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ACTION MEMORANDUM

TO: SPCSA Authority Board
FROM: Danny Peltier, Management Analyst III, SPCSA
SUBJECT: **CIVICA – Charter Amendment Request to Reduce Enrollment Cap**
DATE: March 7, 2025

Summary of Request and Recommendation

CIVICA Nevada Career & Collegiate Academy (CIVICA) has submitted an amendment application requesting that the State Public Charter School Authority (SPCSA) grant a Good Cause Exemption and approve the school reduce its enrollment cap.

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 of 4 this memo.

Background and Overview of the Amendment

CIVICA is a charter school in North Las Vegas, Nevada. For the current 2024-25 school year, the CIVICA campus is open to students in grades K-10. At build-out, CIVICA will ultimately include students in grades K-12. As of the 2024 Validation Day, CIVICA had 1074 students enrolled.

According to the amendment application, CIVICA is seeking approval from the SPCSA to amend its charter agreement to reduce its student enrollment cap beginning in the 2024-25 school year. The requested amendment reflects a strategic response to current enrollment realities at the campus. CIVICA proposes to modify its enrollment cap for the 2024-25 school year to 1,060 scholars, with proportional adjustments in subsequent years. Additionally, CIVICA noted in their amendment application that this adjustment aligns operational capacity with the existing physical infrastructure while the school progresses with planned facility improvements. Despite a strong demand for enrollment, evidenced by a current waiting list of 271 students, CIVICA is limited in its ability to accommodate these additional students due to space constraints. If the facility were expanded today to accommodate these students, the

school’s enrollment would reach 1,347 scholars—exceeding the approved cap of 1,270 by approximately 6%. CIVICA also explained that this reduction is a temporary measure designed to sustain CIVICA’s commitment to academic excellence and student well-being as the school works to expand its facilities to meet growing demand. If approved, the enrollment cap for CIVICA will be:

School Year	2024-25	2025-26	2026-27	2027-28¹
Grade Levels	K-10	K-11	K-12	<i>K-12</i>
Total Enrollment	1060	1358	1553	<i>1650</i>

According to the amendment application, CIVICA’s budget has been adjusted to reflect the revised enrollment numbers, ensuring financial sustainability. CIVICA will work closely with its EMO to further mitigate this risk by monitoring budget allocations, optimizing resource efficiency, and conducting regular financial reviews. The school will continue pursuing grants, including funding under Titles I, II, III, and IV-A, to supplement revenue and support key programs.

Additionally, CIVICA provided a plan and timeline, for the facility updates which aligns with the reduction and then increase in enrollment in coming years.

Legal Authority and Requirements Related to Amendment Requests

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.²

Analysis and Staff Recommendation

When reviewing an amendment application, SPCSA staff reviews the academic, financial and organizational performance of the applicant charter school. In the case of CIVICA SPCSA staff issued a Notice of Concern for the elementary school at the November 15, 2024, board meeting. The elementary school received a 1-star rating on the Nevada School Performance Framework and was rated as Does Not Meet Standard on the SPCSA’s Academic Performance Framework. The middle school received a 2-star rating on the 2023-24 NSPF and was rated as Does Not Meet Standard on the SPCSA Academic Performance Framework. The high school was not rated and will receive its first rating in September 2028.

Additionally, the CIVICA earned 97 points (out of 100) under the SPCSA Organizational Performance Framework for the 2023 – 24 school year as approved by the Authority on

¹ If approved for a new charter term.
² NAC 388A.400(8) and NRS 388A.276.

October 7, 2024. As such, SPCSA staff finds the school to be ‘Meeting Standards.’ CIVICA received a Notice of Concern on the 2022 – 23 SPCSA Financial Framework but staff would note the school did meet standard on 6 out of the 7 indicators and the school has shown improvement under the 2023 – 24 Financial Performance Framework.

