.453, 388A.456, and NRS 388A.471, the Charter School may give enrollment preference based upon criteria established in law and regulation. Should state laws or regulations be amended to alter the nature or application of enrollment preferences, the Charter School shall comply therewith upon the effective date of the changes.

13. Student Health Welfare and Safety. The Charter School shall comply with all applicable federal and state laws and regulations concerning student health, welfare, and safety, including but not limited to state laws regarding the reporting of child abuse, accident prevention and disaster response, and any applicable state and local regulations governing the operation of school facilities.

14. Student Conduct and Discipline. The Charter School shall adopt and adhere to a student discipline policy (the "Discipline Policy") pursuant to NRS 388A.495. The Charter School Discipline Policy must comply with NRS Chapter 392 or other applicable statute or regulation pertaining to student discipline. The Charter School must utilize its own resources for student disciplinary hearings or any other student misconduct proceedings. The Charter School may not utilize the School District's Department of Behavior Programs unless the School District agrees

through separate agreement. Nothing in this provision precludes the Charter School from withdrawing a pupil from the Charter School consistent with applicable law and regulation.

15. Employment Matters. The Charter School agrees to comply with the provisions of NRS 388A.530, 388A.533, 388A.535, 388A.538, 388A.541, and NRS 388A.544 regarding employment status. The Charter School will establish and implement its own dispute resolution process. Neither the Charter School, nor its employees, agents, nor contractors are employees or agents of the School District; nor are either the School District or its employees, agents, or contractors employees or agents of the Charter School. None of the provisions of this Agreement will be construed to create a relationship of agency, representation, joint venture, ownership, or control of employment between the parties other than that of independent parties contracting solely for the purpose of effectuating this Agreement.

16. Employment Benefits. Pursuant to NRS 388A.530, 388A.533, 388A.535, 388A.538, 388A.541, and NRS 388A.544, employees of the Charter School are public employees. Employees of the Charter School are eligible for all benefits for which the employee would be eligible for employment in a public school, including, without limitation, participation in the Public Employees' Retirement System ("PERS"). The Charter School agrees to provide documentation to the School District on a quarterly basis evidencing that it has made the required contributions into the PERS system for each eligible employee.

17. Financial Services. The Charter School shall control and be responsible for financial management and performance of the Charter School including budgeting and expenditures. The Charter School shall operate on a fiscal year that begins July 1 and ends June 30. At all times, the Charter School shall maintain appropriate governance and managerial procedures and financial controls, including without limitation: (1) commonly accepted accounting practices and the capacity to implement them; (2) a bank account maintained within this State; (3) adequate payroll procedures; (4) an organizational chart; (5) procedures for the creation and review of monthly and quarterly financial reports, including identification of the individual who will be responsible for preparing such financial reports in the following fiscal year; (6) internal control procedures for cash receipts, cash disbursements and purchases; and (7) maintenance of asset registers and financial procedures for grants in accordance with applicable federal and state law

The Charter School shall undergo an independent financial audit conducted in accordance with generally accepted accounting principles (GAAP) performed by a certified public accountant each fiscal year. The results of the audit will be provided to the School District in written form in accordance with the date established by law and regulation. The Charter School shall pay for the audit.

The Charter School shall prepare quarterly financial reports for the School District in compliance with this Agreement. Such reports shall be submitted to the School District no later than fifteen

(15) days following the end of each quarter.

The Charter School agrees to maintain financial records in accordance with the governmental accounting method required by the Nevada Department of Education (the “Department”) and/or School District and to make such records available upon request. The Charter School shall use and follow the chart of accounts and any grant codes as defined by the Department in the Nevada Common Elements for Accounting and Reporting K-12 Educational Finances. The Charter School shall assure that all financial records for the school are maintained, posted and reconciled at least monthly, and are open for public inspection during reasonable business hours

Pursuant to NAC 387.770, the Charter School shall maintain a complete and current inventory of all school property and shall perform a physical inventory annually. Any asset acquired by the Charter School is the property of the Charter School for the duration of the Agreement and any subsequent renewals. The Charter School shall take reasonable precautions to safeguard assets acquired with public funds. The Charter School shall manage all assets consistent with the requirements of applicable law and regulation. If the Charter School’s records fail to establish clearly whether an asset was acquired with the use of public funds, the assets shall be deemed to be public assets.

