Procurement Laws Exception Amendment Request

Charterholder Info

Charter Holder

Name:
Kaizen Education Foundation dba Advance U

CTDS:
07-82-40-000

Mailing Address:
7878 North 16th Street
Suite 150
Phoenix, AZ 85020

View detailed info

Representative

Name:
Michele Kaye

Phone Number:

Downloads

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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
Michele Kaye 06/19/2014

A Montessori approach to learning.

Procurement Policy

Kaizen Education Foundation d.b.a. Advance U 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, timelines, reputation and prior dealings.

Kaizen Education Foundation d.b.a. Advance U 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.

Kaizen Education Foundation d.b.a. Advance U 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.

502 E Southern Ave
Phoenix, AZ 85040
P: 602 243-8531 F: 602 243-8516

USFRCS Exception Amendment Request

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Charter Holder

Name:
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CTDS:
07-82-40-000

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Phoenix, AZ 85020

View detailed info

Representative

Name:
Michele Kaye

Phone Number:

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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
Michele Kaye 06/19/2014

A Montessori approach to learning.

Accounting Policy

Kaizen Education Foundation d.b.a. Advance U 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.

502 E Southern Ave
Phoenix, AZ 85040
P: 602 243-8531 F: 602 243-8516

NOTICE OF PUBLIC MEETING OF
THE GOVERNING BODY OF:

DESERT MIRAGE PUBLIC CHARTER ELEMENTARY SCHOOL
SOUTH MOUNTAIN PREPARATORY ACADEMY PUBLIC CHARTER ELEMENTARY SCHOOL
LEONA ADVANCE VIRTUAL ACADEMY

Pursuant to A.R.S. 38-431.02, notice is hereby given to the members of the above-mentioned Public Charter High Schools, Public Charter Junior High Schools and Academies, and to the general public that the above-mentioned Public Charter High School, Public Charter Junior High Schools and Academies, will hold a meeting open to the public on Tuesday, May 7. at 8:30 a.m. at 7878 N. 16th Street, Suite 150, Phoenix, Arizona 85020.

A copy of the agenda for the meeting will be available in the corporate office located at 7878 N. 16th Street, Suite 150, Phoenix, Arizona 85020 and online at leonagroup.com at least twenty-four hours in advance of the meeting.

Dated this 2nd day of May 2013.

By: _____
Michele Kaye, Chief Operating Officer

Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting Heidi Sinkovic at 602.953.2933. Requests should be made as early as possible to arrange the accommodation.

Revised July 2010

AGENDA OF MEETING
OF THE GOVERNING BODY OF:

DESERT MIRAGE PUBLIC CHARTER ELEMENTARY SCHOOL
SOUTH MOUNTAIN PREPARATORY ACADEMY PUBLIC CHARTER ELEMENTARY SCHOOL
LEONA ADVANCED VIRTUAL ACADEMY

DATE: Tuesday, May 7, 2013 **TIME: 8:30 a.m.**

LOCATION: 7878 N. 16TH STREET, SUITE 150, PHOENIX, ARIZONA 85020

1.0 CALL TO ORDER	8:30 a.m.
2.0 ROLL CALL	William Coats, Governing Body President Michele Kaye, Governing Body Member
3.0 CALL TO THE PUBLIC	This is the time for the public to comment. The governing body may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. 39-431.01 (H), action taken as result of public comment will be limited to directing staff to study the matter, responding to any criticism, or scheduling the matter for further consideration and decision at a later date.
4.0	**Review of the Agenda**
5.0 ACTION ITEM	**Old Business**
5.1	Accept minutes from prior meeting
6.0 ACTION ITEM	**New Business**
6.1	School Name Change Notification – Desert Mirage Preparatory Academy to Discover U Elementary School and South Mountain Preparatory Academy to Advance U Elementary School.
6.2	New School Site Notification Request – Discover U Elementary School and Advance U Elementary School
6.3	Procurement Laws Exception Amendment Request – Discover U Elementary School and Advance U Elementary School
6.4	USFRCS Exception Amendment Report – Discover U Elementary School and Advance U Elementary School
6.5	Charter Holder Status Amendment Request – Discover U Elementary School to Kaizen Education Foundation d.b.a. Discover U Elementary School and Advance U Elementary School to Kaizen Education Foundation d.b.a. Advance U Elementary School
6.6	Surrender agreement – Leona Advanced Virtual Academy
7.0 BOARD COMMENTS	**Next Meeting – TBD**
8.0 ADJOURNMENT	

Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting, Heidi Sinkovic at 602.953.2933. Requests should be made as early as possible to arrange the accommodation.

