



**EQUIPO ACADEMY CHARTER SCHOOL  
PROPOSED AMENDMENT  
RFA 8: LOTTERY CHANGE**

**RESPECTFULLY SUBMITTED BY BEN SALKOWE**

**ON BEHALF OF THE GOVERNING BODY OF EQUIPO**

**Approved November 8, 2021**

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## EXECUTIVE SUMMARY

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### About Equipo Academy

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Equipo Academy was the first charter school in the State Public Charter School Authority's (SPCSA) portfolio to be founded by East Las Vegas students, families, and educators. The founding team in 2015 sought to establish a five-star college preparatory secondary school for their community. Today, Equipo Academy stands on a record of strong academic, financial, and organizational performance.

The mission of Equipo Academy sets the school apart from both traditional public high schools and strict no excuses charter networks. The founding team of teachers and families designed the school to offer an open pathway to and through college. This meant that unlike magnet schools or selective charter schools, Equipo would welcome students regardless of past academic, discipline, or attendance records and would hold the same high expectations for college preparatory coursework and college acceptance when they graduated. While this means that absolute proficiency in early grades is often low, the strong supports and interventions offered at Equipo Academy along with the positive team and family environment ultimately lead to high growth over time and across subgroups and metrics. The above average growth of Equipo Academy middle school and emergent bilingual students led directly to the school's four and five star ratings, and the high rates of high school students' college and career readiness participation and completion demonstrate the cumulative effects of the school program over a student's secondary school career.

With this amendment application, the same team now seeks state approval to begin a partnership with another East Las Vegas, teacher-founded charter school (Futuro Academy) to form a complete K-12 pathway for students and families in our community.

### Proposed Amendment

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Equipo Academy is requesting a SPECIFIC RFA: Academic #8: Change(s) in lottery by entering into an articulation agreement with Futuro Academy, a public K-5 college preparatory charter school in East Las Vegas. Equipo Academy is seeking to put in place an articulation agreement as governed by NRS388.456 s1(d):

Before a charter school enrolls pupils who are eligible for enrollment pursuant to [NRS 388A.453](#), a charter school may enroll a child who:

(d) Is enrolled at a charter school with which the charter school has an articulation agreement, approved by the sponsor, providing for priority enrollment.

The requested lottery change, attached as Exhibit A in this amendment request, seeks to create:

1. Priority enrollment for students promoting from 5<sup>th</sup> grade at Futuro Academy into 6<sup>th</sup> grade at Equipo Academy
2. Put in place reciprocal priority enrollment for siblings enrolled at both campuses, and children of staff or board members employed at both campuses.

This request does not represent a change in academic model or target community, as both campuses are located in East Las Vegas approximately one mile from each other, and generally enroll students from within the same community.

The central goals of requesting this amendments are:

1. To provide an integrated, comprehensive K-12 education experience from two schools that share significant similarities in mission and vision
2. To promote greater collaboration in enhancing the family experience transitioning between elementary and secondary grades
3. To ultimately promote greater proficiency and mastery of academic content resulting college and career readiness of students in East Las Vegas enrolled at Futuro Academy and Equipo Academy

The schools are strictly and exclusively requesting to enter into an articulation agreement, attached as Exhibit B. There are no planned changes to governance, management, or fiscal structures in place for either charter holder, and no further amendments are being requested to any other facet of school operations for either charter holder as part of this amendment request.

### **Capacity and Assurances**

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Equipo Academy is a single site school whose founding school leader is still in place, (Ben Salkowe), and whose operational and instructional leadership teams are comprised of founding staff.

Equipo Academy engages in best practices for reviewing and revising all restorative justice disciplinary policies and practices to ensure constant progress towards equitable practices and outcomes, including regular reviews disciplinary data for subgroup trends. Both campuses are committed to restorative practices and to maximizing instructional time by adding scaffolds and supports for students to succeed in a school setting. Analyzing trends since the first campus' opening in 2015, both the overall volume and disproportionality of all methods of discipline has significantly decreased as a result of intentional actions by school leadership and staff, including targeted development of all staff. Record keeping is maintained in Infinite Campus to ensure easy internal and external data access for analysis and compliance.

Furthermore, Equipo Academy maintains a constant monitoring of enrollment trends to ensure a close match to community. Equipo Academy has made progress in reflecting the neighboring community schools' enrollment, including consistently meeting or exceeding standards by the SPCSA on all indicators for representation across demographic groups except for students with IEPs. Equipo Academy continues to work on closing that gap and is continuing to do so in 2021-22.

Our hope is that this enrollment articulation will create a venue for future collaboration with Futuro Academy in growing our capacity to meet all of the challenges above via collaboration across our educator and staff communities.

## **SPECIFIC RFA 8: Lottery Change**

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### **Current Enrollment Plan**

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Equipo Academy intends to effectively leave in place the same enrollment plan as prior years for the remainder of the charter contract, with only one material change – an amendment to priority policies to account for the articulation agreement attached as Exhibit B, resulting in the policy and enrollment plan attached as Exhibit A, described in the Executive Summary.

