

# Washoe County School District Annual Charter School Performance Audit

Name of Charter School: RAINSHADOW COMMUNITY CS

School Year: 2013-2014

Auditing Department	Name of Auditor	Compliance with Statutes and Regulations	Evidenced By:	Compliant Non-Compliant	Comments
Accountability	Kemp, Kyle	<p><b>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). NRS 386.650</b></p>	Offsite review of IC	Compliant	Rainshadow Community Charter maintains student, school, and staff data needed for all reporting in Infinite Campus. All requested data for the areas around NRS 386.650 are in compliance.
Student Accounting	Mansfield, Cecilia	<p><b>Regarding student attendance, the charter school: NAC 386.350 (4)</b></p> <ul style="list-style-type: none"> <li>• <b>Provides a copy of the attendance policy to each student</b></li> <li>• <b>Keeps a copy of the attendance policy available for public inspection</b></li> <li>• <b>Includes NRS 392.122 in the attendance policy</b></li> <li>• <b>Provides a copy of rules for truancy</b></li> <li>• <b>Provides a copy of the letter of approval from the Superintendent of Public Instruction for legend of symbols for attendance NAC 387.163</b></li> </ul> <p>Please provide:</p> <ul style="list-style-type: none"> <li>• A copy of the school’s attendance policy;</li> <li>• A copy of the school’s rules for truancy;</li> <li>• A copy of the letter of approval from the Superintendent of Public Instruction for legend of symbols for attendance.</li> </ul>	Offsite review of electronic submission of policies (student handbook) and NDE Hrs.	Compliant	<p>The attendance policy and rules for truancy are provided to each student in the student handbook which is also located on the website. The attendance policy is available for public inspection and includes NRS 382.122.</p> <p>Rainshadow Community Charter High School is using the WCSD’s legend of symbols. It was recommended during last year’s performance audit that Mr. West, Principal submit the legend of symbols for approval.</p> <p>A letter dated March 21, 2012 from Keith Rheault, Superintendent of Public Instruction approving the legend of symbols for attendance was provided.</p>

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Student Accounting	Mansfield, Cecilia	<p><b>A description of the procedure and documentation for the enrollment and withdraw of pupils in the charter school. NRS 386.580 NAC 387.171 NAC 387.200 NAC 387.215</b></p> <p>The schools withdrawal binder will also be audited.</p>	<p>Offsite review of policy.</p> <p>Onsite review of withdrawal binder or scan documents and submit.</p>	Compliant	<p>The enrollment and withdrawal procedure is clearly outlined.</p> <p>The withdrawal binder is in order.</p>
Student Accounting	Mansfield, Cecilia	<p><b>Provide a description of how the lottery system works and how parents are notified of the system. NAC 386.180(1)</b></p> <p>Please provide a description of the lottery system and how parents know about the system.</p>	<p>Offsite review of policy, hours, handbook to document parent communication.</p>	Compliant	<p>The lottery policy is in the student handbook. "If the number of eligible students wishing to enroll in Rainshadow Community Charter High School exceeds the number of spaces available (150), then Rainshadow staff will hold a lottery to determine which applicants are eligible for admission. The names of all students eligible for admission will be placed in a container and selected randomly to fill those spaces. If the student drawn does not accept the position, another name will be drawn. The appointed staff member maintains a waiting list of students interested in attending and notifies students as openings become available."</p>
Student Accounting	Mansfield, Cecilia	<p><b>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.</b></p>	<p>Onsite review of procedures.</p>		<p>NA</p>

