

Washoe County School District

Annual Charter School Performance Audit

Sierra Nevada Academy Charter School – 2024-2025

Auditing Department	Name of Auditor	Compliance with Statutes and Regulations	Compliant / Non-Compliant	Comments
Accountability	Kemp, Kyle	The charter school has met the requirements of the NDE with regards to any state reporting. The charter school maintains data accuracy and integrity of all data elements and complies with requirements to participate in the automated system of accountability information for Nevada (SAIN).	Compliant	SNACs has seen some transition over the last year in administration but that work has been picked up and SNACs has met all necessary reporting needs. Working with SNACs is always a great interaction and we look forward to continue that work.
Student Accounting	Mandeville, Desiree	Regarding student attendance, the charter school: <ul style="list-style-type: none"> • Provides a copy of the attendance policy to each student • Keeps a copy of the attendance policy available for public inspection • Includes NRS 392.122 in the attendance policy • Provides a copy of rules for truancy • Provides a copy of the letter of approval from the Superintendent of Public Instruction for legend of symbols for attendance 	Compliant	All attendance policies are made available to parents and students via the school's Student Handbook.
Student Accounting	Mandeville, Desiree	A description of the procedure and documentation for the enrollment and withdrawal of pupils in the charter school.	Compliant	School provided enrollment and withdrawal procedures with several different documents and points of reference.
Student Accounting	Mandeville, Desiree	Provide a description of how the lottery system works and how parents are notified of the system.	Compliant	Description of lottery system is available to parents within the school's student Handbook.
Student Accounting	Mandeville, Desiree	If the charter school enrolls pupils in kindergarten, first, or second grades, the charter school complies with NRS 392.040 regarding the ages for enrollment in those grades.	Compliant	Age requirement policy and procedures are current to comply with NRS.

Auditing Department	Name of Auditor	Compliance with Statutes and Regulations	Compliant / Non-Compliant	Comments
Student Accounting	Mandeville, Desiree	The charter school provides written notice to the parents and guardians of pupils in grades 9-12 indicating whether or not the Northwest Association of Accredited Schools accredits the school.	N/A	School is K-8
Student Accounting	Mandeville, Desiree	The charter school complies with NRS 388A.487 regarding rules for academic retention and provides a copy of these rules. The charter school complies with NAC 389.445 and NAC 389.659 regarding units required for promotion to the next higher grade.	Compliant	
Student Accounting	Mandeville, Desiree	The charter school has developed a procedure for the maintenance of records.	Compliant	
Student Accounting	Mandeville, Desiree	The teachers' class record books comply with regulation.	Compliant	Examples provided of teachers' class record books required two schedule change corrections which were done immediately, and ASR were re-run to reflect the changes made.
Student Accounting	Mandeville, Desiree	The charter school provides the minimum number of days for a school year and the minimum number of minutes of instruction per day. School provides a copy of school calendar and a daily schedule.	Compliant	Asked for a copy of their bell schedule as it was not included within the original request. It was provided immediately.
Student Accounting	Mandeville, Desiree	The charter school has a procedure for documenting credit for courses completed successfully.	Compliant	
Student Accounting	Mandeville, Desiree	The charter school complies with all graduation and diploma requirements.	N/A	School is K-8
Student Accounting	Mandeville, Desiree	The charter school complies with the requirements of the master register.	Compliant	Master Register was complete and without errors.
Student Accounting	Mandeville, Desiree	The charter school is connected to WCSD Student Information System (Infinite Campus) through the WCSD network and follows WCSD standards and procedures in relation to the WCSD Infinite Campus.	Compliant	