The potential change will be tentatively communicated with Equipo families beginning the last full week of November 2021 after successful submission of the Request for Amendment, with subsequent confirmation once the SPCSA provides final approval.

Additionally, the lottery priorities will be updated and posted on the Equipo Academy website once approved by the SPCSA, and then subsequently included in collateral produced in the course of the regular enrollment plan including but not limited to social media advertising, mailing campaigns, and in person events and orientations. The current application for Equipo Academy is included as Exhibit C.

**EQUIPO**  
**ACADEMY**  
**EAST LAS VEGAS COLLEGE PREP**

**Lottery Policies and Procedures**  
**2022-2023 Handbook**

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## **Overview**

Equipo Academy is a college-preparatory public charter school sponsored by the State Public Charter School Authority. While Equipo Academy is a tuition-free public school open to all students in Clark County, the school is not affiliated with the Clark County School District and maintains a separate application and enrollment process from any district schools. As a rigorous college preparatory school, the Equipo Academy Governing Body prepares lottery guidelines to manage enrollment cycles where there may be greater interest in the school than the school has the capacity to serve.

Pursuant to NRS 386.580, if the number of students applying for a specific grade at Equipo Academy should exceed the number of seats available in that grade, then applications will be chosen through a random lottery procedure. The goals of the Equipo Academy application, lottery, and enrollment process are accessibility, fairness, and efficiency.



## **Seats Available for Enrollment**

Equipo Academy expects to have 108 new sixth grade seats available for enrollment in its seventh year of operation, as well as any additional seats in grades seven through twelve that may be available.

Pursuant to NAC 386.353, eighth-year enrollment will be capped in each grade level to ensure a maximally effective educational program for all students. Individual grade level caps may be adjusted prior to the lottery based on returning students and retentions, but overall lottery enrollment will be based on the approved charter projection of 756 +/- 10 percent for 2022-2023.

- **108 seats in sixth grade**
- **108 seats in seventh grade**
- **108 seats in eighth grade**
- **108 seats in ninth grade**
- **108 seats in tenth grade**
- **108 seats in eleventh grade**
- **108 seats in twelfth grade**

While eventually every grade level at Equipo Academy will consist of 108 students, in the founding years enrollment will be limited in the high school grades as new students entering those grades will require greater support, interventions, and other resources to reach proficiency and excel in a college preparatory environment. A larger founding sixth grade class (moving into seventh grade in 2016-2017) was enrolled to maintain budgets during the founding growth years.

Each year after the first year of operation there will be 108 new sixth grade seats available as well as any seats in other grades opened by students who chose not to return to Equipo Academy. Based on the high retention rate of past programs run by the Equipo Academy founders, open seats in grades other than new sixth grade are expected to be extremely rare in the 2022-2023 enrollment season and subsequent years.

Equipo Academy has requested permission from its authorizer to offer more seats to more students and families and the above projections will be revised as soon as that permission is granted.

## **Application Process**

To achieve the goals of accessibility, fairness, and efficiency for all families, Equipo Academy will work carefully to ensure thorough advertising, diverse recruitment strategies, and a transparent application process.

### **Interest Forms** (to November 28, 2021)

Up to the opening of the enrollment application window, families may submit an interest form to be contacted when the window opens. Interest forms do not reserve a place in the program or constitute an actual enrollment application for the lottery. Rather, they add the family to an interest list which Equipo Academy staff contacts in the week preceding the enrollment window to inform them of the opportunity to submit an enrollment application. Each family that submits an interest form will receive a phone call or, if an e-mail is provided, an e-mail notifying them of the official enrollment window prior to November 28, 2021.

### **Enrollment Application Window** (5:00 p.m. on November 28, 2021 to 5:00 p.m. on January 28, 2022)

During the enrollment window, parents and guardians of prospective students will have the opportunity to submit an enrollment application for any new student entering grades served by Equipo Academy the following year. Enrollment applications may be completed online, in-person, and by mail.

All interested families will be encouraged to submit an application and the application itself shall be reviewed by counsel to ensure no questions or statements are included that may preclude an eligible student or family from believing they are eligible to apply. All applications, regardless of method, must be received by 5:00 p.m. on January 28, 2022.

### **Lottery** (5:00 p.m. on January 31, 2022)

In the event there are fewer applications than seats available in a grade, or exactly the number of applications as seats available in a grade, all students who submitted an application for that grade will be automatically admitted. In the event there are more applications than seats in a grade, all applications submitted during the enrollment application window will be entered into a lottery following the procedures described in this manual.

### **Registration Window** (12:00 a.m. on February 2, 2022 to 11:59 p.m. on February 22, 2022)

During the registration window all admitted students will have at least 15 days to confirm their enrollment by submitting registration paperwork. Further discussion of the registration window is included in this manual.

### **Late Application/Registration Window** (5:01 p.m. on January 28, 2022 until enrollment full)

Applications submitted after the close of the enrollment window will be timestamped and maintained separately until all applications submitted within the window are either admitted or

entered into a lottery. After such time as those applications are processed, late applications will be processed on a first come, first served basis, following the rules for late applications.