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Student Accounting	Mansfield, Cecilia	<b>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. NAC 386.410 (25)</b>	Offsite review of document.	Compliant	Rainshadow Community Charter High School received accreditation in the 2005-2006 school year from the Northwest Association of Accredited Schools as stated in the student handbook. The school is in the process of renewing their accreditation with completion scheduled in 4/2014.
Student Accounting	Mansfield, Cecilia	<b>The charter school complies with NRS 386.583 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.</b>	Offsite review of policies (i.e. handbook)		NA
Student Accounting	Mansfield, Cecilia	<b>The charter school has developed a procedure for the maintenance of records. NAC 386.360 NAC 386.180 (3)</b> <ul style="list-style-type: none"> <li>• Provide the name of the person who will be responsible for:                             <ul style="list-style-type: none"> <li>○ Maintaining records of pupils; and</li> <li>○ Providing records of pupils to the school district for inclusion in the statewide automated system of information</li> </ul> </li> <li>• Provide the procedures for creating and maintaining student cumulative folders</li> <li>• Provide the location of where the cumulative folders are stored</li> <li>• Provide the procedures for creating and maintaining student permanent records</li> <li>• Provide the location of where the permanent records are stored</li> </ul>	Onsite review of policy & procedures for maintaining records.	Compliant	<p>Laure Turner is responsible for maintaining student records, as well as data entry into the student information system, Infinite Campus. The procedure for creating and maintaining student cumulative folders was provided. The cumulative folders are kept in a fire proof filing cabinet in the main office. Permanent records are stored electronically in Infinite Campus. An example of the permanent record was provided.</p> <p>Steve West is responsible for the records of pupils should the charter school be dissolved.</p>

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		<ul style="list-style-type: none"> <li>• Surrenders permanent records when requested by PPA&amp;A</li> <li>• Provide the procedure for requesting and transferring student records</li> <li>• Provide the name of the person who will be responsible for the records of pupils if the charter school is dissolved or the written charter of the charter school is not renewed.</li> </ul>			All permanent records requested for surrender by the Student Accounting Office have been received.
Student Accounting	Mansfield, Cecilia	<b>The teachers' class record books comply with regulation. NAC 387.165</b>	Onsite review of Teachers' class record books.	Compliant	The teachers' class record books comply with NAC 387.165. The charter school received permission from the NDE to print the CIC reports for the first six weeks of school. Copy of approval letter provided.
Student Accounting	Mansfield, Cecilia	<b>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.) NAC 387.120 NAC 387.131 NAC 386.350</b>	Offsite review of NDE calendar and daily calendar.	Compliant	Rainshadow Community Charter High School received approval from the Superintendent of Public instruction to operate on an alternative schedule. The alternative schedule is acceptable as submitted and hereby approved in accordance with NRS 386.550.1 (f).
Student Accounting	Mansfield, Cecilia	<b>The charter school has a procedure for documenting credit for courses completed successfully, including: NAC 386.150(8)</b> <ul style="list-style-type: none"> <li>○ Copies of transcripts and diplomas used to indicate the student has completed course work successfully and</li> <li>○ The written policy of the charter school concerning the transfer of credit to another comparable school</li> </ul>	Onsite review of policy-completed course work and documenting transfer of credit.	Compliant	The charter school uses transcripts and diplomas for documenting credit for courses completed. A written policy documenting the transfer of credit to another comparable school was provided.

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Student Accounting	Mansfield, Cecilia	<b>The charter school complies with all graduation and diploma requirements. NAC 389.664 NAC 389.663</b>	Offsite review of policies and IC verification.	Compliant	The charter school complies with all graduation and diploma requirements.
Student Accounting	Mansfield, Cecilia	<b>The charter school complies with the requirements of the master register. NAC 387.171</b>	Onsite review of statistical month reports.	Compliant	The charter school complies with all requirements of the master register.
Student Accounting	Mansfield, Cecilia	<b>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.</b>	Offsite review of IC	Compliant	Rainshadow Community Charter High School is connected to WCSD Student Information System (Infinite Campus) and is following WCSD standards and procedures in relation to the WCSD Infinite Campus
Assessment Division	Richter, Paul	<b>The charter school administers achievement and proficiency examinations in compliance with NRS 386.550 (1)(h), NRS 389.015.</b>	Office review of test documents. Periodic onsite review of testing.	Compliant	
Counseling Services	Loudon, Katherine	<b>Regarding the health and safety of pupils, the charter school complies with requirements for reporting abuse and neglect. NAC 386.410 (12) as it relates to NRS 432B and NRS 200.5092.</b>  <b>Charter school administration</b> Please provide the following: a. Evidence that training has occurred in the requirements of reporting abuse and neglect.	Offsite review of training dates, PPT, and staff roster.	Compliant	
Counseling Services	Loudon, Katherine	<b>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</b>	Offsite review of copy of license and list of students served.	Compliant	

