

# Arizona State Board for Charter Schools

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

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

## USFRCS EXCEPTION AMENDMENT REQUEST

(Charter Holder Name) Opportunites for Youth, dba Vistas Leadership Academy  
(CTDS) 78557000

(Charter Holder Mailing Address) 10619 E. Carmel Ave

(City, State) Mesa, AZ (Zip) 85208

(Charter Representative's Name) Jill Gaitens

(Phone Number) 480-984-6311 (Fax Number) 480-984-6389

RECEIVED

MAY 27 2010

**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 (If the body is subject to Open Meeting Law, minutes must comply with 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 Opportunites for Youth (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 19th day of May, 2010, and the State Board for Charter Schools has signed this contract amendment as of this \_\_\_\_ day of \_\_\_\_, 20\_\_, 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

## Vistas Leadership Academy Alternate Accounting Practices

Opportunities for Youth, dba Vistas Leadership Academy charter school 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.

NOTICE OF MEETING DATE: Thursday, May 1 9th at 6 p.m. at Coffee Rush at Gilbert and Baseline. 1555 North Gilbert Road Gilbert, AZ 85234; Publically posted at 8257 E. Guadalupe Road, Suite 111, Mesa AZ 85212 and Celebration Christian Center at 1010 S. Ellsworth, Mesa AZ 85208

## **VISTAS LEADERSHIP ACADEMY School Board Meeting**

### **Agenda and Minutes**

Pursuant to Arizona Revised Statutes (A.R.S.) 38-431.02, notice is hereby given to the members of the Board of Directors (the Board) of Vistas Leadership Academy and to the general public that the Board Will hold a meeting open to the public as specified below. The Board reserves the right to change the order of items on the agenda. Some members of the Board may participate by conference telephone. Pursuant to A.R.S. 38-431.03 (A) (3), the Board may vote to go into Executive Session, which will not be open to the public. The meeting is scheduled for **May 1 9, 2010 at Coffee Rush. 1555 North Gilbert Road Gilbert, AZ 85234** Copies of the agenda and supporting materials will be available at the school office 24 hours prior to the meeting.

### **THE AGENDA FOR THE MEETING IS AS FOLLOWS: WORKING SESSION**

Review of financial statements, annual budget, UFRCS amendment, and Fiscal Policy.

### **REGULAR SESSION**

1. **Call to Order.** Present, Jill Gaitens, Laura Newcomb, Debbie Burgesser, Mike Dunbar
2. **Call to the Public.**

3. At this time, any member of the public is allowed to address the Board of Directors on any issue not already on today's agenda. Pursuant to Arizona Open Meeting Law, at the conclusion of the Call to the Public, individual members of the Board may respond to those who have addressed the Board; may ask staff to review the matter; or may ask that the matter be placed on a future agenda. However, members of the Board shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action. On agenda items specified for a vote, members of the public may comment after the Board Discussion, prior to any vote on the matter.

#### **4. Consent Agenda**

- a. Approve minutes from March Board Meeting
- b. Approve revised annual financial report
- c. Approve Financial Policy
- d. Approve UFRCS amendment

Motion to approve Consent Agenda made by Laura Newcomb, Seconded by Jill Gaitens

5. Discuss and possibly approve revisions to school handbook Ms. Gaitens provided the board with copies of the new draft of the school handbook. The Handbook was developed by LEAD Charter Schools and edited

to meet the needs of Vistas Leadership Academy. Board members will review it and return it with comments to be discussed at the next board meeting.

6. Discussion on possible contract with Leading Edge Solutions. Leading Edge Solutions has been providing management services including lunch programs, accounting, budgeting, purchasing, and human resources. The board discussed aligning to LES operating procedures and the cost savings associated with being part of a larger network of schools.
7. Discuss facilities options for next school year. Ms. Gaitens discussed possible sites that the school could move to over the summer. The current landlord has still not completed the outside improvements and the building is now in receivership. The Mesa Public Library is also having difficulty with the landlord but is now discussing subleasing the school since the building improvements have been completed. This would free the school to move.
8. Discuss marketing efforts for next school year.

Banners have been posted and the school has been in the newspaper twice in the past two weeks. Ms. Gaitens plans to market in Gold Canyon over the summer months. We may lose students if we move, but not moving would cost more students if the building is not improved on the outside. Two local schools are closing and all surrounding schools have not made AYP in several years. The students in these schools are being targeted for new enrollment.

9. Discuss any board member transitions for next school year.  
No board members indicated that they would be transitioning.
10. Discuss summer board schedule.  
The board discussed the need to move to a quarterly schedule. Dates will be returned since two board members can only meet on Monday and Friday after this month.

**11. Adjournment**

Motion to adjourn made by Jill Gaitens, Seconded by Laura Newcomb.