AGENDA OF MEETING
OF THE GOVERNING BODY OF:

DESERT MIRAGE PUBLIC CHARTER ELEMENTARY SCHOOL
SOUTH MOUNTAIN PREPARATORY ACADEMY PUBLIC CHARTER ELEMENTARY SCHOOL
LEONA ADVANCE VIRTUAL ACADEMY

Was convened on: Tuesday, May 7, 2013 **TIME: 8:30 a.m.**

LOCATION: 7878 N. 16TH STREET, SUITE 150, PHOENIX, ARIZONA 85020

1.0 CALL TO ORDER	8:30 a.m.
2.0 PRESENT AT THE MEETING	William Coats, Governing Body President Michele Kaye, Governing Body Member and Authorized Representative
3.0 CALL TO THE PUBLIC	A call was made to the public to discuss items on the agenda. No members of the public were present.
4.0 REVIEW OF THE AGENDA	
5.0	**Old Business**
5.1	**Approval of Minutes** – Minutes from the February 15, 2013 governing body meeting were presented. A motion to approve the minutes was duly made and seconded. The motion was approve by the governing boy.
6.0 ACTION ITEM	**New Business**
6.1	School Name Change Notification – Desert Mirage Preparatory Academy to Discover U Elementary School and South Mountain Preparatory Academy to Advance U Elementary School.
	Name change information was presented. A motion to approve the name changes for Desert Mirage Preparatory Academy and South Mount Preparatory Academy was made and seconded. The motion was approved by the governing body.
6.2	New School Site Notification Request – Discover U Elementary School and Advance U Elementary School
	New school site information was presented. A motion to approve the new site for Discover U and Advance U was made and seconded. The motion was approved by the governing body.
6.3	Procurement Laws Exception Amendment Request – Discover U Elementary School and Advance U Elementary School
	Procurement Laws Exception amendment information was presented. A motion to approve the Procurement Law Exception for Discover U and Advance U was made and seconded. The motion was approved by the governing body.
6.4	USFRCS Exception Amendment Report – Discover U Elementary School and Advance U Elementary School

AGENDA OF MEETING
OF THE GOVERNING BODY OF:

DESERT MIRAGE PUBLIC CHARTER ELEMENTARY SCHOOL
SOUTH MOUNTAIN PREPARATORY ACADEMY PUBLIC CHARTER ELEMENTARY SCHOOL
LEONA ADVANCE VIRTUAL ACADEMY

	USFRCS Exception amendment information was presented. A motion to approve the USFRCS Exception for Discover U and Advance U was made and seconded. The motion was approved by the governing body.
6.5	Charter Holder Status Amendment Request – Discover U Elementary School to Kaizen Education Foundation d.b.a. Discover U Elementary School and Advance U Elementary School to Kaizen Education Foundation d.b.a. Advance U Elementary School
	Charter Holder Status amendment information was presented. A motion to approve the Charter Holder Status amendment for Discover U and Advance U was made and seconded. The motion was approved by the governing body.
6.6	Surrender Agreement – Leona Advanced Virtual Academy
	Surrender agreement information was presented. A motion to approve the Surrender agreement for Leona Advanced Virtual Academy was made and seconded. The motion was approved by the governing body.
7.0 BOARD COMMENTS	The next meeting of the governing body is unknown and will be scheduled at a later date.
8.0 ADJOURNMENT	There being no further business to discuss, the meeting was duly adjourned at approximately 9:00 a.m.
WILLIAM COATS – GOVERNING BODY PRESIDENT	William Coats

N=O=T=I=C=E OF P=U=B=L=I=C M=E=E=T=I=N=G

OF

THE GOVERNING BODY OF

KAIZEN EDUCATION FOUNDATION

Pursuant to A.R.S. 38-38-431.02, notice is hereby given to the members of the above mentioned non-profit foundation and to the general public that the above mentioned foundation will hold a meeting open to the public on Wednesday, April 9, 2013 at 1:00 p.m. at 7878 North 16th Street, Suite 150, Phoenix, AZ 85020.

