



Young Women's  
**Leadership Academy**  
OF LAS VEGAS

July 12, 2023

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

Re: Good Cause Exemption Request to Amend Charter Application

To State Public Charter School Authority,

Young Women's Leadership Academy (YWLA) respectfully requests a Good Cause Exemption to amend its charter contract with the State Public Charter School Authority (SPCSA) outside of the traditional amendment cycle.

On July 12, 2023, the YWLA Governing Board approved the filing of the proposed amendment application as well as the request to seek a Good Cause Exemption from the traditional amendment schedule (*see Attachment 1 - Board Meeting Agenda & Minutes*). The attached amendment application requests the SPCSA's approval to formally permit the provision of transportation services to and from school at YWLA. Transportation services would begin as soon as practical during the upcoming 2023-24 school year.

We appreciate the support of the SPCSA staff as YWLA seeks the approval of this Good Cause Exemption as well as the granting of its underlying request for amendment.

Sincerely,

*Gunlek Ruder*

Gunlek Ruder  
Board Chair, Young Women's Leadership Academy  
[gruder@ywlaiv.org](mailto:gruder@ywlaiv.org)

Young Women’s Leadership Academy  
Transportation Plan and  
Funding Application for  
2023-24 School Year



**Nevada State Public  
Charter School  
Authority**

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# 1 OVERVIEW

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## 1.1 ELIGIBILITY

Assembly Bill 400 (2023 Session of the Nevada Legislature) appropriated \$7 million to the State Public Charter School Authority (SPCSA) for each year of the upcoming biennium (the 2023-24 school year and the 2024-25 school year) to award to charter schools to fund student transportation. Pursuant to Assembly Bill 400, any charter school in the State of Nevada, regardless of sponsor (SPCSA or school district) may apply for transportation funding. To apply, charter schools must submit a transportation plan to the SPCSA. Transportation plans must be submitted at the charter school campus level.<sup>1</sup> If a charter holder wishes to apply for funding for multiple campuses (distinct addresses), a transportation plan must be submitted for each campus. If the transportation plan is approved, the SPCSA may award money to the charter school for the transportation of pupils.

It is important to note that a charter school is only permitted to provide transportation to pupils if the school has approval to do so from its sponsor. See [NAC 388A.330\(4\)](#). Therefore, charter schools may be required to submit to their sponsor a contract amendment request in order to implement the transportation plan. For those schools sponsored by the SPCSA, any contract amendment associated with the implementation of the transportation plan will be considered as part of this application as detailed below in section [1.4](#).

***Applications for the 2023-24 school year will be accepted and reviewed on a rolling basis beginning on July 7, 2023 and through September 30, 2023.<sup>2</sup> While the SPCSA hopes to fund all applicants that submit a compliant transportation plan, because there is only \$7 million available in each school year, the SPCSA may prioritize funding Title I charter schools.***

## 1.2 ALLOWABLE USES OF FUNDS

Transportation funding may be used to cover the capital expenses (procuring vehicles, establishing infrastructure such as fencing to secure vehicles, etc.) and operating costs (employee salaries, employee benefits, fuel, maintenance, insurance, etc.) associated with transporting enrolled students to and from school. However, funding may not be used to cover the costs associated with transporting students during field trips or for extracurricular activities. Allowable transportation funding authorized by Assembly Bill 400 may be provided to charter schools for either direct transportation services provided by the charter school, or for transportation services purchased or contracted through a vendor that provides transportation services. Transportation plans may include the use of school buses, vans or other vehicles that are designed for up to 10 passengers, as well as public transportation vouchers (e.g., public transit passes), so long as the transportation complies with applicable state and federal laws and regulations. Schools may not use transportation funding to provide stipends or reimbursements to parents for costs associated with transporting students to a charter school.

## 1.3 ADMINISTRATION OF FUNDS

Schools that receive awards for transportation funding will be reimbursed for expenses associated with the transportation plan and as detailed in the approved budget. In unique situations, the SPCSA may, at its discretion, provide transportation funding to a school in advance of the school expending the funds. If a school that has been approved for transportation funding believes advance funding is necessary, a request to waive the reimbursement requirement may be submitted to the SPCSA. Waiver requests must be made in writing, thoroughly articulated, and

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<sup>1</sup> Each distinct, non-adjacent address is considered a separate charter school campus.

<sup>2</sup> After September 30, 2023, the SPCSA will determine if there are remaining funds that have not yet been awarded. If funds remain, the SPCSA will re-open the transportation application.

align to the transportation plan. Upon approval of the waiver request, the school will be expected to agree to terms and conditions for the post expenditure audit of the fiscal transactions and may be subject to recoupment of funds used in transactions that do not comply with applicable law, regulation, or the approved transportation plan.

## 1.4 APPLICATION INSTRUCTIONS

To apply for transportation funding, charter schools must complete and submit the following to [SPCSAFinance@spsca.nv.gov](mailto:SPCSAFinance@spsca.nv.gov):

- **Application Cover Sheet** (Section 2)
- **Transportation Plan** (Section 3)
  - *For those schools sponsored by the SPCSA that do not already have approval to provide transportation to and from school, the transportation plan will also constitute a charter school contract amendment request pursuant to [NAC 388A.330\(4\)](#).*
- **Budget** (Section 4 and Budget Workbook)
- **Good Cause Exemption Request, if applicable:** For those schools that are sponsored by the SPCSA and are not already approved to provide transportation to and from school, a board-approved letter requesting a good cause exemption to consider the contract amendment outside of the amendment windows defined in regulation. (A sample letter can be found in Appendix A)
- **Attachment 1:** Board meeting minutes, draft or final, for the meeting in which the governing body authorized the submission of the transportation plan and funding request
- **Attachment 2:** Copy of vendor contract (or draft contract), if applicable
- ~~**Attachment 3:** Authorizer's Performance Framework reports for the preceding three years (non-SPCSA-sponsored schools only)~~
- ~~**Attachment 4:** Current charter contract, including evidence that the school has been approved to provide transportation (non-SPCSA-sponsored schools only)~~
- **Attachment 5:** 4<sup>th</sup> 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*)
- **Attachment 6:** Transportation Budget Workbook

Prior to submission, the charter school's board must approve the transportation plan at a board meeting that complies with Nevada's Open Meeting Laws (Charter 241 of Nevada Revised Statutes). Sample board motions can be found in Appendix B.

Applications for the 2023-24 school year will be accepted and reviewed on a rolling basis beginning on July 7, 2023 and through September 30, 2023.<sup>3</sup> While the SPCSA hopes to fund all applicants that submit a compliant transportation plan, because there is only \$7 million available in each school year, the SPCSA may prioritize funding Title I charter schools.

Recommendations regarding approval or denial of transportation plans will be presented to the SPCSA board for consideration. In general, applications received at least four (4) weeks prior to a scheduled [SPCSA board meeting](#) are likely to be reviewed with sufficient time for a recommendation to be presented to the SPCSA board. SPCSA staff will make every effort to review applications submitted by 8 a.m. on Wednesday, July 12, 2023 with sufficient time to present a recommendation to the SPCSA board at its July 28, 2023 meeting.

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<sup>3</sup> After September 30, 2023, the SPCSA will determine if there are remaining funds that have not yet been awarded. If funds remain, the SPCSA will re-open the transportation application.

