

**Arizona State Board for Charter Schools**  
**Arizona State Board of Education**

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[www.asbcs.az.gov](http://www.asbcs.az.gov)

RECEIVED MAY 14 2009

**INSTRUCTIONAL DAYS AMENDMENT REQUEST**

(Charter Holder Name) West Gilbert Charter Elementary School, Inc. (CTDS) 078935000

(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 West Gilbert Charter Elementary School, 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 21st day of April, 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 APRIL 20, 2009 JOINT MEETING  
OF THE BOARDS OF DIRECTORS OF  
WEST GILBERT CHARTER ELEMENTARY SCHOOL, INC.,  
WEST GILBERT CHARTER MIDDLE SCHOOL, INC.,  
IMAGINE ELEMENTARY AT DESERT WEST, INC.,  
IMAGINE ELEMENTARY AT CAMELBACK, INC.,  
IMAGINE ELEMENTARY AT TEMPE, INC.**

Pursuant to notice of meeting, a joint meeting of the Boards of Directors (the "Boards") of West Gilbert Charter Elementary School, Inc. ("WGE"), West Gilbert Charter Middle School, Inc. ("WGM"), Imagine Elementary at Desert West, Inc. ("DWES"), Imagine Elementary at Camelback, Inc. ("CBES") and Imagine Elementary at Tempe, Inc. ("TES") (collectively the "Schools") was held at Imagine Schools Southwest Group Office located at 18052 North Black Canyon Highway, Phoenix, Arizona 85053 at approximately 9:00 a.m. MST, on the 20th day of April, 2009.

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

Dr. Leonora Farrah (telephonically)  
Megan Zimmermann (telephonically)  
Herman Orcutt (telephonically)

The following others were present in person or by telephone:

Sonia Gonzales, Principal, Tempe (telephonically)  
Lise Ryden, Business Administrator, Tempe (in person)  
Linda Horner, Principal, West Gilbert (telephonically)  
Mary Lanigan, Assistant Principal, West Gilbert (telephonically)  
Angel Kloczko, Business Administrator, West Gilbert (telephonically)  
Freddie Villalon, Principal, Desert West (telephonically)  
Bill Heintz, Assistant Principal, Desert West (telephonically)  
Chris Eleiott, Business Administrator, Desert West (telephonically)  
Jennifer Barnes, Business Administrator, Camelback (telephonically)  
Dr. Nancy Hall, Exec. Vice President, Imagine Schools (in person)  
Veronica Cramer, Exec. Project Coordinator, Imagine Schools  
(in person)  
Monte Lange, Regional Director (telephonically)  
Linda Kiefner, Regional Director (in person)  
Mary Bonsall, Group Finance Director (in person)  
MaryAnn Stackhouse, Regional Finance Associate (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 of the meeting, Dr. Hall tape recorded the meeting, and Ms. Laudenslager recorded the minutes.

The first item of business was the review and approval of the revised minutes of the February 23, 2009 meeting of the Boards of Directors. There being no discussion, upon motion of Herman Orcutt, duly made and seconded by Megan Zimmermann, the following resolution was unanimously adopted:

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

The next item of business was the report, review and possible action regarding 2008-2009 annual budget. Angel Kloczko presented the reports for WGE and WGM. Each budget is revised based on actual revenues and each is a balanced budget. Chris Elliott reported for DWES as being revised to the actual revenues and actual student count and reported a balanced budget. Jennifer Barnes reported for CBES. She reported the revised budget is based on actual revenue and is a balanced budget. Sonia Gonzales reported that TES is revised to the actual budget and is balanced. There being no further discussion, upon motion of Herman Orcutt, duly made and seconded by Leonora Farrah the following resolution was unanimously adopted:

RESOLVED, that the 2008-2009 annual budgets for the Schools as individually reviewed and discussed be and hereby are, accepted by the Board.

The next item of business was the report, review and vote whether to approve a reduction of the number instruction days. Dr. Farrah suggested a one year trial on the reduced number of instruction days. Monte Lange reported that the reduction would benefit cost savings, longer summer enrichment programs and they would be better aligned with district schools. Herman Orcutt stated he supports the reduction. There being no further discussion,

upon motion of Herman Orcutt duly made and seconded by Leonora Farrah, the following resolution was unanimously adopted.

