

Procurement Laws Exception Amendment Request

Charterholder Info

Charter Holder

Name:
CASA Academy

CTDS:
07-82-18-000

Mailing Address:
1 West Campbell Avenue
Apt. 2139
Phoenix, AZ 85013
> [View detailed info](#)

Representative

Name:
Jenna Leahy

Phone Number:
602-759-0836

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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.

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
Jenna Leahy 05/08/2014



Procurement Policy

CASA ACADEMY 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.

CASA ACADEMY 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.

CASA ACADEMY 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.

USFRCS Exception Amendment Request

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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.

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

Attachments

Board Minutes –  [Download File](#)

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

Additional Information*

No documents were uploaded.

Signatures

Charter Representative Signature
Jenna Leahy 05/08/2014



Accounting Policy

CASA ACADEMY charter 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.

Minutes

CASA ACADEMY

Board Meeting

Monday May 5, 2014 @ 6:30 PM at Teach For America Office, 3030 North Central Avenue Suite 900, Phoenix, AZ 85012

Board Members Present

A. Sepic (remote), B. Krosschell, D. Gunitskiy, J. Chance, J. Gallardo, J. Leahy, J. Rhein, L. Alexander, N. Arrowsmith, O. Omodara, P. Vemulapalli, R. Evans

Board Members Absent

D. Bartola (remote)

Guests Present

T. Clayton

I. Opening Items

Call the Meeting to Order

T. Clayton called a meeting of the board of trustees of CASA ACADEMY to order on Monday May 5, 2014 @ 6:33 PM at Teach For America Office, 3030 North Central Avenue Suite 900, Phoenix, AZ 85012.

Approve Minutes

J. Rhein made a motion to approve minutes from the Board Meeting on 04-07-14.

O. Omodara seconded the motion.

The board **VOTED** unanimously to approve the motion.

II. Development

Please read before attending meeting on your own.

R. Evans discussed the importance of reading the supplemental development materials.

Camera for Picture for Development Packet

J. Leahy asked for a camera to use for CASA materials.

B. Krosschell arrived late.

III. Academic Excellence

Academic Goals and Timelines: STEP and MPG

P. Vemulapalli arrived late.

T. Clayton discussed the assessment plan and schedule for students.

Final Version of Culture Plan

T. Clayton shared final version of the staff culture plan.

Academic Excellence Committee Update

J. Rhein reviewed the previous Academic Excellence Committee meeting.

IV. Governance

Governance Committee Update

N. Arrowsmith reviewed a draft of the CEO Evaluation System.

Approve Board Member Evaluation

N. Arrowsmith reviewed the Board Member Evaluation tool that was presented at the last meeting. L. Alexander presented some potential adjustments to the evaluation tool to be considered at a future meeting.
J. Rhein made a motion to approve the evaluation tool, with minor adjustments to be made as needed in the future.
N. Arrowsmith seconded the motion.
The board **VOTED** unanimously to approve the motion.

Board Member Check-ins

R. Evans reviewed having individual check-ins with Board Members to go over Board Member expectations.

Approve Jelani Chance as CASA Board Member pending approval from AZSBCS

J. Chance expressed his interest in joining the CASA Board.
N. Arrowsmith made a motion to approve J. Chance as a Board Member, pending AZSBCS approval.
J. Rhein seconded the motion.
The board **VOTED** unanimously to approve the motion.

V. Finance

Update on Student Recruitment/ Contingency Budgets

J. Chance and J. Leahy reviewed financial model scenario projections based upon student enrollment percentages. For future meeting, will work with Aspire to determine where some budget assumptions are coming from.

Finance Committee Update- Dashboards

O. Omodara reviewed a monthly budget dashboard tool that can be used to keep track of school finances.

Curriculum Budget

Moved to next meeting.

Board Marketing Dates- Confirm your RSVP

J. Leahy asked Board Members to ensure that they RSVP for recruitment dates.

Approve Mondo curriculum quote

Moved to next meeting.

Approve DSC curriculum quote

Moved to next meeting.

Procurement Policy Vote

J. Rhein made a motion to approve.
O. Omodara seconded the motion.
The board **VOTED** unanimously to approve the motion.

Accounting Policy Vote

J. Rhein made a motion to approve.
O. Omodara seconded the motion.
The board **VOTED** unanimously to approve the motion.

Approve Furniture Contract

J. Rhein moved to amend furniture contract to be for five classrooms, rather than six.
J. Rhein made a motion to approve amended furniture contract.
N. Arrowsmith seconded the motion.
The board **VOTED** unanimously to approve the motion.

Review of Walton Budget for Interview

J. Leahy asked for everyone to review budget, prior to the interview.

VI. Other Business

Walton Interview Preparation

R. Evans and J. Leahy asked everyone to block 15-30 minutes to review questions and prepare answers prior to the Walton Grant interview. J. Leahy asked everyone to block time off to attend the Walton Grant interview.

Approve Staff Handbook

N. Arrowsmith made a motion to approve.

J. Rhein seconded the motion.

The board **VOTED** unanimously to approve the motion.

Approve Family and Scholar Handbook with changes TBD with start/end times, and phone numbers

N. Arrowsmith made a motion to approve.

J. Rhein seconded the motion.

The board **VOTED** unanimously to approve the motion.

Charter Holder Location Change- Vote (change Jenna's address to CASA Address for ASBCS)

J. Rhein made a motion to approve.

O. Omodara seconded the motion.

The board **VOTED** unanimously to approve the motion.

VII. Closing Items

Adjourn Meeting

O. Omodara made a motion to adjourn.

N. Arrowsmith seconded the motion.

The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 08:31 pm.

Respectfully Submitted,

D. Gunitskiy