Auditing Department	Name of Auditor	Compliance with Statutes and Regulations	Compliant / Non-Compliant	Comments
Assessment Division	Aird, Sandra	The charter school administers achievement and proficiency examinations	Compliant	
Counseling Services	Loudon, Katherine	Regarding the health and safety of pupils, the charter school complies with requirements for reporting abuse and neglect.	Compliant	Annual staff training on policies and procedures for reporting abuse and neglect. The annual training document is from WCSD and is attached
Counseling Services	Loudon, Katherine	The charter school provides appropriate counseling and guidance services for its students, including students with disabilities and students at risk. If the charter school employs a Counselor, the Counselor holds a valid School Counselor license from the Nevada Department of Education.	Compliant	A certified school counselor provides services for all students needing such services. We also have a certified social worker who provides additional resources/assistance as needed. Their licenses are attached to this email.
Curriculum	Fox, Kindra Anderson, Jenni	If the charter school is dedicated to providing educational programs and opportunities for pupils who are at risk, a determination whether the educational program and services provided to those pupils is appropriate and carried out in an effective manner.	Compliant	Comments to follow
Curriculum	Fox, Kindra Anderson, Jenni	The charter school provides instruction in the core academic subjects set forth in NRS 389.018 (1), as applicable for the grade levels of pupils.	Compliant	Comments to follow
Curriculum	Fox, Kindra Anderson, Jenni	The charter school provides instruction based upon the standards of content and performance established by the Council to Establish Academic Standards.	Compliant	Comments to follow
Curriculum	Fox, Kindra Anderson, Jenni	At a minimum, the charter school provides and requires students to take the courses of study required of pupils by statute or regulation for promotion or graduation.	Compliant	Comments to follow

Auditing Department	Name of Auditor	Compliance with Statutes and Regulations	Compliant / Non-Compliant	Comments
504	Loudon, Katherine	Regarding the health and safety of pupils, the charter school complies with Section 504 of Title V of the Rehabilitation Act of 1973.	yes	SNACS complies with all requirements for students with 504s. The licensed social worker is the case manager for all 504s.
Facilities Management	Hoppe, Charlie	A determination whether each facility that the charter school occupies complies with applicable building codes, codes for the prevention of fire, and codes pertaining to safety, health and sanitation.	Compliant	
Internal Audit	Starkey, Kirk Casey, Paul	The charter school, its officers or its employees have complied with all financial terms and conditions of the written charter.	Compliant	
Internal Audit	Starkey, Kirk Casey, Paul	The school has complied with generally accepted standards of accounting and fiscal management.	Compliant	
Internal Audit	Starkey, Kirk Casey, Paul	The charter school has not filed for a voluntary petition of bankruptcy, been adjudicated bankrupt or insolvent, or been otherwise financially impaired such that the school is deemed unable to continue to operate.	Compliant	
Internal Audit	Starkey, Kirk Casey, Paul	The charter school has refrained from using public money to purchase real property or buildings without the approval of the sponsor.	Compliant	
Internal Audit	Starkey, Kirk Casey, Paul	The charter school has not operated for profit.	Compliant	
Internal Audit	Starkey, Kirk Casey, Paul	All money received by the charter school from the state and from the board of trustees of WCSD is deposited and maintained in a bank, credit union or other financial institution in this state.	Compliant	
Internal Audit	Starkey, Kirk Casey, Paul	The charter school complied with applicable federal laws and regulations governing the provisions of any federal grants obtained for the school.	Compliant	
Internal Audit	Starkey, Kirk Casey, Paul	The governing body of the charter school has designated a person to draw all orders for the payment of money belonging to the charter school and lists all orders using a cumulative voucher system.	Compliant	

Auditing Department	Name of Auditor	Compliance with Statutes and Regulations	Compliant / Non-Compliant	Comments
Internal Audit	Starkey, Kirk Casey, Paul	The governing body of the school has prescribed the procedures by which the orders for payment must be approved and signed.	Compliant	
Internal Audit	Starkey, Kirk Casey, Paul	All orders for payment of money to a member of the governing body of the school have been drawn only for salary, travel expenses, subsistence allowances or for services rendered by the member.	Compliant	
Internal Audit	Starkey, Kirk Casey, Paul	The annual report of the budget has been submitted to WCSD and the Nevada Department of Education on or before November 1 st .	Compliant	
Internal Audit	Starkey, Kirk Casey, Paul	Except for those that may be authorized by specific statute or by the written charter of the charter school, the charter school does not charge tuition or fees.	Compliant	
Internal Audit	Starkey, Kirk Casey, Paul	The governing body of the charter school has ensured that a current written inventory of the equipment, supplies and textbooks of the charter school is maintained and has provided a copy of the current written inventory to WCSD as the charter school's sponsor.	Compliant	
Internal Audit	Starkey, Kirk Casey, Paul	An annual audit has been completed in compliance with the performance requirements of NAC387.755 and submitted to the governing body for review at a public meeting not later than 120 days after the close of the fiscal year for which the audit is conducted.	Compliant	
Internal Audit	Starkey, Kirk Casey, Paul	The charter school utilizes the chart of accounts prescribed by the Nevada Department of Education.	Compliant	
Internal Audit	Starkey, Kirk Casey, Paul	Not later than June 8 of last school year, the governing body of the charter school, at a public meeting, adopted its final budget for the charter school for the current fiscal year; the budget was prepared on forms prescribed by the Department.	Compliant	

