

Procurement Laws Exception Amendment Request

Charterholder Info

Charter Holder

Name:
Colegio Petite Phoenix

CTDS:
12-87-04-000

Mailing Address:
7878 North 16th Street
Suite 150
Phoenix, AZ 85020
> [View detailed info](#)

Representative

Name:
Michele Kaye

Phone Number:

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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
Michele Kaye 08/03/2016

Procurement Policy

Procurement Policy

Colegio Petite Phoenix 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.

Colegio Petite Phoenix 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.

Colegio Petite Phoenix 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.

Attachments

Board Minutes –  [Download File](#)

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

Additional Information*

No documents were uploaded.

Signatures

Charter Representative Signature
Michele Kaye 08/03/2016

Accounting Policy

COLEGIO PETITE PHOENIX 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
Colegio Petite Phoenix

June 22, 2016

A regular meeting of the Colegio Petite Phoenix, was held at its offices located at 7878 N. 16th Street, Suite 150, Phoenix, Arizona 85020

Attendance and Quorum

The following directors were present in person: Dr. William Coats and Michele Kaye

The following guest was present: Eddie Wheeler

Dr. William Coats called the meeting to order at approximately 2:08 p.m. and noted that a quorum was present. Eddie Wheeler served as Secretary of the meeting for the purpose of recording the minutes.

Approval of May 11, 2016 Minutes

A motion was made and duly seconded to approve.

Call to the Public

A call was made to the public to discuss items on the agenda. No members of the public were present.

Old Business

A motion was made and duly seconded to approve the following:

- A site location change for Colegio Petite Phoenix- Motioned: Dr. Coats, Seconded: Michele Kaye- Passed
- Adoption of USFRCS- Motioned: Dr. Coats, Seconded: Michele Kaye- Passed
- Adoption and acknowledgement of procurement laws- Motioned: Dr. Coats, Seconded: Michele Kaye- Passed
- Executed lease agreement- Motioned: Dr. Coats, Seconded: Michele Kaye- Passed
- Name change from Colegio Petite Phoenix to Colegio Petite Arizona- Motioned: Dr. Coats, Seconded: Michele Kaye- Passed

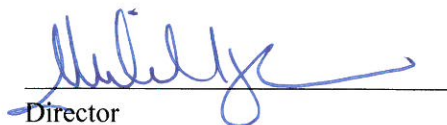
New Business

A motion was made and duly seconded to approve the following:

- Consider Proposed Budget for SY17.

Adjournment

There being no further business to discuss, the meeting was duly adjourned at approximately 2:16 p.m.



Director