

# Procurement Laws Exception Amendment Request

## Charterholder Info

### Charter Holder

**Name:**  
Phoenix Collegiate Academy  
Elementary, LLC

**CTDS:**  
07-82-67-000

**Mailing Address:**  
5610 South Central Avenue  
Phoenix, AZ 85040  
> [View detailed info](#)

### Representative

**Name:**  
Rachel Bennett- Yanof

**Phone Number:**  
480-213-1301

**Fax Number:**  
602-268-9911

## Downloads

 [Download all files](#)

## 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**  
Rachel Bennett- Yanof 10/25/2016



Phoenix Collegiate Academy Elementary 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.

Phoenix Collegiate Academy Elementary 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.

Phoenix Collegiate Academy Elementary 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.

# USFRCS Exception Amendment Request

## Charterholder Info

### Charter Holder

**Name:**  
Phoenix Collegiate Academy  
Elementary, LLC

**CTDS:**  
07-82-67-000

**Mailing Address:**  
5610 South Central Avenue  
Phoenix, AZ 85040  
> [View detailed info](#)

### Representative

**Name:**  
Rachel Bennett- Yanof

**Phone Number:**  
480-213-1301

**Fax Number:**  
602-268-9911

## Downloads

 [Download all files](#)

## 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  
Rachel Bennett- Yanof 10/25/2016



Phoenix Collegiate Academy Elementary 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.

# Phoenix Collegiate Academy Elementary

## Minutes

### Board Meeting

Date and Time Thursday October 6, 2016 at 9:40 AM

Location 4445 S 12th St Phoenix, AZ 85040

Board Members Present J. Miller, M. Zimmerman (remote), T. Reveles

#### **Board Members Absent**

**Non Voting Members Present A. Patel**

**Guests Present M. Koehler**

### **I. Opening Items**

**A.Record Attendance and Guests**

**B.Call the Meeting to Order**

M. Zimmerman called a meeting of the board of trustees of Phoenix Collegiate Academy Elementary to order on Thursday Oct 6, 2016 @ 9:51 AM at 4445 S 12th St Phoenix, AZ 85040.

**C.Approve Minutes**

M. Zimmerman made a motion to approve minutes. J. Miller seconded the motion. The board VOTED unanimously to approve the motion.

### **II. Governance**

**A.Procurement**

M. Zimmerman made a motion to approve submission of procurement exemption. J. Miller seconded the motion. The board VOTED unanimously to approve the motion.

**B.USFRCS**

M. Zimmerman made a motion to approve of submission of USFRCS exemption. J. Miller seconded the motion. The board VOTED unanimously to approve the motion.

#### **C.Instructional Days Ammendment**

M. Zimmerman made a motion to Request to update the number of instructional days provided annually at Phoenix Collegiate Academy Elementary to match the Phoenix Collegiate Academy Elementary Calendar and the Arizona Department of Education - School Finance Calendar. J. Miller seconded the motion. The board VOTED unanimously to approve the motion.

#### **D.Governing Member**

M. Zimmerman made a motion to copy from other agenda. J. Miller seconded the motion. The board VOTED unanimously to approve the motion.

### **III. Closing Items**

#### **A.Adjourn Meeting**

T. Reveles made a motion to adjourn the meeting. J. Miller seconded the motion. The board VOTED unanimously to approve the motion. There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:56 AM.

Respectfully Submitted, T. Reveles