

STATE PUBLIC CHARTER SCHOOL AUTHORITY



RFA: Reduce in Enrollment in Existing Grade Levels

The SPCSA considers reductions to an approved enrollment cap to be a material change of the charter contract and require approval by the State Public Charter School Authority Board.

Executive Summary

Provide a brief overview of your school, including:

1. Identification of the school, its location(s), enrollment(s)(most recent ADE quarter), brief history, brief description of its board members and key leadership team members

Nevada Prep Charter School

1780 Betty Lane, Las Vegas, NV 891561

2. Statement and overview of the mission and vision

Mission: With a focus on academic achievement and leadership development, Nevada Prep Charter School educates every third- through 8th grade scholar to excel in high school, college, and life.

Vision: Every scholar exits NV Prep after eighth grade prepared to enter and succeed in a high school that aligns with their goals and aspirations. NV Prep scholars consistently gain admission to magnet, private, and public charter high schools, or they enter their neighborhood schools with a strong academic plan.

3. A summary explanation of the reasons that the charter school is seeking to make this specific requested change.

NV Prep is occupying its full permanent campus for the first time this year (2022-23). Due to challenges and delays in moving in, NV Prep delayed some planned enrollment growth. NV Prep hosted a short-term subtenant, with SPCSA approval, initially intended to last several weeks. The sublease was extended

through January 2023, due to facility delays at the subtenant's permanent campus. NV Prep now has several available classrooms but does not believe it a sound academic decision to enroll additional classes this late in the school year.

For 2024-25, NV Prep proposes subleasing 6 classrooms to The Rooted School, an approved SPCSA charter high school, so we request an enrollment decrease of 95 students. This change will be budget-neutral because the sublease revenue will replace any loss in enrollment-based revenue.

For 2026-26 and beyond, NV Prep requests a 25-student reduction. With the 15% enrollment cap flexibility in NV Prep's charter contract, this would still allow NV Prep to enroll more than 575 students. However, the school anticipates converting its facility lease to a purchase in the near future, and the significant savings that will result from more affordable facility financing will allow the school to slightly lower enrollment and dedicate more space on campus for elective classrooms.

4. Specifically identify the key reasons associated with this reduction in your enrollment cap.

Operations and Enrollment

1. Describe the steps the school is taking to respond to the enrollment challenges. Examples may be increased marketing, hiring of personnel dedicated to outreach, or other measures the school is implementing to address under enrollment.

Prior to 2022-23, NV Prep took advantage of its 15% enrollment cap flexibility to enroll additional students. Leading up to 2022-23 school year, with active, visible construction on campus recruitment was more challenging than usual. With a completed campus now, recruitment for 2023-24 has returned to a more normal pattern, and the school is on track to meet enrollment targets for August 2023. More than 225 current students are scheduled to return. Most of the non-returning students are eighth graders moving on to high school. As of February 2023, more than 60 additional students have applied as friends and family of current students. Additional students are enrolling based on word of mouth and seeing the school campus.

The lottery for 2023-24 is scheduled for March 15, 2023.

2. If the reduction in enrollment will impact staffing, please complete the staffing chart on the budget workbook. If the reduction in the cap will not impact staffing, please write no impact below.

The current year request does not affect staffing. The school is fully staffed for its current enrollment count. In 2023-24, if NV Prep subleases to the Rooted School, NV Prep would drop three classes, and would hire five fewer teachers.

- Please complete the enrollment charter with the proposed enrollment changes for the remainder of the charter term. Please feel free to add rows for grades and change columns to fit the charter term.

Original Charter Contract Enrollment

School Year	2021-22	2022-23	2023-24	2024-25	2025-26
Grade Levels	3-8	3-8	3-8	3-8	3-8
Enrollment	392	575	575	575	575

Proposed Revised Enrollment

Grade Level	Number of Students				
	2022-23	2023-24	2024-25	2025-26	2026-27
Third Grade	30	90	90	90	90
Fourth Grade	30	90	90	90	90
Fifth Grade	60	90	90	90	90
Sixth Grade	60	90	90	90	90
Seventh Grade	60	60	90	90	90
Eighth Grade	60	60	90	90	90
Total	300	480	540	540	540
RANGE (85 – 115%)	255 - 345	408 - 552	459 - 621	459 - 621	459 - 621

Financial

Other than the current (2022-23 school year) enrollment growth pause, the proposed enrollment and facility changes for the remaining years of the charter contract will have a positive effect on the school’s bottom line. The school is currently paying a facility lease with set purchase option dates. The school intends to exercise this purchase option within the next 12 months, which will reduce the school’s facility expense by nearly 50%.

