

Procurement Laws Exception Amendment Request

Charterholder Info

Charter Holder

Name:
Horizon Community Learning
Center, Inc.

CTDS:
07-82-33-000

Mailing Address:
16233 South 48th Street
Phoenix, AZ 85048
> [View detailed info](#)

Representative

Name:
Betsy Fera

Phone Number:
4806593000

Fax Number:
4806593022

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Procurement Laws Exception

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.

Attachments

Board Minutes —  [Download File](#)

Complete policy for procuring goods and services —  [Download File](#)

Additional Information*

No documents were uploaded.

Signatures

Charter Representative Signature
Betsy Fera 11/02/2015

BIDDING / PURCHASING PROCEDURES

The Executive Director shall be responsible for all purchasing, contracting, and competitive bidding in accordance with the Board policy. A contract shall not be awarded to an entity that does not verify employment eligibility of each employee through the E-verify program in compliance with A.R.S. 23-214 subsection A. Each contract shall contain the warranties required by A.R.S. 41-4401 relative to the E-verify requirements.

Horizon Community Learning Center 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, timelines, reputation and prior dealings.

Horizon Community Learning Center 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 may 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.

Horizon Community Learning Center 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.

Registered Sex Offender Prohibition

All purchase orders, agreements to purchase, and contracts for services to be provided by personnel other than School employees must include the following statement on the document:

***Registered Sex Offender Restriction.** Pursuant to this order, the named vendor agrees by acceptance of this order that no employee of the vendor or a subcontractor of the vendor, who has been adjudicated to be a registered sex offender, will perform work on School premises or equipment at any time when School students are, or are reasonably expected to be, present. The vendor further agrees by acceptance of this order that a violation of this condition shall be considered a material breach and may result in a cancellation of the order at the School's discretion.*

Required Scrutinized Business Operations Clause

All contracts for School purchase of goods or services shall include a clause requiring the contractor offering the goods or services to certify that the contractor does not have scrutinized business services in Sudan nor in Iran.

The School through the Executive Director shall:

Verify that the offeror does not appear on the most recent list prepared by the Arizona Central Procurement Officer of parties excluded from Arizona contracts.

Notify the State Central Procurement Officer of any contractor the School suspects has submitted a false certification.

Adopted: date of Handbook adoption

Revised: September 22, 2015

CROSS REF.: DJG - Vendor/Contractor Relations
JLIF - Sex Offender Notification

HORIZON COMMUNITY LEARNING CENTER, INC.
Special Corporate Board Meeting
August 26, 2014

1. **Call to Order** **Fred Neal, President**

The meeting was called to order by Fred Neal at 6:15 pm

2. **Roll Call** **Clerk**

Present: Fred Neal, Steve Holm, Kyle Pieratt by proxy

3. **Approval of Amendments/Notifications for** **Fred Neal, President**
Horizon Community Learning Center
(CTDS: 078752003)
(Entity ID: 78809)

- **Enrollment Cap adjustment (decrease)**
from 1975 to 800
- **School Name change to Horizon Honors**
Secondary School from Horizon Community
Learning Center
- **Change in grades served at site from K-12**
to 7-12

Discussion regarding the current grades served reflect K-12 due to the single charter held prior to 2014-2015 school year. Students that were enrolled K-6 under Horizon Community Learning Center prior to the 2014-2015 school year are now enrolled in Horizon Honors Elementary School effective 7-28-2014. No students were misplaced with the replication of Horizon Community Learning Center. To reflect the current school site, the grades served, enrollment cap, and school site name change are proposed for amendments/notifications to the Charter Board. A motion was made by Steve Holm and seconded by Fred Neal. The motion was approved unanimously (Kyle Pieratt voted by proxy).

4. **Approval of Amendments for Horizon Honors** **Fred Neal, President**
Elementary School
(CTDS: 078233001)
(Entity ID: 92621)
- **USFRCS Exception with alignment to HCLC**
Policies
 - **Procurement Law Exception with alignment to**
HCLC Policies

Horizon Honors Elementary School will follow the Policies and Procedures adopted by Horizon Community Governing Board approved 8-26-2014. Horizon Honors Elementary School will continue to follow the accounting (Policy DIA Accounting Systems) and bidding/purchasing (Policy DJE Bidding/Purchasing Procedures) as stated in policy. A motion was made by Steve Holm to approve the exceptions and seconded by Fred Neal. The motion was approved unanimously (Kyle Pieratt voted by proxy).

5. Other Items for Discussion

Fred Neal, President

No other items for discussion

6. Adjournment

Fred Neal, President

A motion was made to adjourn the meeting by Steve Holm, seconded by Fred Neal. Meeting was adjourned at 6:25 pm.

Minutes Approved by:

A handwritten signature in black ink that reads "Fred Neal". The signature is written in a cursive style with a large initial "F" and "N".

**Horizon Community Learning Center, President
August 28, 2014**