Enrollment Cap Notification Request

Charterholder Info

Charter Holder

Name:
Phoenix Collegiate Academy, Inc.

CTDS:
07-85-59-000

Mailing Address:
5610 S. Central Ave.
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

Enrollment Cap

From:
385

To:
750

Attachments

Board Minutes — Download File

Additional Information*
No documents were uploaded.

Increase to Enrollment Cap Attachments

The following 2 attachments are only required if the enrollment cap is increasing.

Documentation that current facilities can accommodate requested capacity — Download File

Narrative describing the staffing changes and recruiting efforts that will be made to reach capacity — Download File

Signature

Charter Representative Signature
Rachel Bennett- Yanof 10/28/2013

September 25, 2013
5:30-7:30 p.m.

Phoenix Collegiate Academy
5610 S Central Ave.
Phoenix, AZ

Agenda
Phoenix Collegiate Academy

A COPY OF THE AGENDA BACKGROUND MATERIAL PROVIDED TO THE MEMBERS OF THE GOVERNING BOARD (WITH THE EXCEPTION OF MATERIAL RELATING TO POSSIBLE EXECUTIVE SESSIONS) IS AVAILABLE FOR PUBLIC INSPECTION.

A. Call to Order
B. Roll Call
C. Consent Agenda
    a. Minutes from July 9, 2013
    b. Approval of Annual Financial Report
    c. Approval to amend Phoenix Collegiate Academy charter to add K- 3rd Grade Levels
    d. Approval to increase enrollment cap to 750 students
D. Election of new Treasurer of the Board
E. Discussion of the Draft Strategic Report from BES consultants
    - What questions about growth and planning for that growth are still remaining from this report?
    - What are the next steps we as a Board should be taking to address these remaining questions?
    - What key metrics do we want to set to approve forward progress? What goals or benchmarks need to be set to assure confidence in growth?
F. Development Committee Update
G. Finance Committee Update
H. *The High Bar* Webinar training
I. Adjournment

Minutes

Phoenix Collegiate Academy

Board Meeting

Wednesday Sep 25, 2013 @ 5:30 PM at PCA- 5610 S Central Avenue, Phoenix, AZ 85040

Board Members Present A. Villegas (remote), C. DeRose (remote), J. Miller, L. Adams, L. Saenz, S. Minor, S. Porter, T. Reveles (remote)

Board Members Absent D. Dillon, M. Zimmerman (remote)

Guests Present Akshai Patel, R. Bennett-Yanof

I. Opening Items

Call the Meeting to Order J. Miller called a meeting of the board of trustees of Phoenix Collegiate Academy to order on Wednesday Sep 25, 2013 @ 5:41 PM at PCA- 5610 S Central Avenue, Phoenix, AZ 85040.

Consent Agenda L. Adams made a motion to Approve the consent agenda. S. Porter seconded the motion. The board unanimously to approve the motion. VOTED

II. Governance

Election of New Treasurer S. Porter made a motion to Elect Abran as Treasurer for rest of board year. L. Saenz seconded the motion. The board unanimously to approve the motion. VOTED

III. Development

Development Update (Tax Credit Season!) Reviewed upcoming Tax Credit push. Sentari is leading the charge on this in Rachel's upcoming maternity leave. Community breakfast on November 13, 2013. Partnership with New Way Academy to drum up new donors.

IV. Finance

Finance Update Abran reviewed the metrics we are developing to ensure financial clarity and transparency. Reporting will be made on a quarterly basis not monthly. Made a pitch for the finance committee needing more members. Akshai reviewed the most current financials. Profit/Loss sheet and Balance Sheet. We have a loss in July as is expected as we have no income that month.

V. Other Business

Strategic Plan for Inflexion Fund Discussed the Strategic Plan document and financial model for the next five years of growth. Identified questions and areas of concern and areas we are looking to do more research. The group decides to move forward with Strategic Plan as written and Financial Model.

The High Bar Training

VI. Closing Items

Adjourn Meeting L. Adams made a motion to Adjourn. L. Saenz seconded the motion. The board unanimously to approve the motion. VOTED There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 06:47 pm.

Respectfully Submitted, A. Diaz

Narrative for Enrollment Cap to increase capacity of staffing and recruiting efforts:

Staffing

In order to increase the capacity of PCA to recruit qualified and hard-working staff, we are bringing on a Director of Talent and Recruitment who will work with like-minded organizations to recruit the highest capacity teachers possible. Outlets for recruitment of teachers are Teach For America, Arizona Teaching Fellows, Barrett Honors College, ASU's Ed. College, Grand Canyon University's Ed. College, the Arizona Depart of Ed.'s website and the AZ Charter Association website.