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		<p><b>valid School Counselor license from the Nevada Department of Education.</b></p> <p><b>Charter school administration</b> Please provide the following: Please provide the name of the counselor and a copy of the counselor's license.</p>			
Curriculum	Fox, Kindra	<p><b>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.</b></p>	<p>Site or electronic review of the following docs.: Lists and descriptions of education programs used for at-risk students; of services provided for at-risk students. Current list of textbooks, supplemental curricula, intervention programs, software and other curriculum programs currently in use. Curriculum maps, pacing guides, lesson plans and/or other</p>	Compliant	SEE ATTACHMENT A

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			<p>applicable curriculum documents to include documentation of how instruction is tied to standards and exams. School-wide assessments currently used to monitor student progress toward achieving state standards, if any. A current report of the progress that has been made on meeting your site's goals and objectives. Copy of the master schedule Course offering book and or/course description</p>		
Curriculum	Fox, Kindra	<b>The charter school provides instruction in the core academic subjects set forth in NRS 389.018 (1), as applicable for the grade levels</b>	Same as above.	Compliant	SEE ATTACHMENT B

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		<b>of pupils.</b>			
Curriculum	Fox, Kindra	<b>The charter school provides instruction based upon the standards of content and performance established by the Council to Establish Academic Standards. NRS 389.019(1)(2)</b>	Same as above.	Compliant	SEE ATTACHMENT C
Curriculum	Fox, Kindra	<b>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. NAC 386.410(18), NAC 389.664, NAC 389.445</b>	Same as above.	Compliant	SEE ATTACHMENT D
504	Loudon, Katherine	<b>Regarding the health and safety of pupils, the charter school complies with Section 504 of Title V of the Rehabilitation Act of 1973. NAC 386.410 (12)</b>  <b>Charter school administration</b> Please provide the following: Evidence of the compliance with Section 504 of the Title V Rehabilitation Act of 1973,	Offsite review of scanned 504 documents.	Compliant	
Facilities Management	Hoppe, Charlie	<b>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. NAC 386.410 (13)</b>  <b>Charter school administration</b> Please provide the following: a. Completed Inspection Form (11a.); b. Certificate of Occupancy; c. Copies of the building inspections for this school year; d. Most recent fire department inspection; e. Most recent health department inspection;	Offsite review of electronic submission of documents noted.  Onsite walkthrough.	Compliant	



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		f. A posted kitchen permit if lunches are being served.			
Human Resources	Reed, Deshawn	<b>The charter school complies with NRS 386.590, NRS 386.588, and NRS 386.593 regarding the employment of teachers and other educational personnel.</b>	Offsite review of reports, random selection of files reviewed.  Onsite review of new employee files.	Compliant	
Human Resources	Reed, Deshawn	<b>Within 30 days after the first day of school, the charter school provided the sponsor with a list of the names and qualifications of all persons employed by the charter school. NAC 386.350(3)</b>  Not more than 30 days after the beginning of the school year, a list of names and qualifications of all persons employed at the charter school.	Offsite review of report submitted.	Compliant	
Human Resources	Reed, Deshawn	<b>The status of employees, and the rights and benefits provided to those employees, comply with NRS 386.595.</b>  Please provide a table including the employee name, position held, salary, and PERs contribution of each.	Offsite review of docs./tables with information.	Compliant	
Human Resources	Reed, Deshawn	<b>A description of the manner in which the charter school maintains personnel records for its employees. NAC 386.410 (21)</b>  Please provide a description of how the personnel files are maintained.	Offsite review of policy.	Compliant	
Information	Martini,	<b>The charter school is connected to WCSD</b>	Offsite review of		WCSD controls the standard tables within

