

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 is located in East Las Vegas at 1780 Betty Lane, major cross streets being Nellis and Owens. Our enrollment this year has been higher than any other school year with our ADE for the second quarter of the 2023-2024 school year was 301.92. That is a 32 student enrollment increase from the previous year.

2. Statement and overview of the mission and vision

Our Mission

With a focus on academic achievement and leadership development, Nevada Preparatory Charter School educates every fifth- through eighth-grade student for success in high school, college, and life.

Our Vision

We envision a joyful, rigorous, and expanded middle school with best-in-class teaching, dedicated to equipping students with the knowledge, skills, and habits to choose and excel on a rigorous high school path that leads to college, career, and a life of opportunity for themselves and their families.

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

Nevada Prep Charter School is seeking to make an enrollment reduction due to the fact that the number of students in the previous two ADE reports has been under the estimated enrollment number. We are confident that by adjusting our enrollment we will be able to stay within the 10% enrollment window.

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

There was an over estimated enrollment by the previous administration of what enrollment could of been if all fiscal responsibilities were executed with due diligence, and while we have been able to increase enrollment reaching the predicted number of enrollment has been a challenge because of the school only being a 3rd-8th school and families wanting to have all their children at school if they are in kindergarten, 1st or 2nd grade.

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.**

To aid with maintaining our 10% threshold we have applied and been approved for the addition of kindergarten, 1st and 2nd grade. The addition of those grades will encourage families that were looking for an elementary/middle school to enroll with us. We have also participated in local events, within a 2 mile radius to make families aware of the school as an option for their students. Our 2 bus route options have also helped with recruiting students in different parts of the valley and not just locals.

- 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.**

No impact

- 3. 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.**

Grade Level	Number of Students				
	2023-24	2024-25	2025-26	2026-27	2027-28
K	0	32	40	44	48
1	0	32	40	44	48
2	0	32	40	44	48
3	30	48	52	56	60
4	45	48	52	56	60
5	60	48	60	66	72
6	65	60	72	75	78
7	65	60	72	75	78
8	65	60	72	75	78
Total	330	420	500	535	570

Financial

1. Please complete the amendment budget workbook and include as part of your amendment application submission or provide an updated budget in a workbook of your choosing.
2. 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.

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



Notice and Agenda
of a Public Meeting of the Board of Directors of
Nevada Preparatory Charter School

Meeting Information

Date: February 21, 2024
 Time: 5:30 p.m. Pacific Time (4:45 p.m. board members will be present to prepare for board meeting)
 Physical Location: NV Prep, 1780 Betty Lane, Las Vegas, NV 89156
 Virtual Location: nvprep.org/boardmeeting

Agenda Posting & Format / Procedures / Rules

Please see the Supplemental Information following the Agenda below.

Pre Board Meeting Activities (4:45pm-5:30pm)

Activity	Type of Activity	Main Facilitator
1. Refreshments	Networking	NV Prep Leadership Team
2. Board member fingerprinting	Compliance	Fingerprinting Company
3. Board Training	Compliance	Mark Gardberg

Board Meeting Agenda

#	Agenda Item	Type of Agenda Item	Main Presenter(s)
1.	Call to Order	<i>Information</i>	Board Chairperson
2.	Roll Call	<i>Information</i>	Board Chairperson
3.	Public Comment	<i>Information</i>	Board Chairperson
	<u>Note:</u> Comments from the public are welcome at this time. Please see the specific Public-Comment “Instructions / Rules” set forth in the Supplemental Information below.		
4.	Consent Agenda	<i>For Possible Action</i>	Board Chairperson; Executive Director
	<u>Note:</u> Information concerning the following consent agenda items has been provided to Board members for review prior to the meeting. The Executive Director recommends the passage of all Consent Agenda items in one motion. The Board may vote upon these items in one motion, but if any one Board member requests that an item be addressed separately, the Board will take that item out of the Consent Agenda and address it separately.		

#	Agenda Item	Type of Agenda Item	Main Presenter(s)
	(a) Approval of Meeting Minutes for meeting(s) held on 1/3/2024 <i>(For Possible Action).</i>		
	(b) Approval of the Template for Board Meeting Agendas <i>(For Possible Action).</i>		
5.	Executive Director’s Report	<i>Information</i>	Executive Director
6.	Important Upcoming dates	<i>Information</i>	NV Prep Leadership Team
7.	Financial Report	<i>Information</i>	Executive Director; EdTec
8.	Discussion & Possible Action Items	<i>For Possible Action</i>	Executive Director; Board Chairperson; School Council
	(a) School Reduction Amendment		<i>(For Possible Action).</i>
	(b) Gender Policy		<i>(For Possible Action).</i>
	(c) SB 245 MOU		<i>(For Possible Action).</i>
9.	Privileged & Confidential Attorney/Client Conference per NRS 241.015(3)(b)(2)	<i>Information, Deliberation</i>	School Council
	<u>Note:</u> per the Open Meeting Law (“OML”), this constitutes a non-public meeting that is statutorily exempt from the OML.		
10.	Potential Action(s) re. the Legal Matters Heard during the Preceding Item.	<i>For Possible Action</i>	Board Chairperson
	<u>Note:</u> this may consist, for example, of a decision to submit a written demand on a potential litigant (e.g., a cease-and-desist letter), to authorize litigation, to conduct further legal research, to propose a settlement to a litigant, or to tender a matter to insurance.		
11.	Requests from the Board of Directors	<i>Information</i>	Board Chairperson
	<u>Note:</u> this may consist, for example, of a request to place certain items on the Agenda of a future Board meeting, or to ask the Executive Director to prepare a report for a future meeting.		
12.	Public Comments	<i>Information</i>	Board Chairperson
	<u>Note:</u> Comments from the public are welcome at this time. Please see the specific Public-Comment “Instructions / Rules” set forth in the Supplemental Information below.		
13.	Adjournment	<i>For Possible Action</i>	Board Chairperson