

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

MAY 16 2011

USFRCS EXCEPTION AMENDMENT REQUEST

(Charter Holder Name) Edu-Prize, Inc. (CTDS) 07-86-34-000

(Charter Holder Mailing Address) 580 W. Melody Ave.

(City, State) Gilbert (Zip) 85233

(Charter Representative's Name) Ann Peschka

(Phone Number) 480-813-9537 (Fax Number) 480-813-6742

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 Edu-Prize, 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 6th day of April, 2011, 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

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PROCUREMENT LAWS EXCEPTION AMENDMENT REQUEST

(Charter Holder Name) Edu-Prize, Inc (CTDS) 07-86-34-000

(Charter Holder Mailing Address) 580 W. Melody Ave

(City, State) Gilbert (Zip) 85233

(Charter Representative's Name) Ann Peschka

(Phone Number) 480-813-9537 (Fax Number) 480-813-6742

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)

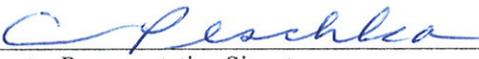
Included are the following:

- 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 Edu-Prize, Inc (Charter Holder), herein agree to amend the terms of the charter contract as follows: Approved Procurement Exemption

In witness whereof, Charter Holder has signed this contract amendment as of this 6th day of April, 2011, 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

Accounting Policy

Edu-Prize, 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

Edu-Prize, 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 staff, under the direction of the superintendent or other such employee as directed by the board of directors and will be 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.

Edu-Prize, Inc. shall not purchase any goods or services from any member of the board of directors, an immediate family member of any member of the board of directors nor from any entity in which any member of the board of directors or an immediate family member of a board member may benefit from such a procurement, unless authorized by the board of directors after a full disclosure of the potential benefits, and after the consideration set forth in paragraph 1 above.

Edu-Prize, 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 will apply.

Edu-Prize

Notice of Public Meeting of a Public Body
Sections 7.6.2, 7.7.4, and 7.9.1.

NOTICE OF A PUBLIC MEETING OF THE EDU-PRIZE, INC. BOARD OF DIRECTORS

Per ARS 38-431.02, notice is hereby given to the members of the general public that the Edu-Prize Board of Directors will hold a meeting open to the public on:

March 3, 2010
1:15 p.m.
580 W. Melody Dr.
Gilbert, AZ 85233

Agenda

- I. Call to order (President, Ann Peschka)
- II. PTN Report
- III. Approval of minutes
- IV. Approval of Disbursements & Payroll
- V. Consideration of Resignations WJ,JC
- VI. Consideration of Charter Contract Renewal, Transfer, Exemptions
- VII. Consideration of Lease Renewal & Site Improvements
- VIII. Consideration of SPED Policies
- IX. Consideration of Budget Projections for 2009-2010
- X. Consideration of 2010-2011 Addendum Awards
- XI. Approval of Employment Contract Wording & Timeline
- XII. Consideration of Letters to the Board- LO,SR,KF
- XIII. Consideration of Smartboard Technology Position
- XIV. Consideration of Kindergarten Offerings
- XV. Principal's Report-RM
- XVI. Curriculum Report-TL
- XVII. Consideration of Facility Report-BD

Call to public:

Consideration and discussion from the public. Those wishing to address the Board must complete the provided card for minute referral. A copy of the agenda is available for public inspection at the 580 W. Melody office.

Edu-Prize School Minutes of the March 3, 2010 Board Meeting

Members in attendance: JoAnna Curtis
Paul Robershotte (telephonically)
Joyce Fox
Ann Peschka

Member not in attendance: Sherry Simon

Non-members in attendance: Barbara Duncan
Robbie McCamman
Sheri Drew
Lynn Robershotte
Terri Lymer
Kati Snell
Lulu Block

The meeting was held per posted agenda at 580 W. Melody Ave., Gilbert AZ, 85233 and was called to order at by Ann Peschka at 1:40.

