B.3.2 CONTRACTED SERVICES

Hirsch Academy: CFA is expected to purchase the following services:

- Financial Services
- Legal Services
- Janitorial
- Special Education Services
- Food Services
- Facilities and Maintenance
- IT Services

Financial Services

Tisha Crisler of Crisler Business Services will provide the financial services for Hirsch Academy: CFA. Mrs. Crisler has performed accounting and bookkeeping services for Arizona businesses and Charter Schools since 1997. Crisler Business Services specializes in the financial management of charter schools. Mrs. Crisler currently provides the financial services for TeamCFA's Arizona schools. Hirsch Academy: CFA will pay Mrs. Crisler $1,500 per month for her services as proposed by her.

The yearly audit is estimated to cost $10,000 (financial audit). The payment is due in November and/or December of each year.

Legal Services

Terry Warren of Warren & Banker, PLC will provide the legal services for Hirsch Academy: CFA. Warren & Banker is a leading Arizona and Indiana law firm for charter schools nationwide. The firm focuses a significant portion of their education practice on charter schools and charter school law, monitoring and fostering compliance with all federal and state education laws and regulations and communications with the Arizona State Board for Charter Schools.

Hirsch Academy: CFA will pay Warren & Banker $205.00 to $225.00 per hour for legal services. Hirsch Academy: CFA has allocated $1,000 per month to cover legal fees. This estimate is based on legal fees paid to Warren & Banker by other schools in the TeamCFA network and is on the high end of potential cost.

Janitorial

Hirsch Academy: CFA intends to hire JaniKing to provide janitorial services after school hours. School staff will be responsible for school-hour janitorial tasks during the school day. The Phoenix Jani King Senior Operations Manager and a Jani King franchise owner, Jesse Rubio, were interviewed by the authorized representative for Hirsch Academy: CFA. JaniKing is the world's largest commercial cleaning franchise company, started in 1969. Pricing for Hirsch Academy: CFA will be determined when a facility is acquired in Spring 2013. Jani King has provided quality janitorial services to other TeamCFA schools in Arizona, Pioneer Preparatory School and Ridgeline Academy, and it is the intent of Hirsch Academy: CFA to see if the three

schools can obtain a discount through economies of scale. However, Hirsch Academy: CFA has budgeted $1,250.00 per month for JaniKing's janitorial services based on current costs to the other two schools.

Special Education Services

Special education costs are anticipated for 10-12% of the Hirsch Academy: CFA students. Based on the lessons learned at Pioneer Preparatory School, Hirsch Academy: CFA intends to use contracted service providers. While the director will be given discretion to hire qualified service providers that best meet the needs of Hirsch Academy: CFA, we hope the three Challenge Foundation Academies in the Phoenix area will obtain a discount through economies of scale. Hirsch Academy: CFA intends to use AZ Ortho for Physical Therapy, SEEDS for as School Psychologist, Speech and More for Speech Therapy. These service providers will be paid on a monthly basis. The cost is estimated at $1,000 per SPED student served per year based on average cost per student obtained from each of the above services.

Food Services

Hirsch Academy: CFA intends to participate in the National School Lunch Program. Therefore, all eligible Hirsch Academy: CFA students will receive free or reduced lunch. Hirsch Academy: CFA will provide breakfast and lunch for those students who do not qualify at full price.

Hirsch Academy: CFA will again try to achieve a discount by partnering with the other TeamCFA schools. Hirsch Academy: CFA intends to contract with Royal Dining Catering. Hirsch Academy: CFA will pay Royal Dining Catering on a monthly basis and has allocated $50 per student per month for their services, or $2.50 per day per student for 20 days. While some of that cost will be offset by participating in the National School Lunch Program, Hirsch Academy: CFA has budgeted for the full cost and will make any necessary adjustments at the appropriate time.

Facilities Maintenance

Hirsch Academy: CFA has budgeted $1,000 per month to cover landscaping and other facility maintenance needs. Vendors will be selected if these services are not already included, or negotiated into, the building rental agreement. The budgeted amount is based on similar expenses incurred at the other two schools.

Substitute Teachers

Substitute teachers are based on numbers provided by Pioneer Preparatory School. Hirsch Academy: CFA intends to use Teachers on Call to acquire substitute teachers when needed. This company has been used successfully by Pioneer Preparatory School and Ridgeline Academy. Teachers used by this service are highly qualified in Arizona and meet requirements for background check, FCC and proof of identification on site. Hirsch Academy: CFA has budgeted $8,000 per year to cover this cost based on the daily fee established by Teacher on Call, the allotted number of 6 absences per teacher per year, release days for 4 Instructional Round

observations, and 4 Mentor Teacher observations, evaluations and model lesson days. The estimate is high for year 1 and more in line for years 2 and 3.

