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ACTION MEMORANDUM

TO: SPCSA Authority Board
FROM: Danny Peltier, Management Analyst IV, SPCSA
SUBJECT: Sage Collegiate Public Charter School Organizational Performance Framework Issuance of Notice of Concern
DATE: October 10, 2025

Background

The Organizational Performance Framework defines the operational standards to which a charter school should be accountable to its authorizer and the public. It is designed to treat all schools as though they are the same, but only in terms of meeting minimum legal and ethical requirements. This enables schools to retain the flexibility and autonomy to be different in the ways that matter most for a school's mission, vision, and educational program.

The expectations set out in the organizational framework derive from state and federal law and the operating terms proposed by the school in the charter application. Of the three frameworks, the organizational framework is most closely aligned with the charter contract to document operational expectations such as special education, reporting requirements, and the like.

One of the authorizer's core responsibilities concerning charter schools is to protect the public interest. The organizational framework is the primary lever for carrying out this responsibility. It enables the authorizer to ensure that charter schools respect the rights of students, staff, and families within the schools as well as the interests of the public in ensuring that charter schools meet the legal obligations that state and federal legislatures have determined should apply.

The framework includes four compliance categories to evaluate the school's organizational performance and compliance.

- Charter Contract: The charter contract category asks the question: Is the school compliant with the charter contract? Schools must meet one standard to be in compliance.
- Governance: The governance category asks the question: Does the board comply with basic governance requirements? Schools must meet six standards to be in compliance.

- Federal and State Statute, Administrative Code, and Regulation
 - Education Personnel: Does the school comply with basic staffing requirements? Schools must meet five standards to be in compliance.
 - Language and Culture: Does the school comply with requirements for students who qualify as English learners? Schools must meet three standards to be in compliance.
 - Special Education: Does the school comply with applicable requirements for students with disabilities? Schools must meet six standards to be in compliance.
 - Safe and Healthy Schools: Does the school comply with health and safety requirements for all students? Schools must meet four standards to be in compliance.
 - Education Requirements: Does the school comply with applicable education requirements? Schools must meet five standards to be in compliance.
 - Charter or Education Management: Does the school comply with accountability and reporting requirements? Applicable schools must meet three standards to be in compliance.
- Operations: The operations category asks the question: Does the school submit epicenter tasks on time? Compliance in this category depends on the percentage of Epicenter tasks: 90% of on-time submissions are considered Meets Standard; 80-89% Approaches Standard; and less than 80% Does Not Meet Standard.

Overview of Organizational Performance Framework Findings

Sage Collegiate was rated as Does Not Meet Standard in Governance, Education Personnel, Language and Culture, Special Education, Health and Safety, and Operations and was therefore rated overall as Out of Compliance on the 2024-25 Organizational Performance Framework.

Governance

Sage Collegiate was rated as Does Not Meet due to numerous instances of failing to submit critical governance documents. The school failed to submit agendas and approved minutes to the SPCSA pursuant to NRS 241 and NAC 388A.525.10. The school failed to provide evidence of completing mandatory Open Meeting Law Training as required by the SPCSA Board at its October 4, 2024 board meeting. The school failed to confirm completion of fingerprinting/background checks for all board members pursuant to NRS 388A.323. Additionally, it did not submit the Board Member Disclosure Forms within 10 days of appointment, nor on an annual basis, as required under NRS 388A.320. The school also failed to provide evidence of a public hearing regarding the 2023 – 24 star rating pursuant to NRS 388A.367. The school failed to provide evidence of a public meeting regarding SY 23-24 OPF ratings, and the SPCSA's compliance concerns as approved by the Authority Board at its October 4, 2024, board meeting. Additionally, Sage Collegiate was found to have violated Open Meeting Law by the Attorney General's office in AG File 13897-515. The AG's office found that Sage Collegiate did not provide meeting agendas, minutes, and recordings per public requests. The AG's office found that Sage Collegiate gave improper notice of its meeting location and how to attend remotely, and Sage Collegiate improperly restricted public comment as required in NRS Chapter 241.

Education Personnel

Sage Collegiate was rated as Does Not Meet the Standard due to delinquency of PERS payments during the 2024-25 school year and failure to submit the Organizational Performance Self Certification confirming compliance regarding maintenance of personnel records.

Language and Culture

Sage Collegiate was rated as Does Not Meet the Standard due to failure to submit the Organizational Performance Self Certification confirming ELL Services provider(s) hold the ELAD endorsement pursuant to NRS 388A.518 and failure to confirm accurate screenings, identifications, and services were provided to EL students.

Special Education

Sage Collegiate was rated as Does Not Meet the Standard due to failure to submit the Special Education Policies and Procedures Manual. Additionally, Sage Collegiate failed to submit the Organizational Performance Self Certification confirming SPED Services provider(s) holds proper licensure pursuant to NRS 388A.518 and that evaluations and current signed IEPs are on file or that school conducted required disability screenings within required deadlines.

Health and Safety

Sage Collegiate was rated as Does Not Meet the Standard due to failure to submit the Organizational Performance Self Certification confirming the school is current on inspections for the elevator and the kitchen. Additionally, during the SPCSA's site evaluation, Sage Collegiate was unable to provide evidence that the school was current on those inspections.

Operations

Sage Collegiate was rated as Does Not Meet the Standard due to the failure to submit at least 80% of compliance tasks on time. Sage Collegiate was found to have submitted 28% of submissions on time during the 2024-25 school year. In addition to the late submissions that were submitted, Sage Collegiate failed to submit numerous critical documents during the 2024-25 school year. Some of these documents included, but were not limited to, Academic Calendar Minute Audit, per NDE, the Board Policies and Procedures Manual, Validation Day Federal Count of Student with Disabilities and numerous other required Special Education reports, and the Annual Website Certification. Sage Collegiate was also found to be severely late in the submission of reports, including, but not limited to, Parent and Student Handbook (19 days late), Confirmation of Insurance (105 days late), Student Lottery Application, Policy, and Lottery Date (71 days late), NRS 388A.367 Parent Notification of Low Performance (79 days late), and the Employee Information for ALL Staff (62 days late).

Analysis and Staff Recommendation

As noted previously in this memo, SPCSA staff found Sage Collegiate to be Out of Compliance due to evidence of weak organizational performance through ongoing oversight and repeated material failure to submit items in a timely and/or complete manner. SPCSA staff provided Sage Collegiate with the preliminary findings on September 10, 2025, and provided the opportunity to all schools to provide additional information to cure items by providing additional information and/or evidence. Sage Collegiate did not provide additional information to SPCSA staff during the cure period. As such, SPCSA staff recommend Sage Collegiate be issued a Notice of Concern for Organizational Performance as outlined in the SPCSA's Performance Framework.

Proposed Motion: Approve the recommendation of SPCSA staff as stated herein to issue a Notice of Concern regarding the organizational performance of Sage Collegiate Public Charter School for the 2024-25 school year.