The Charter School shall comply with other requirements as may be imposed through state law or regulation, from time to time, on charter school finances, budgeting, accounting, and expenditures, provided that the School District shall provide technical assistance regarding material changes to state law and regulation, and the parties will collaborate to assure that they each remain reasonably current on the impact of any modifications on charter schools. The parties agree that the Charter School retains all responsibility for compliance with state law and regulation.

18. Costs of Operations. The Charter School shall be responsible for all costs associated with its school operations, including the cost of contracting for goods and services.

a. The Charter School shall clearly indicate to vendors and other entities and individuals outside the School District with which or with whom the Charter School enters into an agreement or contract for goods or services that the obligations of the Charter School under such agreement or contract are solely the responsibility of the Charter School and are not the responsibility of the School District. Prior to signing a contract with an Educational Management Organization (“EMO”), the charter school shall submit a copy of the proposed contract to the School District. The School District has the authority to review and approve/reject all or portions of the EMO contract prior to signing.

b. The Charter School agrees that it will not extend the faith and credit of the School District to any third person or entity. The Charter School acknowledges and agrees that it has no authority to enter into a contract that would bind the School District.

19. Purchase of School District Services. Through separate agreement, at the School District's discretion, the Charter School may negotiate for the purchase, at cost, of available services.

a. Legal Services. Through separate agreement, at the School District's discretion, the Charter School may purchase, at cost, legal services through the School District's legal counsel, for defense of suits, actions and claims against the Charter School. Such services shall be provided subject to the provisions of Nevada Revised Statutes, specifically, but not limited to Nevada Revised Statutes, Chapter 41.

b. Transportation. The School District and the Charter School acknowledge and agree that in the event transportation services are required, an agreement may be negotiated which requires, among other things, the payment of the costs associated with obtaining such services, and that the Charter School agrees that it will indemnify, defend, and hold harmless the School District for any loss, expense, liability, damage, claim (including reasonable attorneys' fees) resulting from the provision of the transportation services. Otherwise, the Charter School shall be responsible for providing students' transportation.

c. Food Services. The School District and the Charter School acknowledge and agree that in the event food services are required, an agreement may be negotiated which requires, among other things, the payment of the costs associated with obtaining such services, and that the Charter School agrees that it will indemnify, defend, and hold harmless the School District for any loss, expense, liability, damage, claim (including reasonable attorneys' fees) resulting from the provision of food services.

d. Child Find and Initial Special Education Evaluations. The School District and the Charter School acknowledge and agree that in the event the Charter School's child find and evaluation obligations for students with disabilities are triggered, an agreement may be negotiated which requires, among other things, the payment of the costs associated with obtaining such services from the School District, and that the Charter School agrees that it will indemnify, defend, and hold harmless the School District for any loss, expense, liability, damage, claim (including reasonable attorneys' fees) resulting from the provision of child find and initial special education evaluations. If the Charter School determines that it shall engage the services of the School District for child find and/or special education evaluations, the School District and the Charter School shall schedule a meeting to discuss the appropriate costs, and whether the Charter School requires a waiver of said costs due to financial constraints. If the Charter School requests a waiver of costs, the School District shall have the authority to review the Charter School's finances and approve/reject the Charter School's request.

e. Gifted and Talented Evaluations. The School District and the Charter School

acknowledge and agree that in the event that a Charter School pupil requests an evaluation for admission into a gifted and talented program, an agreement may be negotiated which requires, among other things, the payment of the costs associated with obtaining such services from the School District, and that the Charter School agrees that it will indemnify, defend, and hold harmless the School District for any loss, expense, liability, damage, claim (including reasonable attorneys' fees) resulting from the provision of the evaluations.

f. School Police. The School District and the Charter School acknowledge and agree that in the event the Charter School requests the provision of school police officers pursuant to NRS 388A.378, a separate agreement may be negotiated that complies with the requirements of NRS 388A.381, including, among other things, the payment by the Charter School of the costs associated with obtaining such services from the School District, and that the Charter School agrees that it will indemnify, defend, and hold harmless the School District for any loss, expense, liability, damage, claim (including reasonable attorneys' fees) resulting from the provision of police services.

g. Other Services which may be mutually agreed upon.