## **During the Enrollment Application Window**

Enrollment window dates will be both highly publicized and clearly defined. All staff and volunteers assisting with or coordinating recruitment will be trained extensively to communicate to families that Equipo Academy is a free public school open to all Nevada residents, that there is no cost to apply or attend Equipo Academy, that there are no academic or other requirements for enrollment, and that the school is built around intensive interventions designed to provide all students, including those who may be ELL or SPED, with a college-prep education.

All applications, whether submitted online, in person, or on paper, will be processed through a leading provider of charter school enrollment application services (SchoolMint) which will allow families to confirm that their applications have been received, to check status of applications after the lottery, and to make a decision to accept or withdraw their seat.

Pursuant to Equipo Academy's founding charter, the school will maintain an enrollment window of no less than 30 consecutive days. Families may apply to Equipo Academy at any time during the Enrollment Window.

### **Online**

Families apply online from a computer, tablet or mobile device. The online application is made available in English and Spanish, and includes a phone number for assistance in the event another translation is needed.

### **In Person**

Families may attend any of five different public recruitment events during the enrollment window to apply using a kiosk or with staff member assistance. Staff members and volunteers will be on hand ready to translate assistance.

### **On Paper**

Families more comfortable with a traditional paper application may download a paper application, obtain one at a local library, or request one by calling Equipo Academy. The paper application will be made available in English and Spanish, and will include a phone number for assistance in the event another translation is needed. Any paper application must be submitted by mail or in person to Equipo Academy before the window closes. For this reason, certified mail is strongly recommended if a paper application cannot be submitted in person.

When a completed application is received through any of these methods the applying family will receive a confirmation of their application sent to the primary parent/guardian e-mail address, if one is provided, for each student application received. If an e-mail address is not provided, the application system will make one attempt to reach the parent/guardian by SMS text to confirm receipt of the application. All applications will note that any parent/guardian who has not received a text or e-mail confirmation of their application well before 5 p.m. on Friday, January

21, 2022 is *strongly* encouraged to contact Equipo Academy using the contact information provided at the time of application to ensure receipt of their application before the lottery.

# Lottery Exemption and Priority Groups

## Students Exempted from Equipo Academy Lottery

Any currently enrolled Equipo Academy student will be exempted from any application or lottery. This exemption is only applicable to currently enrolled Equipo Academy students and does not apply to previously enrolled students or students whose enrollment has been withdrawn due to unknown whereabouts.

When the total number of applications in any grade is less than the number of seats available, all students applying for that grade will be exempted from a lottery and automatically notified of their eligibility to enroll.

Beyond these exemptions, whenever more *new* students have applied for a seat than there are seats available in any grade, all *new* students applying during the enrollment window for seats in those grades will be entered into a lottery.

## Students Given Priority in the Equipo Academy Lottery

As the first college preparatory public charter school for students in East Las Vegas, Equipo Academy is committed to serving underserved students. To maintain this commitment, students seeking enrollment through an Equipo Academy Lottery will be given priority in several defined groups before a general lottery is held. In the event that a student is eligible for multiple priority groups, they will be placed by default in the first priority group that is eligible for enrollment.

### Priority Group 1: Siblings of Current Student

A student applying for a seat at Equipo Academy will be placed in the first priority group if they have a sibling who is currently enrolled in Equipo Academy. Because no students will be enrolled at Equipo Academy at the time of the first lottery, this priority group will not be offered until the second year lottery.

### Proposed Group 2: Current Students/Siblings of Students at a Partner Elementary School

A student applying for a seat at Equipo Academy will be placed in the second priority group if they are a currently enrolled fifth grade student, or sibling of any student, at an elementary school with which Equipo Academy maintains an active articulation agreement for priority enrollment. This definition for a current student/sibling of a student at a partner elementary school leads to two distinct priority groups in the Equipo Academy Lottery.

#### *Priority Group 2A: Actively Enrolled Fifth Grade Students at a Partner Elementary School*

This priority group will include fifth grade students at Futuro Academy who are eligible for promotion to sixth grade to start the 2022-2023 school year. This priority will continue to be

offered each year an articulation agreement is actively in place with Futuro Academy and/or any other partner elementary school.

*Priority Group 2B: Siblings of Any Actively Enrolled Students at a Partner Elementary School*

This priority group will include any rising sixth through twelfth grade siblings of currently enrolled students at an elementary school with an articulation agreement for lottery priority actively in place, including Futuro Academy in the 2022-2023 school year.

**Priority Group 2 3: Children of Employees, Committee to Form, or Board Members**

A student applying for a seat at Equipo Academy will be placed in the second priority group if they are the child of a person who is employed by Equipo Academy, who served on the Committee to Form Equipo Academy, or who is a member of the Governing Body of Equipo Academy at the time of the lottery.

**Priority Group 3 4: Students Considered “At-Risk” Pursuant to NRS 386.500**

A student is considered “at risk” in accordance with NRS 386.500 if the student has either an economic or an academic disadvantage that requires special services or assistance for success in school. NRS 386.500 specifically excludes a disability from qualifying a student to be defined as “at risk”.

Pursuant to NRS 386.580, Equipo Academy intends to prioritize lottery application forms for at risk students under three definitions provided in the statute. These definitions for at risk students were chosen by the Committee to Form Equipo Academy based on the student populations in East Las Vegas most underserved by current public schools options as reflected in achievement and graduation rates.

