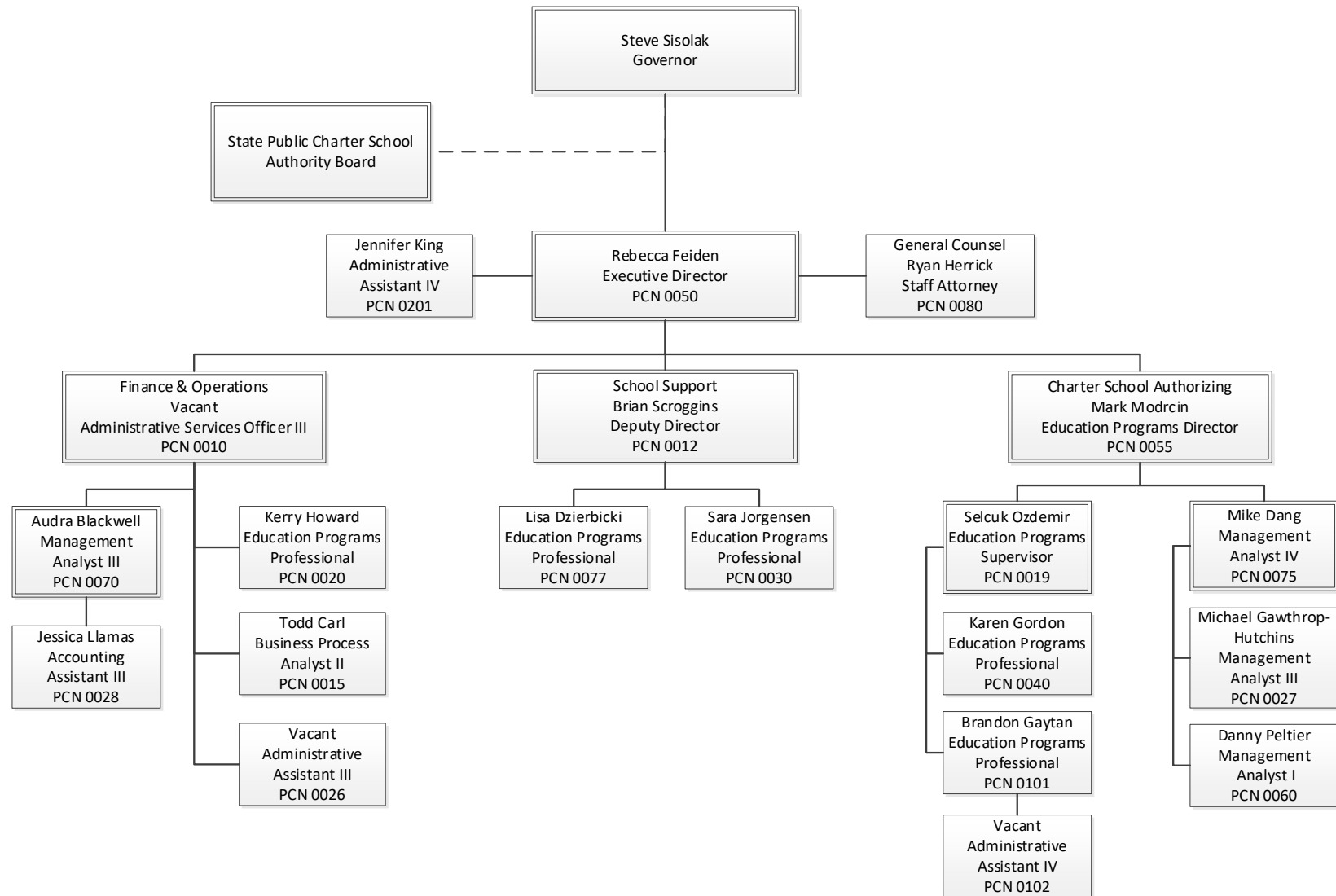


Nevada State Public Charter School Authority



December 18, 2019

STATE PUBLIC CHARTER SCHOOL AUTHORITY ROLES AND RESPONSIBILITIES

<h3 style="margin: 0;">Authority Board</h3>	<ul style="list-style-type: none"> Approves charter applications Approves charter amendments Approves renewal of schools Revokes written charters/terminates charter contracts Approves loan applications Adopts regulations related to applications, amendments, renewals, loans, and teacher quality Adopts strategic plan pursuant to Governor's Strategic plan and state budget priorities
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Executive Team