Except as may be expressly provided in this Agreement, as set forth in any subsequent written agreement between the Charter School and the School District pursuant to NRS 388A.381, or as may be required by law, neither the Charter School nor the School District shall be entitled to the use of or access to the services, supplies, or facilities of the other. Any service agreements between the School District and the Charter School shall be subject to all terms and conditions of this Agreement, except as may be otherwise agreed in writing. The purchase of any services not expressly required under this contract or set forth in any subsequent written agreement between the Charter School and the School District or required by law, shall not be a condition of the approval or continuation of this contract.

20. Charter School Funding. Charter School shall receive, directly from the Department, state and local aid in an amount equal to its weighted count of enrollment multiplied by the per pupil Distributive School Account amount for the county of residence of each student plus the per pupil Outside Revenue amount for that county. The count of pupils for calculating the basic support for distribution to a charter school is the weighted count of enrollment of pupils on the last day of the first full school month of the School District for the school year ("Count Day"). The first school month is the thirty day period beginning on the first day of a school year, so long as that thirty day period includes at least twenty school days.

The Charter School shall maintain and transmit all necessary student information in the format prescribed by the Department to evidence enrollment and attendance of students for purposes of

receiving state aid. The Charter School will receive state payment from the Distributive School Account directly from the Department, based on the number of pupils enrolled on Count Day. All state aid payments to the Charter School are subject to correction pending the outcome of the Department's annual Pupil Enrollment and Attendance Audit.

21. School District Funding. The yearly sponsorship fee to be paid by the Charter School to the School District must be in an amount of one and a half percent (1.5%) of the total amount of money apportioned to the Charter School during the school year.

22. Legal Liabilities/Indemnification.

a. As required by NRS 388A.366, the Charter School agrees that the School District is not liable for the acts or omissions of the Charter School, its officers, agents, or employees. Pursuant to NRS 388A.366 and subject to NRS Chapter 41, the Charter School agrees to defend, indemnify, and hold the School District, its Board, and its agents and employees harmless from all liability, claims and demands on account of contract, injury, loss or damage, including, without limitation, claims arising from bodily injury, personal injury, sickness, disease, death, property loss or damage, employment practices or benefits, special education complaints and administrative proceedings, or any other losses of any kind whatsoever which arise out of or are in any manner connected with the Charter School operations.

b. The Charter School agrees that it is solely responsible for all debts incurred in the operation of the Charter School. The School District is not responsible for any debts incurred by the Charter School, including, but not limited to, any debts remaining upon the closure of the Charter School.

c. The Charter School agrees that the powers and duties of the School District as the Sponsor do not create a private cause of action against the School District as the Sponsor, including, but not limited to, claims related to the renewal of the Charter School, revocation of the charter, or actions related to the monitoring of the Charter School.

23. Insurance. The Charter School agrees that it will maintain all appropriate insurance coverage as required to protect itself and the School District, and specifically as required by NRS 388A.366 and NAC 386.215. This would include coverage for general liability, industrial insurance (worker's compensation), umbrella liability, educators' legal liability, employment practices liability, employment benefits liability (including PERS contributions), unemployment insurance, and professional and personal liability insurance for governing body members. The Charter School agrees to provide proof of insurance to the School District on an annual basis.

