

**Arizona State Board for Charter Schools**

**Arizona State Board of Education**

1700 W. Washington St., Room 164, Phoenix, AZ 85007

(602) 364-3080 Fax (602) 364-3089

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RECEIVED MAY 14 2009

**INSTRUCTIONAL DAYS AMENDMENT REQUEST**

(Charter Holder Name) Imagine Middle at Surprise, Inc. (CTDS) 078522000

(Charter Holder Mailing Address) 18052 N. Black Canyon Highway

(City, State) Phoenix, AZ (Zip) 85053

(Charter Representative's Name) Nancy G. Hall

(Phone Number) 602-547-7960 (Fax Number) 602-547-7922

**Failure to submit all required documentation will result in the Amendment Request being returned without being processed. Faxed copies will not be accepted. Please send originals.**

\* Changes in number of contractual days of instruction

Included is the following:

- Board minutes approving the change (minutes must comply with Open Meeting Law ARS §38-431.01)

The Arizona State Board for Charter Schools and Imagine Middle at Surprise, Inc. (Charter Holder), herein agree to amend the terms of the charter contract as follows:

**FROM:** 185

**TO:** 180

In witness whereof, Charter Holder has signed this contract amendment as of this 1<sup>st</sup> day of May 2009, and the State Board for Charter Schools has signed this contract amendment as of this \_\_\_\_ day of \_\_\_\_, 200\_\_, to take effect at such time as it is signed by both parties.

  
\_\_\_\_\_  
Charter Representative Signature

\_\_\_\_\_  
Representative Signature for the Arizona State Board for Charter Schools

**MINUTES OF THE MAY 1, 2009 JOINT MEETING  
OF THE BOARDS OF DIRECTORS OF  
PATHFINDER CHARTER SCHOOL FOUNDATION, DBA CORTEZ PARK  
CHARTER ELEMENTARY SCHOOL, INC.,  
CORTEZ PARK CHARTER MIDDLE SCHOOL, INC.,  
BELL CANYON CHARTER SCHOOL, INC.,  
ROSEFIELD CHARTER ELEMENTARY SCHOOL, INC.,  
IMAGINE MIDDLE AT SURPRISE, INC.**

Pursuant to notice of meeting, a joint meeting of the Boards of Directors (the "Boards") of Pathfinder Charter School Foundation, dba Cortez Park Charter Elementary School, Inc. ("CPE"), Cortez Park Charter Middle School, Inc. ("CPM"), Bell Canyon Charter School, Inc. ("BC"), Rosefield Charter Elementary School, Inc. ("RFE") and Imagine Middle at Surprise, Inc. ("RFM") (collectively the "Schools") was held at Imagine Schools Southwest Group Office located at 18052 North Black Canyon Highway, Phoenix, Arizona 85053 at approximately 8:00 a.m. MST, on the 1st day of May, 2009.

The following directors of the Schools were present in person or by telephone:

Dr. Leonora Farrah (telephonically)  
Grizelda Valenzuela (telephonically)  
Julie Brubaker (telephonically)  
Pamela Webb

The following directors of the Schools were absent:

Michael Tucker

The following others were present in person or by telephone:

Heidi Schloesser, Principal, Cortez Park (telephonically)  
Ellen Poultridge, Business Administrator, Cortez Park (telephonically)  
Bruce Hanna, Principal, Rosefield Elementary (telephonically)  
Cynthia Juarez, Assistant Principal, Rosefield (telephonically)  
Cheryl Ferris, Business Administrator, Rosefield (telephonically)  
Sheri Kisselbach, Principal, Rosefield Middle (telephonically)  
Monica Morales, Business Administrator, Rosefield (telephonically)  
Jessica McGuire, Principal, Bell Canyon (telephonically)  
Dr. Nancy Hall, Executive Vice President, Imagine Schools (in person)  
Veronica Cramer, Exec, Imagine Schools (in person)  
MaryAnn Stackhouse, Regional Finance Director (telephonically)  
Monte Lange, Regional Director (in person)  
Lise Ryden, Finance (in person)  
Linda Kiefner, Regional Director (telephonically)

Thomas Jankowski, Esq., Greenberg Traurig, LLP (telephonically)  
Cheri Laudenslager, Paralegal, Greenberg Traurig, LLP (telephonically)

Dr. Leonora Farrah called the meeting to order and took roll of the governing Board members. Dr. Farrah served as Chairman for the meeting, Dr. Nancy Hall tape recorded the meeting and Ms. Laudenslager recorded the minutes.

The first item of business was the review and approval of the minutes of the February 23, 2009 meeting of the Boards of Directors. There being no further discussion, upon motion of Pamela Webb duly made and seconded by Julie Brubaker, the following resolution was unanimously adopted:

RESOLVED, that the minutes of the February 23, 2009 meeting be, and hereby are, accepted and approved by the Board.