## 1.5 APPLICATION EVALUATION

Pursuant to Assembly Bill 400, applications will be evaluated using the following rubric. Only those applications that meet all the rubric criteria will be recommended for approval. While the SPCSA hopes to fund all applicants that submit a compliant transportation plan, because there is only \$7 million available in each school year, the SPCSA may prioritize funding Title I charter schools.

| Section                   | Rubric Criteria  |
|---------------------------|--|
| 2 Application Cover Sheet | <input type="checkbox"/> Title I School (the SPCSA may prioritize funding Title I charter schools)   |
| 3.1 Demonstration of Need | <input type="checkbox"/> The application identifies the gaps and limitations in existing transportation options and articulates how the transportation plan will address those gaps and limitations in order to materially improve access to education in the region served by the transportation plan.  |
| 3.2 Program Design        | <input type="checkbox"/> The transportation plan is comprehensive, including complete answers to questions 1-4, as applicable, and is likely to be successfully implemented.<br><br><input type="checkbox"/> Answers to questions 5-8 demonstrate that the charter school will be able to comply with statutory and regulatory transportation requirements, including, without limitation, the certification of bus drivers and vehicle safety. <i>Only applies to applicants proposing to operate vehicles.</i>   |
| 3.3 School Information    | <input type="checkbox"/> The academic, financial, and organizational performance of the charter school indicates that the transportation plan is in the interest of pupils who will be served by the transportation plan. Specifically <ul style="list-style-type: none"> <li>• Past financial performance indicates that the transportation plan is likely to be financially sustainable;</li> <li>• Past organizational performance demonstrates that the transportation program is likely to be operated in compliance with all applicable laws and statutes; and</li> <li>• Past academic performance shows that students who will be transported to the school will be well served by the academic program and/or that transporting students is likely to improve academic performance (e.g., through the reduction in chronic absenteeism).</li> </ul> |
| 4 Budget                  | <input type="checkbox"/> The budget demonstrates that the transportation plan is financially viable.<br><br><input type="checkbox"/> The budget and student enrollment demonstrate that the transportation plan would not cost more, on a per pupil basis, than the average cost for transportation for other public schools operating in the school district in which the charter school is located. <i>This will be evaluated by dividing the total cost of the transportation plan as proposed in the budget by the total number of students (Quarter 4 Average Daily Enrollment OR for new or expanding schools, the result of the enrollment audit).</i>  |

## 1.6 QUESTIONS AND TECHNICAL ASSISTANCE

For an overview of the application, evaluation rubric, and process, please refer to this [video](#). In addition, the SPCSA will be holding office hours at several points during the summer to answer questions. The first office hours will be held on Wednesday, July 5 at 8:15 a.m. To join the office hours, use the meeting information below.

### Microsoft Teams meeting

**Join on your computer, mobile app or room device**

[Click here to join the meeting](#)

Meeting ID: 215 626 355 619

Passcode: JHeWec

[Download Teams](#) | [Join on the web](#)

**Or call in (audio only)**

[+1 775-321-6111,,784484306#](#) United States, Reno

Phone Conference ID: 784 484 306#

[Find a local number](#) | [Reset PIN](#)

Additionally, schools may refer to the SPCSA [website](#) or direct specific questions to Rebecca Feiden at [Rebecca.Feiden@spsca.nv.gov](mailto:Rebecca.Feiden@spsca.nv.gov).

## 2 APPLICATION COVER SHEET

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### 2.1 GENERAL INFORMATION

Charter School/Holder: Young Women's Leadership Academy of Las Vegas

Campus Name<sup>4</sup>: Young Women's Leadership Academy (YWLA)

Sponsor Name: State Public Charter School Authority (SPCSA)

School Year<sup>5</sup>: 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: 3415 S. Mojave Rd.

City: Las Vegas State: NV Zip: 89121

Primary Contact Name<sup>6</sup>: Whitney McIntosh

Phone Number: (702) 979-9952 Email: [WMcIntosh@ywlalv.org](mailto:WMcIntosh@ywlalv.org)

### 2.2 APPLICATION SUBMISSION

Date of Charter School's Board's Approval of Transportation Plan: July 12, 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: \$42,328.00

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

YWLA is a unique school model with a unique enrollment challenge. Since YWLA predominantly enrolls students interested in an all-girls education model, our recruitment net is smaller than it is at co-educational schools. To realize our school's full potential, YWLA needs to increase our enrollment, and we believe that providing transportation will be a critical step toward reaching full enrollment.

Based on enrollment and application data (*see map in section 3.1(1) below*), YWLA believes a strategic bus route with bus stops in the radius between 1 mile and 4 miles from our campus will allow us to remove barriers for existing families and build on current trends to enroll more students from the areas where our students currently live.

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<sup>4</sup> 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.

<sup>5</sup> School year for which transportation funding is being requested.

<sup>6</sup> 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.



YWLA has been pursuing school transportation since before AB400 was introduced because we believe it is critical to our mission and commitment to equity. Our board’s first formal discussion about school transportation took place as early as September 15, 2022 as shown in the minutes for that meeting. Since that time, YWLA has explored the option of building transportation in-house, but we prefer to work with an external partner who has already provided student transportation in the past.

At an estimated cost of \$66,000, YWLA can secure an annual contract to provide full-size, yellow school bus transportation access for up to sixty (60) scholars every day. Based on budget limitations, this transportation plan does not include other forms of pupil transportation, although we are open to adding new transportation services in the future as our enrollment and allowable budget allocation allows.

Based on YWLA’s approved and audited Exceptional Enrollment Growth Adjustment (EEGA) included as [Attachment 5](#), YWLA is eligible to apply for \$42,328 in public charter school transportation funding under AB400. The Sands’ philanthropic foundation, Sands Cares, has graciously committed to provide supplemental funding necessary to bridge the financial gap between the transportation allocation awarded to YWLA under AB400 and the cost to launch a single-route transportation program for the 2023-24 school year.

## 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 been 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 ten (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.

Whitney McIntosh

July 12, 2023

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Primary Contact Name

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Date

*Whitney McIntosh*

Whitney McIntosh (Jul 13, 2023 16:06 PDT)

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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.

In anticipation of this transportation application, a family survey was conducted on behalf of YWLA. As of July 12, 2023, seventy-six (76) families residing in twenty-five (25) zip codes throughout the Las Vegas valley representing at least ninety-five (95) scholars, either accepted, confirmed, or registered to attend YWLA for the upcoming 2023-24 school year, were surveyed about school transportation.

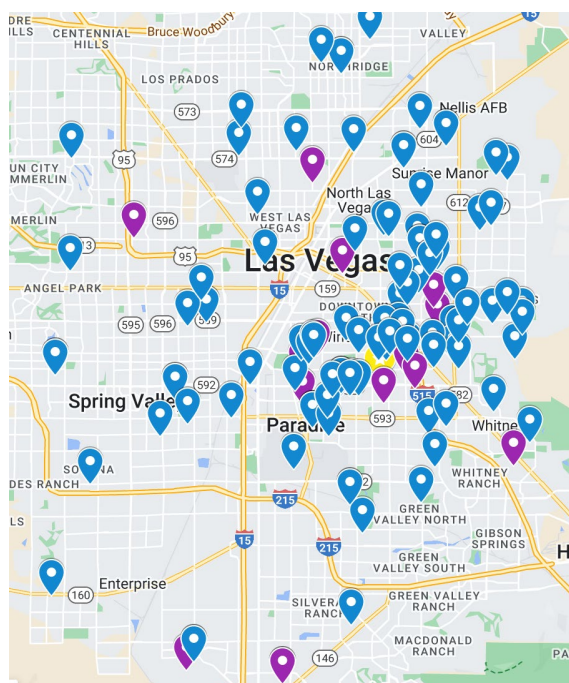
Sixty-five (65) of the seventy-six (76) families surveyed (85.5%) representing at least eighty (80) of the ninety-five (95) scholars (84.2%) indicated they would be interested in school transportation for the upcoming school year.

| Transportation Method | Families  | %           | Students  | %           |
|-----------------------|-----------|-------------|-----------|-------------|
| Parent/Guardian       | 56        | 73.7%       | 70        | 73.7%       |
| Public Transportation | 17        | 22.4%       | 21        | 22.1%       |
| Walk                  | 3         | 3.9%        | 4         | 4.2%        |
| <b>Total</b>          | <b>76</b> | <b>100%</b> | <b>95</b> | <b>100%</b> |

RTC bus routes provide some access to YWLA’s campus. The following routes provide direct access to YWLA’s campus with bus stops less than 5 minutes walking distance from campus:

- Route 203 (Spring Mountain / Desert Inn / Lamb)
- Route 111 (Pecos / Green Valley Pkwy)

During the relevant hours for morning and afternoon school transportation, each of these routes provide a bus every 20-30 minutes. YWLA advertises the option of RTC busing to families and helps families secure RTC bus passes; but most families are not comfortable sending their children to school, unaccompanied, on a public transit bus.