24. Special Education. The Charter School agrees to be responsible for the provision of special education services to students with disabilities who attend the Charter School in accordance with

the requirements of state and federal law including Section 504 of the Rehabilitation Act of 1973, the Individuals with Disabilities Education Act, and the Americans with Disabilities Act. The charter school is responsible, both financially and programmatically, for the response and resolution of special education administrative issues and proceedings, including, but not limited to, Due Process complaints and State complaints filed against them. The School District is not to be considered the “local education agency” (“LEA”) for purposes of compliance with the Individuals with Disabilities Education Act; rather, the School District shall only be deemed the LEA for the purpose of directing the proportionate share of any money available from federal and state categorical grant programs to the Charter School. The Charter School will be responsible for producing and maintaining a detailed special education procedures manual.

25. Administrative Agencies. The Charter School agrees that it is responsible, both financially and programmatically, for the response and resolution of any Office for Civil Rights, the Nevada Attorney General’s Office, the Equal Employment Opportunity Commission, and any other administrative or state or federal complaints filed against them. The School District is not liable for any Office for Civil Rights, the Nevada Attorney General’s Office, the Equal Employment Opportunity Commission, and any other administrative or state or federal complaints filed against the Charter School.

26. Oversight Authority of School District. Pursuant to NRS 388A.220 and NRS 388A.223 the School District shall have broad oversight authority over the Charter School and may take all reasonable steps necessary to confirm that the Charter School is and remains in material compliance with this Agreement, the Charter Application, and applicable law and regulation. The School District’s oversight of the Charter School shall include, but not be limited to, the following activities:

- a. Oversight, intervention, termination, renewal, and closure processes and procedures for the Charter School;
- b. Reviewing the performance and compliance of the Charter School within the terms of this Agreement and applicable laws, policies and regulations;
- c. Ensuring the Charter School’s compliance with reporting requirements;
- d. Monitoring the educational, legal, fiscal, and organizational condition of the Charter School;
- e. Providing guidance to the Charter School on compliance and other operational matters
- f. Determining whether the governing body of the Charter School should be reconstituted in accordance with NRS 388A.330; and
- g. Adopting a policy for appointing a new governing body of the Charter School for which the governing body is reconstituted in accordance with NRS 388A.330.

27. Student Withdrawal. In the event a student from the Charter School is expelled, the Charter School will provide equivalent services to the student. This requirement includes students with disabilities. If an expelled student from the Charter School or a student with disability from the Charter School returns to the School District, the School District reserves the right to obtain pro rata reimbursement from the Charter School. If the School District determines that it will seek a pro rata reimbursement from the Charter School, the School District shall meet with the Charter School to discuss the circumstances of the student withdraw prior to requesting pro rate reimbursement. The Charter School may appeal any reimbursement decisions through the dispute resolution process outlined in Section 34(f) of this Agreement.

The Charter School may not require pupils or their parent or guardian to sign “contracts,” “commitments,” or other documents that can result in the removal, withdrawal, suspension or expulsion of the pupil from the school for reasons other than the reasons for suspension or expulsion stated in NRS 392.466. Removal of a pupil from a charter school, except for suspension or expulsion pursuant to NRS 392.466 or the Charter School’s Discipline Policy, is solely the decision of the parent or guardian of the pupil. Any removal of a pupil from a charter school against the wishes of the parent or guardian must comply with NRS Chapter 392.

28. Site Visit. The School District may visit the Charter School at least once as a component of the Mid-Term evaluation as defined in the Charter School Performance Framework. The School District may, at its discretion, conduct formal, targeted school visits. Such site visits may include any activities reasonably related to fulfillment of its oversight responsibilities including, but not limited to, inspection of the facilities; inspection of records maintained by the Charter School; and interviews of school and other stakeholders.

29. Copies of Correspondence and Information. The Charter School shall provide a copy of any and all correspondence with the Nevada Department of Education to the School District, to the School District Superintendent, or his/her designee.

The Charter School shall provide a list of Governing Body members to the School District, to the School District Superintendent, or his/her designee. The Governing Body shall also make the list available to any member of the public upon request. The list will be updated on an as needed basis.

