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**ACTION MEMORANDUM**

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**TO:** SPCSA Authority Board  
**FROM:** Mark Modrcin, Director of Authorizing, SPCSA  
Danny Peltier, Management Analyst III, SPCSA  
**SUBJECT:** **pilotED Schools of Nevada – Cactus Park Elementary Charter  
Amendment Request to Reduce 2022-2023 Enrollment Cap**  
**DATE:** December 16, 2022

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**Summary of Request and Recommendation**

pilotED Schools of Nevada Cactus Park Elementary has submitted an amendment application requesting that the State Public Charter School Authority (SPCSA) grant a Good Cause Exemption and approve the request to reduce its approved enrollment cap from 351 students to 130 for 2022-2023 school year.

SPCSA staff has reviewed the application and recommends that the Authority grant the Good Cause Exemption and approve the amendment request. A proposed motion can be found on page 3 of this memo.

**Background and Overview of the Amendment**

Cactus Park Elementary is temporarily located at the Nevada Prep campus at 1780 Betty Ln, Las Vegas, NV 89156. Cactus Park Elementary's permanent location will be 3115 Las Vegas Blvd N, Las Vegas, NV 89115. Cactus Park was approved by the Authority in November 2021 and is in its first year of operation. As of Validation Day 2022, Cactus Park Elementary had 114 students enrolled in grades kindergarten through 4<sup>th</sup>.

The mission of Cactus Park Elementary is, "To empower elementary students in the ways in which they see themselves and the world around them through the use of a school model that

embodies 1) social identity development, 2) a robust civic engagement system, and 3) a rigorous culturally relevant academic curriculum.”

According to the application, Cactus Park Elementary is seeking to reduce its enrollment cap to 130 students from its currently approved enrollment of 351 students for its initial year of operation during the 2022-23 school year. The reason for this reduction according to the amendment application is due to having to locate in a temporary facility for the 2022-2023 school year. Cactus Park Elementary believes that when the school is able to open at its permanent facility, enrollment numbers will rebound to projected levels for future years.

Cactus Park Elementary provided updated financial information and noted that anticipated expenditures from the original budget were lowered appropriately to match the income that the school is anticipated to receive. Due to the lower than expected enrollment, staffing plans were modified and salaries of the leadership team were reduced. Also, according to the amendment application, the school continues to work closely with the pilotED Foundation to closely monitor the expenditures and income of the school, with contingency plans to request for more funding from Charter Asset Management (CAM). Cactus Park Elementary has been working with CAM to obtain loans to assist with revenue shortfalls for Year 1. Additionally, according to the amendment application, Cactus Park Elementary did not fully utilize its allotted funds in Year 0 for Charter School Program (CSP) grant due to low levels of available cash. As a result, the school has reallocated \$200,000 of unrealized funds to Year 1 of operations, which the school says will provide a stronger cash position moving forward.

The request for a reduction in enrollment contemplates only a reduction of the enrollment cap in Year 1. If approved, Cactus Park Elementary’s enrollment cap for the remainder of its charter term would be:

<b>School Year</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>
Grade Levels	K-4	K-5	K-5	K-5	K-5	K-5
Total Enrollment	130	432	459	486	486	486

**Legal Authority**

Existing charter schools that are sponsored by the SPCSA may submit a charter school contract amendment application to the SPCSA – which is reviewed by SPCSA staff and presented for SPCSA Board action – in order to, among other things, increase enrollment, add grade levels above and beyond what the charter school is approved to serve, or add a new campus. When determining whether to approve an amendment request, the sponsor considers the charter school’s compliance with applicable local, state and federal laws and regulations and evidence relating to the academics, finance and organization of the charter school. (See NAC 388A.400(8) and NRS 388A.276).

**Analysis and Staff Recommendation**

When reviewing an amendment application for RFA eligibility, SPCSA staff reviews the academic, financial and organizational performance of the applicant charter school. SSA is in its

first year of operation and has not been rated academically, financially, or organizationally, however, staff finds no current issues that would impact the eligibility of this amendment request. In light of this, SPCSA staff finds that SSA's amendment request is eligible to be approved.

SPCSA staff recommends the SPCSA board approve the request of pilotED Schools of Nevada Cactus Park Elementary to change its enrollment cap from 351 students to 130 students for the 2022-2023 school year. SPCSA staff will continue to monitor the enrollment of Cactus Park Elementary throughout the 2022-2023 school year.

**Proposed Motion: Grant the Good Cause Exemption request and approve pilotED Schools of Nevada – Cactus Park Elementary School’s request to reduce its 2022-2023 approved enrollment cap from 351 students to 130 students.**

If approved, Cactus Park Elementary’s enrollment cap for its charter term will be:

School Year	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
Grade Levels	K-4	K-5	K-5	K-5	K-5	K-5
Total Enrollment	130	432	459	486	486	486

**School Demographics since 2022 – Cactus Park Elementary School**

**Cactus Park Elementary School**

Year	Enrollment	A	B	C	H	I	M	P	IEP	ELL	FRL
22-23	80	2.5%	13.7%	6.2%	62.5%	0.0%	13.7%	1.2%	*	21.2%	82.5%

A – Asian

B – Black

C – Caucasian

H – Hispanic

I – American Indian/Alaskan Native

M – Two or more races

P – Pacific Islander

IEP – Individualized Education Plan – A student with a disability/special education student

ELL – English Language Learner

FRL – A student who qualifies for Free or Reduced-Price Lunch

\* - Suppressed data due to n-count

**Cactus Park Elementary Financial Performance – Not Rated**

**Cactus Park Elementary Organizational Performance – Not Rated**

**Cactus Park Elementary Academic Performance – Not Rated**