

Washoe County School District Annual Charter School Performance Audit

Bailey 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 | Bailey has kindly submitted all necessary reporting elements to this point and we look forward to continue the work with Bailey ES. |
| 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 | |
| Student Accounting | Mandeville, Desiree | A description of the procedure and documentation for the enrollment and withdrawal of pupils in the charter school. | Compliant | Asked to provide additional examples of withdrawals, the ones provided were for the previous school year. Provided 3 additional examples of withdrawals for the current school year. We made a slight withdrawal date correction on 1 of the 3. |
| 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 printed and made available to all parents via the school's family handbook. |

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| 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. |
| 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-6 |
| 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 | A very thorough and detailed explanation of their procedure for maintenance of records. They exceeded the requirements by providing an explanation of the creation of a cumulative record as well as a permanent record for a student. |
| Student Accounting | Mandeville, Desiree | The teachers' class record books comply with regulation. | Compliant | All class record book examples provided were correct and required no changes or corrections. |
| 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 | |
| Student Accounting | Mandeville, Desiree | The charter school has a procedure for documenting credit for courses completed successfully. | Compliant | |

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| Student Accounting | Mandeville, Desiree | The charter school complies with all graduation and diploma requirements. | N/A | School is K-6 |
| Student Accounting | Mandeville, Desiree | The charter school complies with the requirements of the master register. | Compliant | |
| 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 | |
| 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 | Our full staff attended required mandatory reporting training, and we have documentation for verification of the required training. |
| 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 | Our charter school provides multiple counseling services to ALL students including group, individual, and student and family counseling, where appropriate. The counselor and/or school psychologist providing the training are licensed with the NV Dept of Education. |
| 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. | Complaint | 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. | Complaint | Comments to follow |

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| 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. | Complaint | 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. | Complaint | Comments to follow |
| 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. | Compliant | Our charter school complies with the development, implementation, and annual review of Section 504 plans, where appropriate. |
| 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 McMahon, Matt | 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 McMahon, Matt | The school has complied with generally accepted standards of accounting and fiscal management. | Compliant | |
| Internal Audit | Starkey, Kirk McMahon, Matt | 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 McMahon, Matt | 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 McMahon, Matt | The charter school has not operated for profit. | Compliant | |

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| Internal Audit | Starkey, Kirk McMahon, Matt | 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 McMahon, Matt | 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 McMahon, Matt | 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 | |
| Internal Audit | Starkey, Kirk McMahon, Matt | 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 McMahon, Matt | 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 McMahon, Matt | 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 McMahon, Matt | 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 McMahon, Matt | 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 | |

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| Internal Audit | Starkey, Kirk McMahon, Matt | An annual audit has been completed in compliance with the performance requirements of NAC 387.755 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 McMahon, Matt | The charter school utilizes the chart of accounts prescribed by the Nevada Department of Education. | Compliant | |
| Internal Audit | Starkey, Kirk McMahon, Matt | 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 | |
| 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 | |

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| 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>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 | |

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| 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 | Bailey has a very organized system for tracking the required items for the audit. Epi training happened on August 6 th along with other school training. Mandatory 1 st and 4 th grad screening was done on October 3, 2024. Immunization information sent to State December 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 | Roy Anderson does this one |

**Bailey Charter School
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.

English Language Arts:

The standards for the first semester, beginning in September or October for grades K-5, are clearly outlined and paced. Differentiation is evident, with a focus on foundational skills in the primary grades. The submitted schedules demonstrate that ELA is taught within the recommended instructional minutes, utilizing resources such as Magnetic Reading.

Commendation: Standards are present and easy to identify.

Recommendations:

- There is inconsistency in K-5 lesson planning; more detail in planning is needed for alignment as well as understanding focus on differentiated learning.
- Consider using the same lesson plan template for all grade levels to support consistency.
- Consider explicitly noting formative and summative assessments across all grade levels to guide instruction forward and support cohesion.

Math:

The submitted documents include a daily schedule outlining standards, vocabulary, and materials. A clear scope and sequence are provided for all grade levels, aligning with iReady Mathematics. The master schedules are well-organized and easy to follow. The documentation effectively shows sufficient time allocated for mathematics instruction. Additionally, evidence of ongoing assessments is included in the plans.

Recommendations:

- There is inconsistency in K-5 lesson planning; more detail in planning is needed for alignment.
- Consider using the same lesson plan format for all grade levels to support consistency.
- Consider explicitly noting formative and summative assessments across all grade levels to guide instruction forward and support cohesion.
- Consider having all grade levels include the Standards for Mathematical Practice in monitoring documents.

Commendation: The first-grade lesson plans included Standards for Mathematical Practice in their monitoring documents.

Science:

Sufficient evidence indicates that instruction is provided in the core academic subject of science using Inspire Science curriculum. NGSS standards are included within grade-level lesson plans.

Evidence is lacking across some grade levels that the charter school provides instruction that includes the integration of all three dimensions of the standards, specifically the Science and Engineering Practices and Crosscutting Concepts.

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.
- Documents provided lack substance of science instruction.

Commendation: According to schedules provided, consistent and adequate time is planned for science instruction across grade levels. Standards are present and easy to identify.

Social Studies:

The master schedules and curriculum maps for each grade level show that social studies instruction allocates sufficient time for student learning. All grade levels have updated their curriculum documents to align with the 2018 NVACS-SS. However, the inclusion of the Disciplinary Skill standards in these curriculum documents is inconsistent. Disciplinary Skills outline the approach for studying content themes through inquiry and disciplinary literacy.

Although standards were listed, there was insufficient evidence as to how the standards were implemented without additional details being provided.

Commendation: According to schedules provided, Social Studies instruction occurs 4-5 days a week in all classes.

Recommendations:

- Include more detail to show targeted, standards aligned social studies instruction for all grade levels using the 2018 NVACS-SS.
- Include alignment to Disciplinary Skill standards in curriculum documents and emphasize these standards in daily instruction.
- Add researched-based materials/resources to curriculum maps.