All records established and maintained in accordance with the provisions of this Agreement, applicable policies and/or regulations, and federal and state law shall be open to inspection by the School District and other applicable agencies, entities, or individuals within a reasonable period of time after request is made. The Charter School shall establish a procedure by which parents, community members and other interested parties may submit letters of concern (for which action is needed/requested) and a timeline by which such action will be taken.

The Charter School shall inform the School District, to the School District Superintendent, or

his/her designee, of any gifts, donations, grants, etc. received for the Charter School.

30. Intervention. Consistent with any oversight practices set out in the Charter School Performance Framework, the School District shall follow a progressive system of notification and calls for corrective action on the part of the Charter School. Any complaints or concerns received by the School District about the Charter School or its operation including but not limited to complaints filed with the Office for Civil Rights, the Nevada Attorney General's Office, and Equal Employment Opportunity Commission, shall be forwarded promptly by the School District to the Charter School. The Charter School shall promptly forward to the School District any formal complaints or concerns received by the Charter School filed with or from the Office for Civil Rights, the Nevada Attorney General's Office, Equal Employment Opportunity Commission, and/or formal grievances filed by any party with the Charter Governing Body. Such forwarding of complaints or concerns shall not relieve Charter School of the responsibility of resolving the complaints or concerns.

The Charter School shall defend, indemnify, and hold harmless the School District for any costs, attorney fees, and/or financial penalties imposed on the School District by state and/or federal authorities due to actions or omissions of the Charter School relative to regulatory compliance.

To the extent that concerns or complaints received by the School District about the Charter School may trigger School District intervention, including termination or non-renewal of the Agreement, the School District may monitor the Charter School's handling of such concerns or complaints. In such cases, the School District may request and the Charter School shall provide information regarding the Charter School's actions in responding to those concerns or complaints.

31. Termination. As provided by law, the School District may reconstitute the governing body of the Charter School, or this Agreement may at any time be terminated by the School District before its expiration upon determination by the School District that the Charter School, its officers or its employees:

- a. Committed a material breach of the terms and conditions of this Agreement;
- b. Failed to comply with generally accepted standards of fiscal management;
- c. Failed to comply with the provisions of NRS Chapter 388A; or
- d. Persistently underperformed, as measured by any combination of, in the period of 5 consecutive school years, "three years or more of a less than three star classification; three years or more of "Moderate Concerns" in the area of either financial or governance performance; or any one year of "Severe Concerns" on financial or governance performance, as further defined in the Charter School Performance Framework, as listed above.

The Agreement may be terminated by the School District if the Charter School has filed for a voluntary petition of bankruptcy, is adjudicated bankrupt or insolvent, or is otherwise financially

impaired such that the Charter School cannot continue to operate. The Agreement may be terminated by the School District if the School District determines that termination or reconstitution is necessary to protect the health and safety of the pupils who are enrolled in the Charter School or persons who are employed by the Charter School from jeopardy, or to prevent damage to or loss of property of the School District or the community in which the Charter School is located. This Agreement may be terminated if the Charter School has a graduation rate for the immediately preceding school year that is less than 60 percent; This Agreement may be terminated if the Charter School is rated in the lowest 5 percent of elementary schools, middle schools or junior high schools in the State in pupil achievement and school performance, as determined by the State Department pursuant to the statewide system of accountability for public schools; This Agreement may be terminated if pupil achievement and school performance at the Charter School is unsatisfactory as determined by the State Department pursuant to criteria prescribed by regulation by the State Department to measure the performance of any public school. The Agreement may be terminated by the School District if the committee to form the Charter School or charter management organization, as applicable, or any member of the committee to form the Charter School or charter management organization, as applicable, or the governing body of the Charter School has at any time made a material misrepresentation or omission concerning any information disclosed to the School District. The School District may impose other appropriate remedies for breach including, but not limited to, a required corrective action plan.

