



Arizona State
Board for
Charter Schools



Dashboard Alerts Bulletin Board Charter Holders DMS Email Tasks Search Reports Help Other

USFRCS Exception Amendment Request

Charterholder Info

Charter Holder

Name:
Imagine Avondale Middle, Inc.

CTDS:
07-85-53-000

Mailing Address:
18052 N. Black Canyon
Highway
Phoenix, AZ 85053
> [View detailed info](#)

Representative

Name:
Nancy Hall

Phone Number:
602-547-7961

Fax Number:
602-547-7922

Downloads

 [Download all files](#)

USFRCS Exception

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 report card data, annual auditing requirements, or any financial report request from the Arizona State Board of 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.

This exception will not be granted to State Board of Education sponsored charter schools

Attachments

Board minutes approving change (minutes must comply with Open Meeting Law ARS §38-431.01) –  [Download File](#)

Complete policy for accounting (sample policy available on the ASBCS website) –  [Download File](#)

Signatures

Charter Representative Signature
Nancy Hall 11/9/2010

**MINUTES OF THE ORGANIZATIONAL MEETING
OF THE BOARD OF DIRECTORS OF
IMAGINE MIDDLE AT AVONDALE, LLC**

Dated: February 23, 2009

Pursuant to notice of meeting, the organizational meeting of the Board of Directors of Imagine Middle at Avondale, LLC (the "School") was held at the Imagine Schools Group Office, located at 18052 North Black Canyon Highway, Phoenix, Arizona 85053, at approximately 11:00 a.m. MST, on the 23rd day of February, 2009.

The following directors were present in person or by telephone:

Dr. Nancy Hall, Chair (in person)

The following others were present in person or by telephone:

Veronica Cramer, Regional Associate (in person)
Monte Lange, Regional Director (in person)
Linda Kiefner, Regional Director (in person)
Joshua Jordan, Principal, Avondale Elementary, (telephonically)
Kim Agnew, Assistant Principal Avondale Elementary, (telephonically)
Thomas Jankowski, Esq., Greenberg Traurig, LLP (telephonically)
Cheri Laudenslager, Greenberg Traurig, LLP (telephonically)

Dr. Hall acted as Chair of the meeting and the meeting was recorded.

Ms. Laudenslager recorded minutes.

The first order of business was to review the Incorporator's summary of current events of the School. Dr. Hall explained that the charter is approved and will be signed upon completion of this meeting. There being no further discussion, it was determined that no action was necessary on this item.

The next order of business was the discussion and vote to elect directors of the governing board of the School. Tom Jankowski, Esq. explained that the managing member of the LLC has nominated Dr. Hall as a Director for the School. Dr. Hall explained that no others

are being appointed at this time. There being no further discussion, upon motion duly made and seconded by Dr. Hall, Dr. Hall accepted the nomination, and the following resolution was adopted unanimously:

RESOLVED, that Dr. Hall is duly elected to the Board of Directors of the School until her successor is duly elected and qualified.

The next order of business was the election of officers of the governing board of the School. There being no further discussion, upon motion duly made and seconded by Dr. Hall, Dr. Hall was unanimously elected to assume the office set forth opposite her name, to hold office until her successor is duly elected and qualified:

Dr. Nancy Hall - President, Board of Directors, Imagine Middle at Avondale, LLC.

The next order of business was to review and adopt Bylaws for the School. There being no further discussion, and upon motion duly made and seconded by Dr. Hall, the following resolution was adopted unanimously:

RESOLVED, that the Bylaws submitted to the Board be, and the same hereby are, approved in all respects.

The next order of business was the review and vote whether to approve the name of the legal entity as Imagine Middle at Avondale, LLC. There being no further discussion, and upon motion duly made and seconded by Dr. Hall, the following resolution was adopted unanimously:

RESOLVED, that the name of the legal entity as Imagine Middle at Avondale, LLC be, and hereby is approved.

The next order of business was the review and vote whether to approve the name of the School as Imagine Middle at Avondale. There being no further discussion, and upon motion duly made and seconded by Dr. Hall, the following resolution was adopted unanimously:

RESOLVED, that the name of the School as Imagine Middle at Avondale be, and hereby is approved.