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Technology	Mary	<b>Student Information System (Infinite Campus) through the WCSD network and follows WCSD standards and procedures in relation to the WCSD Infinite Campus.</b>	IC.	Compliant	IC so the Charter cannot change within the system. Defaults automatic compliance.
Internal Audit	Ward, Paula Callen, Kathy Burton, Darcy Quilici, Jodi	<b>The charter school, its officers or its employees have complied with all financial terms and conditions of the written charter. NRS 386.535 (1)(a)(1)</b> Please provide the following: <ul style="list-style-type: none"> <li>• the annual report of the budget;</li> <li>• an electronic copy of the independent annual audit.</li> <li>• a copy of the approved minutes where the audit was approved by your governing body (please provide draft minutes if the approved minutes cannot be provided by this date and follow-up with approved minutes at such time as they are approved).</li> </ul>	Offsite review of the three noted documents.	Compliant	
Internal Audit	Ward, Paula Callen, Kathy Burton, Darcy Quilici, Jodi	<b>The school has complied with generally accepted standards of accounting and fiscal management. NRS 386.535 (1)(a)(2)</b>	Offsite review of annual audit, NDE audit.  Onsite if change in administration, bookkeeping, auditors or auditor finding.	Compliant	
Internal Audit	Ward, Paula Callen, Kathy Burton,	<b>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</b>	Offsite review of annual audit, other documents.	Non-Compliant	The independent auditor's report for the fiscal year ended June 30, 2013 noted the following:  <i>"The school's governing board voted</i>

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	Darcy Quilici, Jodi	<b>operate.</b> <b>NRS 386.535 (1)(b)</b>			<p><i>during the current fiscal year to close the school down for the year ending June 30, 2013 due to the lack of financial sustainability. Donations were raised during the year to help fund the 2013-2014 school year but a long range plan for sustainability will need to be successfully implemented to continue operations.</i></p> <p><i>This creates an uncertainty about the School's ability to continue as a going concern. Management of the School is developing a plan to pursue grant funding and has contracted with a third party to help implement. The ability of the School to continue as a going concern is dependent on the plan's success. The financial statements do not include any adjustments that might be necessary if the School is unable to continue as a going concern."</i></p>
Internal Audit	Ward, Paula Callen, Kathy Burton, Darcy Quilici,	<b>The charter school has refrained from using public money to purchase real property or buildings without the approval of the sponsor.</b> <b>NRS 386.550 (1)(k)</b>	Offsite review of affidavit attesting to no property purchased.	Compliant	

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	Jodi				
Internal Audit	Ward, Paula Callen, Kathy Burton, Darcy Quilici, Jodi	<b>The charter school has not operated for profit. NRS 386.553</b>	Offsite review of audit.	Compliant	
Internal Audit	Ward, Paula Callen, Kathy Burton, Darcy Quilici, Jodi	<b>All money received by the charter school from the state and from the board of trustees of WCS D is deposited and maintained in a bank, credit union or other financial institution in this state. NRS 386.570 (2)</b>	Offsite review of bank statements.	Compliant	
Internal Audit	Ward, Paula Callen, Kathy Burton, Darcy Quilici, Jodi	<b>The charter school complied with applicable federal laws and regulations governing the provisions of any federal grants obtained for the school. NRS 386.570 (6)</b>	Offsite review of grant docs./reports.	Compliant	
Internal Audit	Ward, Paula Callen, Kathy Burton, Darcy Quilici,	<b>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. NRS 386.573 (1)</b>	Offsite review of financial policies (if changed from year to year)	Compliant	

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	Jodi				
Internal Audit	Ward, Paula Callen, Kathy Burton, Darcy Quilici, Jodi	<b>The governing body of the school has prescribed the procedures by which the orders for payment must be approved and signed. NRS 386.573 (2)</b>	Offsite review of financial policies (if changed from year to year)	Compliant	
Internal Audit	Ward, Paula Callen, Kathy Burton, Darcy Quilici, Jodi	<b>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. NRS 386.573 (3)</b>	Offsite review of expenditures or disclosures of Bd. Member payments.	Compliant	
Internal Audit	Ward, Paula Callen, Kathy Burton, Darcy Quilici, Jodi	<b>The annual report of the budget has been submitted to WCSD and the Nevada Department of Education on or before November 15<sup>th</sup>. NRS 386.600</b>	Offsite review of report.	Compliant	
Internal Audit	Ward, Paula Callen, Kathy Burton, Darcy Quilici,	<b>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. NAC 386.150 and NRS 386.550 (1)(©)</b>	Offsite review of income, handbook.	Compliant	

