



**STATE PUBLIC CHARTER SCHOOL AUTHORITY**

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**GUIDANCE MEMORANDUM**

**To:** Charter School Leaders

**From:** State Public Charter School Authority

**Date:**

**Subject:** Enrollment Monitoring and Support

**Introduction**

The State Public Charter School Authority (SPCSA) is beginning a project to enhance our oversight of special education in charter schools, specifically focused on equitable access for students with high levels of service needs including those with disabilities. Part of this process will include identifying individual schools' strengths and challenges, with the ultimate goal of providing appropriate training and supports.

**Timeline**

Beginning on {DATE}, the SPCSA staff members will be making random, unannounced phone calls to charter schools. The callers will represent themselves as parents of students with disabilities who are seeking information about admission to and enrollment in the school. Each caller will have a script/scenario from which they will operate, and respective school responses will be logged in a prescribed format for purposes of documentation and follow-up with the individual school as needed. The purpose of the call is to determine whether any caller is denied the right to apply to the school or discouraged from applying on behalf of their child.

- If the school answers all questions “correctly” (i.e., they do not say anything that could be interpreted as discriminating against students with a disability), the school will be notified of the call and that no issues were identified.
- If the school gives an answer perceived to communicate a barrier to open enrollment, a second call will be made on another date to assess whether the first answer was an anomaly or symptomatic of a systemic problem.

- If the second call elicits a response similar to the first, a SPCSA staff member will contact the school to communicate their responsibilities to serve all students, offer training to the school and make subsequent calls in order to monitor progress at the school.
- In future years, the SPCSA may also use email to monitor enrollment. However, this year, all monitoring will be conducted by phone.

Inspired by the term “mystery shopper” used in retail operations, we are calling this enrollment monitoring and support initiative the “mystery parent program.” We expect this process to improve schools’ intentionality about welcoming and connecting with parents of children with disabilities in appropriate and legal ways. In addition, this process will help to ensure that schools are in full compliance with NR 388A.453 as amended by Assembly Bill 78 of the 2019 legislative session.

### **Statutory References**

United States Department of Education – Frequently Asked Questions about the Rights of Students with Disabilities in Public Charter School under the Individuals with Disabilities Education Act

[https://sites.ed.gov/idea/files/policy\\_speced\\_guid\\_idea\\_memosdcltrs\\_faq-idea-charter-school.pdf](https://sites.ed.gov/idea/files/policy_speced_guid_idea_memosdcltrs_faq-idea-charter-school.pdf)

AB78 - AN ACT relating to education; revising provisions governing the operations of the State Public Charter School Authority; abolishing the Achievement School District; requiring an existing achievement charter school to convert to a charter school under the sponsorship of the State Public Charter School Authority or cease operations; and providing other matters properly relating thereto. [See Section 60]

<https://www.leg.state.nv.us/App/NELIS/REL/80th2019/Bill/6023/Overview>