The next order of business was to review and authorize appropriate bank accounts for the School and appoint signatories for those accounts. Dr. Hall stated that they will set up the appropriate bank accounts. She advised that Denise Kenney, Cecilia DeCasas, Linda Keifner, and Veronica Cramer will be the signatories to the accounts. After brief discussion, upon motion duly made and seconded by Dr. Hall, the following resolution was adopted unanimously:

RESOLVED, that the accounts be established for the School and that Denise Kenney, Cecilia DeCasas, Linda Keifner, and Veronica Cramer will be the signatories on said accounts be and hereby is approved.

The next order of business was to establish a fiscal year for the School. Dr. Hall explained that the fiscal year will be July 1 through June 30, which is consistent with other Imagine Schools. There being no further discussion, upon motion duly made and seconded by Dr. Hall, the following resolution was adopted unanimously:

RESOLVED, that the School adopt the fiscal year beginning July 1 and ending June 30 as its annual accounting period including, for financial and federal income tax purposes, be and hereby are approved.

The next order of business was to ratify the acts of incorporators and authorize reimbursement of incorporation costs and expenses. There being no further discussion, upon motion duly made and seconded by Dr. Hall, the following resolution was unanimously adopted:

RESOLVED, that the acts of the incorporators and reimbursement of formation costs and expenses be, and hereby are, ratified and approved.

The next order of business was the report, review and possible action regarding an exemption from the Uniformed System of Financial Records for Charter Schools. Veronica Cramer explained that when the charter is signed, they have the option of filling out an

exemption form as long as they agree to comply with GAAP. There being no further discussion, upon motion duly made and seconded by Dr. Hall, and unanimously carried, the following resolution was adopted:

RESOLVED, that the exemption from the Uniformed System of Financial Records for Charter Schools, be and hereby is approved.

The next order of business was to review and vote whether to approve enlisting the services of the Arizona School Board Association to develop and update School policies. Veronica Cramer explained the policy. There being no further discussion, upon motion duly made and seconded by Dr. Hall, and unanimously carried, the following resolution was adopted:

RESOLVED, that the enlisting of the Arizona School Board Association to develop and update School policies, be and hereby is approved.

The next order of business was the review and vote on whether to retain Greenberg Traurig, LLP to continue to provide legal services to the Corporation in accordance with the proposal submitted at the meeting. There being no further discussion, upon motion of Dr. Hall duly made seconded, and unanimously carried, the following resolution was adopted:

RESOLVED, that the Corporation shall retain the services of Greenberg Traurig, LLP to provide legal services to the LLC, be and hereby are approved.

The next order of business was the report, review and possible action regarding a policy for the procurement of goods and services. Veronica Cramer explained this is an exemption from the State but not the federal guidelines. There being no further discussion, upon motion duly made and seconded by Dr. Hall, and unanimously carried, the following resolution was adopted:

RESOLVED, that the policy for procurement of goods and services, be and hereby is approved.

The next order of business was the report, review and possible action regarding a conflict of interest policy for the Board. Dr. Hall explained the policy requires a board member to disclose any financial interest in a third party, whose business comes before the board. If a conflict exists, then the board member must recuse him or herself from the considerations that created the conflict. There being no further discussion, upon motion duly made and seconded by Dr. Hall, and unanimously carried, the following resolution was adopted:

RESOLVED, that the conflict of interest policy for the Board be, and hereby is approved.

The next order of business was the discussion and vote whether to authorize application for real property tax exemption. Dr. Hall explained that the real property tax exemption is in the best interest of the School. There being no further discussion, upon motion duly made seconded by Dr. Hall, and unanimously carried, the following resolution was adopted:

RESOLVED, that the School's application for real property tax exemption be, and hereby is approved.

The Chair next called to the public for issues and there were none.

The Chair advised that the date of the next meeting will be June 1, 2009 where the proposed budget for 2009-2010 will be presented.

There being no further business to come before the meeting, upon motion duly made and seconded, the same was adjourned at 11:22 a.m.



Dr. Nancy Hall, President

ACCOUNTING POLICY

Imagine Middle at Avondale 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 Uniformed 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.