<u>Rebecca Feiden</u> , Executive Director	<ul style="list-style-type: none"> Oversee agency Support and implement Governor's legislative and policy agenda Act as formal Executive Secretary to the Authority Board
<u>Ryan Herrick</u> , General Counsel	<ul style="list-style-type: none"> Draft, prepare, and review legal documents, including charter contracts and amendments Represent the Authority regarding legal matters in communications with the public, schools, attorneys, and other state and local agencies Prosecute and defend the Authority in litigation and administrative proceedings, including charter school receiverships Serve as liaison with the office of the Attorney General Assist the Executive Director and staff to ensure, through enforcement and accountability measures, a quality public school choice for every Nevada child
<u>Jennifer King</u> , Administrative Assistant IV	<ul style="list-style-type: none"> Duties as assigned by the Executive Director

Authorizing Team

<p>Charter School Authorizing Mark Modrcin, Director of Authorizing</p>	<ul style="list-style-type: none"> • Oversee the authorizing functions of the Authority, including the review of new charter applications, charter renewals, non-renewals and revocations • Oversee the implementation and reporting of a performance framework, including any revisions that may be necessary • Lead the implementation of effective monitoring practices of schools, including site evaluations and other methods of oversight • Recommend the issuance of sanctions due to poor academic performance, financial or organizational problems or lack of compliance to the Executive Director and Authority Board • Define issues, perform research, analyze problems and recommend courses of action to the Executive Director and Authority Board
<p>Academic Framework Selcuk Ozdemir, Manager of Academic Performance</p>	<ul style="list-style-type: none"> • Lead academic assessment and accountability efforts • Lead the implementation and reporting of a performance framework, including making any revision recommendations that may be necessary to the Director of Authorizing, Executive Director and Authority Board • Lead the analysis and interpretation of academic performance and program data, making recommendation to leadership and the Authority Board • Liaise with the Nevada Department of Education to ensure that the SPCSA has robust and timely data
<p>Academic Framework Karen Gordon, Education Programs Professional</p>	<ul style="list-style-type: none"> • Responsible for the oversight of the academic framework • Assist in the review and renewal processes of public charter school applications, renewals, and contract amendment proposals • Conducts site visits and evaluations on a regular basis • Monitors assessment and accountability efforts • Analyzes and interprets education program data and ensuring compliance with state and federal requirements
<p>Organizational & Financial Framework Mike Dang, Manager of Organizational & Financial Performance</p>	<ul style="list-style-type: none"> • Responsible for the oversight of the financial and organizational frameworks • Assist in the review and renewal processes of public charter school applications, renewals, and contract amendment proposals • Lead the monitoring of the financial health of public charter schools through an understanding of financial statements

	<ul style="list-style-type: none"> • Monitor governing Board activity for schools to ensure that all public requirements are met
<p>Organizational Framework Danny Peltier, Management Analyst I</p>	<ul style="list-style-type: none"> • Assist with the oversight of the organizational framework and compliance monitoring • Assist with public charter school review processes for amendments, renewals and new applications • Responsible for significant interactions and communications with school leaders • Functions as the clerk of the Authority Board, leading reporting processes, communicating with stakeholders and maintaining precise records
<p>Financial Framework Michael Gawthrop-Hutchins, Management Analyst III</p>	<ul style="list-style-type: none"> • Conduct analysis and interpretation of financial audits and other financial submissions by schools. • Responsible for the oversight and maintenance of the financial framework • Functions as the primary financial liaison for sponsored schools • Calculate both short and long-term metrics that evaluate the financial health of schools • Assist in developing recommendations regarding the financial performance of schools
<p>Academic Framework Brandon Gaytan, Education Programs Professional</p>	<ul style="list-style-type: none"> • Analysis and interpretation of academic performance and program data • Assist in the review and renewal processes of public charter school applications, renewals, and contract amendment proposals • Analyzes and interprets education program data and ensuring compliance with state and federal requirements

