

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

RECEIVED FEB 27 2009

PROCUREMENT LAWS EXCEPTION AMENDMENT REQUEST

(Charter Holder Name) Choice Academy, Inc. (CTDS) _____

(Charter Holder Mailing Address) P.O.Box 10822

(City, State) Glendale, AZ (Zip) 85318

(Charter Representative's Name) Lisa Fink

(Phone Number) 602-938-7989 (Fax Number) 602-938-7989

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)

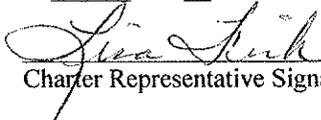
Included are the following:

- 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 Choice Academy, Inc. (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 25 day of February, 2009, and the State Board for Charter Schools has signed this contract amendment as of this _____ day of _____, 200__, 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

9/10/07

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USFRCS EXCEPTION AMENDMENT REQUEST

(Charter Holder Name) Choice Academy, Inc. (CTDS) _____

(Charter Holder Mailing Address) P.O. Box 10822

(City, State) Glendale (Zip) 85318

(Charter Representative's Name) Lisa Fink

(Phone Number) 602-938-7989 (Fax Number) 602-938-7989

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:

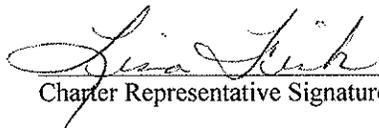
- Board minutes approving the change (minutes must comply with Open Meeting Law ARS §38-431.01)
- Complete policy for accounting (sample policy available on the ASBCS website)

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 Choice Academy, Inc. (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 25 day of February, 2009, and the State Board for Charter Schools has signed this contract amendment as of this ____ day of _____, 200__, 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

Accounting Policy

Choice Academy, Inc. 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

Choice Academy, 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 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.

Choice Academy, 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, and after the consideration set forth in paragraph 1 above.

Choice Academy, Inc. 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.

Adams Traditional Academy

Under the auspices of Choice Academy Inc.

MINUTES

Date: Saturday, November 1, 2008
Time: 4:00 p.m.
Place: 18010 N. 44th Ave Glendale, AZ 85308

1. Roll call

Members Present:
Lisa Fink, President
Susan Black, Secretary
Tawnya Mecham
Wendi Stemmons

Members Absent:
Karla Johnstonbaugh, Treasurer

Sharon Malone
Melodee Olson

2. Approval of minutes- 1st Susan Black, 2nd Tanya Mecham

3. Call to the public

4. Vote on USFRCS exemption- motion to file recommended exemptions on USFRCS and to use the GAAP system policy. 1st Tanya Mecham, 2nd Wendi Stemmons, motion carried- Motion to file exemption from the USFRCS purchasing requirements and use of Arizona Purchasing Standards which eliminates the purchase order system, 1st Tanya Mecham, 2nd Wendi Stemmons

5. Committee reports

- Marketing

- a. Marketing update for Sept 19 and Oct 2-
- b. Interest list update- 92 families
- c. Other parent information meetings- discussion and notation of scheduled meetings in January, February & March; still working with the Indian Communities, & Anthem Home-schooling Group

- Funding/Grants-update on Charter Implementation Grant and e-rate application Everything is set up except the GAAP accounting system. 407 has been submitted for e-rate

6. Update on facilities- discussion of lease at the church and Cando's situation, the delay in their building. Bob Brown suggested wording in our lease to state a "contingency" or "subject to" Charter school being operational by July 18th, 2009 (date Change), Mitch Rosenbaum is a contact for church sites that are available. Lisa will have a tour of the Church facility.

7. Executive session

- Employee handbook- review and changes noted
- Teacher and Principal salaries- Ranges, Based on Certification, Spalding, Training, Continuing Education i.e. Masters Degree etc., & Years of Experience.
- Arizona Retirement- AZ Charter Association has a plan available, discussion of 401K, and IRA plans too. Pros & Cons of each, more information is necessary.
- Health Insurance

8. Review of project plan- Deferred
9. Additional business- ABLE meeting scheduled on Friday, 7th- Meeting after that scheduled for 14th.

Meeting Adjourned: 6:35pm