B.3.2 Contracted Services

The Grande Innovation Academy will seek outside expertise in specific areas that require certification or qualification beyond the scope of employees in order to ensure the school remains in compliance with all state and federal laws. The Grande Innovation Academy will contract services within the following categories:

- Payroll, Accounting, Financial Management, review of all accounting processes and procedures, review annual budgets, financial reports, and audit preparation.
- Legal Services: Legal advice and counsel as needed.
- Special Education: Psychological testing, physical therapy, occupational therapy.
- Auditing: Conduct school audit
- Technology Services: Set-up of network, wireless, technology security
- Building Maintenance: Janitorial Services

All contracted vendors will comply with Fingerprint Clearance Card regulations and possess the qualifications and experience detailed below. The cost of each service is based on quotes from each vendor.

The Grande Innovation Academy will contract with the following service providers.

Payroll, Accounting, Financial Management- Aspire Business Consultants will provide The Grande Innovative Academy Finance and Business Services beginning July 1, 2016. An annual contract in the amount of $17,325 would commence on July 1, 2016 and terminate on June 30, 2017. Billings will begin at the end of each month in the amount of $1,443.75.

- Review accounting related functions including accounts payable, payroll, general ledger maintenance (review of coding), cash flow analysis, and preparation of monthly bank reconciliations
- Assist management in complying with state/federal laws and regulations
- Assist in the preparation of the annual budgets, reports for AZ Corporation Commission and the Annual Financial Report
- Assist the charter with their annual audit requirements including acting as the audit liaison
- Training the business staff on school finance and compliance with financial due dates

Aspire has worked in the charter field since 2003 and their employees have accounting degrees and expertise in all financial management matters. Aspire will be overseen by the Executive Director and Business Manager.

Legal Services- The Grande Innovation Academy will retain Richard Onsager of Onsager, Werner, and Oberg, P.L.C. to conduct legal services. The Executive Director and the Business Manager will oversee all legal services.
Mr. Onsager will:

- Look over the lease contract
- Train or consult with the governing board
- Review any contractual agreements that the board feels necessary
- In the case of any legal issues, represent The Grande Innovative Academy

This assumes that Grande Innovation Academy will retain approximately $2,540 for 20 hours of service per year in years 1, 2 and 3 for extenuating circumstances in which would need to bring in additional outside counsel, based on the experience of the leaders in the operation of TOPA-CG.

Special Education- The Grande Innovation Academy will use contracted services for psychological testing, physical therapy, and occupational therapy. The Special Education vendor will work closely with The Grande Innovation Academy's Special Education teacher on staff and Academic Coach. Comprehensive Education Solutions (CES), LLC will be the Special Education vendor. CES will charge the following:

- Psychological Testing: $72/hr,/Approximately $560 for total process
- Physical Therapy: $72/hr
- Occupational Therapy: $72/hr

CES has been in business since 2008 serving rural and urban districts in all aspects of Special Education. CES employes professionals who are trained and certified or licensed in the fields of psychology, physical therapy, and occupational therapy. CES has provided very satisfactory service to the students of The Odyssey Preparatory Academy – Casa Grande (TOPA-CG) for the past two years, and will continue serving the population for the 2015-16 school year.

The Executive Director and Business Manager, in overseeing contracted services, will ensure that each professional hired through the CES contract has an advanced degree in the appropriate field, is appropriately licensed or certified, and has experience working with students in the K-8 age range. The costs listed above represent the costs currently being paid by TOPA-CG for the student population that is expected to largely enroll at GIA upon opening. Budgeted expenses for Special Education services are based on current budget totals from The Odyssey Preparatory Academy, Casa Grande sight with 11 student currently using special education services. We anticipate 30 Special Education students in Y1, 40 in Y2, and 50 in Y3. Calculations include an estimated $560 per psychological evaluation and $72 per hour for speech therapy, occupational therapy, and physical therapy. The school, will have 1 FTE Special Education teacher employed that will minimize outside services.

Auditing Services-The Grande Innovation Academy will contract with Brenda Blundt, CPA, CGMA of Eide Bailly, LLP of Phoenix, AZ to conduct annual audits in years 2 and 3. The cost for this will be $8800 in year two and $9800 in year three. The Executive Director and the Business Manager will oversee auditing. Ms. Blundt

was chosen on the recommendation of Aspire Business Services, for whom she has conducted past audits.

Technology Services- The Grande Innovative Academy will contract with Frank Fiori for technology services such as: network configuration, wireless, setting-up of teachers computers, computer lab maintenance and upgrades, and video surveillance maintenance. Based on a direct quote from Mr. Fiori his hourly rate ranges from $25-75/hour. Assumes an estimated cost of $5,000 for 68 hours of work in Year 1, $6,000 for 80 hours of work in Year 2 and $6,500 for 88 hours in Year 3 based on the costs incurred annually by TOPA-CG.

Mr. Fiori is a Systems Specialist with the Casa Grande Union High School District, and has provided very acceptable contracted technology services to TOPA-CG since it opened. The hourly rate depends on the nature of the service provided, and is consistent with his contracted services with TOPA-CG. The number of hours assumed in the budget is based on the experience of the GIA leaders at TOPA-CG, and provides for increases in years 2 and 3 to accommodate the needs of a growing enrollment.