

Arizona State Board for Charter Schools

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

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

www.asbcs.az.gov

APR 03 2009

PROCUREMENT LAWS EXCEPTION AMENDMENT REQUEST

Am

(Charter Holder Name) Legacy Schools (CTDS) 078685000

(Charter Holder Mailing Address) 7420 E. Main St.

(City, State) Mesa, AZ (Zip) 85207

(Charter Representative's Name) Kathy Tolman

(Phone Number) 480-981-2008 (Fax Number) 480-641-4473

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.

- ✦ Exception to the Procurement Laws – (This exception will not be granted to State Board of Education sponsored charter schools)

Included are the following:

- Board minutes approving the change (minutes must comply with Open Meeting Law ARS §38-431.01)
- Complete policy for procuring goods and services (sample policy available on the ASBCS website)

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.

The Arizona State Board for Charter Schools and Legacy Schools (Charter Holder), herein agree to amend the terms of the charter contract as follows:

In witness whereof, Charter Holder has signed this contract amendment as of this 30 day of March, 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.

Kathryn Tolman

Charter Representative Signature

Representative Signature for the Arizona State Board for Charter Schools

Legacy Schools Accounting Policy

Legacy 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.


Board President

Arizona State Board for Charter Schools

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USFRCS EXCEPTION AMENDMENT REQUEST

(Charter Holder Name) Legacy Schools (CTDS) 078685000

(Charter Holder Mailing Address) 7420 E. Main St.

(City, State) Mesa, AZ (Zip) 85207

(Charter Representative's Name) Kathy Tolman

(Phone Number) 480-981-2008 (Fax Number) 480-641-4473

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.

- ✦ Exception to the USFRCS – (This exception will not be granted to State Board of Education sponsored charter schools)

Included are the following:

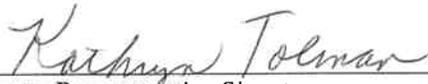
- Board minutes approving the change (minutes must comply with Open Meeting Law ARS §38-431.01)
- Complete policy for accounting (sample policy available on the ASBCS website)

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 for 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

The Arizona State Board for Charter Schools and Legacy Schools Charter Holder), herein agree to amend the terms of the charter contract as follows:

In witness whereof, Charter Holder has signed this contract amendment as of this 30 day of March, 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

Legacy Schools Procurement Policy

Legacy 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 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.

Legacy 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 immediate family member of a governing board member may benefit from such 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.

Legacy 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.

Adopted March 30, 2009


Board President



Minutes

Legacy School Board Meeting

This is a joint meeting with East Valley HS Board
Monday, March 30, 2009 4:00 pm
7464 E. Main St. School Media Center

Board Members:

Rod Tolman, President

Tracy Leonard, *Present*

Vacant, Director

Vacant, Secretary

Kathy Tolman, *Present*

Julie Hatch, *Absent*

Jerry Eakin, *Present*

Julie Clement, *Present*

Mike Clement, *Present*

The agenda for the meeting is as follows:

I. Call to Order and announcements/introductions– Mr. Tolman

The meeting was called to order by Mr. Tolman at 4:08 pm. Mr. Sam Goodman was introduced as the new school accountant.

II. Items for Board discussion and action

1. Approve the amended budget

Arizona State requires charter schools to submit a revised annual budget each year that shows that actual funds received (or expected to be received) through June 30th.

The revised budget was presented to the Board using the fund amount based on 100th Day ADM. A motion was made by Mrs. Tolman and seconded by Mr. Clement to approve the amended budget. The motion passed unanimously.

2. Approve the transfer of the charter authorizer from State Board of Education to State Board for Charter Schools.

Legacy Schools was originally charter under the State Board of Education. Several years ago, oversight of all charters was transferred to the State Board for Charter Schools.

Legacy opted at that time to remain chartered under the Board of Education. School administration believes that the reasons for remaining chartered under their current authorizer no longer benefit the school and it is in the school's best interest to transfer authorizers.

After discussion a motion was made by Mr. Clement and seconded by Mr. Eakin that the school request transfer of authorizer from the State Board of Education to the State Board for Charter Schools. The motion passed unanimously.

3. Adopt an Accounting Policy and a Procurement Policy.

These two policies establish school policies that ensure generally accepted accounting and procurement procedures.

A motion was made by Mrs. Tolman and seconded by Mrs. Leonard that the board adopt two policies – the Procurement Policy and the Accounting Policy. During discussion the board was assured that although these are new written policies, the school has in fact, been in practice following these same guidelines. The motion passed unanimously.

4. Approve application to the SBCS for exception to the USFRCS.

A motion was made to approve application to the SBCS, pending approval of transfer of authorizer, for exception to the USFRCS. The motion also included approval to apply to the SBCS, pending transfer of authorizer, for exception to procurement laws. The motion was made by Mr. Clement and seconded by Mr. Tolman. The motion passed unanimously.

5. Approve application to the SBCS for exception to local and state procurement regulations. See above.

6. Request to increase grades served to include grades 9-12.

On May 3, 2008 the Board approved, by request of the authorizer, that Legacy Schools amend their charter to reflect current grades being served – K-8. Previous to that time Legacy had served up through 12th grade students. A seconded charter for high school grades only was obtained in 2005. Given the reporting and compliance requirements to operate two separate charters, it is recommended to return to the original charter of K-12 grades. The 9-12 grade students will continue as a separate site as East Valley High School. This move will reduce by half the required paperwork and will require only one yearly audit resulting in a significant cost savings.

It was moved by Mrs. Leonard and seconded by Mr. Eakin that the board approve the application for an amendment to the charter to increase the grades served from K-8 to K-12. The board agreed that this change will not affect the mission of the school or the quality of the delivery of education and that it will reduce staff time as well as bring a cost savings. The motion passed unanimously.

7. Request to increase enrollment cap.

With the combination of the two schools, the Board is required to increase to the enrollment cap. It is proposed to raise the cap to 650 students for the 09-10 SY.

A motion was made by Mr. Clement and seconded by Mrs. Leonard to increase the enrollment cap from 625 to 750. Both sites have the capacity for this combined number. The motion passed unanimously.

III. New Building update – Mrs. Tolman

Mrs. Tolman reported that the property/land for the new school building closes 3/31/2009 and the "at risks" should start the next day. All building plans, etc. have been submitted to the City of Mesa. Construction is still on schedule for an August start date.

- IV. Report from Site Administrator – Mrs. Leonard will discuss the status of the year including ADM, changes in staffing, student accomplishments, program changes, etc.

Mrs. Leonard reported that Ground Breaking for the new school will be April 18th at 10:00 am. Family Appreciation Day will be that same day starting at 11:00 am. Benchmark testing results show that all classes are at or above 80% grade level with two classes at 100% of students at or above grade level in reading and math. The SPDG site team visited the school today. They were very impressed with the gains made from last year. They specifically mentioned student engagement and the use of available resources for teaching.

- V. Financial report – Mr. Goodman will report on 100th day budget status to date.
- VI. Public Discussion – Any member of the public may address the Board at this time. Remarks will be limited to 3 minutes. *No members of the public were present.*
- VII. Adjourn