B.3.2 CONTRACTED SERVICES

Desert Star Academy School Director will have the responsibility of oversight for financial and legal contracted services. The School Director will have oversight responsibilities for special education contracted services. The Governing Board will be made aware of contracted services through discussions of school policy, the budget process, monthly financial reports, and annual audits. Costs reflected in the startup and three year budgets were estimated from current service rates and as advised by the audit consultant. The Corporate Board has by resolution hired an outside firm to conduct all accounting for the school. The Governing Board will also contract a company to conduct yearly audits as directed by Arizona law and the Charter School Association. All correspondence and findings by either company will be shared with both the Corporate and Governing Board.

Contracted Services

Desert Star Academy does not intend to contract out for special education services unless a student's IEP mandates a specific service aside from resource support for SLD (Specific Learning Disability) or Developmental Delayed disabilities. All full scale cognitive evaluations will be contracted out to local school psychologists. Currently, there are two licensed school psychologist in the area who are will to complete full scale evaluations when needed. According to quotes from these psychologists, the cost of an evaluation ranges from $400 to $1,200 depending on the depth of the evaluation and the specific disability. Funds were included in the three-year budget for a limited number of evaluations.

The Speech Language Services will be contracted out at this time to Karen Zeyouma, a licensed Speech Language Pathologist at the rate of $300.00 per evaluation. Testing and writing the report is included in this fee. Speech services will be contracted at $70.00 per hour. Speech services will include therapy and IEP meetings. Mrs. Zeyouma is one of two certified Speech Language Pathologists in the area that it not currently employed with a local school district. Mrs. Montgomery has had experience working with her and her fees are reasonable for the area. The second choice, Donna Bennet, charges $100.00 per hour and is retiring at the end of this school year. Initially, the number of students requiring or qualifying for services will be minimal; therefore contracting for a set number of hours with a service provider is the most effective solution. Funds were included in the three-year budget for Speech Language Services based on 4% of the population qualifying for services to include Speech Language, OT/PT, hearing and vision services.

Special Education Delivery of Services

The functions include:

- Developing a school Child Find team for all special education referrals
- Following all IDEA laws and regulations regarding the initial referrals and 60 day timelines
- Writing the IEP and having the initial and annual IEP meetings.

- Providing annual staff development trainings on the special education process and referral
- Planning for special education services and related services

A special education teacher will manage all special education students and IEP's initially, until the population and budget warrants hiring a special education director.

Mrs. Montgomery will communicate with the Governing Board regarding the need for contracting services beyond basic resource supports in or out of the classroom on a case by case basis. Based on Mrs. Montgomery's special education experience over the last eight years, the special education population runs between 9 and 12 percent. This equates to 10 students. The majority of students needing services in two previous districts were qualified in the category of Specific Learning Disability and Speech Language Impairment. Mrs. Montgomery anticipates Desert Star Academy special education students to run at the same ratio. The budgets have been projected to reflect this population.

Costs to Implement Special Education Services

The cost of providing special education services will consist of the initial evaluation, by a school psychologist and speech language pathologist for scholars with potential learning disabilities and/or speech language disabilities and delivery of services for all scholars. Speech languages services will be delivered by a licensed speech pathologist and the special educations services will be delivered by special education teacher for scholars needing pull-out resource and the classroom teacher for IEP modifications and accommodations. Additional costs may include OT/PT, vision or hearing services. Based on current special education population in the neighboring school district, only two percent of the student populations require services for disabilities other than speech language or cognitive disabilities.

Budget Breakdown

The budget breakdown is based on a ten percent of the population requiring special education services, four percent requiring Speech Language services and two percent requiring OT/PT, hearing or vision. The majority of special education students requiring services will have already been identified prior to enrolling at Desert Star Academy, Inc. as indicated by the lower number of initial evaluations.

	Special Education Scholar Population	**Special Education Cost**	**Speech / Language Scholar Population**	**Speech /Language Cost**	**OT/PT, Vision, Hearing**	**Total Cost**
Initial Evaluation	3 standard @ $400	$1,200	2 @ $300	$600		$1,800

Initial Evaluation non-standard	1 non-standard @ $800	$880				$ 880
Delivery of Services			4 students @ 46 total hours per year @ $70 per hour	$3,320		$3,320
Total Budget Year 1		$2,080		$3,920		$6,000

Business Consulting and Management Services

Frank Yanez, of FMY Consulting Services will be contracted for all accounting, audit preparation and consulting services. He began as a sole proprietorship and converted to an LLC in 2005. Mr. Yanez provides financial management services and oversight on a monthly basis. The services range from full service accounting and business office support to oversight of financials. He also assists with school finance issues, accounting issues, cash management, budget development, financial projections, school management issues in administration and operations, audit compliance issues and Arizona state reporting. He has been involved with 18 bond closures with charter schools and has submitted feasibility studies. He has been working with charter schools for over 13 years and in that time has worked with over 170 charter schools. He serves as a board member for 4 agencies that operate charter schools and is currently a member of the Advisory council for the Arizona Charter School Association. Mr. Yanez also serves as Treasurer of the Board for St. Joseph Youth Camp, a 501(c)(3) organization.

Desert Star Academy will contract with FMY Consulting Services for the following duties:

- Develop the financial plan of the school, provide financial oversight and management, and develop revenue streams for the school by consulting with grants and overseeing contracts with grant writers
- Complete all payroll and accounting tasks
- Oversee audit preparations for the annual audit

Costs for Accounting Services

FMY Services has quoted a price of $800.00 per month for all accounting and consulting services listed above. The cost of payroll services is $400.00 per month and will increase as employees are added to payroll. The fees are based on the number of services performed and employees. $14,400 was budgeted in year 1, $20,000 in year 2 and $28,000 in year 3.

Qualifications

- Demonstrate a commitment to fulfilling the mission of Desert Star Academy and its values
- Demonstrate a high level of personal integrity, professionalism, and urgent drive to succeed
- In business for at least three years with an outstanding reputation
- Able to provide references of current and past clients