

# Procurement Laws Exception Amendment Request

## Charterholder Info

### Charter Holder

**Name:**  
Legacy Traditional School-  
Glendale

**CTDS:**  
07-84-08-000

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

### Representative

**Name:**  
William Gregory

**Phone Number:**

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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.

## 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 06/29/2016



• www.LegacyTraditional.org • Surprise-Info@LegacyTraditional.org

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## Legacy Traditional School -Glendale

### PROCUREMENT POLICY

Legacy Traditional School – Glendale 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, timeliness, reputation, and prior dealings.

Legacy Traditional School - Glendale 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 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 - Glendale understands that the policy cited above applies to the purchases using non-federal funds. As a condition of the receipt of certain federal funds, federal procurement requirements still apply.

Nathan Schlink, School Board President

6/24/2016

Date



**Legacy Falcons**

# USFRCS Exception Amendment Request

## Charterholder Info

### Charter Holder

**Name:**  
Legacy Traditional School-  
Glendale

**CTDS:**  
07-84-08-000

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

### Representative

**Name:**  
William Gregory

**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.

## Attachments

Board Minutes –  [Download File](#)

Complete policy for accounting –  [Download File](#)

### Additional Information\*

No documents were uploaded.

## Signatures

Charter Representative Signature  
William Gregory 06/29/2016



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## Legacy Traditional School - Glendale

### ACCOUNTING POLICY

Legacy Traditional School - Glendale 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.

Nathan Schlink, School Board President

Date



## Legacy Traditional School – Glendale Board Meeting Minutes

Date: June 24, 2016

Start Time: 5:00pm

Location: District Office, 3201 S. Gilbert Road, Chandler, AZ 85286

### Attendees:

President: Nathan Schlink

Vice President: Derek Samuel (via Phone)

Member: Cory Theobald

Member: Jenni Ferrin

### Other Attendees:

Exec Assist: Linda Maschino

CFO: Corey Kennedy Heather Sliker

CAO: Bill Bressler Aaron Hale

Valerie Merrill

### Absent:

Secretary: William Gregory

### Minutes

- I. PLEDGE OF ALLEGIANCE
- II. CALL TO ORDER: Meeting called to order at 5:07pm
- III. ROLL CALL: Nathan Schlink Called roll and confirmed quorum; Present board members; Nathan Schlink, Derek Samuel via phone, Corey Theobald, and Jenni Ferrin; Absent: Bill Gregory
- IV. CALL TO THE PUBLIC: Bill Bressler introduced Valerie Merrill and Heather Sliker
- V. ANNOUNCEMENTS: Heather Sliker presented the Kindergarten Standards of Citizenship Curriculum
- VI. NEW BUSINESS
  - a. Federal Grant Vendor Contract
    - i. Requesting the board motion to approve the contract between Liberty Grant Services and each Legacy Traditional School
      1. Pending attorney approval Corey Theobald motioned to approve the contract between Liberty Grant Services and Legacy Traditional Schools; Derek Samuels seconded
      2. Motion passed 4/0
  - b. 2<sup>nd</sup> Assistant Principal
    - i. Requesting the board motion to approve hiring of a 2nd Assistant Principal for the campus once enrollment is at 1200 students

1. Corey Theobald motioned to approve a 2<sup>nd</sup> Assistant Principal for the campus once enrollment is at 1200 students; Jenni Ferrin seconded
  2. Motion passed 4/0
- c. Proposed Pay Increases
- i. Support Staff
    1. Requesting board motion to increase base pay of all hourly support staff by \$1 per hour (approximately a 10% increase). This will enhance our ability to retain top
      - Derek Samuels motioned to approve the increase base pay of all hourly support staff by \$1.00 per hour; Jenni Ferrin seconded
      - Motion passed 4/0
  - ii. Substitute Teachers
    1. Requesting board motion to increase substitute teacher pay to \$125 per day and substitute staff pay by \$1 per hour
      - Derek Samuels motioned to approve the increase substitute teacher pay to \$125 per day and substitute staff pay by \$1 per; Jenni Ferrin seconded
      - Motion passed 4/0
- d. Proposed FY 16-17 Budgets
- i. Requesting board approval of the LTS-Glendale 2016-17 Proposed Budget
    1. Corey Theobald motioned to approve e LTS-Glendale 2016-17 Proposed Budget; Jenni Ferrin seconded
    2. Motion passed 4/0
- e. Discussion on Recess / Playground Time Allotted
- i. Bill Bressler to present to the LTS school leadership the different ideas discussed
    1. No vote needed at this time
- f. Procurement Policy
- i. Requesting board to adopt a Procurement Policy and file an Amendment with the Arizona State Board for Charter Schools to allow an exception to the procurement laws
    1. Corey Theobald motioned to adopt and approve the Procurement Policy and file an Amendment with the Arizona State Board for Charter Schools to allow an exception to the procurement laws; Derek Samuel seconded
    2. Motion passed 4/0
- g. Accounting Policy
- i. Requesting board to adopt an Accounting Policy and file and Amendment with the

Arizona State Board for Charter Schools to allow an exception to the Uniform System of Financial Records for Charter Schools (USFRCS)

1. Corey Theobald motioned to adopt and approve an Accounting Policy and file and Amendment with the Arizona State Board for Charter Schools to allow an exception to the Uniform System of Financial Records for Charter Schools (USFRCS); Jenni Ferrin seconded
2. Motion passed 4/0

h. Sign-on Bonus

- i. Requesting board to motion to approve a \$3000 sign on bonus for remaining LTS - Glendale teaching vacancies. The sign-on bonus will be paid in 2 increments – one in August and late January
- ii. Corey Theobald made an addendum to the Sign-on Bonus; the sign-on bonus will be paid in 2 increments – one in August and late January; to add a referral bonus up to \$1,000 to current staff if referral is hired. There will be two payouts for the referral bonus – one in late August and one in late January
  1. Derek motioned to approve the \$3,000 sign-on bonus for the remaining teaching vacancies at LTS – Glendale and to add a referral bonus up to \$1,000 to current staff if referral is hired. There will be two payouts – one immediately and one in late January; Jenni Ferrin seconded
  2. Motion passed 4/0

VII. ADJOURNMENT: Nathan Schlink adjourned the meeting at 6:35pm