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	Jodi				
Internal Audit	Ward, Paula Callen, Kathy Burton, Darcy Quilici, Jodi	<b>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. NAC 386.342(4)(a)(b)</b>	Offsite review of inventory.	Compliant	
Internal Audit	Ward, Paula Callen, Kathy Burton, Darcy Quilici, Jodi	<b>An annual audit has been completed in compliance with the performance requirements of NAC 386.380 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.</b>	Offsite of audit and minutes.	Compliant	
Internal Audit	Ward, Paula Callen, Kathy Burton, Darcy Quilici, Jodi	<b>The charter school utilizes the chart of accounts prescribed by the Nevada Department of Education. NAC 386.390 (2)</b>	Offsite review of chart of accounts.	Compliant	
Internal Audit	Ward, Paula Callen, Kathy Burton, Darcy Quilici,	<b>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. NAC 386.370 and NRS 386.550 (1)(n)</b>	Offsite review of annual budget and board minutes.	Compliant	

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	Jodi				
Nutrition Services	Casey, Geri	<b>If the charter school offers a nutrition program, the program complies with existing county, state, or federal requirements for that program.</b>	Offsite review of books.  Onsite observations and inspections per Regulations.		NA
Office of School Improvement	Proctor, Rochelle	<b>On or before November 15<sup>th</sup> 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. NRS 386.600(1)(a)</b>  Please submit your goals for the previous school year and your progress toward achieving those goals by November 15 <sup>th</sup> .	Offsite review of SIP Goals/Progress per report submitted Nov. 15.	Compliant	
Options	Cooper, Stacey	<b>A determination whether the membership of the governing body of the charter school complies with NRS 386.549, AB 171, and NAC 386.345, including without limitation, whether:</b>  a. The governing board consists of: <ul style="list-style-type: none"> <li>• At least two teachers as defined by chapter 391 of NRS and AB 171</li> <li>• At least one person who is a parent or legal guardian of a pupil enrolled in the charter school who is not a teacher or administrator at the charter school</li> <li>• At least two people who possess knowledge and experience in one or</li> </ul>	Offsite review of Board Members and qualifications.	Compliant	

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		<p>more of the following areas: Accounting, Financial Services, Law, Human Resources</p> <p>b. A majority of the members of the governing body of a charter school must reside in the county in which the charter school is located.</p> <p>c. The membership of the governing body of a charter school shall not include:</p> <ul style="list-style-type: none"> <li>• An employee of the governing body or charter school, including, without limitation, an administrator or teacher.</li> <li>• Except as otherwise provided in this paragraph, any person who:             <ol style="list-style-type: none"> <li>1. Owns, operates, is employed by or receives compensation from a corporation, business, organization or other entity that enters into a contract with the governing body or charter school; or</li> <li>2. Is related by blood or marriage to a person described in subparagraph (1).</li> </ol> </li> <li>• Pursuant to the requirements of NRS 332.800, a person described in this paragraph may serve on the governing body if he has entered into a contract with the governing body to provide goods or services to the charter school without profit or at no cost to the charter school. The governing body shall maintain documentation of the terms of such a contract.</li> </ul>		
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		<ul style="list-style-type: none"> <li>• If a person serves on the governing body of a charter school as a representative of a nonprofit organization or business, not more than one other member of the governing body may also serve as a representative of that organization or business or otherwise represent the interests of that organization or business. In no event may representatives of the same organization or business serving on the governing body constitute a majority of the members of the governing body.</li> </ul> <p>d. If the membership of the governing body changes, the governing body provides written notice to WCS D within 10 working days after such change; and</p> <p>e. Each member of the governing body has filed an affidavit in accordance with NRS 386.549(2).</p>			
Options	Cooper, Stacey	<p><b>A determination whether:</b></p> <ul style="list-style-type: none"> <li>• <b>The governing body has held at least one regularly scheduled public meeting in the county in which the charter school is located during each calendar quarter;</b></li> <li>• <b>Each meeting complied with The Open Meeting Law, chapter 241 of NRS;</b></li> <li>• <b>Meeting minutes are provided to the</b></li> </ul>	Offsite review of agendas and minutes.	Compliant	