Auditing Department	Name of Auditor	Compliance with Statutes and Regulations	Compliant / Non-Compliant	Comments
Office of School Improvement	Coombs, Ron Kuster, Nick	On or before September 15 th of the latest year, the charter school provided the sponsor with a written description of the progress of the charter school in achieving the mission and goals of the charter school set forth in its application.	Compliant	
School Police, Emergency Management Services	Anderson, Roy	The charter school complies with NRS 392.450 by providing drills for pupils in the appropriate procedures to be followed in the event of an emergency and by posting escape routes.	Compliant	

Auditing Department	Name of Auditor	Compliance with Statutes and Regulations	Compliant / Non-Compliant	Comments
School Police, Emergency Management Services	Anderson, Roy	<p>The charter school complies with NRS 388.243 (1) by developing a plan to be used by the charter school in responding to a crisis, emergency or suicide. (2) The plan developed pursuant to subsection 1 must include, without limitation:</p> <p>(a) The plans, procedures and information included in the model plan developed by the Department pursuant to NRS 388.253;</p> <p>(b) A procedure for responding to a crisis or an emergency and for responding during the period after a crisis or an emergency has concluded, including, without limitation, a crisis or an emergency that results in immediate physical harm to a pupil or employee of a school in the school district or the charter school;</p> <p>(c) A procedure for enforcing discipline within a school in the school district or the charter school and for obtaining and maintaining a safe and orderly environment during a crisis or an emergency;</p> <p>(d) The names of persons and organizations in the community, including, without limitation, a provider of mental health services which is operated by a state or local agency, that are available to provide counseling and other services to pupils and staff of the school to assist them in recovering from a crisis, emergency or suicide; and</p> <p>(e) A plan for making the persons and organizations described in paragraph (d) available to pupils and staff after a crisis, emergency or suicide.</p>	Compliant	

Auditing Department	Name of Auditor	Compliance with Statutes and Regulations	Compliant / Non-Compliant	Comments
Student Discipline	Kendrick, Lindsay	Regarding student behavior, the charter school: <ul style="list-style-type: none"> • Provides a copy of rules, consequences and disciplinary procedures • Maintains, for public inspection, a copy of rules, consequences and disciplinary procedures • Complies with policies and procedures for suspension and expulsion • Complies with policies and procedures for the suspension and expulsion of students with disabilities 	Compliant	
Student Health Services	Crane, Jennifer	Regarding the health and safety of pupils, the charter school: <ul style="list-style-type: none"> • Provides adequate health services in the following areas: <ul style="list-style-type: none"> ○ Management of accidents and illness ○ Management and reporting of communicable diseases; • Maintains records of the immunizations required of pupils; • Complies with requirements for the screening of vision, hearing, and scoliosis; and • If designated, complies with requirements for screening of student height/weight. 	Compliant	There is written procedure for first aid, communicable disease reporting, and immunizations. They are scheduled to do first aid and CPR on December 12, 2024. They received Epi training on November 20th, 2024. The mandatory screening was completed on September 12th, 2024.
Student Health Services	Crane, Jennifer	Regarding the health and safety of pupils, the charter school complies with requirements for crisis response in public schools.	n/a	This is covered in Roy Anderson's audit.

Sierra Nevada Academy
2024-2025 School Year

The Curriculum and Instruction department has reviewed the files provided which included:

1. Current list of textbooks, supplemental curricula, intervention programs, software, and other curriculum programs currently in use.
2. Curriculum maps, pacing guides, lesson plans and/or other applicable curriculum documents to include documentation of how instruction and assessment are tied to standards.
3. A copy of the school master schedule.

General Comments:

- The curriculum maps were easy to navigate and provided necessary detail for informing instruction.
- Vertical planning is necessary to ensure consistency across grade levels, within combination classes and throughout the school.

English Language Arts:

Grades K-5

- Standards are clearly listed and paced out for the first semester of the year.
- Noted formative and summative assessments to guide instruction forward.

Commendation: Materials were provided for review in all K-5 classes.

