

Instructional Days Amendment Request

Charterholder Info

Charter Holder

Name:
Arizona Autism Charter
Schools, Inc.

CTDS:
07-82-26-000

Mailing Address:
4433 North 7th Street
Phoenix, AZ 85014
> [View detailed info](#)

Representative

Name:
Diana Diaz

Phone Number:
602-487-0434

Downloads

 [Download all files](#)

Contractual Days

180

To
182


Fiscal Year Effective Date
FY17

Type of Change
Permanent Change

Attachment

Board Minutes –  [Download File](#)

School Calendar –  [Download File](#)

Daily Instructional Schedule –  [Download File](#)

Narrative –  [Download File](#)

Additional Information
No documents were uploaded.

Signature

Charter Representative Signature
Diana Diaz 02/05/2017



Meeting of the Board of Directors of ARIZONA AUTISM CHARTER SCHOOLS, INC.

Tuesday, June 29, 2016 5:30 PM

4433 N. 7th Street Phoenix, AZ 85014

Board Members Present:

Leo Valdez-Telephonically
Ron Harrison
Gregory Torrez-Telephonically
Keisha McKinnor
Genaro Delgadillo-Telephonically
Viet Do- (newly elected at this meeting)

Board Members Absent:

Mary McEvelly-Hernandez

Others Present:

Diana Diaz-Harrison
Michele Diamond

1) **Welcome and Attendance**

At 5:33 pm the Board Meeting commenced. Leo Valdez, Board President, ran the meeting. It was determined that a quorum was present and the meeting could conduct business. Leo asked for a motion to approve the agenda and begin the meeting, Gregory made a motion, Genaro seconded the motion, all were in favor and Leo called the meeting to order.

2) **Public Comment**

Leo asked if there were any members of the public present for comment. It was determined no members of the public were present.

3) **Financial Action Items**

- **Profit/Loss Statement:** Leo asked Michele Diamond to review the Profit Loss Statement she had prepared. Michele explained that the expenditures forecast for FY17 for were in line with the expected revenue received. This included expenditures budgeted for the second facility and debt service related to the loan on the facility. She indicated the school had an additional influx of revenue due to prop 123 funds as well as the AZ-CSP grant. Leo asked if jump in salaries from 1.5 million to 2.4 million and jump in benefits costs could be attributes to the second school site. Michele said that was indeed the case.
- Leo indicated that the budget included 6% raises for administrative staff and an 8% raise for the executive director pending an evaluation facilitated by a hired consultant.
- Ron made a motion to approve the Profit Loss Statement Gregory seconded the motion, the motion passed unanimously.
- **FY17 Proposed Budget:** Leo went on to explain that the numbers in the Profit/Loss Statement reflected the number in the Proposed Budget. Gregory asked if the debt service for the second building were not a factor, would the school then have surplus finds. Michele explained that because the second building allowed for more students, the cost of the building and debt service were offset.
- Keisha asked about donation dollars or local funds and why they were less for FY17. Michele indicated that we had budgeted conservatively but were expecting local funds to be the same or increase due to being eligible to apply for the Walton grant.
- Since there were no further questions, Leo asked if there was a motion to approve the FY17 Proposed Budget. Ron made a motion to approve the budget, Genaro seconded the motion, the motion passed unanimously.

4) **Executive Director Report**

Diana reported that construction at the new building was in full swing and expected to be completed before school starts on August 8, on time and on budget. She reported the school was already fully enrolled and almost all necessary staff had been hired. Teachers and staff will begin training July 11.

5) **Approval of Minutes**

Diana indicated she had completed drafting minutes for several meetings that were necessary for approval of documents related to the purchase of the facility. The dates of those meetings were 2/22/16, 3/24/16, 4/4/16, 5/9/16, 6/14/16. Leo asked if board members had reviewed the minutes. Board members indicated they had. Gregory made a motion to approve the minutes for all meetings, Genaro seconded the motion, the motion passed unanimously.

6) **School Calendar**

Leo asked the board if they had reviewed the School Calendar for the 2016-17 school year. Diana explained they had drafted the calendar in accordance with calendars from the surrounding school districts such as Osborne and Madison. Since the board was satisfied with the calendar, Leo called for a motion to approve. Ron made a motion, Gregory seconded the motion, the motion passed unanimously.

7) **Approval to add Dr. Viet Do the AZACS Board**

Leo reminded the board they had reviewed Dr. Do's resume at a previous board meeting and that members had met him and discussed his interest and qualifications to support the board. Dr. Do was present at the meeting and indicated he was very happy with his son's progress at the school and that he wanted to be a champion in support of the school and its mission. Gregory made a

motion to approve the addition of Viet Do to the board, Ron seconded the motion, the motion passed unanimously.

8) **Academic Data Review**

School Principal Tanya Brodd reviewed the academic data for the 2015-16 school year and indicated students went from meeting 70% of targets at the beginning of the year to 90% of targets at the end of the school year. This data was presented to the state board and allowed the school to receive a meets in the data category of the Demonstration of Sufficient Progress. Viet commented that this level of data collection excelled in comparison to public schools his son had attended.

9) **Executive Director Evaluation**

Leo said he would be working with Gregory to meet with the evaluator tasked with helping to complete the evaluation for Diana Diaz-Harrison. He indicated he would be updating the board at the next board meeting.

It was determined the next board meeting would take place July 12, 2016. To adopt the Final FY17 Budget.

Adjournment

Since there were no other items for discussion at this special meeting, Leo called for a motion to adjourn. Ron made a motion, Genaro seconded the motion. The motion passed unanimously and the meeting adjourned at approximately 6:15.