Based on our needs assessment developed through the recent family survey, a significant percentage (85%) of the families of YWLA scholars have expressed an interest in utilizing school bus transportation for the upcoming school year, if that option is available. YWLA has distributed new recruitment communications letting prospective families know about our plan to provide transportation (see section 3.2(1)(f) below). YWLA believes that a sufficient number of scholars will elect to use charter school transportation in order fill a school bus to its capacity during the upcoming school year.

The proposed bus stop map in section 3.2(4) below depicts the anticipated bus stops that we anticipate will have the greatest and most effective reach; however, YWLA is open to revising the proposed bus stop map as more students enroll and we complete an ongoing needs assessment. The map below shows where currently accepted, confirmed, or registered YWLA scholars reside in Clark County.

While students are geographically dispersed throughout approximately twenty-five (25) zip codes, there are obvious areas of higher concentrations, so the proposed bus stops on the map below reflect an attempt to serve areas in which a significant percentage of YWLA's students reside.

- 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.

If our proposed transportation plan is approved and funded, YWLA will be able to serve sixty (60) additional young scholars on our campus. The proposed plan would expand our transportation-free accessibility footprint to about twenty (20) square miles removing a significant barrier that could permit thousands more young scholars the opportunity to attend YWLA and further their educational aspirations, even if they do not have a ride to school.

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

**a. How do you plan to provide transportation to students?**

For this first phase of student transportation, YWLA anticipates serving sixty (60) scholars per day on a full-size yellow school bus managed by an external transportation partner. YWLA will also continue to distribute RTC bus materials and help families secure RTC buses and learn about RTC-OnDemand services.

**b. How many students will be served by the proposed transportation plan?**

At least sixty (60) young scholars per day would be served by phase one of this transportation plan. If YWLA were able to secure additional transportation funding from the state later in the year, YWLA would apply to amend its transportation plan in order to expand transportation services to a second bus route.

**c. What grade levels will be served by the proposed transportation plan?**

All YWLA students would be eligible for transportation, so this plan would serve grades 6-10 in the 2023-24 school year and expand to include grade 11 in 2024-25, and grade 12 in 2025-26.

**d. What geographic area(s) will be served by the proposed transportation plan?**

Please see the proposed bus stop map in section 3.2(4) below. This plan would primarily serve families living between 1 to 4 miles away from YWLA's campus.

**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.**

Young scholars with transportation required in their IEP will always have first priority access to transportation. For the remaining scholars, seats on the bus are granted on a first-come, first-served basis. If there is more demand than available seats, then students will go on a rank ordered list, similar to an enrollment waitlist at a charter school.

Most importantly, if there is a significant waitlist for transportation services, YWLA will aggressively seek to add additional bus routes.

f. Describe the implementation timeline for the transportation program.

YWLA is prepared to launch its charter school transportation plan in August 2023. YWLA has communicated to our families the school's commitment to provide school bus transportation to our YWLA scholars (*see example below*).

YWLA is working closely with a potential transportation vendor (LOI attached as **Attachment 2**), and the two remaining obstacles are securing final Nevada approval of the bus, and completing background check steps for the bus driver. As a prospective back-up alternative, YWLA is also working closely with a second potential transportation vendor that could also provide similar transportation services to YWLA's scholars.

A quote for the bus our vendor expects to purchase is attached as **Attachment 3**. YWLA has requested a female bus driver given the predominance of young women in its student body.

In coming years, YWLA hopes to increase our transportation program, adding at least one more route for the 2024-25 school year as YWLA continues to increase its grades and overall enrollment.

- 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).

YWLA has partnered with Nevada Prep Charter School since we first opened to learn about the benefits and costs of bus transportation. YWLA has completed its initial needs assessment as demonstrated in the results of its most recent family transportation survey but have not yet been able to afford to launch transportation services, until now.

YWLA is committed to transportation, equity, and access, but we want to keep our focus on teaching, learning, and building relationships. As a result, YWLA believes that the most efficient utilization of available financial resources is to outsource transportation services to an independent vendor such as Bright Yellow Lines, a mission-driven organization that is launching this year to help YWLA and schools like us provide transportation services to our families in response to the new opportunities provided by AB400. The parties' proposed scope of work is included in the LOI attached as [Attachment 2](#)).

In the alternative, YWLA has also explored outsourcing transportation services to a second independent transportation vendor, American Transportation, if necessary.

*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).

**a. Provide the number of vehicles, make and model of each vehicle, and capacity of each vehicle;**

The anticipated bus the proposed transportation partner would use to serve YWLA students in 2023-24 school year is a model year 2011, Class D Bus from International. A quote for this bus is attached as [Attachment 3](#). The bus is rated at eighty-four (84) students maximum, but we are estimating a capacity of sixty (60) scholars since YWLA's older secondary, scholars will likely fit two riders per bench while younger elementary, students may be able to fit three riders per bench.

**b. Provide the number of daily routes operated; and**

YWLA currently proposes utilizing one route per day in the morning and afternoon, until or unless additional public transportation funding is secured.

**c. 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).**

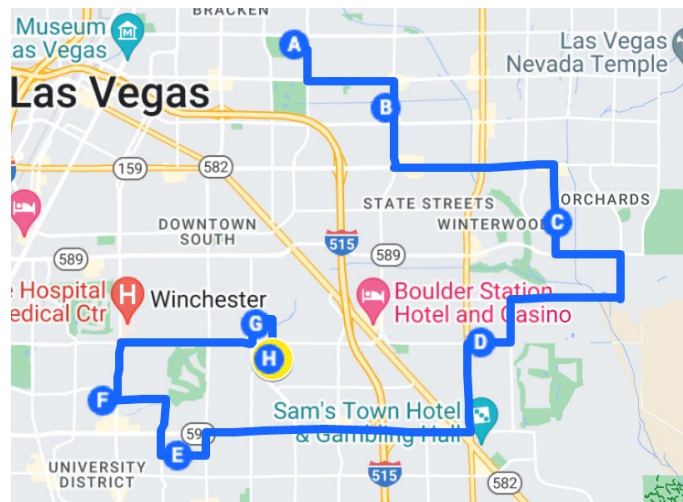
The bus route will serve up to sixty (60) scholars per day.

- 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.

The proposed bus route is designed to ensure that YWLA's scholars will arrive by the 7:30 a.m. breakfast start time. However, we realize this means the first bus stop could potentially be very early. Based on interest, or lack thereof, YWLA will evaluate student demand and could remove one or more of the proposed bus stops in order to shorten the overall length of the bus ride.

