

**Nevada Department of Education  
Pupil Enrollment and Attendance Audit  
2023 – 2024 School Year  
CHARTER SCHOOL FIELD REPORT**

Charter School: Strong Start Academy Elementary School  
Charter School Sponsor: State Public Charter School Authority  
Reporting Period Reviewed: SY2023 – 2024 (Q1)

**I. ENROLLMENT VERIFICATION**

**A. Review Process:**

Our audit procedures included a physical count of pupils. This count was then compared to the master register totals to test for variances.

We reviewed the school's current enrollment as of the day of our fieldwork. We examined the number of pupils reported per grade level on the master register and matched it to the corresponding ethnic report. We also reviewed the master register for age eligibility of pupils in kindergarten.

Our procedures also included a review of pupil withdrawal documentation. We verified the effective date of pupil withdrawals. We matched withdrawal dates and codes to the current master register for compliance to Nevada statutes.

We also tested a sample of the teachers' class record books for attendance compliance.

**B. Results:**

- There were no exceptions to the verification of enrollment for apportionment.

**II. COMPLIANCE REVIEW**

**A. Review Process:**

We reviewed the current master register and class record books to ensure all required items were included in compliance with Nevada statute.

We verified the master register for the prior school year (May 2023) included a signed statement attesting to the accuracy and truthfulness of the report.

We reviewed class record books for attendance/truancy compliance and verified approved attendance codes and symbols were used.

We verified the school calendar to the school's NDE-approved calendar and we reviewed the school's bell schedule to ensure the school meets the minimum number of minutes per day as required by Nevada statute.

**B. Results:**

- There were no exceptions to the compliance items we reviewed.

**C. Computer Findings:**

- There were no exceptions to the compliance items we reviewed.

**III. REPORT**

- It is possible that pupils verified today may also be claimed by another district or charter school. Each school will have an opportunity to present additional verification documentation for any pupil(s) in question. NDE will make a final determination on all pupils claimed by more than one district/school. This may result in an adjustment to the pupil enrollment and attendance report.
- The eligibility of part-time students who participate in distance education at different schools under NRS 387.124, NRS 387.1223, and NAC 387.294 will require additional verification. The documentation must be reviewed as a whole, from all applicable schools. NDE will make a final determination for this matter in a draft report that will be sent to the school. This may result in an adjustment to the pupil enrollment and attendance report.

We would like to note that all our requested information was well-prepared and organized.

We would like to thank the staff for their assistance and cooperation given to the auditors.

If you have any questions, please contact the auditor-in-charge listed below.

SIGNED:  DATE: 8/18/2023  
LaChanique Watts, Auditor-in-Charge, [wattsl@doe.nv.gov](mailto:wattsl@doe.nv.gov), 702-668-4322

SIGNED: Miriam Benitez / Executive Director DATE: 8/18/2023  
*Print/type name/title here*

SIGNED:  DATE: 8/18/2023