The simplified budget workbook shows the significant savings of these facility changes. This facility savings allows the school to reduce one class from full enrollment to reserve more space for specials and enrichment activities.

- Please complete the [amendment budget workbook](#) and include as part of you amendment application submission.
- Provide a budget narrative including a detailed description of assumptions and revenue estimates, including but not limited to the basis for revenue projections, staffing levels, and costs. The narrative should specifically address the degree to which the school budget will rely on variable income (e.g., grants, donations, fundraising, etc.). There is no page limit for the budget narrative. Include the following: A detailed discussion of Per-Pupil Revenue: Use the figures provided in developing your budget assumptions.
- Given current the current enrollment of your school, discuss in detail the school’s plans to address the loss of revenues. Please reference the submitted budget as may be appropriate.

In addition to the information above, please submit

1. The agenda and approved/draft minutes of the meeting in which the governing board of the charter school approved the Request for Amendment.

See attached.

2. A board approved and board chair signed Good Cause Exemption letter along with the amendment application.



Special Board Meeting

Wednesday, February 22, 2023

5:30 p.m.

1780 Betty Lane
Las Vegas, NV 89156

Call 702-301-8118 or email info@nvprep.org with any questions or to receive copies of meeting materials.

Members of the public can join the meeting remotely by calling 702-301-8118 or by a Zoom videoconference at nvprep.org/boardmeeting.

With a focus on **academic achievement** and **leadership development**, Nevada Prep educates every third- through eighth-grade student for success in **high school, college, and life**.

AGENDA			
	Item	Lead	Content & Materials
I.	Call to Order & Roll Call	Jose	
II.	Public Comment #1	Jose	
III.	FY22 Audit from Clifton Larsen Allen (CLA) FOR POSSIBLE ACTION	CLA	<ul style="list-style-type: none">FY22 Fiscal Audit for Board Approval
IV.	Charter Contract Amendment Request (enrollment change only) FOR POSSIBLE ACTION	David	<ul style="list-style-type: none">DRAFT Charter Contract Amendment
V.	Management Report	David	<ul style="list-style-type: none">Transition & Succession Plan
VI.	Public Comment #2	Jose	
VII.	Adjournment	Jose	

- Board action may only be taken on agenda items marked "FOR POSSIBLE ACTION."

DRAFT MINUTES
of the meeting of the

NEVADA PREPARATORY CHARTER SCHOOL BOARD OF DIRECTORS

(February 22, 2023)
1780 Betty Lane Las Vegas, NV 89156
Virtual at nvprep.org/boardmeeting.

The meeting was called to order by Chair Jose Solorio at 5:40 p.m.

1. CALL TO ORDER & ROLL CALL

Present were: Andrea Simmons, Violeta Alcantara, Tamara Shear, and Shari Brown.

Absent with notice were: Jim McIntosh and Brandon Best

Jose Solorio joined briefly but due to an emergency, needed to sign off. He asked Tamara Shear to chair the meeting in his absence.

2. PUBLIC COMMENT

No members of the public made public comment.

3. FY22 AUDIT PRESENTATION

Jamie and Derrick from Clifton Larsen Allen provided a presentation of the FY2 budget. They answered questions, including about the GASB 87 lease standard and its effect on the bottom line.

Board members requested additional time to review the audit before voting to adopt it. An additional meeting was scheduled for that purpose.

4. CHARTER CONTRACT AMENDMENT REQUEST

David Blodgett provided an overview of the school's amendment request for the remainder of its current contract with CCSD. He reviewed an enrollment table for each year and described how a sublease for 2023-24 and converting the school's lease to a purchase option affected the school's bottom line and made the future enrollment change requests feasible.

5. ADJOURNMENT

Due to time constraints and the fact that another meeting was scheduled to continue the audit conversation. The meeting chair, Tamara Shear, adjourned the meeting, noting that there was nobody present for public comment. Meeting adjourned at 6:30 p.m.