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**STATE PUBLIC CHARTER SCHOOL AUTHORITY**

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**STATE PUBLIC CHARTER SCHOOL AUTHORITY**  
**ORGANIZATIONAL PERFORMANCE FRAMEWORK**  
**Self-Certification Form**

**Updated July 2022 for School Year Ending Jun 30, 2023**

Dear Charter School Leaders and Board members:

In addition to the desk audit and regular Site Evaluations pursuant to NRS 388A.223(1)(i), the SPCSA staff also conducts these self-certifications to confirm certain areas of school performance. The self-certification is focused on confirming that schools are consistently in compliance with all applicable federal, state, local and agency requirements. In addition to this certification, SPCSA staff reviews documentation and gathers information from other relevant agencies, such as the Nevada Department of Education (NDE), to confirm compliance with these areas.

Please review and certify the compliance of your school with the following Organizational Performance Framework (OPF) areas.

The period of review being certified is for the School Year ending June 30, 2023. This updated version reflects the removal of three self-certification requirements. SPCSA staff will confirm compliance regarding those three areas with NDE, document review, and/or other third-party sources.

**Deadline:**

These self-certification forms must be returned to the SPCSA by being posted in Epicenter no later than **August 1, 2023. Prior to the submission of the form, the school's board shall review and approve the form at a regularly scheduled board meeting.**

References, e.g. "1b", refer to sections in the [OPF Technical Guide](#). The below items are select—and not all—areas from the OPF requiring self-certification by the school board. See the OPF Technical Guide for all other areas being reviewed by the SCPSA.

<b>Self-Certification List (Select<sup>1</sup> OPF items)</b>	
<b>Indicator 1: Education Program</b>	
1. The school conducted initial evaluations within the 45-day timeline to determine if students had a disability and were eligible for special education services. <b>1c</b>	Yes <input type="checkbox"/> No <input type="checkbox"/>
2. The school only uses Staff (internal or contracted) who hold Nevada licensure in special education to provide special education services, pursuant to NRS 388A.518. <b>1c</b>	Yes <input type="checkbox"/> No <input type="checkbox"/>
3. Evaluations and current, signed IEPs are on file for all special education students when available. 34 CFR 300.341-350 and 300.531-536 and NAC 388 <a href="https://www.leg.state.nv.us/nac/nac-388.html">https://www.leg.state.nv.us/nac/nac-388.html</a> . <b>1c</b>	Yes <input type="checkbox"/> No <input type="checkbox"/>
4. The school ensured that all students with disabilities and all students receiving instruction in a class funded with Gifted and Talented Funds were served at the required student-teacher ratios (NAC 388.150). <b>1c</b>	Yes <input type="checkbox"/> No <input type="checkbox"/>
5. The school took proper steps to identify all students in need of ELL services as required by law, evidenced by: a. The presence of completed Home Language Surveys (HLS) of pupil records reviewed; b. Screening Tests for pupils identified as having a primary home language other than English and for students who have received ELL services at the charter school; and evidence of Parent Notification for identified pupils. <b>1d</b>	Yes <input type="checkbox"/> No <input type="checkbox"/>
6. Staff the school uses (internal or contracted) to provide services to English Language Learners hold, as required by law, Nevada licenses with English Language Acquisition and Development (ELAD) endorsements (with or without practicum). <b>1d</b>	Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>Indicator 2. Financial Management and Oversight</b>	

<sup>1</sup> While SPCSA staff will rely on verified data from NDE and PERS for some data, school boards are encouraged to confirm for themselves compliance with the following items which appeared on prior versions of this form: The 95% student testing participation requirement for all mandated statewide assessments; material compliance with student attendance requirements, achieving attendance of 90% or greater; the school is current with all PERS obligations.

7. The governing board certifies that it is submitting all required reports in the NDE chart of accounts (COA) formats required by the Department. <b>2c</b>	Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>Indicator 3: Governance and Reporting</b>	
8. The Attorney General did not issue findings of fact and conclusions of law that the governing body or any other public body created by the charter school has taken action in violation of any provision of NRS 241.010 et seq. (Open Meeting Law) during the fiscal year. <b>3a</b>	Yes <input type="checkbox"/> No <input type="checkbox"/>
9. The school received no material governance compliance complaints which were substantiated or if they were substantiated the school board promptly implemented acceptable corrective actions. <b>3a</b>	Yes <input type="checkbox"/> No <input type="checkbox"/>
10. The school's governing body certifies that all current board members have completed training in Nevada's Opening Meeting Law and the State Public Charter School's Governance Standards. See NRS 388A.224. <b>3a</b>	Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>Indicator 4: Students and Employees</b>	
11. The school properly collects and protects student private information pursuant to FERPA and any other applicable requirements. <b>4a</b>	Yes <input type="checkbox"/> No <input type="checkbox"/>
12. The school's governing board certifies the school was in compliance with all due process protections, privacy, civil rights, and student liberties requirements, including the First Amendment. <b>4a</b>	Yes <input type="checkbox"/> No <input type="checkbox"/>
13. The school complies with requirements regarding maintenance of personnel records. <b>4d</b>	Yes <input type="checkbox"/> No <input type="checkbox"/>
14. The school has no known outstanding obligations with regard to payroll, unemployment, ADA, FLMA, IRS, or other federal, state and local entities. <b>4e</b>	Yes <input type="checkbox"/> No <input type="checkbox"/>
15. The school timely obtained valid fingerprint clearance for all school employees which have or may have regular contact with children or with student data, all employees and volunteers of the charter school and all vendor employees situated or regularly on campus NRS 388A.515. <b>4f</b>	Yes <input type="checkbox"/> No <input type="checkbox"/>
16. All Governing Body members, after being appointed, have met the 10 day law regarding fingerprint submissions, and maintain compliance with fingerprint requirements pursuant to NRS 388A.323. <b>4f</b>	Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>Indicator 5: School Environment</b>	
17. The school complies with all other requirements including providing appropriate nursing services and dispensing of pharmaceuticals, food service requirements, and other health and safety services. <b>5b</b>	Yes <input type="checkbox"/> No <input type="checkbox"/>

<b>Notes</b>	
<b>Please provide an explanation for each item above that you selected "No."</b> (Provide the item number and explanation in the table below. Insert rows if necessary.)	
<i>Item Number(s)</i>	<i>Explanation(s)</i>

**School Board Certification of Compliance**  
**with the Organizational Performance requirements of the SPCSA**  
**For the School Year Ending June 30, 2023**

The Board of the \_\_\_\_\_(school) certifies to the State Public Charter School Authority (SPCSA) that, based on its reviews, verifications and certifications of the compliance of its charter school, that the school, including all of its campuses and support offices, where applicable, to the best of our knowledge, and except as described below, has, from the start of the school fiscal year and throughout the school fiscal and educational year, operated in compliance with all applicable federal, state and local laws, regulations and ordinances as well as with its charter contract obligations with the SPCSA, as indicated above.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Board Chair

\_\_\_\_\_  
Board Meeting Approval Date