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		<b>sponsor in accordance with NAC 386.345 (6) and NAC 386.345(7).</b>			
Options	Cooper, Stacey	<b>Upon examination of the agenda and minutes of each meeting of the governing body and the reports submitted to the governing body during each meeting, a determination whether the governing body is fulfilling its duty to evaluate the performance of each entity with whom the governing body has entered into a contract, including, without limitation, the performance of an educational management organization. NAC 386.400 NAC 386.405</b>	Offsite review of contract copies.	Compliant	
Options	Cooper, Stacey	<b>A determination whether, if the charter school uses distance education, it complies with distance education law and regulations. (NRS 388.820, NAC 388.800)</b>	Offsite review.	Compliant	-NA-
Risk Management	James, Jackie	<b>A determination of whether the charter school maintains the type and amount of insurance (a) required by NAC 386.215, (b) in a manner that complies with paragraph (l) of subsection 1 of NRS 386.550, which may include workers' compensation insurance, or is otherwise prepared to hold harmless, indemnify and defend the sponsor of the charter school as required by that paragraph.</b>	Offsite review of ins. Checklists as provided by ins. Agent.	Compliant	
School Police, Emergency Management Svcs.	Moore, Tracey	<b>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.</b>  <b>Charter school administration</b>	Site Visit to verify Emergency Plan	Compliant	I have visited and conducted emergency drills (Lock down, shelter in place or evacuation) at each of the listed sites. Each site also maintains a written log to provide evidence to the local fire jurisdiction that the emergency drills are

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		<p>Please provide the following:</p> <ul style="list-style-type: none"> <li>a. Fire-drill history/schedule documentation;</li> <li>b. Fire exit maps posted in all classrooms and student areas.</li> </ul>			<p>being conducted. Each site also has their emergency evacuation routes posted in class rooms and work space. Emergency Plans are also kept on file with administration.</p>
Student Discipline	Freeman, Jeff	<p><b>Regarding student behavior, the charter school: NRS 386.585</b></p> <ul style="list-style-type: none"> <li>• <b>Provides a copy of rules, consequences and disciplinary procedures</b></li> <li>• <b>Maintains, for public inspection, a copy of rules, consequences and disciplinary procedures</b></li> <li>• <b>Complies with policies and procedures for suspension and expulsion</b></li> <li>• <b>Complies with policies and procedures for the suspension and expulsion of students with disabilities</b></li> </ul> <p>Charter school Administration: Please provide a copy of the school's discipline plan containing the rules, consequences, disciplinary procedures for suspension and expulsion of students with and without disabilities.</p>	Offsite review of progressive discipline plan and Student Handbook.	Compliant	
Student Health Services	Crane, Jennifer	<p><b>Regarding the health and safety of pupils, the charter school: NAC 386.410 (12)</b></p> <ul style="list-style-type: none"> <li>• <b>Provides adequate health services in the following areas:</b> <ul style="list-style-type: none"> <li>○ <b>Management of accidents and illness</b></li> <li>○ <b>Management and reporting of</b></li> </ul> </li> </ul>	Onsite review of records	Compliant	<p>Rainshadow Community Charter High School Audit Done – February 13, 2014</p> <p>School was Compliant on all aspects.</p> <p>A. A copy of the school's safety plan with in the front of the medical binder and binder was accessible to</p>

