



## Sage Collegiate Public Charter School

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**Our Mission:** Driven by excellence for all in a supportive, rigorous, and ambitious school community, Sage Collegiate Public Charter School educates K-8 students for academic achievement, college success, and a life of opportunity.

**TO:** Melissa Mackedon, SPCSA Board Chair; Rebecca Feiden, SPCSA Executive Director; Mark Modrcin, SPCSA Director of Authorizing  
**FROM:** Sandra Kinne, Executive Director, Sage Collegiate  
**CC:** Jennifer Braster, Board Chair, Sage Collegiate  
**RE:** July 2022 update  
**DATE:** Sunday, July 24, 2022

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We share these general updates with the SPCSA staff as part of our monthly updates.

### ➤ FACILITIES

We had been on track with crews working diligently to ensure the renovations and school were ready to start on time. Alas, an issue related to a single piece for HVAC unit installations arose. After exhausting all possible solutions, including securing the piece from other vendors, using industrial fans or buying temporary air conditioning units, we executed the contingency plan for modulars on site in early July.

As of this memo's writing, all modulars are on site. Two have been inspected and approved by the state, with all remaining to be fully installed, inspected, and approved by Friday, July 29. We have already begun moving furniture into and setting up inspected/approved modulars. Most furniture and materials are on site, with additional deliveries, related to the execution of the contingency plan, happening this upcoming week.

We are working with community partners to support families for the week of August 8, as we know the unexpected week delay creates challenges.

As the facility issue relates to an HVAC fastener issue, and the HVAC units need to be put in the ceilings, most of the rest of the work in the building is on hold until the HVAC units can be installed. The part, for which we need multiple productions, is expected to be available in September, and we expect to in the fully renovated-and-ready building by Halloween at the very latest.

Given the installation and inspection process of the modulars, which received city approval as our contingency plan in mid-June, we needed to push the first day of school back a single week. The Sage Collegiate Board approved a contingency calendar at its Annual Meeting in June, and we communicated the plan to families once it was solidified for execution.

While a week delay was disappointing, we are still aligned with the start date of the majority of charter schools in the region, including another new campus. Further, it was the only change to our calendar that we needed to make. Given the structure of school year, the extended day, and our complete calendar, the only impact is the first week of school. The loss of five days equates to 2,280 instructional minutes or 38 hours. We will still have 81,840 minutes (1364 hours) of school, which is still considerably more than required by state statute.<sup>1</sup>

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<sup>1</sup> NAC 387.131 requires that kindergarten pupils receive a minimum of 43,200 minutes of instruction per school year. Kindergarten requires 240 daily minutes per school day x 180 school days = 43,200 minutes per school year (unless offering half-day Kindergarten). NAC 387.131 requires that pupils in grades 1<sup>st</sup> and 2<sup>nd</sup> receive a minimum of 43,200 minutes of instruction per school year. First and second grade requires 240 daily minutes per school day x 180 school days = 43,200 minutes per school year. NAC 387.131 requires that pupils in grades 3 - 6 receive a minimum of 54,000 minutes of instruction per school year. Grades three, four, five and six require 300 daily minutes per school day x 180 school days = 54,000 minutes per school year.



**Original Schedule Weekly Breakdown**

- 149 days @ 480 minutes = 71,520 minutes
- 35 days @ 360 minutes = 12,600 minutes
- **Total for 184 school days in 2022-23 = 84,120 minutes**

**Contingency Calendar**

**First Instructional Day: August 15**

- Aligns with the start date of more than half the regional charter schools
- Decrease of 5 Instructional Days or a total of 2,280 minutes of Instruction
- Total Minutes of Instruction for school year = 81,840 minutes

**Contingency Calendar**

- 145 days @ 480 minutes = 69,600 minutes
- 34 days @ 360 minutes = 12,240 minutes
- **Total for 179 school days in 2022-23 = 81,840 minutes**
  - **Loss of 2,280 minutes**

➤ **STUDENT ENROLLMENT**

As of 07.18.2022, our current enrollment remains at 244 students, and we have 37 students on the waitlist. We receive, on average, 2-3 new registrations each day, and we anticipate our waitlist growing.

While we’ve had about a dozen families decommit in the last week, only two or three of those have been because of the facility news. Reasons for most withdrawals have been distance from home, moving out area, school start time/length of day, or school policy concerns. Most families have remained committed, understanding, and supportive despite the facility issue and pushed back start date.

	<b>Fully enrolled by all standards</b>	<b>Partially enrolled</b>	<b>Accepted, has not begun the process</b>	<b>Waitlist</b>	<b>Declined seat</b>
<b>K</b>	62	2	0	10	10
<b>1<sup>st</sup></b>	40	8	0	5	2
<b>2<sup>nd</sup></b>	31	6	0	3	1
<b>3<sup>rd</sup></b>	36	5	0	10	0
<b>4<sup>th</sup></b>	23	10	0	6	2
<b>5<sup>th</sup></b>	22	3	0	3	4
<b>Total</b>	<b>214</b>	<b>34</b>	<b>0</b>	<b>37</b>	<b>19</b>

➤ **FAMILY AND COMMUNITY ENGAGEMENT**

We have remained committed to living our core tenet of ‘It Takes a Village.’ Throughout June and July, we conducted Community and Home Visits with founding families and scholars. We were able to meet with about a quarter of our families, though more than half expressed interest. Schedules were prohibitive to adding more, but we have also directly engaged with more than 85% of founding families through ongoing events, visits, and phone calls.



We have also continued to have a full calendar of events, including school and back-to-school events at Mirabelli Community Center, Garside Pool, the Department of Family Services' Back-to-School event for children in foster care, and the Cox Communication and Pearson Community Center events this upcoming week.

We have a number of communities in which we will continue to participate in the coming months, and we will begin our monthly Cafecitos and monthly family learning nights in September, even while in our on-site modulars.

#### ➤ **STAFFING**

Our team began Summer Professional Development on Wednesday, July 13. We are hosting Summer PD at community partners' facilities, including Springs Preserve, CSN, and the YMCA. Given the facility issue and pushing the start date back a week, we can have a few additional days of Professional Development to best support staff's readiness, growth, and community building.

We are nearly fully staffed for our instructional leads, and we have a full staff for our Special Education team. We have a strong Operations team and *may* add a role in Operations in the next month. As of this memo's date, we still have three teaching vacancies, in part, caused by two de-committals earlier this month (one was due to family matters; one due to an unexpected health matter). However, as of this memo's writing, there were several interviews scheduled for this week with candidates at various stages of candidacy. We have an agreement in place with Scoot Education for substitutes and will continue to seek to fill roles, as needed.

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