Arizona State
Board for
Charter Schools



[Dashboard](#) [Alerts](#) [Bulletin Board](#) [Charter Holders](#) [DMS](#) [Email](#) [Tasks](#) [Search](#) [Reports](#) [Help](#) [Other](#)

Procurement Laws Exception Amendment Request

Charterholder Info

Charter Holder

Name:
Imagine Avondale Middle, Inc.

CTDS:
07-85-53-000

Mailing Address:
18052 N. Black Canyon
Highway
Phoenix, AZ 85053
> [View detailed info](#)

Representative

Name:
Nancy Hall

Phone Number:
602-547-7961

Fax Number:
602-547-7922

Downloads

 [Download all files](#)

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.

This exception will not be granted to State Board of Education sponsored charter schools.

Attachments

Board minutes approving change (minutes must comply with Open Meeting Law ARS §38-431.01) –  [Download File](#)

Complete policy for procuring goods and services (sample policy available on the ASBCS website) –  [Download File](#)

Signatures

Charter Representative Signature
Nancy Hall 11/9/2010

**MINUTES OF THE ORGANIZATIONAL MEETING
OF THE BOARD OF DIRECTORS OF
IMAGINE MIDDLE AT AVONDALE, LLC**

Dated: February 23, 2009

Pursuant to notice of meeting, the organizational meeting of the Board of Directors of Imagine Middle at Avondale, LLC (the "School") was held at the Imagine Schools Group Office, located at 18052 North Black Canyon Highway, Phoenix, Arizona 85053, at approximately 11:00 a.m. MST, on the 23rd day of February, 2009.

The following directors were present in person or by telephone:

Dr. Nancy Hall, Chair (in person)

The following others were present in person or by telephone:

Veronica Cramer, Regional Associate (in person)
Monte Lange, Regional Director (in person)
Linda Kiefner, Regional Director (in person)
Joshua Jordan, Principal, Avondale Elementary, (telephonically)
Kim Agnew, Assistant Principal Avondale Elementary, (telephonically)
Thomas Jankowski, Esq., Greenberg Traurig, LLP (telephonically)
Cheri Laudenslager, Greenberg Traurig, LLP (telephonically)

Dr. Hall acted as Chair of the meeting and the meeting was recorded.

Ms. Laudenslager recorded minutes.

The first order of business was to review the Incorporator's summary of current events of the School. Dr. Hall explained that the charter is approved and will be signed upon completion of this meeting. There being no further discussion, it was determined that no action was necessary on this item.

The next order of business was the discussion and vote to elect directors of the governing board of the School. Tom Jankowski, Esq. explained that the managing member of the LLC has nominated Dr. Hall as a Director for the School. Dr. Hall explained that no others

are being appointed at this time. There being no further discussion, upon motion duly made and seconded by Dr. Hall, Dr. Hall accepted the nomination, and the following resolution was adopted unanimously:

RESOLVED, that Dr. Hall is duly elected to the Board of Directors of the School until her successor is duly elected and qualified.

The next order of business was the election of officers of the governing board of the School. There being no further discussion, upon motion duly made and seconded by Dr. Hall, Dr. Hall was unanimously elected to assume the office set forth opposite her name, to hold office until her successor is duly elected and qualified:

Dr. Nancy Hall - President, Board of Directors, Imagine Middle at Avondale, LLC.

The next order of business was to review and adopt Bylaws for the School. There being no further discussion, and upon motion duly made and seconded by Dr. Hall, the following resolution was adopted unanimously:

RESOLVED, that the Bylaws submitted to the Board be, and the same hereby are, approved in all respects.

The next order of business was the review and vote whether to approve the name of the legal entity as Imagine Middle at Avondale, LLC. There being no further discussion, and upon motion duly made and seconded by Dr. Hall, the following resolution was adopted unanimously:

RESOLVED, that the name of the legal entity as Imagine Middle at Avondale, LLC be, and hereby is approved.

The next order of business was the review and vote whether to approve the name of the School as Imagine Middle at Avondale. There being no further discussion, and upon motion duly made and seconded by Dr. Hall, the following resolution was adopted unanimously:

RESOLVED, that the name of the School as Imagine Middle at Avondale be, and hereby is approved.