- 1) Patty Holmquist presented updates on current and upcoming PTN events.
- 2) The Board minutes were reviewed, and JoAnna Curtis moved that the minutes be approved with the suggested changes. Joyce Fox seconded the motion. The Board unanimously approved.
- 3) Joyce Fox made a motion and JoAnna Curtis seconded the approval of disbursement and payroll as presented by Sheri Drew. The Board unanimously approved.
- 4) Sheri Drew presented the year-to-year comparison budgets.
- 5) The Board discussed the 2010-11 budget projections and the possible impact on the program and positions for the school year.
- 6) Dr. Robershotte discussed the likelihood of losing all day funding for kindergarten for the 2010-11 school year. She also provided options on how the kindergarten configuration could be altered to compensate for the funding loss. Jeanne Knapp, our school registrar, presented information from a survey and the Intent to Return forms from parents of kindergarten students. Dr. Robershotte proposed that we offer three sessions in two classrooms of half day programs – 2 AM, 2 Mid, 2 PM – and two sessions in one classroom of full day AM and PM Kinder TOPS programs with tuition. Joyce Fox proposed that we provide the previously stated configurations for kindergarten in the 2010-11 school-year with a tuition for the full day programs of up to \$2500 if paid in one upon enrollment or up to \$2900 if paid in two payments with a \$500 deposit will be collected at registration for the tuition based kinder option. JoAnna Curtis seconded the motion. The Board unanimously approved.
- 7) Sheri Drew presented a lease analysis. Ann Peschka motioned that we pursue with our lessor a new lease which would include the use of additional land available for our much needed parking and drop-off/ pick-up of students. This lease would reflect a closer to market rate than we have been paying for the last 11 years and could be effective on or about June 1, 2010, or earlier if the additional land is available, at \$16.50 per square foot

with a 2 to 3% annual inflator. JoAnna Curtis seconded the motion and the Board unanimously approved.

8) The 2010-11 addendum awards were discussed. Joyce Fox motioned that we adjust dollar amounts for the 2010-11 addendum awards to be categorized as follows: up to \$500 for curriculum, up to \$500 for performance, up to \$500 for performance plus, up to \$500 for ECC and up to \$500 for special programs and improvements. Specialists and special education will only be eligible for only the curriculum, performance and special programs and improvements portions of the addendum (up to \$1,500). Ann Peschka seconded the motion and the Board unanimously approved.

9) A letter of resignation from William Jacobs was presented to the Board with requests to buy out of his sick leave. The resignation was approved by the Board with a motion by Ann Peschka and a second by Joyce Fox

10) A letter of resignation from JoAnna Curtis was presented to the Board with a request to buy out of her sick leave. The resignation was approved by the Board with a motion by Ann Peschka and a second by Joyce Fox.

11) JoAnna Curtis motioned that the Board renew the charter with the State and to transfer the charter from the State Board of Education to the Arizona State Board for Charter Schools and request exemptions for procurement and USFRCS. Ann Peschka seconded the motion and the Board unanimously approved.

12) Joyce Fox motioned that we accept the changes in the updated Special Education policy as presented by Dr Robershotte. Ann Peschka seconded the motion and the Board unanimously approved.

13) A letter from Lindsey O'Brien was presented to the Board. She thanked the Board for providing her with the opportunity to attend the Landmark Forum and requested time off from April 30 – May 8 to attend a mission in Haiti. The Board approved the leave but stipulated that the days will be off contract. The decision was made with a motion by Ann Peschka and a second by Joyce Fox. The Board unanimously approved.

14) A letter from Samantha Rathjen requesting maternity leave was reviewed. The Board appreciated the notification and will work with her on the requested leave.

15) A letter from Kim Felix notifying them that she would be off contract on March 12. The letter was acknowledged.

16) Robbie McCamman presented the principal's report.

17) Barbara Duncan presented the facility report. Joyce Fox made a motion that Barbara Duncan, Lynn Robershotte and Sheri Drew review the bids for landscaping and janitorial services and make a decision for the Board. Ann Peschka seconded the motion and the Board unanimously approved.

There were no call to public items.

The meeting was adjourned at 5:45.



JoAnna Curtis, Board Secretary

3-4-2010
Date