- Federal Free and Reduced Price Lunch (FRL) Eligibility. To meet this definition of “at risk” a student’s parent or guardian must check on their enrollment application that the student has been found eligible for FRL for the current school year or would be eligible based on the federal guidelines. Any student who is automatically eligible for FRL under federal guidelines due to current confirmed SNAP or other similar program participation may be placed in this priority group automatically. Any student living in a temporary or homeless situation as defined by federal or state regulations (*see McKinney-Vento Homeless Education Assistance Improvements Act of 2001*) is both automatically eligible for free breakfast and lunch and automatically eligible for prioritization in the Equipo Academy lottery. Staff and volunteers working on enrollment will be trained to help advise families on whether they can confirm their student’s eligibility for FRL.
- Classification as an English Language Learner (ELL). To meet this definition of “at risk”, a student must be currently classified as or eligible to be considered ELL on enrollment. A parent or guardian may check on their student’s enrollment application that they have received a determination letter of English Language Learner status from the student’s current school or that English is not the primary language spoken at the student’s home and the student may qualify for ELL services on their enrollment.

Additionally, NRS 386.580(2)(e) allows that when a school is “located within an area that the sponsor determines includes a high percentage of children who are at risk”, lottery application forms may be prioritized for any student living within two miles of the charter school.

- Parent/Guardian Residence Within 2 Miles of Equipo Academy. To meet this definition of “at-risk”, a parent/guardian must provide proof of address within a 2 mile radius of Equipo Academy. Proof of address may include a power, water, or gas bill or a rental/lease or mortgage/escrow statement. If a student is living with a friend or relative due to economic hardship, a parent/guardian may bring a notarized letter signed by the property owner or lease holder stating that the student is currently residing at their residence. A family without a current address due to a temporary or homeless situation who is attending a district school within two miles of Equipo Academy or who is residing within two miles of Equipo Academy will also be eligible for this priority group.

The above definitions for an “at risk” student lead to three distinct priority groups in the Equipo Academy Lottery.

*Priority Group 3 4A: “At Risk” and Living within Two Miles of Equipo Academy*

A student applying for a seat at Equipo Academy will be placed in the 3 4A priority group if a parent/guardian has confirmed FRL status/eligibility (or automatic FRL status) or ELL classification/eligibility, and proof of residence within two miles of Equipo Academy or is currently considered to be living in a temporary or homeless situation.

*Priority Group 3 4B: “At Risk” and Living More than Two Miles from Equipo Academy*

A student applying for a seat at Equipo Academy will be placed in the 3 4B priority group if a parent/guardian has confirmed FRL status/eligibility (or automatic FRL status) or ELL classification/eligibility, but proof of residence shows that they live more than two miles from Equipo Academy.

*Priority Group 3 4C: Not “At Risk” but Living within Two Miles of Equipo Academy*

A student applying for a seat at Equipo Academy will be placed in the 3 4C priority group if a parent/guardian has not provided proof of FRL status (or automatic FRL status) and not provided proof of ELL classification, but proof of residence does confirm that the student lives within two miles of Equipo Academy.

**General Lottery Group**

After students in each priority group have been selected for enrollment or placed on a wait list, remaining lottery application forms in a general lottery group will be selected for enrollment or placed on a wait list.



# Lottery Procedures

## The Lottery

The 2022-2023 Equipo Academy Lottery will be held on January 31, 2022, at 5 p.m. at Equipo Academy's main office. Equipo Academy is committed to conducting an accessible, fair, and efficient lottery system that follows all procedures outlined here and allows all families time to make the best choices for their children.

The lottery will be conducted electronically by school staff under the observation of a third-party auditor who will certify the results. All lists will be printed, dated, and time-stamped for official record-keeping. Out of respect for the privacy of all families, the Equipo Academy school lottery may be closed to the public, if permitted by the school sponsor and state law and regulations. Certified records of the lottery will be maintained in the main office for inspection by the school sponsor and/or State Department of Education.

To ensure a successful lottery, Equipo Academy will organize a public practice of the lottery procedure including all staff and the third-party auditor at least five days prior to the actual lottery.

## Sibling Policies

If a parent/guardian submits an enrollment application for a new student/s who has a sibling (including a half-sibling, step-sibling, legally adopted sibling or children in a foster home) currently enrolled at Equipo Academy, the applying student/s will be placed in the sibling priority group.

Anytime a parent/guardian submits enrollment applications for new students who are siblings, even if they do not have a currently enrolled sibling, they will have two choices.

- **Submit separate applications.** This procedure is intended for families who want the maximum opportunities for *any* of their children to be admitted in the lottery and are willing to enroll even if only some of their children are admitted. Each student will have their own chance at admission through the lottery, but it is possible one student may be selected and another may be placed on the wait list.
- **Submit a sibling group application.** This procedure is intended for families who want all of their children to be admitted together and who are *only* willing to enroll if all of their children are admitted. In this option, all students will be submitted under one name and the parent may choose which of the children's grades to enter under. If the entered name is selected for that grade-level, all siblings will be placed in their respective grades or may be placed at the top of the grade's wait list if the grade is already full.