The tentative proposed bus route is described more fully below. Each of the proposed bus stops are safe, open, well-lit locations, all of which are schools, community centers, and parks. This proposed schedule of stops is subject to significant change as the school and vendor continue to survey the needs of YWLA’s families and young scholars.

| Bus Stop | Location                   | Time      |
|----------|----------------------------|-----------|
| Stop A   | Gary Reese Freedom Park    | 6:30 a.m. |
| Stop B   | William K Moore Elementary | 6:37 a.m. |
| Stop C   | John F. Mendoza Elementary | 6:47 a.m. |
| Stop D   | Hal Smith Elementary       | 6:55 a.m. |
| Stop E   | Lewis E. Rowe Elementary   | 7:10 a.m. |
| Stop F   | Molasky Family Park        | 7:15 a.m. |
| Stop G   | Winchester Cultural Center | 7:25 a.m. |
| Stop H   | Arrive on Campus at YWLA   | 7:30 a.m. |



- 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](#).

Student safety is the most important goal of YWLA’s transportation program. The myriad compliance requirements from the Nevada Department of Education (NDE) and the Nevada Highway Patrol (NHP) are helpful requirements to promote student safety, so YWLA and its vendor will ensure that each one is met fully and on time.

YWLA’s contract with any transportation vendor will include specific expectations to manage compliance requirements (e.g., annual bus inspections and driver assessments, records retention, drug testing, etc.). A compliance tracker provided to the SPCSA tracker shows how YWLA’s proposed vendor would be accountable to track and report for YWLA. New school bus guidelines are updated each year, so this tracker will be finalized as soon as the NDE adopts its revised guidelines for the 2023-24 school year, which we expect to happen later in July 2023.

- 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.

YWLA's transportation vendor will use a compliance tracker, which is also shared with SPCSA to ensure that any buses providing service to YWLA will meet all requirements from NDE, NHP, or any other relevant regulatory agencies.

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

All required safety and compliance documentation will be provided by YWLA's transportation vendor. One such requirement is to maintain an annual log of practice student evacuation drills which must be completed at least twice per school year, but which will be conducted once per month in the first quarter, and then quarterly, thereafter. New rider onboarding and family communication regarding bus safety and expectations will be required before any new riders can begin receiving school bus services.

- 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.*

Not applicable. YWLA does not intend to transport students to and from activities and programs with the subject school bus.

### 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.

**Academically**, transportation's greatest impact will be reducing absenteeism and tardiness of YWLA's young scholars if they may otherwise have difficulty getting to school. This claim is supported by [large-scale national research](#), especially when bus rides are not too long, and transportation is reliable. YWLA's chronic absenteeism rate during its inaugural 2022-23 school year was 37.2%, and our goal is to reduce it to 20% or lower in the 2023-24 school year.

**Financially**, YWLA's under-enrollment during its inaugural 2022-23 school year has had significant negative effects on YWLA's budget. YWLA attributes the lack of transportation as the most significant contributor to this under-enrollment phenomenon. The most significant benefit, by far, of student transportation will be to increase enrollment. If even half of the bus riders are new students, instead of existing students, this will generate nearly \$300,000 of additional revenue for YWLA.

**Operationally**, providing student transportation will allow the school's arrival and dismissal processes to run more smoothly. YWLA has faced pushback from neighbors and has agreed to keep all entrance and exit traffic limited to one driveway on Sego Drive. This means the efficiency of the traffic system is critical. The map below shows how a bus will be used to keep thirty (30) or more vehicles out of the afternoon traffic loop.



2) 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.

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\(4\)](#).



## 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.*

\_\_\_\_\_ 88 \_\_\_\_\_

- 2) As **Attachment 5**, provide a copy of the 4<sup>th</sup> 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? \_\_\_\_\_ Clark County \_\_\_\_\_  
*For reference, per pupil funding amounts by school district are included below.*

| School District   | Per Pupil Transportation Funding<br>(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.

YWLA graciously requests an exception to the allocation formula above.

**Context:** YWLA's maximum funding based on its EEGA audit would be \$42,328. Unfortunately, this amount is not enough funding to run a full-size school bus for a full school year. Although the Sands' philanthropic foundation, Sands Cares, has graciously committed to provide supplemental funding necessary to bridge the financial gap between the transportation allocation awarded to YWLA under AB400 and the cost to launch a single-route transportation program for the 2023-24 school year, YWLA respectfully requests the opportunity to apply for additional transportation funding as we are able to demonstrate enrollment growth during the 2023-24 school year.

**Proposed Exception:**

Step 1: Initially, YWLA applies for \$42,328 of transportation funding based on latest EEGA audit count.

Step 2: YWLA will thereafter submit its actual enrollment to SPCSA to qualify for supplemental transportation funding based on the Per Pupil Transportation Funding amount identified for Clark County in section 4(3) above.

## APPENDIX A: SAMPLE GOOD CAUSE EXEMPTION LETTER

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Those charter schools that are sponsored by the SPCSA which are not already approved to provide transportation to and from school will require an amendment to their charter contract. The transportation plan within the application serves as the amendment application. Because this amendment is being requested outside of the SPCSA's typical contract amendment windows, schools must include a request for a good cause exemption pursuant to NAC 388A.400. In addition to including a good cause exemption in the board's motion approving the transportation application, the school must provide a letter regarding the good cause exemption request. The following language may be used for the good cause exemption letter. This letter should be on the school's letterhead and signed by the school's board chair.

*This letter is provided to formally request a Good Cause Exemption to amend the [school name] charter contract outside of the traditional amendment cycle. This request was approved by the Governing Body of [school name] on [board meeting date]. The attached amendment application would formally establish transportation services to and from school at [school name]. Transportation would begin on or about [date].*

## APPENDIX B: SAMPLE BOARD MOTIONS

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**For a school that is requesting approval of the transportation plan and a contract amendment (SPCSA schools only):**

Approve the [school name] transportation plan and funding request for submission to the State Public Charter School Authority and approve the amendment request to add transportation of students to and from school, including a request for good cause exemption request to have the State Public Charter School Authority consider this amendment request outside of the established windows.

**~~For a school that is requesting approval of the transportation plan only (non-SPCSA schools and those SPCSA schools already approved to provide transportation to and from school):~~**

~~Approve the [school name] transportation plan and funding request for submission to the State Public Charter School Authority.~~

## APPENDIX C: FREQUENTLY ASKED QUESTIONS

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1. Can transportation funding be used for capital expenses?  
*Yes, transportation funding may be used for capital expenses, such as the purchase of a vehicle to transport students or the cost to retrofit a space to secure the transportation vehicles.*
2. Can transportation funding be used to contract with a vendor that will provide transportation services?  
*Yes, a charter school may use transportation funds to contract with a vendor to provide transportation services. Note that any transportation, regardless of whether it is provided by the school or a vendor, must comply with applicable statutes and regulations.*
3. Can transportation funding be used for capital and/or operating expenses associated with transporting students in vans?  
*Transportation funding may be used to fund expenses associated with vans, so long as they are vehicles designed to transport 10 passengers or less. Any vehicle designed for more than 10 passengers must comply with all laws and regulations pertaining to school buses.*
4. Can transportation funds be used to cover the cost of insurance related to transporting students to and from school?  
*Yes, transportation funds may be used to cover the cost of insurance related to transporting students to and from school.*
5. Can transportation funding be used to purchase public transportation passes?  
*Yes, transportation funds may be used to purchase public transportation passes for students.*
6. Can transportation funding be used for private motor coaches/buses that transport adults instead of school buses?  
*No, daily transportation operated by the school to transport students to and from school can only be provided on vehicles that meet the school bus requirements. The only exception is vehicles that are designed to transport 10 passengers or less.*
7. Can transportation funding be used for expenses associated with transporting students to field trips?  
*No, transportation funding can only be used for expenses related to transporting students to and from school.*
8. Can transportation funding be used for stipends or to reimburse parents for the costs associated with transporting their students to school?  
*No, transportation funding cannot be used for stipends or reimbursements to parents.*
9. What should be included in the budget?  
*The budget should 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 Budget Narrative must contain:*
  1. *Purpose of Cost (Why does the school need funds in this line item?)*
  2. *Beneficiary (Who will benefit from funds in this line item? E.g., Salary for one bus driver or Cost for one school bus to transport 25 students)*
  3. *Cost Calculation (Show your math. E.g., Funds for 1.0 FTE school bus driver at estimated \$32,000 annual base salary.)*