In any instance of termination, the School District shall provide to the Charter School written notice of termination, which notice shall include its findings and reasons for such action, and adhere to the process outlined in NRS 388A.306 and NRS 388A.330.

32. Closure. In the event that the Charter School is required to cease operation for any reason, including but not limited to non-renewal, termination, or voluntary surrender of the Agreement, the Charter School shall cooperate fully with the School District to ensure the orderly closure of the Charter School in a manner consistent with state law and regulation (NRS 388A.306), including, but not limited to securing student records; assisting students with their enrollment in other schools; and financial responsibilities and preserving financial records.

33. Notification. The Charter School shall notify the School District within five (5) calendar days or less of any conditions that it knows are likely to cause it to violate the terms of this Agreement or the Charter Renewal Application. Such notification shall not be construed as relief from the Charter School's responsibility to correct such conditions. The Charter School shall notify the School District within five (5) calendar days or less of any circumstances requiring the closure of the Charter School, including but not limited to natural disaster, other extraordinary emergency, or destruction of or damage to the school facility.

The Charter School shall notify the School District within five (5) calendar days or less of the

arrest or charge of any members of the Charter Governing Body or any Charter School employee for a crime punishable as a felony, any crime related to the misappropriation of funds or theft, any crime or misdemeanor constituting an act against a minor child or student, or of the investigation of a member of the Charter Governing Body or any Charter School employee for child abuse.

The Charter School shall notify the School District within five (5) calendar days or less of any change to its corporate legal status. The Charter School shall notify the School District within five (5) calendar days of any changes to the Charter School's financial condition and sustainability. The Charter School shall notify the School District within five (5) calendar days or less of any default on any obligation, which shall include debts for which payments are past due by sixty (60) days or more. The Charter School shall notify the School District within five (5) calendar days or less if at any time the Charter School receives notice or is informed that the Charter School or the School District are parties to a legal suit.

34. Miscellaneous Provisions.

a. Entire Agreement. This Agreement contains all terms, conditions and provisions hereof and the entire understandings and all representations of understandings and discussions of the parties relating thereto, and all prior representations, understandings and discussions are merged herein and superseded and canceled by this Agreement.

b. Amendment. This Agreement may be modified or amended by the School District upon the occurrence of certain exigent circumstances, including, but not limited to, changes in Nevada law and/or regulations. Any amendment by the School District upon the occurrence of such circumstances shall not be deemed invalid for lack of consideration. Any amendment to the charter of the school must be shared with the sponsor, where a formal meeting will be held with the WCSD Board of Trustees to articulate such changes to the charter agreement. Examples of such amendments may include: (1) expanding the grade levels served by the charter school; (2) significantly increasing or decreasing enrollment; (3) acquiring additional facilities to expand the enrollment of the charter school; or (4) consolidating the operations of multiple charter schools. Such an amendment may not be made unless approved by the WCSD Board of Trustees. Such changes to the charter agreement will warrant a review of the current agreement to ensure all approved adjustments are articulated within the agreement.

c. Notice. Any notice required, or permitted, under this Agreement, shall be in writing and shall be effective upon personal delivery (subject to verification of service or acknowledgment of receipt) or three (3) days after mailing when sent by certified mail, postage prepaid, to the Office of the Charter School Governing Body, in the case of notice being sent to the Charter School, or to the Office of the Superintendent for notice to the School District at the following location(s):

Charter School Address:

MARIPOSA DUAL LANGUAGE ACADEMY
3875 GLEN STREET, RENO NV 89502
School District:

Office of Superintendent
P.O. Box 30425
Reno, NV 89520-3425

d. No Waiver. The parties agree that no assent, express or implied, to any breach by either of them of any one or more of the covenants and agreements expressed herein shall be deemed or be taken to constitute a waiver of any succeeding or other breach.

a. Non-Assignment. Neither party to this Agreement shall assign or attempt to assign any rights, benefits, or obligations accruing to the party under this Agreement unless the other party agrees in writing to any such assignment. Such improper assignment will void this Agreement.

