

# Arizona State Board for Charter Schools

1700 W. Washington St., Room 164, Phoenix, AZ 85007

(602) 364-3080 Fax (602) 364-3089

[www.asbcs.az.gov](http://www.asbcs.az.gov)

RECEIVED JUL 28 2009

## USFRCS EXCEPTION AMENDMENT REQUEST

(Charter Holder Name) CAFA INC. dba Learning Foundation and Performing Arts Gilbert (CTDS)  
078564001

(Charter Holder Mailing Address) 1120 South Gilbert Rd Bld 200 Suite 112

(City, State) Gilbert, AZ (Zip) 85296

(Charter Representative's Name) Evelyn C Taylor

(Phone Number) (480)635-1900 (Fax Number) (480) 635-1906

**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.**

- ✦ Exception to the USFRCS – (This exception will not be granted to State Board of Education sponsored charter schools)

Included are the following:

- Board minutes approving the change (minutes must comply with Open Meeting Law ARS §38-431.01)
- Complete policy for accounting (sample policy available on the ASBCS website)

**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 for 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

The Arizona State Board for Charter Schools and CAFA INC. dba Learning Foundation and Performing Arts Gilbert Charter Holder), herein agree to amend the terms of the charter contract as follows:

In witness whereof, Charter Holder has signed this contract amendment as of this 6th day of July, 2009, and the State Board for Charter Schools has signed this contract amendment as of this 6<sup>th</sup> day of July, 2009, 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

**CAFA, Inc. dba  
Learning Foundation and Performing Arts Gilbert**

**MINUTES  
OF THE SPECIAL GOVERNING BOARD MEETING OF CAFA, INC**

Pursuant to Arizona Revised Statutes (A.R.S.) 38-431.02, 15-181 et. seq. and 41-1092 *et seq.*, notice is hereby given to the members of the Arizona State Board for Charter Schools and to the general public that the Board will hold a public hearing and meeting, open to the public as specified below. The Board reserves the right to change the order of items on the agenda, with the exception of public hearings set for a specific time. One or more members of the Board may participate in the meeting by telephonic communications. Pursuant to A.R.S. 38-431.03.A.2 and A.3, the Board may vote to go into Executive Session, which will not be open to the public, for legal advice concerning any item on the agenda or hearing or to review, discuss and consider records exempt by law from public inspection, including the receipt and discussion of information or testimony that is specifically required to be maintained as confidential by state or federal law. Persons with a disability may request a reasonable accommodation such as a sign language interpreter, by contacting Evelyn Taylor at (480) 251-2575. Requests should be made as early as possible to allow time to arrange the accommodation.

**Monday, July 6, 2009 at 10:30AM  
LOCATED AT DISTRICT OFFICE:  
LEARNING FOUNDATION AND PERFORMING ARTS  
1120 South Gilbert Rd Bldg. 200 Suite 112 Gilbert AZ 85296**

**ALL ITEMS ON THIS AGENDA ARE OPEN FOR DISCUSSION AND POSSIBLE ACTION,  
INCLUDING REPORTS AND ACTION ITEMS**

- A. **Pledge of Allegiance by Evelyn Taylor**
- B. **Moment of Silence by Evelyn Taylor**
- C. **Roll Call: Evelyn Taylor, Tracey Butcher, Kent Taylor, Linda Wright, Nikki Triggs  
Absent: Theresa Flynn, Jeannine Rucker.**
- D.. **Consent Agenda** -All items on this agenda will be considered by a single motion with no discussion, unless requested otherwise by a board member.

1. No Items at this time.

- E . **Action Item** – discussion and possible action.

1. Vote to approve USFRCS exception for CAFA INC. dba Learning Foundation and Performing Arts Gilbert which 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.

**Motion: Evelyn Taylor moved that CAFA INC. dba Learning Foundation and Performing Arts Gilbert to be except from the USFRCS process. Linda Wright seconded the motion. Vote approved 5/0. Two Absent.**

**G. Call to the Public**-Pursuant to A.R.S. 38-431.01.G, the Board may allow individuals from the public to address the Board. Comments shall be limited to issues within the jurisdiction of the Board. The Board shall not discuss or take legal action on matters raised during an open call to the public unless the matters appear on this agenda for discussion and legal action.