10. When will schools be able to receive transportation funds?

*Schools that receive awards for transportation funding will be reimbursed for expenses associated with the transportation plan and as detailed in the approved budget. In unique situations, the SPCSA may, at its discretion, provide transportation funding to a school in advance of the school expending the funds.*

11. What is the process and timeline for charter contract amendments and approvals?

*A charter school is only permitted to provide transportation to pupils if the school has approval to do so from its sponsor. See [NAC 388A.330\(4\)](#). Therefore, charter schools may be required to submit to their sponsor a contract amendment request in order to implement the transportation plan. For those schools sponsored by the SPCSA, any contract amendment associated with the implementation of the transportation plan will be considered as part of this application as detailed in section [1.4](#). Charter schools sponsored by school districts must work with their sponsor to gain approval of an amendment to provide transportation to pupils.*

12. Will transportation funding be renewed each year?

*Assembly Bill 400 only appropriates funds for the 2023-24 and 2024-25 school years. Schools that receive transportation funding during the 2023-24 school year will be prioritized to receive funding again in the 2024-25 school year. However, the Legislature will need to appropriate funding for charter schools beyond the 2024-25 school year.*

## Attachment 1: Board Agenda & Meeting Minutes



# NOTICE OF PUBLIC MEETING of the Board of Directors of Young Women's Leadership Academy of Las Vegas

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NOTICE IS HEREBY GIVEN THAT THE BOARD OF DIRECTORS OF YOUNG WOMEN'S LEADERSHIP ACADEMY OF LAS VEGAS, A PUBLIC CHARTER SCHOOL, WILL CONDUCT A PUBLIC MEETING ON JULY 12, 2023 BEGINNING AT 9:00 A.M. VIA ZOOM WEBINAR. THE PUBLIC IS INVITED TO ATTEND.

JOIN ZOOM MEETING:

<https://us02web.zoom.us/j/83806751481> OR VIA PHONE +16694449171 +16699009128

ATTACHED HERETO IS AN AGENDA OF ALL ITEMS SCHEDULED TO BE CONSIDERED.

**PLEASE NOTE:** THE BOARD OF DIRECTORS OF YOUNG WOMEN'S LEADERSHIP ACADEMY MAY 1) TAKE AGENDA ITEMS OUT OF ORDER; 2) COMBINE TWO OR MORE ITEMS FOR CONSIDERATION; OR 3) REMOVE AN ITEM FROM THE AGENDA OR DELAY DISCUSSION RELATED TO AN ITEM AT ANY TIME.

REASONABLE EFFORTS WILL BE MADE TO ASSIST AND ACCOMMODATE PHYSICALLY DISABLED PERSONS DESIRING TO ATTEND OR PARTICIPATE AT THE MEETING. ANY PERSONS REQUIRING ASSISTANCE MAY CONTACT DENA THOMPSON AT (702) 431-6260 OR [DENA.THOMPSON@ACADEMICANV.COM](mailto:DENA.THOMPSON@ACADEMICANV.COM) AT LEAST TWO BUSINESS DAYS IN ADVANCE SO THAT ARRANGEMENTS MAY BE MADE.

DENA THOMPSON IS THE CONTACT PERSON FOR THE MEETING AGENDA, SUPPORT MATERIALS, AND MINUTES. THE MATERIALS ARE AVAILABLE VIA EMAIL AT [DENA.THOMPSON@ACADEMICANV.COM](mailto:DENA.THOMPSON@ACADEMICANV.COM), BY VISITING THE SCHOOL'S WEBSITE AT [HTTPS://WWW.YWLALV.ORG/](https://www.ywla.lv.org/), OR AT 6630 SURREY ST., LAS VEGAS, NV 89119. FOR COPIES OF THE MEETING AUDIO, PLEASE EMAIL [DENA.THOMPSON@ACADEMICANV.COM](mailto:DENA.THOMPSON@ACADEMICANV.COM).

PUBLIC COMMENT MAY BE LIMITED TO THREE MINUTES PER PERSON AT THE DISCRETION OF THE CHAIRPERSON. **PLEASE EMAIL [DENA.THOMPSON@ACADEMICANV.COM](mailto:DENA.THOMPSON@ACADEMICANV.COM) TO SUBMIT OR SIGN UP FOR PUBLIC COMMENT IN ADVANCE.** PUBLIC COMMENT CAN ALSO BE MADE IN PERSON AT THE MEETING.

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## Attachment 1: Board Agenda & Meeting Minutes



The Young Women's Leadership Academy (YWLA) was established to nurture the intellectual curiosity and creativity of young women and to address their development needs. We cultivate dynamic, participatory learning, enabling students to experience great success at many levels, especially in the fields of math, science, and technology. Students are encouraged to achieve their personal best in and out of the classroom. YWLA strives to work with families and instill in the students a sense of community, responsibility, and ethical principles of behavior – characteristics that will help make them become leaders of their generation.

### **BOARD OF DIRECTORS**

**GUNLEK RUDER – Board Chair**

**MALA PANDAY – Board Vice Chair**

**ZAC HUDSON – Board Secretary**

**OLIVIA CARBAJAL – Board Treasurer**

**ROBERT GOLDSTEIN – Board Member**

**RAEANN BARNES – Board Member**

**ALEX BERNAL – Board Member**

**WHITNEY MCINTOSH – Principal**

**SARAH BOLDIN – Student Leadership Network**

### **MEETING OF THE BOARD OF DIRECTORS**

**JULY 12, 2023**

## **AGENDA**

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### **1. OPENING EXERCISES**

- a. **CALL MEETING TO ORDER AND ROLL CALL**

### **2. PUBLIC COMMENT**

*(NO ACTION MAY BE TAKEN ON A MATTER RAISED UNDER THIS ITEM OF THE AGENDA UNTIL THE MATTER ITSELF HAS BEEN SPECIFICALLY INCLUDED ON AN AGENDA AS AN ITEM UPON WHICH ACTION WILL BE TAKEN.)*

## Attachment 1: Board Agenda & Meeting Minutes



### 3. ACTION & DISCUSSION ITEMS *(ACTION MAY BE TAKEN ON THOSE ITEMS DENOTED "FOR POSSIBLE ACTION")*

- a. REVIEW AND APPROVAL TO SUBMIT A CHARTER AMENDMENT AND GOOD CAUSE EXEMPTION LETTER TO ADD TRANSPORTATION (FOR POSSIBLE ACTION)
- b. REVIEW AND APPROVAL OF LOI WITH BRIGHT YELLOW LINES (FOR POSSIBLE ACTION)

### 4. ANNOUNCEMENTS AND NOTIFICATIONS

### 5. PUBLIC COMMENT

*(NO ACTION MAY BE TAKEN ON A MATTER RAISED UNDER THIS ITEM OF THE AGENDA UNTIL THE MATTER ITSELF HAS BEEN SPECIFICALLY INCLUDED ON AN AGENDA AS AN ITEM UPON WHICH ACTION WILL BE TAKEN.)*

### 6. ADJOURN MEETING

THIS NOTICE AND AGENDA HAS BEEN POSTED ON OR BEFORE 9 A.M. ON THE THIRD WORKING DAY BEFORE THE MEETING AT THE FOLLOWING LOCATIONS:

- 1) [HTTPS://WWW.YWLALASVEGAS.ORG](https://www.ywlalasvegas.org)
- 2) 3415 S. MOJAVE RD., LAS VEGAS, 89121
- 3) [HTTPS://NOTICE.NV.GOV/](https://notice.nv.gov/)



# Attachment 1: Board Agenda & Meeting Minutes

**MINUTES  
OF THE MEETING OF THE  
YOUNG WOMEN'S LEADERSHIP ACADEMY  
BOARD OF DIRECTORS  
JULY 12, 2023**

The Board of Directors of Young Women's Leadership Academy held a public meeting on July 12, 2023 at 9:00 a.m. via Zoom meeting.

