

# 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)

## USFRCS EXCEPTION AMENDMENT REQUEST

(Charter Holder Name) Ed Ahead (CTDS) 10-85-06-000

(Charter Holder Mailing Address) 3025 N. Winstel

(City, State) Tucsn, AZ (Zip) 85716

(Charter Representative's Name) John Penczar

(Phone Number) 520-777-3757 (Fax Number) 520-207-6489

RECEIVED

SEP 28 2010

**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 (If the body is subject to Open Meeting Law, minutes must comply with 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 Ed Ahead 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 12<sup>th</sup> day of August, 2010, and the State Board for Charter Schools has signed this contract amendment as of this \_\_\_\_ day of \_\_\_\_, 20\_\_, 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

# **ACADEMY ADVENTURES MIDTOWN**

**3025 N. Winstel \* Tucson, AZ 85716**

**Phone: (520) 777-3757 \* Fax: (520) 2076489**

## **Accounting Policy**

Academy Adventures Midtown charter school will follow 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 purpose 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.

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## PROCUREMENT LAWS EXCEPTION AMENDMENT REQUEST

(Charter Holder Name) Ed Ahead (CTDS) 10-85-06-000

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(City, State) Tucson, AZ (Zip) 85716

(Charter Representative's Name) John Penczar

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SEP 28 2010

**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 (If the body is subject to Open Meeting Law, minutes must comply with 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 Ed Ahead (Charter Holder), herein agree to amend the terms of the charter contract as follows:

See Attached Procurement Policy

In witness whereof, Charter Holder has signed this contract amendment as of this 12th day of August, 2010, and the State Board for Charter Schools has signed this contract amendment as of this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, 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

# ACADEMY ADVENTURES MIDTOWN

3025 N. Winstel \* Tucson, AZ 85716

Phone: (520) 777-3757 \* Fax: (520) 2076489

## Procurement Policy

Academy Adventures Midtown 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, timeliness, reputation and prior ~~deadline~~ *dealings.* <sup>OK per J.P</sup> <sub>10/5/10</sub>

Academy Adventures Midtown 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 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.

Academy Adventures Midtown 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.

# NOTICE OF PUBLIC MEETING FOR ACADEMY ADVENTURES MIDTOWN SCHOOL BOARD

Posted At:  
3025 NORTH WINSTEL, TUCSON, ARIZONA

JULY 9, 2010

Pursuant to A.R.S. 38-431.02, notice is hereby given to the members of the Academy Adventures Midtown School Board and the general public that Academy Adventures Midtown School will hold a regular board meeting, open to the public on Saturday, July 10, 2010. The meeting will take place at 3025 North Winstel, Tucson, Arizona.

The Board may vote to go into executive session, which will not be open to the public, for any items listed on the agenda, for the purpose of discussing personnel matters (A.R.S. 38-4314.03(A)(1)), consulting with Board attorneys, regarding pending or contemplated litigation (A.R.S. 38-431.03(A)(4)), or obtaining legal advice (A.R.S. 38-431.03(A)(3)).

4:00 PM Public Board Meeting

The Agenda for the meeting is as follows:

1. **Call to Order, Role Call**
2. **Welcome to the surrounding community regarding this charter school location as per as per A.R.S 15-183.C.6.**
3. **Discussion and Approval of Minutes from the March 18, 2010, and July 2, 2010, Board Meetings**
4. **Discussion and Approval of adopted budget for the 2010-2011 school year**
5. **Discussion Item 5 from March 18th meeting regarding relationship between the Academy Adventures Midtown Board and the Ed Ahead Board.**
6. **Discussion and Approval of Mary Ann Applegate's paperwork.**
7. **Discussion and Approval of Amendments to the contract with the State Board of Charter Schools**
8. **Call for Public Comment**
9. **Adjournment**

July 9, 2010

By:   
Mr. John Penczar, Superintendent

# **PUBLIC MEETING FOR ACADEMY ADVENTURES MIDTOWN SCHOOL BOARD**

JULY 10, 2010

**1. Call to Order, Role Call**

A regular meeting of the Academy Adventures Midtown School Board, July 10, 2010, was called to order by Mr. John Penczar at 4:05 PM, at 3025 North Winstel, Tucson, AZ.

Present: Mr. John Penczar, present  
Ms. Cathy Rex, present  
Ms. Mary Ann Applegate, member of the public

**2. Approval of Agenda of July 9, 2010, Regular Meeting of the Academy Adventures Midtown School Board**

Jack Penczar read into the record the agenda.

**Motion:** Ms. Cathy Rex moved that the agenda for Regular Meeting of the Academy Adventures Midtown School Board be approved.