**H . Adjournment**

**Motion: Kent Taylor moved to adjourn. Tracey Butcher seconded the motion. Vote approved 5/0. Two absent.**

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## PROCUREMENT LAWS EXCEPTION AMENDMENT REQUEST

(Charter Holder Name) CAFA INC. dba Learning Foundation and Performing Arts Gilbert  
(CTDS) 078564001

(Charter Holder Mailing Address) 1120 S. Gilbert Rd. Bld 200 Suite 112

(City, State) Mesa (Zip) 85296

(Charter Representative's Name) Evelyn Taylor

(Phone Number) 480-635-1900 (Fax Number) 480-635-1906

**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.**

✦ Exception to the Procurement Laws – (This exception will not be granted to State Board of Education sponsored charter schools)


Included are the following:

- Board minutes approving the change (minutes must comply with Open Meeting Law ARS §38-431.01)
- Complete policy for procuring goods and services (sample policy available on the ASBCS website)

**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.

The Arizona State Board for Charter Schools and CAFA INC DBA LFAPA GILBERT (Charter Holder), herein agree to amend the terms of the charter contract as follows: Exception to Procurement Laws as per our Governing Board Minutes Dated July 15, 2009.

In witness whereof, Charter Holder has signed this contract amendment as of this 15th day of July, 2009, and the State Board for Charter Schools has signed this contract amendment as of this 15<sup>th</sup> day of July, 2009, 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

# Learning Foundation and Performing Arts Gilbert

## MINUTES

### OF THE SPECIAL GOVERNING BOARD MEETING OF CAFA, INC

Pursuant to Arizona Revised Statutes (A.R.S.) 38-431.02, 15-181 et. seq. and 41-1092 *et seq.*, notice is hereby given to the members of the Arizona State Board for Charter Schools and to the general public that the Board will hold a public hearing and meeting, open to the public as specified below. The Board reserves the right to change the order of items on the agenda, with the exception of public hearings set for a specific time. One or more members of the Board may participate in the meeting by telephonic communications. Pursuant to A.R.S. 38-431.03.A.2 and A.3, the Board may vote to go into Executive Session, which will not be open to the public, for legal advice concerning any item on the agenda or hearing or to review, discuss and consider records exempt by law from public inspection, including the receipt and discussion of information or testimony that is specifically required to be maintained as confidential by state or federal law. Persons with a disability may request a reasonable accommodation such as a sign language interpreter, by contacting Evelyn Taylor at (480) 251-2575. Requests should be made as early as possible to allow time to arrange the accommodation.

**Wednesday July 15th, 2009 at 1:00 PM**

**LOCATED AT DISTRICT OFFICE:**

**LEARNING FOUNDATION AND PERFORMING ARTS  
1120 South Gilbert Rd Bldg. 200 Suite 112 Gilbert AZ 85296**

**ALL ITEMS ON THIS AGENDA ARE OPEN FOR DISCUSSION AND POSSIBLE ACTION,  
INCLUDING REPORTS AND ACTION ITEMS**

- A. **Pledge of Allegiance by Evelyn C Taylor**
- B. **Moment of Silence by Evelyn C Taylor**
- C. **Roll Call: Evelyn Taylor, Tracey Butcher, Linda Wright, Theresa Flynn, Jeannine Rucker, Nikki Triggs, Kent Taylor**
- D.. **Consent Agenda** -All items on this agenda will be considered by a single motion with no discussion, unless requested otherwise by a board member.

- 1. No Items at this time.

**F. Action Item** – discussion and possible action.

- 1. Vote to approve exception to Procurement Law and accept the following:

CAFA INC. dba Learning Foundation and Performing Arts Gilbert charter 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. CAFA INC. dba Learning Foundation and Performing Arts Gilbert charter 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.

CAFA INC. dba Learning Foundation and Performing Arts Gilbert charter 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.

**MOTION: Evelyn Taylor moved to approve CAFA INC. dba Learning Foundation and Performing Arts Gilbert to be except from Procurement law and to abide by the following guidelines: CAFA INC. dba Learning Foundation and Performing Arts Gilbert charter 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.**

**CAFA INC. dba Learning Foundation and Performing Arts Gilbert charter 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. CAFA INC. dba Learning Foundation and Performing Arts Gilbert charter 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. Kent Taylor seconded the motion. Vote was approved unanimously 7/0.**

**G. Call to the Public-**Pursuant to A.R.S. 38-431.01.G, the Board may allow individuals from the public to address the Board. Comments shall be limited to issues within the jurisdiction of the Board. The Board shall not discuss or take legal action on matters raised during an open call to the public unless the matters appear on this agenda for discussion and legal action.

#### **H. Adjournment**

**Linda Wright moved to adjourn. Tracey Butcher seconded the motion. Vote approved unanimously 7/0.**