Instructional Technology

Hirsch Academy: CFA intends to contract with INTEGRATED to provide IT assistance as needed. "INTEGRATED…launched in 2000… is an IT services company that provides comprehensive system design, security, network management and equipment lifecycle solutions. (They) also provide local IT support, site development and hosting, email hosting and customized business system development. (Their) staff are specialists in technology systems deployment and optimization. (They) have deployed complete architectures and support for several schools in the Phoenix area and many other small to mid-sized businesses."www.INTEGRATED.biz

INTEGRATED works with other successful charter schools in the Phoenix area. Estimates were provided for monthly IT assistance but all is dependent upon needs of the staff and facility and on the equipment purchased. We have budgeted $9,000 per year to cover the cost of IT assistance as estimated by consideration of IT assistance at the two other schools in the network.

SAIS:

Hirsch Academy: CFA will purchase a system in order to house student data and provide data reporting to the Arizona Department of Education. Hirsch Academy's Office Manager will enter all student data and ensure data is reported to the Arizona Department of Education. The systems that Hirsch Academy has reviewed are in alignment with Arizona Department of Education and all requirements for student information reporting.

Hirsch Academy: CFA has reviewed initial quotes from School Master and Power Schools and budgeted accordingly. Hirsch Academy: CFA has selected to obtain quotes from School Master and Power Schools based on alignment with the ADE requirements, the recommendations from surrounding our two other network schools, cost effectiveness and ease of program use. We have budgeted $11,000 to purchase the software, licensing and training during start-up then an additional $3,500 per year for maintenance to cover the expenses associated with SAIS and related software.

Professional Development

Hirsch Academy: CFA intends to contract for professional development services for successful implementation of the instructional program. Consultants providing professional development will be qualified by the organization they are representing to ensure program integrity.

> **Core Knowledge:**
> Professional development in years one to three will be at no cost to the school as it will be delivered by a national Core Knowledge consultant pro bono as a Hirsch Academy: CFA Board Member, and as agreed upon with the Core Knowledge Foundation. This consultant has trained many CK schools nationwide over the last 12 years and continues to participate in required consultant training updates to remain current on CK professional development. All CK consultants are currently practicing or retired CK

teachers or administrators. If this person were not able to provide professional development pro bono then the cost would be covered by a portion of the TeamCFA $300,000 grant earmarked for such expense and within the allotted amounts:
Year1 $20,000
Year 2 $15,000
Year 3 $20,000

As published on the Core Knowledge website at www.coreknowledge.org/pricing
Cost is based on number of days and size of staff as follows:
1-9 teachers 1 day $2,350; 2 days $3,500; 3 days $4,925; 4 days $6,315; 5 days $7,605

Due to the small number of classrooms and teachers in the first three years we would not expend the entire amount allotted for this purpose and would be able to request use of the funds to be designated towards the cost of other professional development as identified in the charter.

Singapore Math:
SMARTTraining, Inc., LLC will be contracted to provide training on the Singapore Math curriculum. The co-owners of the company were CK and Singapore Math teachers and have also visited Singapore for additional training. They are certified to provide Singapore Math training in the United States. Costs were obtained from Tricia Salerno, Co-President of SMARTTraining, Inc. We have budgeted for the following PD expenses:

Year 1 (3 days; 2 summer and 1 Fall) $1600/day = $4800 ($1800/day if not ongoing in Fall)
Year 2 $500/year New Teacher Training (with other schools)
Year 3 $500/year (same as above)

Reading Programs
Professional development associated with the K-8 reading programs will be negotiated into the cost of materials so will not be an additional expense to the school. Professional development would be scheduled through The Core Knowledge Foundation for CKLA and SRA Open Court for 4th-6th.

Love & Logic
A Board member of Hirsch Academy: CFA has been through the Love & Logic (L&L) training as School Principal and the implementation of Love & Logic in the first three years of using the program. She will introduce the staff to L&L at no additional cost to the school, within the parameters allowed by L&L, using the training kit and materials purchased for the school. If in Year 2 or 3 the school budget can manage additional training for an ongoing school-level facilitator then training would be provided by the parent company, Love & Logic Institute, Inc. of Golden, CO.
Costs were obtained from the website at www.loveandlogic.com.

Year 1 $900 training kit & materials for school
Optional: Year 2 or 3 $395/facilitator for 3-day training in Denver + travel = $1000 per

person

Kids at Hope
"Kids at Hope offers professional development services and implementation strategies for schools and youth organizations interested in adopting a cultural strategic framework in support of the success of all children, NO EXCEPTIONS!"

Kids at Hope is a not for profit organization and is interested in working with all institutions, agencies, programs and communities wishing to ensure the success of all youth, without exception. Kids at Hope will provide financial assistance when and where needed to support the interest and commitment of any group or individual interested in the Kids at Hope initiative." Hirsch Academy plans to apply for a grant from Kids at Hope (KAH) to assist with initial training expenses. If a grant is not enough to offset costs of professional development then an introduction to KAH would be provided by a Board member of the organization free of cost to the school, within the parameters allowed by Kids at Hope, and materials would be purchased to support implementation in Years 1-3. Costs were obtained from the website at www.kidsathope.org based in Phoenix, AZ.

Year 1 $1500 PD; $145 teacher/student materials/software
Year 2 $1500 PD; $100 teacher/student materials/software
Year 3 $0 PD $125 teacher/student materials/software