The next item of business was the report, review and possible action regarding the revised 2008-2009 annual budget. Ellen Poultridg reported that the CPE annual budget, based on actual expenses and revenue, will be balanced with a surplus. Ms. Poultridg reported that the same is true for CPM. Jessica McGuire reported that BC has a balanced budget. Cheryl Ferris reported that RFE and RFM each have a balanced budget based on actual expenses and revenue. There being no further discussion, upon motion of Julie Brubaker duly made and seconded by Pam Webb, the following resolution was unanimously adopted:

RESOLVED, that the revised 2008-2009 annual budgets for the Schools be, and hereby are, accepted by the Board.

The next item of business was the report, review and possible action regarding amendment to the operating agreements (CPE, CPM, RFE, RFM). This item was tabled until the next meeting.

The next item of business was the report, review and possible action regarding Equipment Use Agreement Schedule No. 2 (BC). This item was tabled until the next meeting.

The next item of business was the report, review and vote whether to approve a reduction of the number of contractual days of instruction. Monte Lange reported that due to economic conditions and other considerations, the Schools would be better served to have 180 instructional days. He explained

that this change would create cost savings, benefit the students during summer enrichment programs and help align the Schools with the district calendar. There being no further discussion, upon motion of Julie Brubaker duly made and seconded by Pam Webb, the following resolution was unanimously adopted:

RESOLVED, that the reduced number of contractual days of instruction from 185 to 180, be and hereby is, accepted and approved by the Board.

The next item of business was the report, review and possible action regarding the proposed 2009-2010 school calendar. There being no further discussion, upon motion of Pam Webb duly made and seconded by Grizelda Valenzuela, the following resolution was unanimously adopted:

RESOLVED, that the proposed 2009-2010 school calendar, be and hereby is, accepted and approved by the Board.

The next item of business was the report, review and possible action regarding sublease between Imagine Prep Surprise, LLC and Imagine Middle at Surprise, Inc. (RFM). Monica Morales reported that the sublease is dated from September 1, 2008 to the end of the school year of 2009. There being no further discussion, upon motion of Pam Webb duly made and seconded by Grizelda Valenzuela, the following resolution was unanimously adopted:

RESOLVED, that the sublease between Imagine Prep Surprise, LLC and Imagine Middle at Surprise, Inc., be and hereby is, accepted and approved by the Board.

The next item of business was the report, review and vote whether to approve the audit engagement letter for 2008-2009 submitted by Ball & McGraw. Nancy Hall reported that the fees were the same as the 2007-2008 audit. Dr. Hall reported that the RFM audit would be prepared by Joel Huber, CPA. There being no further discussion, upon motion of Grizelda Valenzuela duly made and seconded by Pam Webb, the following resolution was unanimously adopted:

RESOLVED, that the sublease between Imagine Prep Surprise, LLC and Imagine Middle at Surprise, Inc., be and hereby is, accepted and approved by the Board.

The next item of business was the report, review and possible action regarding the approval of the NSLP Food Service Agreement (CPE). Veronica Cramer reported that the CPE Food Service Agreement required reapproval because the summer food program had not been checked on the original form. There being no further discussion, upon motion of Julie Brubaker duly made and seconded by Pam Webb, the following resolution was unanimously adopted:

RESOLVED, that the NSLP Food Service Agreement for CPE., be and hereby is, accepted and approved by the Board.

The next item of business was the report and review School Leader's report given by Heidi Schloesser (CPE, CPM), Linda Kiefner (BC), and Bruce Hanna (RFE, RFM). Each school leader highlighted certain accomplishments of each school from the written report provided to board members. This is information only; therefore, no action is required.

The next item of business was the report and review Regional Directors report given by Monte Lange (CPE, CPM) and Linda Kiefner (BC, RFE, RFM). Nancy Hall noted that Tom Jankowski was leaving Greenberg Traurig and would no longer represent the Schools at the board meetings and wished him well. Monte Lange expressed his pride in the Schools who were celebrating their NCA accreditation. He also acknowledged the 97% retention rate of the staff. Linda Kiefner recognized the transition team at BC. She also commended RFE for a good job on the measures of excellence and their re-enrollment rate. This is information only; therefore, no action is required.

The Chairman then issued a call to the public for issues and there were none.

Dr. Hall stated that the next meetings will be held on June 1, 2009 at 5:00 p.m., June 15, 2009 at 5:00 p.m. to review and adopt the budgets.

There being no further business to come before the meeting, upon motion of Julie Brubaker duly made and seconded by Pam Webb, and unanimously approved, the same was adjourned at approximately 8:36 a.m.

APPROVED:

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Julie Brubaker, Secretary  
Cortez Park Charter Elementary School, Inc.  
Cortez Park Charter Middle School, Inc.  
Bell Canyon Charter School, Inc.  
Rosefield Charter Elementary School, Inc.  
Imagine Middle at Surprise, Inc.