

# Procurement Laws Exception Amendment Request

## Charterholder Info

### Charter Holder

**Name:**  
BASIS Schools, Inc.

**CTDS:**  
07-82-73-000

**Mailing Address:**  
7975 North Hayden Road  
Suite B121  
Scottsdale, AZ 85258  
> [View detailed info](#)

### Representative

**Name:**  
Carolyn McGarvey

**Phone Number:**  
480-767-7696

**Fax Number:**  
480-289-2089

## Downloads

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## Procurement Laws Exception

### Please Note

Charter operators granted an exception to local and state procurement regulations under A.R.S. §15-183(E)(6) are still required to satisfy the federal procurement requirements as a condition to the receipt of certain federal funds.

## Attachments

Board Minutes —  [Download File](#)

Complete policy for procuring goods and services —  [Download File](#)

### Additional Information\*

No documents were uploaded.

## Signatures

Charter Representative Signature  
Carolyn McGarvey 06/24/2015

# USFRCS Exception Amendment Request

## Charterholder Info

### Charter Holder

**Name:**  
BASIS Schools, Inc.

**CTDS:**  
07-82-73-000

**Mailing Address:**  
7975 North Hayden Road  
Suite B121  
Scottsdale, AZ 85258

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### Representative

**Name:**  
Carolyn McGarvey

**Phone Number:**  
480-767-7696

**Fax Number:**  
480-289-2089

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## USFRCS Exception

All exceptions to the USFRCS will include:


Charter Holder must utilize Generally Accepted Accounting Principles

The Charter Holder is **NOT** exempt from filing the Annual Financial Report, the school report card data, annual auditing requirements, or any financial report request from the Arizona State Board of Charter Schools, the Auditor General, and the Arizona Department of Education

The Charter Holder is responsible for any "cross-walks" necessary to complete reporting requirements.

## Attachments

Board Minutes —  [Download File](#)

Complete policy for accounting —  [Download File](#)

### Additional Information\*

No documents were uploaded.

## Signatures

Charter Representative Signature  
Carolyn McGarvey 06/24/2015

**MINUTES of the Meeting  
of the**

BASIS Ahwatukee Governing Body, BASIS Chandler Governing Body, BASIS Chandler Primary Governing Body, BASIS Flagstaff Governing Body, BASIS Goodyear, BASIS Mesa Governing Body, BASIS Oro Valley Governing Body BASIS Oro Valley Primary Governing Body, BASIS Peoria Governing Body, BASIS Phoenix Governing Body, BASIS Phoenix Central Governing Body, BASIS Prescott Governing Body, BASIS Scottsdale Governing Body, BASIS Scottsdale Primary Governing Body, BASIS Tucson Governing Body, and BASIS Tucson North Governing Body

**June 12, 2015  
9:00 AM**

**Location**

BASIS Schools, Inc.  
Conference Room  
7975 N Hayden Rd. Suite B205  
Scottsdale, AZ 85258

School Governing Body Members were present telephonically.  
Members of the public were permitted to attend the meeting at the BASIS School, Inc. office or any of the above listed school sites telephonically.

**Members:**

Board Members Present at Location: Dan Nienhauser  
Board Members Present - Telephonic: Carolyn McGarvey, Mittida Raksanaves, Anthony Pitcuccio, Rizwan Safdar, Christine Martinmaas, and Kristen Jordison  
Board Members Not Present: None  
Also Present: Rebecca Carey and Jonathan Gelbart

1. Call to Order of the BASIS Schools Governing Body
  - a) Dan Nienhauser at 9:02 am
  
2. Adoption of the Minutes of the May 14, 2015 Meeting of the BASIS Schools Governing Body.
  - a) Adoption of Minutes:
    - i. Motion to adopt- Rizwan Safdar
    - ii. Second- Christine Martinmass
    - iii. Motion passes by unanimous approval of the BASIS Schools Governing Body
  
3. Approved Resolution 15-R15 to amend the BASIS Scottsdale Primary charter to add a Member Campus located at 7214 East Jenan Dr., Scottsdale, AZ 85260, effective for the 2015-16 school year.

Approval of Resolution 15-R15:

  - i. Motion to approve- Mittida Raksanaves
  - ii. Second- Rizwan Safdar
  - iii. Motion passes by unanimous approval of the BASIS Schools Governing Body

4. Approved Resolution 15-R16 to adopt the BASIS Schools, Inc. Accounting and Procurement Policies for BASIS Scottsdale Primary.  
Approval of Resolution 15-R16:
  - i. Motion to approve- Anthony Pitucco
  - ii. Second- Mittida Raksanaves
  - iii. Motion passes by unanimous approval of the BASIS Schools Governing Body
  
5. Approved Resolution 15-R17 to approve the amendment for exemption from the Uniform System of Financial Records for Charter Schools (USFRCS) and Procurement for BASIS Scottsdale Primary.  
Approval of Resolution 15-R17:
  - i. Motion to approve- Christine Martinmaas
  - ii. Second- Mittida Raksanaves
  - iii. Motion passes by unanimous approval of the BASIS Schools Governing Body
  
6. Approved Resolution 15-R18 to adopt the BASIS Schools, Inc. Accounting and Procurement Policies for BASIS Chandler Primary.  
Approval of Resolution 15-R18:
  - i. Motion to approve Mittida Raksanaves
  - ii. Second- Carolyn McGarvey
  - iii. Motion passes by unanimous approval of the BASIS Schools Governing Body
  
7. Approved Resolution 15-R19 to approve the amendment for exemption from the Uniform System of Financial Records for Charter Schools (USFRCS) and Procurement for BASIS Chandler Primary.  
Approval of Resolution 15-R19:
  - i. Motion to adopt- Rizwan Safdar
  - ii. Second- Mittida Raksanaves
  - iii. Motion passes by unanimous approval of the BASIS Schools Governing Body
  
8. Adjournment:
  - i. Motion to adjourn- Kristen Jordison
  - ii. Second- Carolyn McGarvey
  - iii. Motion passed by unanimous approval of the BASIS Schools Governing Body
  - b. Dan Nienhauser adjourned the meeting at 9:10 am.