SPCSA staff is supportive of the request by CIVICA. As noted above, CIVICA is making this reduction to better serve its students as it works to increase academic outcomes across both the elementary, middle, and high school. At the current enrollment, and the future projections, SPCSA staff does not have significant concerns regarding the financial viability of the plan, and although the school received a Notice of Concern on the SPCSA’s Financial Framework, the underlying financials for the school continue to show stability and the school has improved under the 2023 – 24 Financial Framework as well. The timeline for facility improvements is reasonable and aligns with the overall scope of the enrollment growth through the remainder of the charter term.

Proposed Motion: Grant the Good Cause Exemption request and approve CIVICA’s request to reduce its approved enrollment cap for the for the 2024-2025 school year and to reduce enrollment caps in the remainder of the charter term as detailed in this recommendation memo.

If approved, the enrollment cap for the CIVICA will be as follows for the remainder of the charter term:

School Year	2024-25	2025-26	2026-27	2027-28 ³
Grade Levels	K-10	K-11	K-12	K-12
Total Enrollment	1060	1358	1553	1650

The current, approved, enrollment cap for the CIVICA is:

School Year	2024-25	2025-26	2026-27
Grade Levels	K-10	K-11	K-12
Total Enrollment	1270	1475	1650

School Demographics change since 2021 – CIVICA

CIVICA

Year	Enrollment	A	B	C	H	I	M	P	IEP	ELL	FRL
21-22	576	0.5%	20.3%	6.4%	69.2%	0.1%	3.2%	0.0%	7.2%	32.1%	71.1%
22-23	767	0.5%	13.8%	3.2%	77.8%	0.1%	4.0%	0.3%	7.6%	34.1%	>95%
23-24	905	0.6%	12.0%	2.5%	80.8%	0.1%	3.4%	0.3%	8.5%	33.8%	>95%
24-25	1074	0.3%	12.2%	2.8%	81.0%	0.2%	2.2%	0.9%	9.3%	35.3%	>95%

³ If approved for a new charter term.

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

CIVICA Financial Performance

Year	Rating
2021 – 2022	Notice of Concern
2022 – 2023	Notice of Concern

CIVICA Organizational Performance

Year	Rating
2021 – 2022	Meets the Standard
2022 – 2023	Meets the Standard
2023 – 2024	Meets the Standard

CIVICA Academic Performance

School Year	NSPF Rating
2023 – 2024 Star Rating	CIVICA ES: 1-star CIVICA MS: 2-stars
2022 – 2023 Star Rating	CIVICA ES: 2-stars CIVICA MS: 2-stars
2021 – 2022 Index Score	CIVICA ES: N/A CIVICA MS: N/A

CIVICA 2023-24 SPCSA Academic Performance Framework Results

Campus	2022-23 SPCSA Academic Framework Score	2022-23 SPCSA Academic Framework Rating
CIVICA ES	26.6	DOES NOT MEET STANDARD
CIVICA MS	35.0	DOES NOT MEET STANDARD
CIVICA HS	Not Rated	N/A

CIVICA 2022-23 SPCSA Academic Performance Framework Results

Campus	2022-23 SPCSA Academic Framework Score	2022-23 SPCSA Academic Framework Rating
CIVICA ES	32.5	DOES NOT MEET STANDARD
CIVICA MS	43.0	DOES NOT MEET STANDARD

CIVICA 2021-22 SPCSA Academic Performance Framework Results⁴

Campus	2021-22 SPCSA Academic Framework Score	2021-22 SPCSA Academic Framework Rating
CIVICA ES	27.9	DOES NOT MEET STANDARD
CIVICA MS	66.7	MEETS STANDARD

⁴ The Nevada Department of Education (NDE) calculated NSPF index scores for the 2021-22 school year but did not calculate corresponding star ratings (shown as N/A). 2021-22 NSPF details and rules can be found at: <http://nevadareportcard.nv.gov/DI/MoreDownload?filename=Nevada%20School%20Performance%20Framework%20Manual%202021-22%20School%20Year.pdf>