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		<p><b>communicable diseases;</b></p> <ul style="list-style-type: none"> <li>• <b>Maintains records of the immunizations required of pupils in accordance with NRS 392.435;</b></li> <li>• <b>Complies with NRS 392.420 requirements for the screening of vision, hearing, and scoliosis; and</b></li> <li>• <b>If designated, complies with AB 354 requirements for screening of student height/weight.</b></li> </ul>			<p>the staff. Safety plan is adequate.</p> <p>No corrective action needed.</p> <p>B. i. Management of accidents and illness: There was adequate information about how to manage accidents and illness. School has a “Frist Aid” flip card system that has information on how to take care of common injuries. Care is provided to the students and the parents are notified. Accident reports are available for staff to fill out and a copy is kept at the school. School has an action plan for use of Epi Pens and staff has been trained on how to use the Epi Pen device.</p> <p>No corrective action needed.</p> <p>ii. Management of reporting communicable disease. The information from the Washoe County Health Department on what communicable diseases are available at the school. The school has a written plan as to when the Washoe County Health Department for a reportable disease. Staff has an adequate policy and procedure for reporting communicable diseases.</p> <p>No corrective action is needed.</p> <p>iii. Immunizations are maintained in Infinite Campus and they have a</p>
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					<p>written policy for immunization and a way to track students that are non-compliant. The immunization policy is adequate.</p> <p>No corrective action is needed.</p> <p>iv. Vision and Hearing screening are recorded on the student's health cards. Rainshadow is not a designated AB 354 school.</p> <p>No corrective action is needed.</p>
Student Health Services	Crane, Jennifer	<p><b>Regarding the health and safety of pupils, the charter school complies with requirements for crisis response in public schools in accordance with NRS 392.600 to 392.656, inclusive.</b></p> <p><b>Charter school administration</b> Please provide the following:</p> <ol style="list-style-type: none"> <li>a. A copy of your school safety plan,</li> <li>b. Provide evidence of the following to the Health Office:             <ol style="list-style-type: none"> <li>i. Management of accidents and illness;</li> <li>ii. Management of reporting of communicable diseases;</li> <li>iii. Maintenance of records of the immunizations required of pupils in accordance with NRS 392.435;</li> <li>iv. Compliance with NRS 392.420 requirements for the screening of vision, hearing, and scoliosis; and</li> <li>v. If designated, compliance with AB 354 requirements for screening of student</li> </ol> </li> </ol>	Onsite review of records	Compliant	

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		height/weight.			
Student Support Services	Matteoni, Jacque	<p><b>The school provides special education services as appropriate and as required by W.C.S.D. NRS 388 NRS 395 NAC 386.410(16) NAC 388.150 – 388.450 inclusive</b></p> <ul style="list-style-type: none"> <li>• The charter school maintains compliance in accordance with the Nevada Department of Education - Special Education monitoring tool.</li> </ul> <p><b>Charter School Administration –</b> Please provide the following:</p> <ul style="list-style-type: none"> <li>• Access to all special education records, and/or those records requested annually for special education monitoring</li> </ul>	<p>Offsite review of IC and Easy IEP.</p> <p>Onsite review of random selected files.</p>	Compliant	

### ATTACHMENT A

**4. 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.**

*Noncompliant*

**Compliant**

### ATTACHMENT B

**15a. 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.**

*Noncompliant*

**Compliant**

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## Comments:

### Math

Four years of math are suggested for students, including two years of algebra and geometry in an integrated model. They offer two course options for 9<sup>th</sup> and 10<sup>th</sup> grade students to address better the needs of their diverse learners. The math teachers have refined the algebra courses that span the skills necessary for Algebra 1 and Algebra 2 and have extended to include Trigonometry and pre-calculus topics. As students enter the school, a math teacher assesses their skills and curriculum is tailored to their individual needs. A math proficiency review course is available to students who have not yet passed the math NHSPE, and a daily intervention block is also used to support students in math.

Teachers have created course guides that clearly state the topics and standards being covered by each course. .

### Recommendations:

1. It is recommended that teachers create a flow chart to help ensure that stakeholders understand the different course sequences available to students.
2. It doesn't look like courses are aligned to the Common Core State Standards at this time as the Pacing Guides link to Nevada State Standards.
3. The course alignment to the CCSS is crucial as the new testing system will be in place for the state of Nevada in 2014-2015.

### Science

There are four science courses available to students, and there are additional elective interdisciplinary courses that include science content. The core courses are Natural Science, Earth Science, Physical Science and Science, Technology, & Society with themes that have a real-world application. A large variety of textbooks are available, including texts currently under adoption in WCSD. There is also a large library of reference books at a variety of reading levels available for student use. Courses show the application of science to daily life, thus clearly demonstrating the relevance of science to students' lives. The teacher's instructional methods are high interest and engaging for students.

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Lesson plans indicate that a variety of resources are used in addition to textbooks.