Arizona Autism Charter School

CALENDAR 2016-2017

July 2016

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

August 2016

S	M	T	W	T	F	S
		1	2	3	4	5
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September 2016

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				1	2	3
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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

October 2016

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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November 2016

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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December 2016

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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

January 2017

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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February 2017

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			1	2	3	4
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26	27	28				

March 2017

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26	27	28	29	30	31	

April 2017

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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

May 2017

S	M	T	W	T	F	S
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2	3	4	5	6		
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

June 2017

S	M	T	W	T	F	S
						1
				2	3	
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Regular School Start & Dismissal Times

8:30 AM – 2:45 PM

Early Dismissal Time
12:00 PM*

* Early Dismissal EVERY Wednesday

* Early Dismissal on 8/8, 8/9, 8/10, & 5/26

Teacher Professional Development	July 11- July 29
Parapro Professional Development	July 11- July 29
First Day for Students- Early Dismissal	August 8
Labor Day (No School)	September 5
Fall Recess (No School)	October 10-14
Parent/Teacher Conf.	October 26-28
40 th Day of the School Year	October 3
Veterans Day (No School)	November 11
Thanksgiving (No School)	November 23-25
Winter Recess (No School)	Dec. 19 - Jan. 2
Classes Resume	January 3
Parent/Teacher Conf.	January 25-27
Martin Luther King Day (No School)	January 16
100 th Day of School Year	January 24
Presidents Day (No School)	February 20
Spring Recess (No School)	March 20-24
State Testing AIMS/AZMerit/NSCS	April 10-April 28
Last Day – Early Dismissal	May 26
Memorial Day (No School)	May 29
Professional Development	May 30

Symbol Key

	First & Last Day for Students
	School Recess (NO SCHOOL)
	In-Service Day for Teachers (NO SCHOOL)
	Parent Conferences
	Holidays (NO SCHOOL)
	Quarter Ends

1st Quarter Ends October 17th – 46 Days
 2nd Quarter Ends January 9th – 46 Days
 3rd Quarter Ends March 24th – 47 Days
 4th Quarter Ends May 26th – 44 Days

Total Instructional Days = 182

40TH DAY- October 3rd
100TH DAY- January 24th

Schedule: Mon, Tues, Thurs, Fri		Abushar	Greenberg	Dixon	Horan	Nicol
Homeroom	8:30	Homeroom	Homeroom	Homeroom	Homeroom	Homeroom
1st hour	8:47	SS	Life Skills	Science	LA	Math
2nd hour	9:39	LA	PE	SS	Science	Life Skills
3rd hour	10:26	Science	SS	PE	Math	LA
4th hour	11:18	Math	LA	Life Skills	PE	Science
Lunch 1 / Recess	12:10	Lunch	Recess	Lunch	Recess	Recess
Lunch 2 / Recess	12:30	Recess	Lunch	Recess	Lunch	Lunch
5th hour	12:55	PE	Science	Math	Life Skills	SS
6th hour	1:47	Life Skills	Math	LA	SS	PE

Wednesday Schedule

	Students remain in Homeroom
8:30-9:00	Language Arts Enrichment/ Remediation
9:00-9:30	Language Arts Enrichment/ Remediation
9:30-10:00	Language Arts Enrichment/ Remediation
10:00-10:30	Snack/Fitness Activities
10:30-11:00	Math Enrichment/Remediation
11:00-11:30	Math Enrichment/Remediation
11:30-12:00	Math Enrichment/Remediation

Instructional Days Amendment Request Narrative

1. Describe the reason for the change in instructional days, including how it will improve pupil achievement in the target population.

The findings of the first year site visit conducted by ASBCS noted discrepancies in the school calendar. ASBCS Online lists 180 days but the calendar submitted for the site visit noted 183 days. The ADE School Finance calendar noted 182 days. After investigating these discrepancies, school leaders discovered there was a typographical error in the calendar submitted at the first year site visit, and that the Arizona Autism Charter School Board approved a calendar with 182 school days at its board meeting on June 29, 2016. This calendar, with 182 school days, was submitted and approved by ADE School Finance and is the calendar that has been in effect since the school opened on August 8.

Originally, when the school applied to ASBCS for approval of a new site and additional grades, school leaders did not have a final school calendar drafted, but we knew we would be operating under a traditional school calendar with approximately 180 school days. When the school calendar was finalized, school leaders thought it would be a good idea to have 182 school days on the calendar to cover for emergency school closures. Arizona Autism Charter Schools' board agreed, and adopted the calendar at its June 29 meeting.

The calendar with 182 school days will improve pupil achievement by ensuring students will have the required instructional days regardless of any unforeseen emergency school closures.

2. Describe how the school calendar and instructional schedules provided demonstrate compliance with A.R.S. 15-901 regarding annual instructional hours for each grade level served.

The instructional schedule submitted at the first year site visit demonstrates that the school meets the requirements for hours of instruction in each grade level per A.R.S. 15-901.

3. Describe whether the change will apply to all schools operated under the charter, or to identified school sites only.

The school uses the same school calendar for both of the sites it operates.

4. Provide the timeline for implementing the change, including whether an Instructional Days Amendment Request will be submitted in conjunction with any other amendment or notification requests which would warrant concurrent consideration.

As stated previously, the calendar submitted at the first year site visit contained a typographical error. The correct count for the number of school days on the calendar is 182, which is the number of days approved by the school board at its June 29, 2016 board meeting and matches the number of days indicated in the calendar submitted and approved by ADE school finance. This 182 day calendar has been in effect since the school opened on August 8, 2016. This amendment request is submitted to clarify discrepancies.