

Procurement Laws Exception Amendment Request

Charterholder Info

Charter Holder

Name:
Boys & Girls Clubs of the East
Valley

CTDS:
07-86-13-000

Mailing Address:
221 West Sixth Avenue
Mesa, AZ 85210
> [View detailed info](#)

Representative

Name:
Susan Douglas

Phone Number:
480-844-3965

Fax Number:
480-844-0205

Downloads

 [Download all files](#)

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.

This exception will not be granted to State Board of Education sponsored charter schools.

Attachments

Board Minutes –  [Download File](#)

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

Additional Information*

No documents were uploaded.

Signatures

Charter Representative Signature
Susan Douglas 07/10/2012

MESA ARTS ACADEMY
SCHOOL BOARD MEETING MINUTES
April 25th, 2011
5:15 pm
221 W. 6th Ave
Mesa, AZ 85210

Mission Statement: No better place to learn.

Vision Statement: Be the premier learning environment for all students.

Board members in attendance: John Lopez, Neil Yukolis, Michael Hughes, Amadou Gaye,

Staff in attendance: David Crummey, Sue Douglas

Community members: Jene Lely, Erica Litz

1. CALL TO ORDER

Mike Hughes called the meeting to order at 5:15pm.

Board members reviewed for approval Board minutes from February 2nd, 2012. John Lopez moved to approve the February 2, 2012 Board minutes as presented. Amadou Gaye seconded the motion. MCU (motion carried unanimously.)

2. FINANCIAL REPORT

Swati Webb

Board members reviewed the FY 2012 year-to-date expenses and expenditure journals from January 2011 – March 2012. Sue Douglas pointed out the \$84,000.00 revenue excess over expenses. She mentioned that she had discussed it with Swati Webb prior to the meeting and that it was the result of several line items. There is significant funding left in educational expenses since we typically do most purchasing at the end of the school year. Tax credit receipts show revenue, but very little expense. There is also fire related income and expense that has not yet been incurred for furniture and a security system. John Lopez moved to approve the expenditure journals. Neil Yukolis seconded the motion. MCU.

3. NEW BUSINESS

A. Board Member LisaRose Blanchette's resignation.

Board members reviewed Ms. Blanchette's request to be excused from the board. (She has accepted a position in another state.) John Lopez moved to accept LisaRose Blanchette's resignation. Neil Yukolis seconded the motion. MCU.

B. Consider for membership two potential new board members, Jene Lely and Erica Litz

Erica Litz and Jene Lely introduced themselves, providing a brief summary of their experiences. Ms. Douglas pointed out that both candidates are parents of current students. Ms. Lely works at Wells Fargo Bank. Ms. Litz is a teacher who prepares adults to pass the GED test. She is also a published poet. Board members introduced themselves to Erica Litz and Jene Lely. Sue Douglas said that she would

provide the two new members with future training in reading financial statements and also training in open meeting law. Neil Yukolis moved to approve both Erica Litz and Jene Lely as new board members. John Lopez seconded the motion. MCU.

C. Apply for an exception to local and state procurement regulations

David Crummey discussed the impact of this exception and explained why it is important that the Academy apply for this exemption. Mike Hughes moved that the Academy file an amendment to apply for an exception for local and state procurement regulations. John Lopez seconded the motion. MCU.

D. Special Education Monitoring Status Sue Douglas

Sue Douglas explained the results of the Special Education Monitoring Status. (See: 2012-2013 Monitoring Type Worksheet.) The Academy received seven out of a potential ten points. This was due two minor items missing from a student file and the fact that we showed only a 6% special education population. Because of previous compliancy, Ms. Douglas announced that the Academy will not be monitored next year and will only have to do an internal review of its data.

4. Administrator’s Report Sue Douglas

Board members reviewed the hand-out regarding Average Daily membership (ADM) for school year 2012. The 100th Day ADM count was 223.65 which is significantly above the anticipated ADM count of 215. Sue Douglas shared information with Board members in three areas: Programs, Community Involvement, and Professional Development. She discussed the “Books Alive” program which is a free multi-week after school literacy and drama program sponsored by Child’s Play. She said that the Academy will be offering a free four-week summer school starting June 4th. Board members were impressed with photography and visual arts students’ results from the Maricopa County Fair. Academy students received 20 first place ribbons (including one Best of Show,) 14 second place ribbons, and 5 third place ribbons.

She informed Board members that the Academy and local Mesa Boys & Girls Club are participating in a new community forum (Mesa Community Engagement Team) sponsored by the Mesa police department that brings together non-profits in the local community.

Ms. Douglas informed Board Members that the Academy had sent a team to the Symposium on Positive Behavior Support Systems. She briefly reviewed the three tiered system of intervention (see PowerPoint) and explained that the Academy has been working to implement this model in the area of behavior. This system mirrors the three-tiered system of academic intervention used in Academy academics. The symposium provided school staff with strategies for the third tier of that intervention. This tier requires the most intensive level of intervention such as the CHICO (Check-in Check-out) form which she showed to Board Members. Ms. Douglas noted that teachers have combined this with behavior coaching to create a true three-tiered model. Mike Hughes offered to check with New Leaf to identify some potential resources that would support this initiative.

Sue Douglas invited Board members to several upcoming events: MAAPO’s Family Fun Night carnival, The K-8th grades art show and K-4th grade Spring Performance on April 30th, and 8th grade graduation on May 9th.

5. CALL TO PUBLIC Mike Hughes

N/A

6. NEXT BOARD MEETING: To be determined. Board Members

Procurement Policy

Introduction

Boys & Girls Clubs of the East Valley, Inc. is a non-profit corporation and has been granted tax exempt status from the IRS under code section 501(c) 3. Under this exempt status the operations of Boys & Girls Clubs of the East Valley, Inc. will set forth a procurement policy.

Procurement Procedures

The Boys & Girls Clubs of the East Valley, Inc. will follow accounting policies and procedures that comply with generally accepted accounting principles (GAAP). Any procurement of goods and services shall be made by management, in the best interest of the organization, 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. Management must ensure costs incurred under federal programs are allowable, reasonable, and allocable to the federal program. The Boys & Girls Clubs of the East Valley, Inc. 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.

For purchases between \$5000 and \$15,000, the Organization must obtain at least 3 oral price quotations from at least 3 vendors. These oral quotes must be adequately documented and kept for a specified time depending on project requirements.

For purchases between \$15,000 and \$50,000, the Organization must obtain at least 3 written quotes from at least 3 vendors. These written quotes must be adequately documented and kept for a specified time depending on project requirements.

For purchases above \$50,000, the Organization must conduct a Request for Proposal at least 14 days prior to selecting a vendor. The Request for Proposal must define the scope of the project, purchase specifications and all legal and project requirements if necessary. A sufficient number of bidders must be solicited and a date and time must be included as to when the vendor selection will occur. The contract will be awarded to the lowest responsible and responsive bidder whose bid conforms, in all material respects, to the requirements and evaluation criteria contained in the Request for Proposal. All bidders must be notified of the award.