By default, the “submit separate applications” choice will be applied to sibling applications unless a parent specifically indicates an interest in a sibling group application.

## After the Lottery

Once Equipo Academy lottery results have been certified by a third-party auditor, staff will send electronic and paper notifications to all families who applied.

### Notification Letters (Admitted Students)

Following the lottery, electronic or paper notification letters will be sent to all admitted families on February 1, 2022. Letters will include a registration packet/form, a website link, and a phone number that families may contact to confirm their intent to enroll and register by 11:59 p.m. on February 22, 2022. A family may respond through any of the three methods. Following similar procedures for traditional district schools of choice in Clark County, a parent/guardian must return a response letter, respond online, or respond by phone to confirm their intent to enroll within 15 days of the notification letters being sent. To ensure every parent/guardian is fairly notified, multiple means of communication will be used as outlined below.

By February 2, 2022	By February 9, 2022	By February 17, 2022
<u>First Notification</u> Electronic or paper notification letters sent to all admitted families.	<u>Second Notification</u> Phone calls will be made to all admitted families who have not responded to notification letters.	<u>Third and Final Notification</u> Postal mail letters sent to all admitted families whose electronic letters have bounced or phone numbers have failed.

If the parent/guardian of an admitted student responds that they no longer intend to enroll, they will be removed from the admitted student list so the seat may be offered to a student on the wait list. On February 23, 2022 at 12:00 a.m., any admitted students who have not responded expressing their interest in the three notifications will be removed from the admitted students list so the seat may be offered to a student on the wait list.

In the event that a parent/guardian of an admitted student communicates interest in enrollment to the Equipo Academy school leader but is unable to confirm an intent to enroll (ie. due to a difference of opinion in a shared custody arrangement or other special circumstance) the school leader may choose to hold a place beyond February 22, 2022 while awaiting further instruction (ie. from outside counsel or a family court).

### Notification Letters (Wait List Students)

Following the lottery, electronic or paper notification letters will be sent to all wait list families on February 3, 2022. Letters will include a response form/card, a website link, and a phone number that families may contact to confirm their interest in remaining on the Equipo Academy wait list by 11:59 p.m. on February 18, 2022. Following similar procedures for traditional district schools of choice in Clark County, a parent/guardian must return a response card, respond online, or respond by phone to confirm their interest in remaining on the waitlist within 15 days of the

notification letters being sent. To ensure every parent/guardian is fairly notified, multiple means of communication will be used as outlined below.

By February 3, 2022	By February 10, 2022	By February 18, 2022
<u>First Notification</u> Electronic or paper notification letters sent to all wait list families.	<u>Second Notification</u> Phone calls will be made to all wait list families who have not responded to notification letters.	<u>Third and Final Notification</u> Postal mail letters sent to all wait list families whose electronic letters have bounced or phone numbers have failed.

If the parent/guardian of student on the wait list responds that they are no longer interested in enrolling, they will be removed from the wait list. On February 19, 2022 at 12:00 a.m., any students on the wait list who have not responded expressing their interest in the three notifications will be removed from the wait list prior to open spots being assigned.

In the event that a parent/guardian of a wait list student communicates interest in enrollment to the Equipo Academy school leader but is unable to confirm their interest in the wait list (ie. due to a difference of opinion in a shared custody arrangement or other special circumstance) the school leader may choose to keep them on the wait list beyond February 2022 while awaiting instruction (ie. from outside counsel or a family court).

**Placement of Students from Wait List**

On February 23, 2022, Equipo Academy staff will begin to send electronic or paper notification letters to wait list families who submitted applications for the lottery but were not offered seats, following the random lottery order in which they were drawn during the lottery after all seats were filled. Letters will include a response card, a website link, and a phone number that families may contact to confirm their interest in remaining on the Equipo Academy wait list. Following similar procedures for traditional district schools of choice in Clark County, a parent/guardian must return a response card, respond online, or respond by phone to confirm their intent to enroll within 15 days of the notification letters being sent.

By February 25, 2022	By March 3, 2022	By March 8, 2022
<u>First Notification</u> Electronic or paper notification letters sent to all admitted families.	<u>Second Notification</u> Phone calls will be made to all admitted families who have not responded to notification letters.	<u>Third and Final Notification</u> Postal mail letters sent to all admitted families whose electronic letters have bounced or phone numbers have failed.

If the parent/guardian of admitted student responds that they are no longer interested in enrolling, they will be removed from the admitted student list so the seat may be offered to another student on the wait list. On March 14, 2022 at 12:00 a.m., any admitted students who have not responded

expressing their interest in the three notifications will be removed from the admitted students list so the seat may be offered to a student on the wait list.

In the event that a parent/guardian of an admitted student communicates interest in enrollment to the Equipo Academy school leader but is unable to confirm an intent to enroll (ie. due to a difference of opinion in a shared custody arrangement or other special circumstance) the school leader may choose to hold a place beyond March 14, 2022 while awaiting instruction (ie. from outside counsel or a family court).