A copy of the agenda for the meeting will be available at suite 150 at least twenty-four hours in advance of the meeting.

Dated this 20th day of March, 2013.

By: _____
Theodore C. Frederick, Director

Kaizen Education Foundation

Agenda
Wednesday, April 9, 2013
1:00 P.M.
Phoenix, Arizona
Board of Directors' Meeting

1.0 Call to Order
2.0 Roll Call & Introduction of Guests
3.0 Approval of February 23, 2012 Minutes
4.0 Call to the Public--This is the time for the public to comment. Members of the Board may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. § 38-431.01(H), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism, or scheduling the matter for further consideration and decision at a later date.

5.0 **Review of Agenda**

6.0 **President's Report**
- 6.1 New Elementary Schools
- 6.2 Enrollment
- 6.3 Curriculum

7.0 **Management Company Report**
- 7.1 Enrollment Update
- 7.2 School Financial & Academic Updates
- 7.3 Status of Current Year Budgets

8.0 **Old Business**
None

9.0 **New Business**
- 9.1 Approval of Current Year Budgets
- 9.2 Transfer Charters from TLG Board to KEF for Discover U Elementary School and Advance U Elementary School
- 9.3 Site Location Change for KEF d.b.a. Skyview High School, and d.b.a. Havasu Preparatory Academy.

10.0 **Board Comments**

11.0 **Adjournment** (Next Meeting June 12th)

**Michigan/NC Time 4:00 p.m. Conference Dial-In 866.478.2918 Code: 909.8091

MINUTES
BOARD OF DIRECTORS MEETING
KAIZEN EDUCATION FOUNDATION

April 9, 2013

A regular meeting of the Board of Directors (the "Board") of the Kaizen Education Foundation, an Arizona Corporation (the "Foundation"), was held at its offices located at 7878 N. 16th Street, Suite 150, Phoenix, Arizona.

Attendance and Quorum
The following directors were present in person: Ted Frederick and Virginia Smith

The following director participated by means of teleconference whereby all persons participating in the meeting were able to hear one another: Janna Robinson.

The following guests were present: Mary Berg and Kristen Kelly.

Ted Frederick called the meeting to order at approximately 1:30 p.m. and noted that a quorum was present. He also served as Secretary of the meeting for the purpose of recording the minutes.

Minutes
Minutes from the February 23, 2013 Board meeting were presented. A motion to approve the minutes was duly made and seconded. The motion was approved by the Board.

Call to the Public
A call was made to the public to discuss items on the agenda. No members of the public were present.

President's Report
Mr. Frederick reported that two new elementary schools will open next school year. They are Advance U Elementary and Discover U Elementary. Foundation enrollment to be covered by management company. The Arizona schools will be going through a curriculum transition as the state moves from AIMs to the new common core standards and a different type of testing.

Management Company Report
Ms. Kelley reported in SY2013 budget number is 2,962 enrollment. The final budget for each school was explained to the Board. With the enrollment increase more schools will be able to provide salary increases for teachers and staff. This places the Kaizen schools on a solid financial course (SY 2013 Budget Summary attached).

Old Business

There was no old business.

New Business

A motion to approve the current year school budgets was made and duly seconded. The motion was approved by the Board. A motion was made and duly seconded to approve the following:
--Transfer charters from The Leona Group to Kaizen Education Foundation for Discover U Elementary and Advance U Elementary Schools.
--A site location change for Kaizen Education Foundation d.b.a. Skyview High School in Tucson.
--A site location addition for Kaizen Education Foundation d.b.a. El Dorado.
--A site location addition for Kaizen Education Foundation d.b.a. Havasu Preparatory Academy (The site will be an additional location for HPA students). The motion passed.
A motion to approve a lease for Skyview High School's new building was duly made and seconded. The motion passed.

Adjournment
There being no further business to discuss, the meeting was duly adjourned at approximately 2:10 p.m. The next scheduled meeting will be June 12, 2013.

President/Director