Recommendations:

- Additional detail in daily planning is needed for alignment as well as information on differentiated learning.
- Include daily/weekly learning objectives in lesson plans to clearly indicate instructional goal and assessment alignment.

Grades 6-8

Curriculum maps for grades 6-8 align to the Nevada Academic Standards and are identified in each unit of study. Grades 7-8 provide evidence of regular and frequent implementation of varied text that represent diverse genres and multiple perspectives. Instruction in all grade levels exposes students to writing practice in all domains including explanatory, narrative, and argumentative. Curriculum maps include a focus on essential skills and prior knowledge.

Recommendations:

- Consider developing consistent curriculum maps that include a common structure for grades 6-8.
- Include standards-aligned learning objectives in curriculum maps and clarify assessment alignment.

Mathematics:**Grades K-4**

Previous year recommendations have been fulfilled around the requirements of NRS 389.019(1)(2). Documents submitted refer to the NVACS Content Standards and the Standards for Mathematical Practice, which completely fulfill the requirements of the law. Formative and summative assessments are present in all grade levels to guide instruction forward.

Consider reviewing daily lesson plans across the grades to ensure that adequate and sufficient time is provided each day or within an instructional week to sufficiently provide quality educational opportunities to the depth of the standards.

Grades 5-8

The mathematics courses for the SNACS MS feature a thorough scope and sequence with a consistent format across all grade levels, ensuring clarity and coherence throughout. It is commendable that all standards, including the Standards for Mathematical Practice, are addressed at each grade level. Additionally, the unit plans demonstrate thoughtful considerations for different student populations, supporting diverse learning needs.

For consideration, while there are mentions of curricular resources such as Illustrative Mathematics, it would be helpful to clarify if there is a primary curricular resource consistently used or to identify resources utilized on a more regular basis to provide further instructional guidance.

Science:**Grades K-5**

Adequate evidence indicates that instruction is provided in the core academic subject of science. Formative, summative, and diagnostic assessments were included to inform instruction.

Evidence is lacking across grade levels that the charter school provides instruction that includes the integration of all three dimensions of the standards, specifically Science and Engineering practices and crosscutting concepts. The DCIs were noted for all grade levels.

Recommendations:

- Include evidence of a learning progression for all the Science and Engineering Practices and Crosscutting Concepts to better reflect the state performance standards for science.

- Clarify the Engineering Practice and Cross Cutting Concept numbers provided.

Grade 6-8

The school is using the OpenSciEd curriculum in 6th, 7th and 8th grade. In the annual plan, the essential skills and pre-requisite knowledge from elementary content is embedded in the documents. Skills to be learned in each section/unit are listed. The Learning Plan for grades 6 - 8 suggests standards and assessments to support NVACS for Science. In all 3 grade levels, the disciplinary core ideas are listed per unit and embedded into the documents in each unit.

Recommendations

- In grades 6-8, some units have the physical science disciplinary core idea standards mixed with performance expectations. Separate the DCIs from the Performance Expectations per unit.
- Include the DCIs life science and earth science for each unit.
- Include the appropriate cross cutting concepts in each unit.
- In grades 6-8, some of the units have Science and Engineering Practices listed as numbers, but there is no correlation as to what the numbers mean. Specify the Science and Engineering Practices or provide a key for the code and the SEP.

Social Studies:

Grade K-5

The grade level social studies documents note social studies essential skills, prerequisite knowledge, and assessment. Included formative and summative assessments. NVACS are noted within the K-5 Social Studies planning documents.

Commendation: K-5 Social Studies lessons are cohesive and align with NVACS.

Recommendations:

- Include alignment to disciplinary skill standards in curriculum documents and emphasize these standards in daily instruction.
- Sufficient evidence is needed as to how the standards are implemented in each unit.

Grade 6-8

Curriculum documents provided by SNACS indicate that standards-aligned social studies instruction is occurring in grades 6 and 7. However, no documentation was provided related to the 8th grade course. Materials provided for 6th and 7th grade included a broad overview of intended instruction and a general pacing guide.

Commendation: Curriculum maps provided by 6th and 7th grade include essential questions, key concepts, and reference general formative and

summative assessments.

Recommendations:

- Develop consistent curriculum maps for all grade levels (including 8th grade).
- Include alignment to disciplinary skill standards from the NVACS in curriculum documents and emphasize these standards in daily instruction.