**1. CALL MEETING TO ORDER AND ROLL CALL**

The meeting was called to order by Member Ruder at 9:02 a.m. Present were Board members Gunlek Ruder, Zac Hudson, Robert Goldstein, and Raeann Barnes.

Members Mala Panday, Olivia Carbajal, and Alex Bernal were not present.

Also present were Principal Whitney McIntosh, David Blodgett, and Dan Wilson; as well as Academica representatives Paul Ballou and Colin Bringhurst

**2. PUBLIC COMMENT**

There was no public comment.

**3. CONSENT AGENDA**

**a. REVIEW AND APPROVAL TO SUBMIT A CHARTER AMENDMENT AND GOOD CAUSE EXEMPTION LETTER TO ADD TRANSPORTATION**

Principal Whitney McIntosh addressed the Board and expressed her appreciation for the opportunity to provide a transportation option for the school. Ms. Sarah Boldin addressed the Board and stated that affiliate schools of YWLA had seen success from adding transportation for students. Principal McIntosh stated that two viable options were available to provide transportation for the next school year.

Mr. Dan Wilson, with American Transportation, addressed the Board to introduce his company and the services they could provide. The company had been providing bus service since 2003 and currently operated four locations. They currently had 130 vehicles, including ADA vans, Sprinter vans, small school buses, large school buses, and coach buses. Mr. Wilson highlighted that their operations involved running sixty daily home-to-school routes for multiple schools. The company has already obtained a business license and operating authority in Nevada, ensuring compliance with regulatory requirements. He also emphasized the company's commitment to staff training, safety measures, and compliance standards. He noted that the company would provide real-time tracking of buses for parents.

Mr. David Blodgett addressed the Board and provided an update regarding his company and its previous introduction to the Board. He acknowledged that while his company may not possess the same scale as American Transportation, they had achieved six years of successful operation. Mr. Blodgett highlighted the company's collaboration with 4MATIV, to facilitate tracking, routing, and other related functionalities within their operations.

## Attachment 1: Board Agenda & Meeting Minutes

Mr. Paul Ballou addressed the Board to provide an update on the application process for transportation funding. He informed the Board that the State Public Charter School Authority (SPCSA) would review the applications during their meeting on July 28th. At present, the SPCSA had received two transportation applications.

Mr. Ballou explained that the SPCSA had developed a focused application that allowed for a more efficient consideration of all submissions, as they were expected to be largely similar. Based on enrollment data, funding would be allocated for up to 88 students, which equated to approximately \$42,000. However, an estimate provided by Bright Yellow Lines indicated that their proposed route would cost around \$66,000. This would create a deficit that must be addressed in the application. It was crucial for the application to demonstrate the financial feasibility of the transportation plan to the SPCSA.

Mr. Ballou noted that the eligible enrollment number for funding was 88 students; however, the school anticipated an enrollment of approximately 150 students. The SPCSA had set a deadline of September 30th for the first tranche of transportation funding applications. YWLA might receive additional funds to accommodate their higher enrollment if funding remained available beyond that date.

Member Ruder explained that the approval required now was to submit the application for adding transportation. The Board would not be committing to a provider or a route at the present time. He asked if there was a down side to moving forward with the application, to which Principal McIntosh and Mr. Ballou replied in the negative. Member Hudson asked if it would be sufficient to state in the application that the school had participated in conversations with private parties that would result in making up the funding gap, to which Mr. Ballou replied in the affirmative.

Member Hudson noted that, based on the number of schools expected to submit an application, the school should be approved for funding. He asked if there was any concern that the application would be denied. Mr. Ballou clarified that the average funding per student in the state was below \$500. Given the availability of \$7 million, there would be ample funds for 14,000 students. The likelihood of such a large number of schools applying for funds this year was low.

**MEMBER GOLDSTEIN MOVED TO APPROVE THE SUBMISSION OF A CHARTER AMENDMENT AND GOOD CAUSE EXEMPTION LETTER TO ADD TRANSPORTATION TO OUR CHARTER, PENDING THE FINALIZATION OF THE FINAL AMENDMENT DOCUMENT. MEMBER HUDSON SECONDED THE MOTION, AND THE BOARD VOTED UNANIMOUSLY TO APPROVE.**

### **b. REVIEW AND APPROVAL OF LOI WITH BRIGHT YELLOW LINES**

**THIS ITEM WAS TABLED.**

### **4. ANNOUNCEMENTS AND NOTIFICATIONS**

There were no announcements.

### **5. PUBLIC COMMENT**

There was no public comment.

## **Attachment 1: Board Agenda & Meeting Minutes**

### **6. ADJOURN MEETING**

**THE MEETING WAS ADJOURNED AT 9:29 A.M.**

**APPROVED ON:**

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**SECRETARY OF THE BOARD OF DIRECTORS  
YOUNG WOMEN'S LEADERSHIP ACADEMY**

**DRAFT**

## TRANSPORTATION SERVICES AGREEMENT

THIS AGREEMENT ("Agreement") is by and between Bright Yellow Lines, LLC, a Nevada Limited Liability Company ("Yellow Lines") with an address of 48 Vallejo Verde Street and Young Women's Leadership Academy, a Nevada charter school with an address of 415 S Mojave Rd, Las Vegas, NV 89121 ("Charter School") and is effective as of the date signed by the Charter School ("Effective Date").

THE PARTIES HEREBY AGREE TO BE BOUND BY THE FOLLOWING TERMS:

1. (RESERVED)
2. Term. The term of this Agreement ("Term") shall commence on the Effective Date and, unless earlier terminated pursuant to the terms of this Agreement, shall continue until either the last day the Charter School holds classes in the 2023-2024 school year or May 31st, 2024, whichever is later (the "Lapse Date").
3. Services. Rates. and Payment. Yellow Lines agrees to perform the following services for the Charter School at the following rates:
  - a. Services. During the Term, on each day the Charter School is in session and students are attending class (as reflected on the Charter School's school calendar available on its website or as otherwise identified in writing by the Charter School), Yellow Lines will provide the following services (collectively, the "Services"):
    - a Provide one sufficiently sized bus (the "Bus");
    - b To pick-up all the students identified by the Charter School from time to time (the "Bus Riders");
    - c During the scheduled times agreed upon during route planning.
    - d Drop the Bus Riders off at their respective stops as identified on the route map, as reflected in Charter School's approved transportation plan to the SPCSA, and as may be amended from time to time upon mutual written agreement of the parties (the "Route").

In the event of any delay in Service for any reason, Yellow Lines will immediately notify the Charter School of the delay's cause and estimated length. Yellow Lines will do everything it can, at its sole cost and expense, to minimize the delay and still provide Services that school day, including but not limited to providing a replacement Bus (meeting the requirements of this Agreement) to provide the Services.