The next order of business was to review and authorize appropriate bank accounts for the School and appoint signatories for those accounts. Dr. Hall stated that they will set up the appropriate bank accounts. She advised that Denise Kenney, Cecilia DeCasas, Linda Keifner, and Veronica Cramer will be the signatories to the accounts. After brief discussion, upon motion duly made and seconded by Dr. Hall, the following resolution was adopted unanimously:

RESOLVED, that the accounts be established for the School and that Denise Kenney, Cecilia DeCasas, Linda Keifner, and Veronica Cramer will be the signatories on said accounts be and hereby is approved.

The next order of business was to establish a fiscal year for the School. Dr. Hall explained that the fiscal year will be July 1 through June 30, which is consistent with other Imagine Schools. There being no further discussion, upon motion duly made and seconded by Dr. Hall, the following resolution was adopted unanimously:

RESOLVED, that the School adopt the fiscal year beginning July 1 and ending June 30 as its annual accounting period including, for financial and federal income tax purposes, be and hereby are approved.

The next order of business was to ratify the acts of incorporators and authorize reimbursement of incorporation costs and expenses. There being no further discussion, upon motion duly made and seconded by Dr. Hall, the following resolution was unanimously adopted:

RESOLVED, that the acts of the incorporators and reimbursement of formation costs and expenses be, and hereby are, ratified and approved.

The next order of business was the report, review and possible action regarding an exemption from the Uniformed System of Financial Records for Charter Schools. Veronica Cramer explained that when the charter is signed, they have the option of filling out an

exemption form as long as they agree to comply with GAAP. There being no further discussion, upon motion duly made and seconded by Dr. Hall, and unanimously carried, the following resolution was adopted:

RESOLVED, that the exemption from the Uniformed System of Financial Records for Charter Schools, be and hereby is approved.

The next order of business was to review and vote whether to approve enlisting the services of the Arizona School Board Association to develop and update School policies. Veronica Cramer explained the policy. There being no further discussion, upon motion duly made and seconded by Dr. Hall, and unanimously carried, the following resolution was adopted:

RESOLVED, that the enlisting of the Arizona School Board Association to develop and update School policies, be and hereby is approved.

The next order of business was the review and vote on whether to retain Greenberg Traurig, LLP to continue to provide legal services to the Corporation in accordance with the proposal submitted at the meeting. There being no further discussion, upon motion of Dr. Hall duly made seconded, and unanimously carried, the following resolution was adopted:

RESOLVED, that the Corporation shall retain the services of Greenberg Traurig, LLP to provide legal services to the LLC, be and hereby are approved.

The next order of business was the report, review and possible action regarding a policy for the procurement of goods and services. Veronica Cramer explained this is an exemption from the State but not the federal guidelines. There being no further discussion, upon motion duly made and seconded by Dr. Hall, and unanimously carried, the following resolution was adopted:

RESOLVED, that the policy for procurement of goods and services, be and hereby is approved.

The next order of business was the report, review and possible action regarding a conflict of interest policy for the Board. Dr. Hall explained the policy requires a board member to disclose any financial interest in a third party, whose business comes before the board. If a conflict exists, then the board member must recuse him or herself from the considerations that created the conflict. There being no further discussion, upon motion duly made and seconded by Dr. Hall, and unanimously carried, the following resolution was adopted:

RESOLVED, that the conflict of interest policy for the Board be, and hereby is approved.

The next order of business was the discussion and vote whether to authorize application for real property tax exemption. Dr. Hall explained that the real property tax exemption is in the best interest of the School. There being no further discussion, upon motion duly made seconded by Dr. Hall, and unanimously carried, the following resolution was adopted:

RESOLVED, that the School's application for real property tax exemption be, and hereby is approved.

The Chair next called to the public for issues and there were none.

The Chair advised that the date of the next meeting will be June 1, 2009 where the proposed budget for 2009-2010 will be presented.

There being no further business to come before the meeting, upon motion duly made and seconded, the same was adjourned at 11:22 a.m.



Dr. Nancy Hall, President

PROCUREMENT POLICY

Imagine Middle at Avondale 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 (Principal), 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.

Imagine Middle at Avondale 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 the 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.

Imagine Middle at Avondale 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.