This motion is seconded by John Penczar

By a vote of 2 ayes, 0 nays, 0 abstentions, the agenda was approved

**3. Welcome to the surrounding community regarding this charter school location as per A.R.S. 15-183.C.6.**

**4. Discussion and Approval to accept the proposed budget for the 2010-2011 school year.**

Mr. John Penczar and the Board discussed the 2010-2011 budget.

**Motion:** Ms. Cathy Rex moved to adopt the budget for 2010-2011

This motion was seconded by Mr. John Penczar

By a vote of 2 ayes, 0 nays, 0 abstentions, the motion was approved

**5. Approval for additional Board members for Academy Adventures Midtown School**

**Motion:** Ms. Cathy Rex moved to invite Mary Ann Applegate to the board.

This motion was seconded by Mr. John Penczar

By a vote of 2 ayes, 0 nays, 0 abstentions, the motion was approved.

**6. Revisit and discuss Item 5 from March 18<sup>th</sup> meeting regarding the relationship between the Academy Adventures Midtown Board and the Ed Ahead Board**

Mr. John Penczar states the role of the governing body as written in the Charter Contract with the Arizona State Board for Charter Schools, "The governing body is responsible for the operation and oversight of the school. The governing board makes decisions that directly affect the school and its operation. The governing board adopts budgets, sets policies and is responsible to oversee the implementation of programs and policies mandated by the State Board of Education."

Further stated in the Academy Adventures Midtown Charter Contract with the Arizona State Board for Charter Schools, John Penczar will sit on the Academy Adventures Midtown governing board and Ed Ahead corporate board. As a result of the discussion, the Academy Adventures Midtown governing board passed a resolution that John Penczar had the authority to act as the signatory on the checking account and is to be responsible for personnel decisions regarding hiring and firing, setting wages and spending money necessary to implement and run school programs.

**Motion:** Ms. Cathy Rex moved to approve the relationship between Academy Adventures Midtown School Board and the non-profit board of Ed Ahead.

This motion was seconded by Mr. John Penczar

By a vote of 2 ayes, 0 nays, 0 abstentions, the motion was approved.

**7. Discussion and Approval of Mary Ann Applegate's fingerprints and paperwork**

**Motion:** Ms. Cathy Rex moved to approve Mary Ann Applegate's paperwork and submit to the state as soon as possible.

This motion was seconded by Mr. John Penczar

By a vote of 2 ayes, 0 nays, 0 abstentions, the motion was approved.

**8. Discussion and Approval of amendments to the contract with the State Board of Charter School regarding sample procurement and USFRCS.**

Mr. Jack Penczar stated to the Board that Academy Adventures Midtown Charter will use the sample procurement and USFRCS documents as provided by the Arizona State Board for Charter Schools.

**Motion:** Ms. Kathy Rex motioned that the procurement and USFRCS sample documents be used and the amendments be drawn up.

This motion was seconded by Mr. John Penczar

By a vote of 2 ayes, 0 nays, 0 abstentions, the motion was approved.

**9. Call for public comment**

There is no discussion at this time

**10. Adjournment**

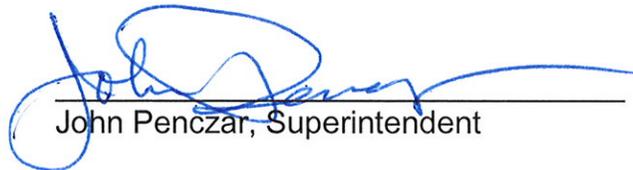
Mr. Jack Penczar declared the July 10, 2010, meeting adjourned at 4:42 PM.

**Motion:** Ms. Cathy Rex moved that the meeting be adjourned

The motion was seconded by Mr. John Penczar

By a vote of 2 ayes, 0 nays, 0 abstentions, meeting was adjourned.

Respectfully submitted:



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John Penczar, Superintendent

July 10, 2010

Date

# ACADEMY ADVENTURES MIDTOWN

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<http://www.academyadventuresmidtown.com>

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SEP 28 2010

September 24, 2010

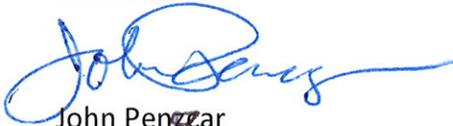
Arizona State Board for Charter Schools  
1700 West Washington Street, Room 164  
Phoenix, AZ 85007

To Whom It May Concern,

Enclosed find two Exception Amendment Request, one for Procurement and one for USFRCS.  
Also enclosed are the Board Minutes.

Thank you for all your help.

Sincerely,

A handwritten signature in blue ink, appearing to read "John Penzar", with a long, sweeping underline.

John Penzar  
Superintendent