Minutes take by Rebecca Carey.



June 12, 2015

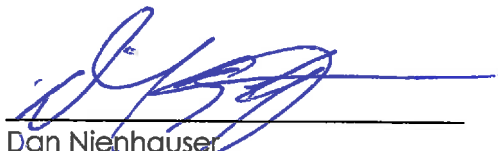
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**RESOLUTION  
15-R15**

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It is hereby resolved that the BASIS Schools Governing Body approves amending the BASIS Scottsdale Primary charter to add a Member Campus located at 7214 East Jenan Dr., Scottsdale, AZ 85260, effective for the 2015-16 school year.

I HEREBY CERTIFY that the foregoing Resolution was adopted by the **BASIS Schools Governing Body** at its meeting held **June 12, 2015**.



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Dan Nienhause  
Chairperson



June 12, 2015

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**RESOLUTION  
15-R16**

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It is hereby resolved that the BASIS Schools Governing Body approves adopting the BASIS Schools, Inc. Accounting and Procurement Policies for BASIS Scottsdale Primary.

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I HEREBY CERTIFY that the foregoing Resolution was adopted by the **BASIS Schools Governing Body** at its meeting held **June 12, 2015**.

A handwritten signature in blue ink, appearing to read 'Dan Nienhauser', is written over a horizontal line.

Dan Nienhauser  
Chairperson



June 12, 2015

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**RESOLUTION  
15-R17**

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It is hereby resolved that the BASIS Schools Governing Body approves the amendment for exemption from the Uniform System of Financial Records for Charter Schools (USFRCS) and Procurement for BASIS Scottsdale Primary.

I HEREBY CERTIFY that the foregoing Resolution was adopted by the **BASIS Schools Governing Body** at its meeting held **June 12, 2015**.



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Dan Nienhauser  
Chairperson



June 12, 2015

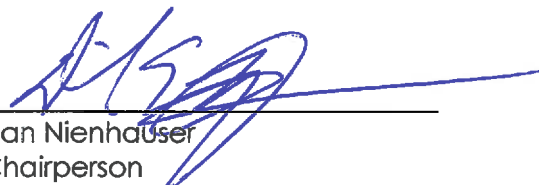
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**RESOLUTION  
15-R18**

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It is hereby resolved that the BASIS Schools Governing Body approves adopting the BASIS Schools, Inc. Accounting and Procurement Policies for BASIS Chandler Primary.

I HEREBY CERTIFY that the foregoing Resolution was adopted by the **BASIS Schools Governing Body** at its meeting held **June 12, 2015**.

  
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Dan Nienhäuser  
Chairperson





June 12, 2015

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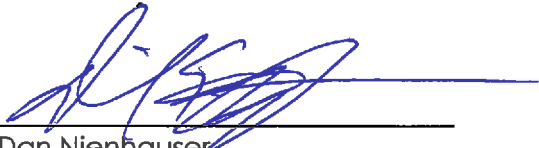
**RESOLUTION  
15-R19**

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It is hereby resolved that the BASIS Schools Governing Body approves the amendment for exemption from the Uniform System of Financial Records for Charter Schools (USFRCS) and Procurement for BASIS Chandler Primary.

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I HEREBY CERTIFY that the foregoing Resolution was adopted by the **BASIS Schools Governing Body** at its meeting held **June 12, 2015**.



\_\_\_\_\_  
Dan Nienhauser  
Chairperson



**BASIS  
Schools Inc.**

7975 N. Hayden Rd. Suite B 205  
Scottsdale, AZ 85258

## **Accounting Policy**

BASIS School will follow accounting policies and procedures that comply with generally accepted accounting principles (GAAP). This includes using an accounting system that provides for the proper recording and reporting of financial data and following standard internal control procedures. The school will utilize a chart of accounts that has been developed to align with the chart of accounts found in the Uniform System of Financial Records for Charter Schools (USFRCS) for the purposes of complying with budgeting and annual financial reporting. Revisions will be made periodically for changes in laws, regulations and accounting pronouncements that cover charter school accounting, financial reporting and compliance with state and federal laws.

## **Procurement Policy**

BASIS School will follow accounting policies and procedures that comply with generally accepted accounting principles (GAAP). Any procurement of goods and services shall be made by the procurement officer/authorized agent, in the best interest of the school, upon considering the totality of the circumstances surrounding the procurement, which may include but not be limited to, price, quality, availability, timelines, reputation and prior dealings.

BASIS School shall not purchase any goods or services from any member of the governing board, an immediate family member of any member of the governing board nor from any entity in which any member of the governing board or an immediate family member of a governing board member may benefit from such a procurement, unless authorized by the governing board after a full disclosure of the potential benefits, and after the consideration set forth in paragraph 1 above.

BASIS School understands that the policy cited above applies to purchases made using non-federal funds. As a condition of the receipt of certain federal funds, federal procurement requirements still apply.