### **New Applicants after Close of Enrollment Application Window**

Enrollment applications received after 5:00 p.m. on January 28, 2022, will be considered late and will not be included in the lottery. Late applications will be date and time-stamped and will be placed in open seats after the lottery is conducted on a first-come, first-served basis. Once all open seats have been filled, interest forms will be added to the wait list on a first-come, first-served basis, as is the practice at best in class charter schools across the nation. Additional clarifications on first-come, first-served policy can be found further in this section.

### **Remaining Open Seats**

Any seats still open after the first enrollment window will be filled through ongoing outreach and recruitment events as needed after the first enrollment window closes. When a family is identified or expresses interest in enrollment procedures will be followed for new applicants after the deadline for lottery stated above.

### **Seats that Open After Enrollment**

In the event that an admitted student completes an intent to enroll form but later

- ➔ Notifies Equipo Academy of their intent to decline enrollment.
- ➔ Enrolls at another school and must be withdrawn pursuant to NRS 387.200, 387.215.
- ➔ Does not complete enrollment (No Showed due to unknown whereabouts), is not present on date of enrollment, or otherwise does not become an enrolled pupil as defined by NAC 387.050.

The open seat created by the student will be offered to the next student on the wait list or, if no wait list exists, to the first eligible student whose parent/guardian completes enrollment for them to attend Equipo Academy.

### **First Come First Served**

For the purposes of first come, first-served policies, order will be determined by whichever of the following is applicable.

- Time-stamp of online form or e-mail entry.
- Time of mail delivery for the day.
- Time-stamp at main office for in-person forms.

If multiple applications are received at exactly the same time on a first-come, first-served basis (ie. identical timestamps or several letters in a single mail delivery) then each of the applications will be entered into the electronic lottery software to randomly generate an order. Results will be printed and kept for record-keeping.

**Wait List Enrollment**

For the purposes of maintaining an accurate wait list, Equipo Academy staff will conduct a wait list interest check at the beginning of each month starting in May 2022 to determine students on the wait list ready to enroll, to verify the grade-level they are enrolling in (in the event they have fallen behind in credits), and to identify students no longer interested in enrollment. Students who respond to outreach at the first of each month that they are still interested in enrollment will continue advancing up the wait list as spaces become available. Students responding that they are no longer interested in enrollment will be removed from the wait list. Students not responding will be held at their position on the wait list until they respond but other applicants immediately behind them may be offered seats so long as they have not responded.

## MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (“Agreement”) is made as of 12/4/2021 by and between Futuro Academy, a Nevada Non-Profit Corporation and Public Charter School (“Futuro”), and Equipo Academy, a Nevada Non-Profit Corporation and Charter School (“Equipo”) and shall continue in force until terminated pursuant to its provisions herein. Futuro and Equipo are referred to collectively as the “Parties” or individually as a “Party”.

WHEREAS, Futuro and Equipo would like to provide an academic college preparatory Kingergarten to Twelfth Grade educational experience through an enrollment pipeline governed by a mutual agreement (the “Articulation Compact”) for students in kindergarten through twelfth grade attending their schools located at the Futuro campus at 920 N. Lamb Boulevard, Las Vegas, 89110 and the Equipo Campus at 4131 E. Bonanza Road, Las Vegas Nevada 89110 (the “Campuses”);

WHEREAS, Futuro Academy has developed a grades K-5 program and Equipo has developed a grades 6-12 sponsored by the Nevada State Public Charter School Authority (the “Sponsor”); and

WHEREAS, the Parties are desirous of entering into a relationship whereby Futuro and Equipo will to provide the agreement on an exclusive basis for students attending the Parties Campuses;

THEREFORE, the parties voluntarily enter into this binding Agreement that sets forth the mutual goals and agreement between the parties in regard to the Articulation Compact:

1. The Parties agree to amend their enrollment policies and lottery procedures (the “Lotteries”) to provide lottery tier priority to students enrolled at each Parties’ Campus, second only to lottery priority tiers enabling siblings of current campus students and Prekindergarten students located at each school’s Campus, attached as Exhibit A,
2. The Parties agree to mutually implement Lotteries, including at a minimum identical open enrollment and lottery dates, and identical application of post lottery enrollment priority policies by August 30 annually for the subsequent school year.
3. The Parties agree to maintain a common application and initial enrollment system, and to make all reasonable efforts in verification of priority applications involving students applying and enrolled at both Campuses,
4. Both Parties shall, at their own cost and expense, maintain and keep in force at all times their own minimum staffing and related expenses regarding enrollment management at their respective Campus.
5. The Parties shall not charge a fee for its students or staff to participate in the Articulation Compact.

