


# Procurement Laws Exception Amendment Request

Charterholder Info

<b>Charter Holder</b>	<b>Representative</b>
<b>Name:</b> Innovative Humanities Education Corporation	<b>Name:</b> Jocelyn Quintanar
<b>CTDS:</b> 10-85-13-000	<b>Phone Number:</b> 520-624-7169
<b>Mailing Address:</b> Copper Point Schools 732 West Roger Rd Tucson, AZ 85705 > <a href="#">View detailed info</a>	


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

Attachments

Board Minutes —  [Download File](#)

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

**Additional Information\***  
No documents were uploaded.

Signatures

Charter Representative Signature  
Jocelyn Quintanar 11/12/2014



## **Innovative Humanities Education Corporation**

### Procurement Policy

Innovative Humanities Education Corporation (IHEC) and Copper point Schools 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, timeliness, reputation and prior dealings.

IHEC and Copper point Schools 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.


IHEC and Copper point Schools 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.

# USFRCS Exception Amendment Request

Charterholder Info

Charter Holder	Representative
<p><b>Name:</b> Innovative Humanities Education Corporation</p> <p><b>CTDS:</b> 10-85-13-000</p> <p><b>Mailing Address:</b> Copper Point Schools 732 West Roger Rd Tucson, AZ 85705 &gt; <a href="#">View detailed info</a></p>	<p><b>Name:</b> Jocelyn Quintanar</p> <p><b>Phone Number:</b> 520-624-7169</p>

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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 school 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 —  [Download File](#)

Complete policy for accounting —  [Download File](#)

Additional Information\*  
No documents were uploaded.

Signatures

Charter Representative Signature  
Jocelyn Quintanar 11/12/2014



## **Innovative Humanities Education Corporation**

### Accounting Policy

Innovative Humanities Education Corporation (IHEC) and Copper point Schools 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.

# IHEC minutes

## Board Meeting

9.12.2014 4:30pm 732 W. Roger Rd

Meeting called by Joseph McKnight

Type of meeting Board

Facilitator Joseph McKnight

Note taker Jocelyn Quintanar

Timekeeper N/A

Attendees Jocelyn Quintanar, Ryan Townsend, Joseph McKnight

Call to Order 4:30pm

Roll Call All present

Minutes Motion to approve board minutes from 8/7 by Jocelyn, seconded by Joseph, motion passes Report

Discussion Joseph had nothing new to report. Hired a paraprofessional, worked through budget and staff cuts. Enrollment at about 120. Ryan discussed our current balance and expected expenses.

## Old Business

Joseph

Discussion Address Change—Joe is working on filling out the form, needs help. We discussed recruiting and what we would like to alter in the recruiting policies.

## New Business

[Time allotted] [Presenter]

Discussion: Discussed laptops. Decided rather than purchase windows upgrades to the computers to give the staff the admin password. Need to draft attendance appeal packet. Discussed the price of breakfast and fingerprint cards for non-instructional staff. Also discussed the pros and cons of synergy and going to K-5 next school year, if the board will approve the amendment.

## Motions

Motion to approve purchase of Chromebooks with locks (25) by Ryan, seconded by Joe, motion passes.

Motion to approve and set breakfast pricing at \$1.75 by Joseph, seconded by Jocelyn, Motion passes.

Motion to require fingerprint cards for non-instructional staff within the first year of hire by Joseph, seconded by Ryan, motion passes.

Motion by Joe to approve the purchase of Synergy. Jocelyn and Ryan asked that Derek be questioned for budget guidance and Ryan and Lety work on fixing the problem with Jupiter before we move forward. Motion fails.

Motion by Joe to pass the following exemption from USFRCS: Accounting Policy

Innovative Humanities Education Corporation (IHEC) and Copper point Schools 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.

Ryan Townsend seconds, motion passes unanimously.

Motion by Joe to approve the following Exemption from Procurement:

#### Procurement Policy

Innovative Humanities Education Corporation (IHEC) and Copper Point Schools 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, timeliness, reputation and prior dealings.

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IHEC and Copper point Schools 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.

Motion seconded by Ryan. Motion passes with unanimous approval.

#### Consent Agenda

all

Discussion Motion by Ryan to approve consent agenda, seconded by Joe, motion passes.

Next Meeting October 31

Adjournment Motion to adjourn at 5:34 pm

Minutes Approved

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## 9-12-2014 Minutes

## IHEC minutes

Board Meeting			
9.12.2014		4:30pm	732 W. Roger Rd
Meeting called by	Joseph McKnight		
Type of meeting	Board		
Facilitator	Joseph McKnight		
Note taker	Jocelyn Quintanar		
Timekeeper	N/A		
Attendees	Jocelyn Quintanar, Ryan Townsend, Joseph McKnight		
Call to Order	4:30pm		
Roll Call	All present		
Minutes	Motion to approve board minutes from 8/7 by Jocelyn, seconded by Joseph, motion passes		
Report			
Discussion Joseph had nothing new to report. Hired a paraprofessional, worked through budget and staff cuts. Enrollment at about 120. Ryan discussed our current balance and expected expenses.			
Old Business			
	Joseph		
Discussion Address Change—Joe is working on filling out the form, needs help. We discussed recruiting and what we would like to alter in the recruiting policies.			
New Business			
[Time allotted]	[Presenter]		
Discussion: Discussed laptops. Decided rather than purchase windows upgrades to the computers to give the staff the admin password. Need to draft attendance appeal packet. Discussed the price of breakfast and fingerprint cards for non-instructional staff. Also discussed the pros and cons of synergy and going to K-5 next school year, if the board will approve the amendment.			
Motions			
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Motion to require fingerprint cards for non-instructional staff within the first year of hire by Joseph, seconded by Ryan, motion passes.			
Motion by Joe to approve the purchase of Synergy. Jocelyn and Ryan asked that Derek be questioned for budget guidance and Ryan and Lety work on fixing the problem with Jupiter before we move forward. Motion fails.			
Motion by Joe to pass the following exemption from USFRCS: Accounting Policy  Innovative Humanities Education Corporation (IHEC) and Copper point Schools 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.  Ryan Townsend seconds, motion passes unanimously.			

# IHEC minutes

Motion by Joe to approve the following Exemption from Procurement:	
Procurement Policy	
Innovative Humanities Education Corporation (IHEC) and Copper Point Schools 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, timeliness, reputation and prior dealings.	
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IHEC and Copper point Schools 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.	
Motion seconded by Ryan. Motion passes with unanimous approval.	
<b>Consent Agenda</b>	
	all
Discussion	Motion by Ryan to approve consent agenda, seconded by Joe, motion passes.
Next Meeting	October 31
Adjournment	Motion to adjourn at 5:34 pm
Minutes Approved	

# IHEC minutes