\*\* If Gas prices rise about 4.75, there will be an additional charge to help cover the cost of gas at 100.00 per bus per month

- b. Fee. In consideration of the Services, the Charter School will pay Yellow Lines \$6,600 per bus for each month Yellow Lines provides the Services (the "Fee"), up to 10 months. In the event Yellow Lines is unable to provide the Services on a school day or provides significantly delayed Services, as determined by the Charter School, Yellow Lines will credit the Charter School an amount equal to the daily Fee for the given route.

- c. The Bus. Yellow Lines will ensure, at its sole cost and expense, every Bus it uses to provide the Services: (i) has properly functioning air conditioning and heat at all times; (ii) is clean and in safe operating condition; (iii) is lawfully able to be operated on public roads and highways in compliance with all applicable laws, regulations, and industry standards; and (iv) is well-maintained, properly serviced, and is at all times compliant with all applicable standards of the industry, including DOT and DPS guidelines and requirements.
- d. Invoices. At the beginning of each month, Yellow Lines will deliver an invoice reflecting the Fee, the number of actual days the Services were provided to the Charter School, as well as any credits due to the Charter School arising from the immediately preceding month. The Charter School will remit payment to Yellow Lines within 5 days of receiving Event Source's invoice ("Due Date"). In the event the Charter School has not sent payment within than five (5) days after the Due Date, then a \$25 late fee will be charged to the Charter School per day. In the event the Charter School has not sent payment within 15 days after the Due Date, Yellow Lines, in its sole discretion, has the absolute right to suspend its provision of Services to the Charter School until the invoice is paid by the Charter School, at which point Yellow Lines will resume the Services.
- e. Notice of termination of contract: Either party may terminate this Agreement, in its sole discretion and without further liability, by providing 30 days written notice to the other party.
- f. Insurance. At its expense, Contractor shall always maintain insurance coverage sufficient to cover its obligations under this Agreement, including at least:
  - a general commercial liability insurance of \$ 1,000,000 per occurrence and \$2,000,000 in the aggregate, including abuse and molestation coverage of at least \$ 1,000,000 per occurrence, advertising injury coverage, products and completed operations coverage, and independent contractors' coverage.
  - b comprehensive commercial automobile liability insurance covering all owned, non-owned, and hired automobiles with coverage (not excluding passengers) of at least \$5,000,000 Combined Single Limit Bodily Injury and Property Damage; and
  - c workers' compensation insurance meeting the statutory requirements and limits in Nevada.

For coverages (a) and (b), Yellow Lines will ensure the Charter School property is a covered location, will provide the Charter School with certificates of insurance and endorsements naming "Vista College Preparatory and its directors, officers, employees, and agents" as additional insureds and will provide a waiver of subrogation in favor of "Vista College Preparatory." All policies maintained by Yellow Lines in satisfaction of this Section must be issued on a primary and noncontributory basis and may not contain any insured vs. insured exclusions that would prejudice the Charter School's rights under the policies. Coverages required in this Section may be satisfied through a combination of coverages, including through an umbrella policy; however, all policies must be issued from a company rated A or better by A.M. Best and be licensed to do business in Nevada. Yellow Lines will provide the school with thirty (30) days' written notice of any cancellation, renewal, or material change to coverages.

The Charter School is not responsible for any fees arising out of this Agreement unless Yellow Lines provides the Charter School with effective certificates of insurance, endorsements, and waivers of subrogation, as required by this Section.

- g. Personnel. Throughout the Term, Yellow Lines will ensure that all persons providing Services, including Bus Aides and Drivers meet all requirements for Nevada school transportation personnel. Upon the Charter School's reasonable request, Yellow Lines will promptly (the person will not have further contact with Bus Riders unless approved in writing by the Charter School) replace any person it has assigned to provide Services with someone acceptable to the Charter School and who meets the above identified qualifications. Yellow Lines will ensure all its personnel conduct themselves at all times in a professional manner, enforce the Charter School's expectations for student conduct, and promptly report any Bus Rider misbehavior to the Charter School.

In addition to the foregoing and in accordance with all applicable Nevada statute and regulations, Yellow Lines will ensure all transportation personnel involved in carrying out Yellow Lines' s duties under this Agreement, including all drivers, possess: the appropriate license class for the size of school bus being operated, as issued by the Department of Transportation; a bus endorsement issued by the Department of Transportation; and a school bus certificate issued by the Department of Public Safety. Such personnel shall also maintain minimum standards and completed training and instruction, as required by Nevada statute and regulations.

- h. Compliance with Laws. At all times during the Term, Yellow Lines will remain compliant with all applicable state, local, and federal laws and regulations relating to the transportation of children.

The Charter school will provide a 100% fully refundable deposit in the amount of two weeks of transportation services at the beginning of the school year, that The Charter school would get back at the end of the school year. The deposit could be applied to the last invoice of the year or be paid back in full to the school.

4. Contractual Obligations of Charter School. The Charter School is responsible for the following under this Agreement:

- a. The Charter school will provide timely notice to Yellow Lines of any specialized transportation needs of Bus Riders and Yellow Lines shall thereafter, at Yellow Lines' s sole cost, fully meet such needs.
- b. The parties understand and agree that nothing in this Agreement shall be construed to create a partnership, joint venture, or employee/employer relationship between the parties and that Yellow Lines shall always be free to perform the same or similar transportation services for others, as well as engage in any other business activities or other fields of business.
- c. The Charter school will, in its sole discretion, notify Yellow Lines, in a timely manner, of any complaints made by Charter School staff or Bus Riders relating to any of Yellow Lines's staff and Yellow Lines shall promptly investigate, respond to, and, as necessary, remedy the issue underlying the complaint.

- d. Yellow Lines will provide to the school a copy of the Bus Insurance, drivers name, driver's license, fingerprint card and First Aid and CPR card.

Agreement and that they are not a party to any agreements, written or otherwise, that would materially conflict with the provisions of this Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date written in the preamble herein.

BRIGHT YELLOW LINES , LLC

Young Women's Leadership Academy

BY \_\_\_\_\_

BY \_\_\_\_\_

DATE \_\_\_\_\_

DATE \_\_\_\_\_

DRAFT

## **Bright Yellow Lines**

### **Full Transportation Services Scope of Work for Young Women's Leadership Academy**

For an annual contract of \$66,000, Bright Yellow Lines (BYL) will support Young Women's Leadership Academy (YWLA) in launching and operating a.m. and p.m. student transportation services.

Under this agreement, YWLA will not need to hire any drivers, purchase any buses, or budget for any unexpected expenses such as maintenance or fuel. BYL will invoice YWLA for a monthly fee and then will operate all aspects of the transportation operation.

Prior to providing any student transportation services to The School, BYL will provide the following services:

1. Provide a template for The School's State Public Charter School (SPCSA) charter contract amendment regarding the addition of pupil transportation.
2. Present to The School's board of directors on the benefits, costs, and compliance implications of pupil transportation.
3. Engage in route planning and scheduling.
4. Support The School's operations team with creating bus safety routines and procedures documentation (e.g., afternoon drop-off procedures for kindergarten riders who do not have an older sibling on the bus).
5. Support The School in drafting parent communication about bus routes.
6. Support The School in creating bus rider registration forms.
7. Review The School's student arrival and dismissal procedures and recommend bus loading and unloading procedures (DISCLAIMER: BYL are not civil engineers, so any implications for The School's traffic and circulation plans, or related permits are outside of this scope of work. However, BYL is available to consult with The School's civil engineer)
8. Provide a template for student bus expectations and discipline procedures. BYL will not interface with parents regarding student discipline decisions and ridership privileges.