6. Each party agrees to indemnify and hold the other harmless from all claims, losses, expenses, fees including attorney fees, costs, and judgments that may be asserted against the other party that result from the acts or omissions of the first party, that party's employees, if any, and that party's agents.
7. If any portion, provision or part of this Agreement is held, determined or adjudicated to be invalid, unenforceable or void for any reason whatsoever, each such portion, provision or part of this Agreement shall be severed from the remaining portions or parts of this Agreement and shall not in any way affect the validity or enforceability of such remaining portions, provisions or parts.
8. The Parties to this Agreement and their attorney(s) have reviewed this Agreement, and accordingly, the normal rule of construction that any ambiguities are to be construed or resolved against the drafting party will not be employed in the interpretation of this Agreement.
9. This Agreement contains the complete understanding between the Parties, and no other promises or agreements shall be binding unless signed by the Parties thereto. In signing this Agreement, the Parties are not relying on any fact, statement or assumption not set forth in this Agreement.
10. By signing below, the Parties indicate that they have carefully read and understood the terms and conditions of this Agreement, enter into this Agreement knowingly, voluntarily and of their own free will, understand its terms and significance and intend to abide by its provisions.
11. This Agreement shall be governed by and construed in accordance with the laws of the state of Nevada, without regard to conflict of law provisions. The exclusive venue for any action brought to enforce the terms of this Agreement, or any claim based on or arising out of this Agreement, shall be in Clark County, Nevada.
12. This Agreement shall not be amended or modified except in a written instrument executed by both of the Parties hereto. The Parties shall not assign their rights or obligations under this Agreement without the prior written consent of the other Party.
13. This Agreement shall be automatically renewed for annual terms unless otherwise terminated by one of the Parties. Either Party shall have the right to terminate this Agreement at any time, for any reason, upon 60 days prior written notice to the other or by May 30 annually for the subsequent school year, which notice shall be delivered via postage pre-paid first class U.S. mail and same day Email with receipt requested. All notices required to be given under this agreement shall be sent as follows:

To Futuro:  
Ignacio Prado  
920 N. Lamb Blvd.  
Las Vegas, NV 89110  
Email: director@futuroacademy.org

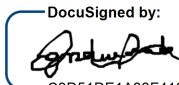
To Equipo:  
Ben Salkowe  
4131 Bonanza Ave.  
Las Vegas, NV 89110  
Email: ben.salkowe@equipoacademy.org




14. This Agreement may be executed in counter-parts.

IN WITNESS WHEREOF, the undersigned have executed this Agreement as of the date first written above.

FUTURO ACADEMY  
a Nevada Non-Profit Corporation

By:   
Name: Ignacio Prado  
Title: Executive Director  
It's authorized representative

EQUIPO ACADEMY  
a Nevada Non-Profit Corporation

By:   
Name: Ben Salkow  
Title: Principal  
It's authorized representative

settings (/settings) > forms (/settings/forms) > application (/settings/forms#application)  
> equipo academy application for enrollment

# Application

## Application Preview

 Note: **guardian information** is collected separately from this application.

Equipo Academy is a college preparatory charter school for middle and high school students in East Las Vegas. Inspired by committed local families and designed by award-winning local educators, the school opened in August 2015 to serve 468 students in grades 6 through 10. Now in 2019-2020 we will serve 6-12 grade with a total of 756 students. x

**All students are invited to submit an enrollment application to Equipo Academy** regardless of language spoken, previous academic performance, or any other special needs. If you have a child who will be in grades 6-12 next year, please complete the enrollment application below by January 27, 2019. If more applications are received for a grade-level than there are seats available, a lottery will be conducted on February 1, 2019 following the guidelines set forth in the school's charter.

Questions? E-mail [joselyn.navas@equipoacademy.org](mailto:joselyn.navas@equipoacademy.org) (<mailto:admissions@equipoacademy.org>) or call 702-907-0432.

### Student General Information

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### Student Residence

<input type="text" value="Street address, P.O. box, c/o"/>	<input type="text" value="Apartment, Unit, Su"/>	
<input type="text" value="City"/>	<input type="text" value="State/Province/Reg"/>	<input type="text" value="ZIP/Postal Code"/>

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### Siblings

Does the student have a brother or sister currently attending a school within this organization? \*

Yes  No

<input type="text" value="Sibling Name"/>	<input type="text" value="Select Grade"/>	<input type="text" value="School Attending"/>
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Sibling's Date of Birth

<input type="text" value="Month"/>	<input type="text" value="Day"/>	<input type="text" value="Year"/>
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### Additional Information

Does the student qualify for free or reduced-price lunch? \*  Yes  No

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**(For Staff) How did the family provide you the details to fill out this application? \***

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**Does the student/family currently receive SNAP benefits? \***

- Yes
- No

**Does the student/family currently live in a temporary residence? \***

- Yes
- No

**Does the student/family currently live within 2 miles of Equipo Academy? \***

- Yes
- No

## Parent Affiliation

**Is a parent an Equipo Academy employee, Committee to Form member, or governing board member? \***

- Yes
- No

## Signatures

**Student Signature \***

---

use your mouse or finger to draw your signature above

Clear

**Date \***

Month Day  
Year

**Parent Signature \***

---

use your mouse or finger to draw your signature above

Clear

**Date \***

Month Day  
Year

---

Edit

Delete



(<http://www.schoolmint.com>)

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# EQUIPO ACADEMY

EAST LAS VEGAS COLLEGE PREP

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Monday, November 8, 2021

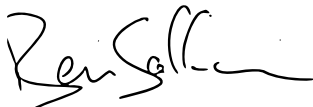
Chair Mackedon,

This letter is provided to formally request a Good Cause Exemption (GCE) to amend the Equipo Academy charter outside of the traditional amendment cycle. This request was approved by the Governing Body of Equipo Academy on November 8, 2021, and follows two years of dialogue between the boards, staff, and families at Equipo Academy and Futuro Academy.

