

Arizona State Board for Charter Schools
Arizona State Board of Education
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MAY 19 2010

HW

ADDING GRADE LEVELS TO CHARTER AMENDMENT REQUEST

(Charter Holder Name) Ambassador Academy (CTDS) 078529000

(Charter Holder Mailing Address) 10841 S. 48 Street

(City, State) Phoenix (Zip) 85044

(Charter Representative's Name) Dr. Elba Iris Reyes

(Phone Number) 480-961-2214 (Fax Number) 480-961-2214

Failure to submit all required documentation will result in the Amendment Request being returned without being processed. Faxed copies will not be accepted. Please send originals.

x **Adding grade levels served for charter**

Included are the following:

- Board minutes approving the change (If the body is subject to Open Meeting Law, minutes must comply with ARS §38-431.01)
- Narrative that 1) provides background and support for expansion; 2) how the additional grades support the philosophy, methods of instruction, special emphasis, and mission of the charter
- Timeline for implementation
- Proficiency level required for credit and/or promotion and credit transfer policies

For each grade level being added, provide the following as a representation of a program of instruction aligned to the State Academic Standards and to the methods of instruction described in the charter:

- Math – A completed curriculum sample template including all required attachments as outlined on the template attached.
- Language Arts - A completed curriculum sample template, for both reading and writing, including all required attachments as outlined on the template attached.

The Arizona State Board for Charter Schools and Ambassador Academy (Charter Holder), herein agree to amend the terms of the charter contract as follows:

FROM SERVING GRADES: K-3

TO SERVING GRADES: K-4

In witness whereof, Charter Holder has signed this contract amendment as of this 15 day of May, 2010, and the State Board for Charter Schools has signed this contract amendment as of this ____ day of _____, 20____, to take effect at such time as it is signed by both parties.


Charter Representative Signature

Representative Signature for the Arizona State Board for Charter Schools

MINUTES OF THE GOVERNING SCHOOL BOARD MEETING

AMBASSADOR ACADEMY

(An Arizona non profit corporation)

Meeting was held on the 14th day of May, 2010 in room number 4 at Ambassador Academy, 10841 S. 48th Street, Phoenix, Arizona, in accordance with open meeting law of the State of Arizona. The meeting was officially called to order by Dr. Reyes at 10:30 am.

Agenda Items:

1. Pledge of Allegiance

2. Role Call:
- Dr. Elba I. Reyes, Chairperson
 - Miss. Elizabeth Melter, Secretary
 - Mrs. Kerri Wright (via phone)
 - Mrs. Cheryl Blake (via phone)

3. Principal's Announcements

- a. Dr. Elba Reyes, principal, gave update on lease negotiations for property located at 38th Street and Ray Road in Ahwatukee. Tenant improvements have been negotiated and landlord has agreed to fund entire project. Present space will accommodate all grades though 5th grade as well as a multipurpose room, computer/library room, teacher workroom, administrative offices, conference room and records storage room.
- b. Completed DIBELS assessment for all grade. All grades made at least one year's growth. Based on those results, teacher evaluations and student performance, recommendations will be made for offering contracts for next year.
- c. According to the audit reports, one weakness facing Ambassador was that one person was executing all aspects of operations. There is a personnel line in the budget for an office assistant, whose responsibilities will include attendance, student information system, and finance. Board had been emailed job description and responsibility procedures.

4. Action Items:

- a. Motion was made by Elizabeth Melter to approve the change of adding 4th and 5th grades to the grade levels served at Ambassador Academy with 5th grade being added during FY 2012. Motion was seconded by Kerri Wright. Motion passed 4-0.
- b. Motion was made by Elizabeth Melter to approve the lease for the building at 38th Street and Ray in Ahwatukee, giving Dr. Reyes authority to review and sign final lease if it contains no changes from reviewed draft. Motion was seconded by Kerri Wright. Motion passed 4-0.
- c. Motion was made by Elizabeth Melter to approve offering teaching contracts for the 2010- 2011 school year, including a teacher for 4th grade. Motion was seconded by Kerri Wright. Motion passed 4-0.
- d. Motion was made by Elizabeth Melter to approve the job description for an office assistant. Motion was seconded by Kerri Wright. Motion passed 4-0.

With no other business to present or discuss, motion to adjourn was made by Elizabeth Melter and seconded by Kerri Wright. Motion passed 4-0.

Dated as of this 14th day of May, 2010.


Elizabeth Melter, Secretary

Ambassador Academy

ADDING GRADE LEVELS TO CHARTER AMENDMENT REQUEST

- **Narrative** that 1) provides background and support for expansion; 2) how the additional grades support the philosophy, methods of instruction, special emphasis, and mission of the charter

1) Provides background and support for expansion:

It has been the intent of Ambassador Academy, since its inception, to expand the grades being served, by adding one grade each year. Our rationale for this “phasing in” process was to assure the success of each grade level and establish a core group of students performing at a high level of performance before we added additional grades. Our current families are very pleased with the achievement of their children and have requested that we to continue to add the next grade level.

The Ambassador Academy Governing School Board concurs with that expansion as evident in the attached board minutes.

2) How the additional grades support the philosophy, methods of instruction, special emphasis, and mission of the charter:

Ambassador Academy was founded in order to provide families quality education for their children by **preparing future leaders through academic excellence and leadership character development. This is our mission.** Our **special emphasis is** standards-based academic teaching and achievement along with leadership character development. We prepare our students through a **curriculum that is standards based** and that is **socially interactive** and where students learn to **observe and practice leadership qualities** and where they have **opportunities to learn how to give and accept critique.** This is the foundation of our philosophy. Our submitted curriculum in math, reading, and writing for fourth grade is grounded on this commitment.

- **Timeline** for implementation:

The fourth grade will start with the 2010-2011 school year on August 9, 2010. Enrollment will start as soon as approval for the grade expansion is received from the ASBCS board.

- **Proficiency level** required for credit and/or promotion and credit transfer policies:

Proficiency levels for fourth grade follows same criteria as set forth in the charter for grade levels K-3.