**Commendation:** Lesson plans show great Project/Problem-Based Learning projects which help students with 21st Century Skills and keep them interested in science.

**Recommendations:** The Nevada State Board of Education has voted to adopt the Next Generation Science Standards as the revised Nevada Academic Content Standards for Science. Full Implementation will be the 2015.16 school year. It will be important for teachers to be aware of these standards (<http://www.nextgenscience.org/next-generation-science-standards>) and to understand “A Framework for K-12 Science Education ([http://www.nap.edu/catalog.php?record\\_id=13165#](http://www.nap.edu/catalog.php?record_id=13165#)). As the state provides updates to the roll out of the standards, the WCSD Science Coordinator will forward that information to you. If you need additional information please contact Kelly Cannon ([kcannon@washoeschools.net](mailto:kcannon@washoeschools.net))

## Social Studies

The following social studies courses are offered for students: World History, US History, American Government, which meet the state of Nevada requirements. And this year, Rainshadow added Geography to the curriculum. Teachers have been trained in We the People and Project Citizen as well. A highlight is teaching to the theme “Truckee Meadows,” which allows students an opportunity to learn the history of their region. All course syllabi are detailed and have been aligned to the 2008 revised social studies standards.

**Commendation:** Rainshadow social studies teacher, Mr. O’Brien continues to be a participant of the year-long History Cohort Professional Development project through Teaching American History Grant. Mr. O’Brien and Ms. Quintana attend various WCSD professional development opportunities.

**Recommendation:** Continue to integrate CCSS into the social studies curriculum and shift instruction in reading and writing. Continue to bring in rich and complex primary and secondary sources for students to use in inquiry lessons.

## English

Rainshadow offers four solid English courses for students and the courses flow nicely from one to the next. Texts are appropriate for students at each grade level and the complexity increases from grade to grade. Ms. Tullar clearly has spent a lot of time working on her curriculum and



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implementing changes each year that have been suggested by the monitoring team. Changes this year have included multiple genres of writing that will help prepare students for college and careers as well as being successful on the Smarter Balance assessments.

**Recommendation:** Continue to pay careful attention to the standards, thinking about ways to integrate that which appeals to students to that which students need to know to be both career and college ready.

## ATTACHMENT C

**15b. The charter school provides instruction based upon the standards of content and performance established by the Council to Establish Academic Standards. NRS 389.019(1)(2)**

*Noncompliant*

**Compliant**

**Comments:**

### **Math**

Curriculum binders provided by the teachers indicate a consistent intention to address the Nevada Content Standards in math and are starting to transition to the CCSS. Preparation should be made around instruction as the 2014-2015 CCSS End of Course exams may require a shift to their instructional practice. .

### **Social Studies**

Teachers have aligned curriculum and instruction to the 2008 revised social studies standards.

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## Science

All instruction is based on the Nevada Science Content Standards using themes and real world applications.

**Recommendation:** The New Generation Science Standards will release a draft by the end of March with the final document to be released by December of this year. The Science Program Coordinator will send the documents to all schools for input. Look at the New Science Framework for information on how the standards will be implemented.

## English

Ms. Tullar's website shows an excellent integration of a variety of materials for student learning. She is using video, PowerPoint, articles, novels, etc., to make learning meaningful and relevant to her students. It is clear in the many years that I have been monitoring this school and seen her evolve as a teacher that she is in touch with her students, their needs, and what it takes to be literate in today's world. She expects high-level work and thinking from her students.

**Recommendation:** I would encourage Ms. Tullar to think about ways to make classic texts relevant to contemporary students by pairing them with modern articles and then thinking about modernizing the assignments. It seems that the output (what students are doing) may be a bit traditional for the student population who may be able to collaborate and create in ways that have not been considered. In this way, these great works can become more meaningful to students.

## ATTACHMENT D

**16. 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. NAC 386.410(18), NAC 389.664, NAC 389.445**

*Noncompliant*

**Compliant**

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## **Comments:**

The course offering book indicates that Rainshadow offers appropriate courses in core academic subjects. Graduation requirements are clearly articulated and courses are offered so that students may earn the required credits.