Beginning in August 2023, BYL will provide the following ongoing services:

1. Provide before and after school transportation services based on the agreed upon schedule.
2. Support The School in submitting compliance reporting and reimbursement requests related to pupil transportation services.
  - a. Note: the specifics of this service are not yet defined because regulations and processes are not yet written, and state funding for transportation is not yet guaranteed.



# Attachment 5: Audited EEGA

## CERTIFIED ENROLLMENT WORKSHEET (New School or EEGA)

|  |
|--|
| <b>Instructions:</b>                             |
| 1. Please complete all applicable yellow fields. |
| 2. Email to Sponsor                              |

|                     |                                       |                     |
|---------------------|---------------------------------------|---------------------|
| <b>Sponsor Name</b> | State Public Charter School Authority | <b>Request Type</b> |
| <b>Charter Name</b> | Young Women's Leadership Academy      | EEGA                |

|                  |                                     |
|------------------|-------------------------------------|
| <b>Approver:</b> | Sponsor Representative              |
|                  | Charter Student Data Representative |
|                  | Charter Finance Representative      |

|              |
|--------------|
| <b>Date:</b> |
|              |
|              |

|                    |                |
|--------------------|----------------|
| <b>Fiscal Year</b> | <b>Quarter</b> |
| 2023-24            | 1              |

| Grade        | District of Residence |     |           |     |              |              |         |     |      |     |           |     |        |     |          |     |        |     |         |     |      |     |         |     |      |     |          |     | TOTAL  |     |        |     |            |   |              |              |
|--------------|-----------------------|-----|-----------|-----|--------------|--------------|---------|-----|------|-----|-----------|-----|--------|-----|----------|-----|--------|-----|---------|-----|------|-----|---------|-----|------|-----|----------|-----|--------|-----|--------|-----|------------|---|--------------|--------------|
|              | Carson                |     | Churchill |     | Clark        |              | Douglas |     | Elko |     | Esmeralda |     | Eureka |     | Humboldt |     | Lander |     | Lincoln |     | Lyon |     | Mineral |     | Nye  |     | Pershing |     | Storey |     | Washoe |     | White Pine |   | Full         | Wtd          |
|              | Full                  | Wtd | Full      | Wtd | Full         | Wtd          | Full    | Wtd | Full | Wtd | Full      | Wtd | Full   | Wtd | Full     | Wtd | Full   | Wtd | Full    | Wtd | Full | Wtd | Full    | Wtd | Full | Wtd | Full     | Wtd | Full   | Wtd | Full   | Wtd |            |   |              |              |
| Pre-K*       | -                     | -   | -         | -   | -            | -            | -       | -   | -    | -   | -         | -   | -      | -   | -        | -   | -      | -   | -       | -   | -    | -   | -       | -   | -    | -   | -        | -   | -      | -   | -      | -   | -          | - | -            | -            |
| K            | -                     | -   | -         | -   | -            | -            | -       | -   | -    | -   | -         | -   | -      | -   | -        | -   | -      | -   | -       | -   | -    | -   | -       | -   | -    | -   | -        | -   | -      | -   | -      | -   | -          | - | -            | -            |
| 1            | -                     | -   | -         | -   | -            | -            | -       | -   | -    | -   | -         | -   | -      | -   | -        | -   | -      | -   | -       | -   | -    | -   | -       | -   | -    | -   | -        | -   | -      | -   | -      | -   | -          | - | -            | -            |
| 2            | -                     | -   | -         | -   | -            | -            | -       | -   | -    | -   | -         | -   | -      | -   | -        | -   | -      | -   | -       | -   | -    | -   | -       | -   | -    | -   | -        | -   | -      | -   | -      | -   | -          | - | -            | -            |
| 3            | -                     | -   | -         | -   | -            | -            | -       | -   | -    | -   | -         | -   | -      | -   | -        | -   | -      | -   | -       | -   | -    | -   | -       | -   | -    | -   | -        | -   | -      | -   | -      | -   | -          | - | -            | -            |
| 4            | -                     | -   | -         | -   | -            | -            | -       | -   | -    | -   | -         | -   | -      | -   | -        | -   | -      | -   | -       | -   | -    | -   | -       | -   | -    | -   | -        | -   | -      | -   | -      | -   | -          | - | -            | -            |
| 5            | -                     | -   | -         | -   | -            | -            | -       | -   | -    | -   | -         | -   | -      | -   | -        | -   | -      | -   | -       | -   | -    | -   | -       | -   | -    | -   | -        | -   | -      | -   | -      | -   | -          | - | -            | -            |
| 6            | -                     | -   | -         | -   | 18.00        | 18.00        | -       | -   | -    | -   | -         | -   | -      | -   | -        | -   | -      | -   | -       | -   | -    | -   | -       | -   | -    | -   | -        | -   | -      | -   | -      | -   | -          | - | 18.00        | 18.00        |
| 7            | -                     | -   | -         | -   | 44.00        | 44.00        | -       | -   | -    | -   | -         | -   | -      | -   | -        | -   | -      | -   | -       | -   | -    | -   | -       | -   | -    | -   | -        | -   | -      | -   | -      | -   | -          | - | 44.00        | 44.00        |
| 8            | -                     | -   | -         | -   | -            | -            | -       | -   | -    | -   | -         | -   | -      | -   | -        | -   | -      | -   | -       | -   | -    | -   | -       | -   | -    | -   | -        | -   | -      | -   | -      | -   | -          | - | -            | -            |
| 9            | -                     | -   | -         | -   | 8.00         | 8.00         | -       | -   | -    | -   | -         | -   | -      | -   | -        | -   | -      | -   | -       | -   | -    | -   | -       | -   | -    | -   | -        | -   | -      | -   | -      | -   | -          | - | 8.00         | 8.00         |
| 10           | -                     | -   | -         | -   | 18.00        | 18.00        | -       | -   | -    | -   | -         | -   | -      | -   | -        | -   | -      | -   | -       | -   | -    | -   | -       | -   | -    | -   | -        | -   | -      | -   | -      | -   | -          | - | 18.00        | 18.00        |
| 11           | -                     | -   | -         | -   | -            | -            | -       | -   | -    | -   | -         | -   | -      | -   | -        | -   | -      | -   | -       | -   | -    | -   | -       | -   | -    | -   | -        | -   | -      | -   | -      | -   | -          | - | -            | -            |
| 12           | -                     | -   | -         | -   | -            | -            | -       | -   | -    | -   | -         | -   | -      | -   | -        | -   | -      | -   | -       | -   | -    | -   | -       | -   | -    | -   | -        | -   | -      | -   | -      | -   | -          | - | -            | -            |
| <b>TOTAL</b> | -                     | -   | -         | -   | <b>88.00</b> | <b>88.00</b> | -       | -   | -    | -   | -         | -   | -      | -   | -        | -   | -      | -   | -       | -   | -    | -   | -       | -   | -    | -   | -        | -   | -      | -   | -      | -   | -          | - | <b>88.00</b> | <b>88.00</b> |

\*IEP Required for PCFP-eligibility of PK students.

Charter School/Holder Name: Young Women's Leadership Academy  
 Campus Name: Main Campus

| Object Code                   | Function Code  | Quantity | Salary, Rental or Unit Cost | Narrative   |
|-------------------------------|----------------|----------|-----------------------------|---|
| Purchased Professional/Techni | Transportation | 10       | 4,232.80                    | <p>This is a monthly service fee to a transportation service provider to run one bus for YWLA students every morning and afternoon (paid over 10 months). Under this agreement, YWLA would have no other expenses (e.g., driver salaries and benefits, insurance, fuel, etc.)</p> <p>The actual cost of the agreement is \$6,600 per month, but YWLA will fund the remaining cost with private philanthropic support.</p> |