Finance and Operations Team

Finance and Operations Oversight Vacant, Director of Finance and Operations	<ul style="list-style-type: none"> • Develop and manage agency budgets • Oversee federal and state grant programs • Manage agency fiscal and operating functions • Implement and revise policies, procedures, and internal controls • Manage and oversee implementation of technology initiatives • Oversee human resource and personnel support for the agency
Federal Funding Oversight Kerry Howard , Education Programs Professional	<ul style="list-style-type: none"> • Review/approve applications and spending plans from schools • Develop SPCSA federal and state categorical applications • Manage SPCSA total allocation and sub awards to schools • Review school blending and braiding of various funds
Accounting and Agency Budget Oversight Audra Blackwell , Management Analyst III	<ul style="list-style-type: none"> • Assist in building agency operating budget • Monitor agency revenue and expenditures • Manage accounting functions (accounts payable, accounts receivable, journal voucher, including federal grant sub-awards & disbursement) • Manage all agency contracts (except charters) • Provide personnel and payroll support for agency staff
Business Analysis/Technology Oversight Todd Carl , Business Process Analyst II	<ul style="list-style-type: none"> • Act as agency administrator for Infinite Campus, Epicenter, and Bighorn • Maintain agency website • Document system or process requirements and procedures • Develop and implement improvements to business processes • Project manage implementation of technology solutions for agency staff
Accounting Jessica Llamas-Gutierrez , Accounting Assistant III	<ul style="list-style-type: none"> • Review and process agency payments to vendors • Review and process billings from schools for pass-through of federal and state categorical funds • Reconcile agency budget status reports • Prepare agency payroll transactions
Administrative Support Vacant, Administrative Assistant III	<ul style="list-style-type: none"> • Provide administrative support to all agency staff • Assist with correspondence to schools • Process agency and board member travel requests/claims • Assist with Authority Board meetings

School Support Team

School Support Responsibilities

[Brian Scroggins](#), Deputy Director

- Oversee personnel involved with federal and state programs.
- Communicate effectively with SPCSA schools, through site-visits and personal contact, to serve the interests of students by continually strengthening the Authority's sponsored schools.
- Direct proactive community outreach to cultivate and maintain relationships with schools, community partners and other external stakeholders (diverse community groups, government agencies, Legislators, other authorizing agencies and charter school support organizations).
- Assist the Executive Director in establishing and overseeing the development of regulations, policies, procedures and work processes to support the SPCSA's mission, vision and goals

Northern Nevada

[Sara Jorgensen](#), Education Programs Professional

- Provide support to and oversee efficacy of federal and state programs in the following schools:

Alpine Academy
American Preparatory Academy
Beacon Academy of Nevada - Flamingo
Discovery Charter School - Hillpoint
Discovery Charter School - Mesa Vista
Doral Academy of Northern Nevada
Elko Institute for Academic Achievement
Equipo Academy School
Freedom Classical Academy
Honors Academy of Literature

Southern Nevada

[Lisa Dzierbicki](#), Education Programs Professional

- Provide support to and oversee efficacy of federal and state programs in the following schools:

Democracy Prep - Agassi
Coral Academy of Science - Centennial Hills
Coral Academy of Science - Eastgate
Coral Academy of Science - Nellis AFB
Coral Academy of Science - Sandy Ridge
Coral Academy of Science - Tamarus
Coral Academy of Science - Windmill
Doral Academy - Cactus
Doral Academy - Fire Mesa
Doral Academy - Red Rock

Imagine School at Mountain View		Doral Academy - Saddle	
Leadership Academy of Nevada		Doral Academy - West Pebble	
Mater Academy of Nevada - Bonanza		Founders Academy	
Mater Academy of Nevada - Mountain Vista		Futuro Academy	
Mater Academy of Northern Nevada		Learning Bridge Charter School	
Nevada Connections Academy		Legacy Traditional School - North Valley	
Nevada Preparatory Charter School		Legacy Traditional School - Cadence	
Nevada Rise Academy		Pinecrest Academy - Cadence	
Nevada State High School - Downtown		Pinecrest Academy of Nevada - Horizon	
Nevada State High School - Henderson		Pinecrest Academy of Nevada - Inspirada	
Nevada State High School - Southwest		Pinecrest Academy of Nevada - St. Rose	
Nevada State High School - Summerlin		Signature Preparatory	
Nevada State High School at Meadowood		Somerset Academy - Aliante	
Nevada State High School at Sunrise		Somerset Academy - Lone Mountain	
Nevada Virtual Academy - Sandhill		Somerset Academy - Losee	
Oasis Academy		Somerset Academy - North Las Vegas	
Quest Academy - Northwest		Somerset Academy - Sky Canyon	
Silver Sands Montessori		Somerset Academy - Sky Pointe	
Sports Leadership and Management Academy		Somerset Academy - Stephanie	