f. Dispute Resolution. In the event any dispute arises between the School District and the Charter School concerning this Agreement, such dispute shall first be submitted to the School District Superintendent, for review. Thereafter, representatives of the School District and the Charter School shall meet and attempt in good faith to negotiate a resolution of the Charter School dispute. In the event these representatives are unable to resolve the dispute informally pursuant to this procedure, they shall submit the matter to School District Board of Trustees for consideration and final decision.

g. Applicable Law. The parties intend that where this Agreement references federal or state law that they be bound by any amendment to such laws, upon the effective date of such amendments. In all other circumstances, this shall be governed by and construed in accordance with the laws of the State of Nevada, including all requirements imposed by regulation and School District policy, and all applicable federal laws of the United States.

h. Material Breach. A material breach is defined as a violation of this Agreement which is substantial and significant as determined by the School District.


i. Invalidity. If any provision of this Agreement is determined to be unenforceable or invalid for any reason, the remainder of the Agreement shall remain in effect, unless otherwise terminated by one or both of the parties in accordance with the terms contained herein.

j. Counterparts; Signatures. The Agreement may be signed in counterparts, which

shall together constitute the original Agreement. Signatures received by facsimile or email by either of the parties shall have the same effect as original signatures.

k. Final Agreement. This Agreement sets forth the entire agreement between the Parties hereto and fully supersedes any and all prior agreements and understandings, written or oral, between the Parties hereto pertaining to the subject matter hereof.

IN WITNESS WHEREOF, the parties have executed this Agreement.



President, Charter Governing Board

Date: 04/07/2020


**Kristen
McNeill**

Digitally signed by Kristen
McNeill
Date: 2020.04.13
18:51:25 -07'00'

WASHOE COUNTY SCHOOL DISTRICT
Dr. Kristen McNeil
Interim Superintendent of Schools

Date: _____

ATTEST:



Charney Schend
Clerk, Governing Board

APPROVED AS TO FORM:

**Neil
Rombardo**

Digitally signed by Neil
Rombardo
Date: 2020.04.13
16:06:12 -07'00'

Neil Rombardo, Esq.
Chief General Counsel

6/13/2023

., Jenny Hunt, hereby certify that:

I, or my designated representative, have validated the **Quarter 4**, FY23 student enrollment data calculated and generated by Infinite Campus Nevada State Reporting Average Daily Enrollment reports, including resolving any overlaps to the best of our ability and confirming district of residence, in accordance with the *ADE Validation & Certification Guidance (Updated 8/1/2022)* and the direction of NDE SAIN Support.

The following validated reports have been downloaded from Infinite Campus and uploaded to Bighorn under Files > Fiscal Reporting under the appropriate school and/or district folder, and I affirm their completeness and accuracy for the purposes of Pupil-Centered Funding payments:

- School Detail Report
- District/Charter Summary Report
- Non-Traditional Student Supplemental Attendance
- Enrollment Overlap Report, with justification
- Supplementary Reports of Enrollment and Attendance, to include, as applicable:
 - Out of State Pupils
 - Resident Pupils Attending School Out of State
 - Interlocal Students
 - Pupils receiving Residential Treatment in a Hospital or other Facility

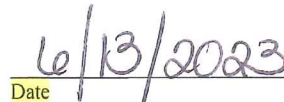
For Mariposa Academy, the **total Average Daily Enrollment Count is 162**. This number is calculated from the **Detail** report and has been rounded to the **second decimal place** pursuant to the *2022 ADE Validation & Certification Guidance*.

I understand that all ADE figures are subject to review, verification, and potential adjustment by the Nevada Department of Education, including requested adjustments, which must be authenticated by audit prior to the annual True-Up.