As part of this process, teams from each school have participated in site visits, survey administrations, a retreat workshop and conversations with members of the State Public Charter School Authority (SPCSA) staff. The process was paused during the challenges of the COVID-19 pandemic, but after conversation with the SPCSA staff and Futuro Academy this fall, the decision was made to proceed for the benefit of students under a GCE. This would allow the founding class of fifth grade students at Futuro Academy the opportunity to apply with lottery priority at Equipo Academy for the 2022-2023 school year,

This request was unanimously and enthusiastically approved by the full Governing Body of Equipo Academy. If there are questions or additional information needed, please do not hesitate to contact us.

Sincerely,



Benjamin Salkowe  
Principal  
Equipo Academy

## MEETING MINUTES - Equipo Academy Governing Body

### Equipo Academy Governing Body Regular Meeting Minutes

Equipo Academy  
4131 E Bonanza Rd  
Las Vegas, NV 89110

*Members of the Governing Body may participate in the meeting via telephone conference call. Members of the public are invited to attend. All reasonable efforts will be made for members of the public who are disabled and require special accommodations or assistance at the meeting. Please call Estella Spaine at 702-907-0432 at least two business days in advance so that arrangements can be made.*

*Public notice is posted in compliance with the Nevada Open Meeting Law at the planned location of the meeting, the Equipo Academy offices, and the East Las Vegas Community Center. Notice of this meeting was posted on the Internet through the Equipo Academy website at [equipoacademy.org/board](http://equipoacademy.org/board) and at [notice.nv.gov](http://notice.nv.gov)*

### Meeting

<b>Date</b>	Monday, November 8, 2021
<b>Started</b>	6:00 PM
<b>Ended</b>	7:00 PM
<b>Location</b>	Equipo Academy
<b>Purpose</b>	Regular scheduled meeting
<b>Chaired by</b>	Cheryl Adler Walls
<b>Recorder</b>	Denise Cisneros

### Attendance

<b>Present:</b>	Cheryl Adler Walls, Denise Cisneros, Abby Habighorst, Jerry Keller, Vivian Perdomo, Ben Salkowe, Miriam Sotelo, Estella Spaine
<b>Late:</b>	Nancy Alamo
<b>Absent:</b>	Rosa Garcia, Nathan Reynoso , Kerry Roberts

### Minutes

#### 1. Opening Items

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##### 1.A. Call to Order

**Status:** Completed

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##### 1.B. Roll Call

**Status:** Completed

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##### 1.C. Approval of the Minutes

**Status:** Completed

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##### 1.D. Adoption of the Agenda

**Resolution #:** All in Favor



**Moved:** Jerry Keller  
**seconded:** Abby Habighorst  
**Status:** Carried  
**Vote:** All in Favor

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## 2. Public Comment

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## 3. Human Resources

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### 4. Discussion of Vaccination Requirement for 2022-2023 School Year (discussion/information only)

Reviewed the possibility of including medical and religious exempts to our staff and families in our coming 2022-2023 school year

**Status:** Completed

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## 5. Financial Items

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### 5.A. Approval of FY21 Audited Financial Statements (for possible action)

Derrick DeBruyen (CLA) reviewed the results of our audited financial statements to board member. No findings in any financial

Motion to pending no other findings or other recommendations

**Resolution #:** All in Favor

**Moved:** Jerry Keller  
**seconded:** Abby Habighorst

**Status:** Carried

**Vote:** All in Favor

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## 6. Governance Items

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### 6.A. Approval of Revised 2022-2023 Lottery Guidelines (for possible action)

Revise our lottery guidelines to allow us to give 2nd priority to Futuro Academy students to create articulation agreement between both Charter Schools after our current active students, they may add a more diverse to our school culture

**Resolution #:** All in Favor

**Moved:** Jerry Keller  
**seconded:** Nancy Alamo

**Status:** Carried

**Vote:** All in Favor

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### 6.B. Approval of Request for Amendment and Good Cause Exemption (for possible action)

**Resolution #:** All in Favor

**Moved:** Jerry Keller  
**seconded:** Abby Habighorst

**Status:** Carried

**Vote:** All in Favor

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## 7. Public Comment

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*The public is hereby noticed that the Equipo Academy Governing Body reserves the right to take agenda items out of posted order, with the exception of public hearings, and items may be pulled or removed from the agenda at any time or combined for consideration. A time for public comment is provided at the beginning and at the conclusion of the meeting. The Governing Body Chair reserves the right to call on individuals from the audience or to allow for public comment at any time. Individuals providing testimony should fill out a Visitor Card which will be numbered in order received by the Governing Body Secretary. A time limit (three minutes) will be imposed by the Governing Body Chair on public testimony in order to afford all members of the public who wish to comment an opportunity to do so within the timeframe available to the Governing Body. No Governing Body action may be taken on items raised in public comment unless those items are already on the posted agenda.*