RESOLVED, that a reduction of the number of contractual days of instruction from 185 to 180 days be approved for a one-year trial period be, and hereby is, accepted and approved by the Board. This item is to be revisited after a one year trial.

The next item of business was the report, review and possible action regarding the proposed 2009-2010 school calendar for the Schools. There being no discussion, upon motion of Leonora Farrah duly made and seconded by Herman Orcutt, the following resolution was unanimously adopted:

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

The next item of business was the report, review and possible action regarding sublease between Imagine Charter Elementary School at Desert West and Imagine Middle School at Desert West. Monte Lange reported that due to enrollment re-alignment, the lease payment amounts have been amended to more accurately reflect current and future enrollment. There being no further discussion, upon motion of Herman Orcutt duly made and seconded by Megan Zimmermann, the following resolution was unanimously adopted:

RESOLVED, that the amendment to the sublease, be and hereby is, accepted by the Board.

The next item of business was the report, review and possible action regarding amendment to the operating agreement (DWES, CBES, TES). 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. 3 (TES). Lise Ryden reported that this operating agreement is for equipment they want to pay off this year rather than carry over to the next

fiscal year. There being no further discussion, upon motion of Herman Orcutt duly made and seconded by Leonora Farrah, the following resolution was unanimously adopted:

RESOLVED, that the Equipment Use Agreement Schedule No. 3 (TES), be and hereby is, accepted by the Board.

The next item of business was the report, review and vote whether to approve engagement letter for 2008-2009 audit for the Schools. Angel Kloczko reported there was no change from fees from the 2007-2008 school year. There being no further discussion, upon motion of Herman Orcutt duly made and seconded by Leonora Farrah, the following resolution was unanimously adopted:

RESOLVED, that the engagement letter with Ball & McGraw for 2008-2009 audits for the Schools, be and hereby is, accepted by the Board.

The Chairman stated that the next item of business was the report, review and possible action regarding the approval of the NSLP Food Service Agreement (DES, CBES, TES). Veronica Cramer reported that the new Food Service Agreement will include summer service. There being no further discussion, upon motion of Herman Orcutt duly made and seconded by Leonora Farrah, the following resolution was unanimously adopted:

RESOLVED, that the NSLP Food Service Agreement (DES, CBES, TES), be and hereby is, accepted by the Board.

The next item of business was the report, review and possible action regarding the School Leader's report. Linda Horner reported for WGE and WGM. She reported on the honor roll pancake breakfast and reported they have a full calendar for the academic year. Freddie Villalon reported that DWES expects a 96% re-enrollment of students and their soccer team is 8-1. Monte Lange reported that there was a leadership change at CBES and he and Carolyn Burney are the acting school leader for the time being while they look for a new school leader. Sonia Gonzales reported that TES teachers are committing to work extra days in the summer

and helping to market the school program to families. This is information only; therefore, no action is required.

The next item of business was the report, review and possible action regarding the Regional Director's report. Monte Lange reported for the Schools. He discussed their involvement in the NCA process and stated he is positive they will be accredited. He also thanked the Board Members for their service. Linda Kiefner reported that TES is also working on their NCA process and a modified school improvement plan. She congratulated Jim Conner for winning the Regional Teacher of the Year to represent the Schools at the July Forum in Ohio. 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. Farrah stated that the next meetings will be held on June 1, 2009 at 9:00 a.m. to review the proposed budgets and June 15, 2009 to adopt the budgets.

There being no further business to come before the meeting, upon motion of Leonora Farrah duly made and seconded by Herman Orcutt, and unanimously approved, the same was adjourned at approximately 9:39 a.m.

APPROVED:

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Secretary  
West Gilbert Charter Elementary School, Inc.  
West Gilbert Charter Middle School, Inc.  
Imagine Elementary at Desert West, Inc.  
Imagine Elementary at Camelback, Inc.  
Imagine Elementary at Tempe, Inc.