The primary contact in my local education agency for ADE questions is:

ADE Preparer	Mary Ellen Tagle
Title	Administrative Secretary
Phone Number	775-771-9042
Email	mtagle@mariposaacademy.net


Signature of Superintendent, Principal, or CFO


Date

MARIPOSA LANGUAGE AND LEARNING ACADEMY
ADE CHARTER SCHOOL DETAIL
4TH QTR - 04/01/2023 - 06/30-2023

Quarter	Quarter Dates	District Number	District Name	School Number	School Name	Track CID	Resident District	Grade Level	Days Enrolled	Days In Session	Raw ADE
Q4	04/01/2023-06/30/2023	16	Washoe County	281	Mariposa Language and Learning Academy	C3568	16	PK	102	51	2
Q4	04/01/2023-06/30/2023	16	Washoe County	281	Mariposa Language and Learning Academy	C3568	16	KG	1326	51	26
Q4	04/01/2023-06/30/2023	16	Washoe County	281	Mariposa Language and Learning Academy	C3568	16	1	1326	51	26
Q4	04/01/2023-06/30/2023	16	Washoe County	281	Mariposa Language and Learning Academy	C3568	16	2	1377	51	27
Q4	04/01/2023-06/30/2023	16	Washoe County	281	Mariposa Language and Learning Academy	C3568	16	3	1377	51	27
Q4	04/01/2023-06/30/2023	16	Washoe County	281	Mariposa Language and Learning Academy	C3568	16	4	1377	51	27
Q4	04/01/2023-06/30/2023	16	Washoe County	281	Mariposa Language and Learning Academy	C3568	16	5	1377	51	27
									8262		162

MARIPOSA LANGUAGE AND LEARNING ACADEMY
 ADE CHARTER SCHOOL SUMMARY
 4TH QTR - 04/01/2023 - 06/30-2023

Quarter	QuarterDates	District Number	District Name	School Number	School Name	Resident District	Grade Level	Days Enrolled	ADE
Q4	04/01/2023-06/30/2023	16	Washoe County	281	Mariposa Language and Learning Academy	16	PK	102	2
Q4	04/01/2023-06/30/2023	16	Washoe County	281	Mariposa Language and Learning Academy	16	KG	1326	26
Q4	04/01/2023-06/30/2023	16	Washoe County	281	Mariposa Language and Learning Academy	16	1	1326	26
Q4	04/01/2023-06/30/2023	16	Washoe County	281	Mariposa Language and Learning Academy	16	2	1377	27
Q4	04/01/2023-06/30/2023	16	Washoe County	281	Mariposa Language and Learning Academy	16	3	1377	27
Q4	04/01/2023-06/30/2023	16	Washoe County	281	Mariposa Language and Learning Academy	16	4	1377	27
Q4	04/01/2023-06/30/2023	16	Washoe County	281	Mariposa Language and Learning Academy	16	5	1377	27
								8262	162

16 Washoe County 425 E 9th ST, RENO, NV 89512 Generated on 06/13/2023 09:03:11 AM	NV State Enrollment Overlap Report Year: 22-23 All Grades Sort: Student Name State Start Status(es): All Enrollment Types: Primary Students: 1 Enrollment Date: 04/01/2023 - 06/30/2023 Included: No Show Enrollments Same Day Overlaps
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Student (State Unique ID)	District	School Code	School	Calendar	Grade	Start/End Date	Type	Start Status	End Status	No Show	Overlap Days
ALICIA MOLINA GALVAN (#9100368016)	Washoe County	16281	Mariposa Language and Learning Academy	22-23 Mariposa Academy	00	08/15/2022-06/14/2023	P	E1		No	1
	Washoe County	16230	HUFFAKER ELEMENTARY	22-23 HUFFAKER ELEMENTARY	00	08/15/2022-08/15/2022	P	E1	W2B	Yes	

Charter School/Holder Name: Mariposa Language and Learning Academy
Campus Name: Mariposa Language and Learning Academy

Object Code	Function Code	Quantity	Salary, Rental or Unit Cost	Narrative
Student Transportation Service	Transportation	2	63,504.00	Provide transportation to and from school daily. Cost of purchasing 2 vehicles @ 19 passengers or less. All other costs will be expended from the General fund. 2.0 vehicles @\$31,752.00