

Procurement Laws Exception Amendment Request

Charterholder Info

Charter Holder

Name:
Legacy Traditional Charter
School

CTDS:
07-82-15-000

Mailing Address:
3201 South Gilbert Road
Chandler, AZ 85286
> [View detailed info](#)

Representative

Name:
William Gregory

Phone Number:
520-423-9999

Fax Number:
520-423-9997

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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
William Gregory 07/20/2012



Legacy Traditional School- Laveen

PROCUREMENT POLICY

Legacy Traditional School- Laveen 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.

Legacy Traditional School- Laveen 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.

Legacy Traditional School- Laveen 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.

Cory Theobold, School Board President

6-29-2012

Date

USFRCS Exception Amendment Request

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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
William Gregory 07/20/2012



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Legacy Traditional School- Laveen

ACCOUNTING POLICY

Legacy Traditional School – Laveen 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.

Cory Theobold, School Board President

6-29-2012
Date



Legacy Traditional School – Laveen

Board Meeting Minutes

Date: June 29th, 2012
Start Time: 5:00 PM
Location: Legacy Traditional – District Office 3201 S. Gilbert Road., Chandler, AZ 85286

Attendees:

President – Cory Theobold
Vice President / Secretary: William Gregory
Treasurer: Aaron Hale
Member: Nathan Schlink
Member: Stephen Ray
Member: Derek Samuel

Other Attendees:

Dan Bang – CEO of CFE Management Group, LLC
Teresa Tate – HR Director
Terry Allen – Finance Director
Tanya Jensen – Administrative Assistant

AGENDA

- I. CALL TO ORDER
 - Cory Theobold called the meeting to order at 5:41 PM on June 29th, 2012
- II. ROLL CALL
 - Present: Cory Theobold, Nathan Schlink, Stephen Ray, Derek Samuel.
 - Absent: William Gregory
- III. REPORTS
 - Currently the total capacity for all the schools in under CFE Management Group, LLC is 7980, and the total students enrollment is 6650.
 - Legacy Traditional School-Laveen is finished, Scheduled to be turned over on Saturday, June 30th, 2012.
 - Legacy Traditional School-Laveen hired a Security Guard who will start on Monday July 2, 2012.
 - Currently Legacy Traditional School-Laveen has 600 students enrolled.
- IV. UNFINISHED BUSINESS
 - None
- V. NEW BUSINESS
 - CFE Management Group, LLC Agreement
 - Legacy Traditional School-Laveen desires to enter in a Management Agreement with CFE Management Group, LLC to manage the schools operational and academic operations.
 - **Motion to approve the management agreement between CFE Management Group, LLC and Legacy Traditional School-laveen: Derek Samuel; 2nd Nathan Schlink**
 - **Passed: 4:0**
 - Lease Payment for LTS- Laveen
 - Legacy Traditional School-Laveen lease payments for 2013 are \$69,475.
 - **Motion to approve Legacy Traditional School-Laveen lease payments for 2013: Derek Samuel; 2nd Nathan Schlink**
 - **Passed: 4:0**

- Adoption of Accounting Policy and Approval of Exception to USFRCS Amendment Form
 - Legacy Traditional School-Laveen wishes to adopt an Account Policy and file an Amendment with the Arizona State Board of Charter Schools to allow an exception to the Uniform System of Financial Records for Charter Schools (USFRCS).
- **Motion to approve the adoption of the Accounting Policy and approve the Exception to USFRCS Amendment form: Derek Samuel; 2nd Nathan Schlink**
- **Passed: 4:0**

- Adoption of Procurement Policy and Approval of Exception to Procurement Amendment Form
 - Legacy Traditional School-Laveen wishes to adopt a Procurement Policy and file an Amendment with the Arizona State Board of Charter Schools to allow an exception to the procurement laws.
 - A Procurement Policy and completed Procurement Laws Exception Amendment are attached for the board's consideration.
- **Motion to approve the adoption of the Procurement Policy and approve the Procurement Laws Exception Amendment form: Derek Samuel; 2nd Nathan Schlink**
- **Passed: 4:0**

- 2012-2013 FY Budget
 - Legacy Traditional School-Laveen 2012-2013 FY Budget has been prepared and is being submitted to the board for approval.
- **Motion to approve the Legacy Traditional School-Laveen 2012-2013 FY Budget: Derek Samuel; 2nd Nathan Schlink**
- **Passed: 4:0**

- Staffing for 2012-2013 school year
 - Legacy Traditional School-Laveen is seeking board approval for staffing of the 2012-2013 school year as proposed in attached documents.
- **Motion to approve staffing for Legacy Traditional School-Laveen 2012-2013 school year: Derek Samuel; 2nd Nathan Schlink**
- **Passed: 4:0**

- Annual Insurance Renewals
 - Legacy Traditional School-Laveen is seeking board approval for the 2012-2013 Insurance Policy Renewals.
- **Motion to approve the 2012-2013 Insurance Policy Renewals for Legacy Traditional School-Laveen: Derek Samuel; 2nd Nathan Schlink**
- **Passed: 4:0**

- Safe Harbor/ 401k plan
 - Legacy Traditional School-Laveen is seeking board approval to adopt Safe Harbor for 401K plan with 6% matching.
- **Motion to approve the Safe Harbor for 401K plan with 6% matching for Legacy Traditional School-Laveen: Derek Samuel; 2nd Nathan Schlink**
- **Passed: 4:0**



- Resignation of Cory Theobold , proposed nomination of Nathan Schlink for President
 - Cory Theobold resigning as president, but still remains a member of the board.
 - Proposed nomination of Nathan Schlink for President.
- **Motion to approve the resignation of Cory Theobold as President, and nominate Nathan Schlink as President : Derek Samuel; 2nd Nathan Schlink**
- **Passed: 4:0**

VI. ANNOUNCEMENTS

- None

VII. ADJOURNMENT

- This meeting was here by adjourned at 5:42 PM on June 29th, 2012 by Nathan Schlink; 2nd Derek Samuel