Recruitment of Students

In order to fill in available seats, we have begun a targeted direct mailing campaign, continued our work with door-to-door canvassing, and begun a targeted media-blitz in the Spring to include bus signs and billboards in our immediate area.

Documentation that facilities can accommodate requested capacity:

Phoenix Collegiate Academy Middle School, 5610 S Central Avenue, has capacity to hold up to 480 students per the City of Phoenix requirements on restrooms and space. The building square footage is over 23,000 sq. feet. There are 16 classrooms (all over 650 sq. feet), and 6 girls restrooms, and 6 boys restrooms on site. Per code, there must be one restroom per 50 students of that gender. Also, we have 6 water fountains, and per code, there must be one fountain for every 100 students. The whole building is up to date on fire code (recently completed our annual review) and Maricopa County Health inspection is up-to-date.

Phoenix Collegiate Academy High School, 4445 S Central Avenue, has capacity to hold up to 300 students, though only has 130 at this point in time. There are 5 girls' and 5 boys' restrooms and 3 water fountains. All parking spots are zoned correctly as well. There are 12 classrooms (all over 650 sq. ft) and as it is a brand new building all fire, health and county inspections are up to code.

City of Phoenix

CERTIFICATE OF OCCUPANCY

MAIL TO:

STEVENS LEINWEBER CONSTRUCTION INC
9590 E IRONWOOD SQUARE DR SUITE 101
SCOTTSDALE, AZ 85282

Issuance of this Certificate of Occupancy indicates the following described building, or portion of a building, has been inspected and been found to be in substantial compliance with applicable city codes and ordinances for the hereby authorized use and occupancy. This building shall be maintained in a safe and sanitary condition. All devices, safeguards and exit facilities shall be maintained in good working order. This Certificate of Occupancy is to be kept on the subject property, and is required to be posted for public information if so ordered by the building official. A change in ownership or tenancy does not require a new Certificate of Occupancy. However, no change in occupancy, character or use is allowed without obtaining a new Certificate of Occupancy.

SUBJECT ADDRESS: 5610 S CENTRAL AVE

OWNER: ARIZONA ASSN FOR RETARDED CITIZEN
5610 S CENTRAL AVE
PHOENIX, AZ 85006

CERTIFICATE #: 0903712 **BUILDING PERMIT:** BLD 09010172

ISSUED: 22-JUL-2009

PROJECT: 07-2626 - 5610 S CENTRAL AVE

FLOOR AREA: 9,274

AUTHORIZED USE AND OCCUPANCY: I:B/E

phrp0101 rev 1.1 ki

EFFECTIVE BUILDING CODES: 2006 IRC, 2006 IECC, 2006 IBC, 2008 NEC, 2006 IMC, 2006 UPC, 2006 IFC, 2006 IFGC

TYPE OF BUSINESS: EDUCATION LOG#: LPRX 0901114 PROJECT#: 07-2626
SITE INSP(N) SPECIAL EGRESS CONTROL (N)
SPRINKLERS (Y) FIRE ALARM (Y) EMERGENCY LIGHTING (Y)
SPEC PER PCC SEC. 1704 (Y)-SPECIAL INSPECTION REQUIRED FOR FIELD WELDING AND EXPANSION ANCHORS STR SEC. 1709
(N) ELEC PCC SEC. 2703 (N) ELEC OBS PCC SEC. 2704 (N)
WATER METERS:One new 2" domestic water meter SECONDARY BACKFLOW (Y)

SCOPE OF WORK: BLDG PLMB MECH ELEC SITE TRAF
ZONING: C-2
REVIEWER: KAL

DESCRIPTION OF WORK: TENANT IMPROVEMENT WITH CHANGE OF USE FROM MERCANTILE TO EDUCATION/BUSINESS OF 9,274 SQ FT OF EXISTING 22,658 SQ FT OF MERCANTILE. UPGRADED PLUMBING, FIRE SPRINKLER, ELECTRICAL AND MECHANICAL INCLUDED. WORK INCLUDES NEW PARTITIONS, ACCESSIBLE RESTROOMS, NEW DOORS AND HARDWARE.
OCCUPANCY BREAKDOWN:
E-4919 SF-139 OCCUPANTS
B-4230 SF- 30 OCCUPANTS
TOTAL OCCUPANT LOADING-169 OCCUPANTS
CMOD 090047

City of Phoenix

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MAIL TO:

STEVENS LEINWEBER CONSTRUCTION INC
9590 E IRONWOOD SQUARE DR SUITE 101
SCOTTSDALE, AZ 85282

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SUBJECT ADDRESS: 5610 S CENTRAL AVE

OWNER: ARD OF ARIZONA INC
5610 S CENTRAL AVE
PHOENIX, AZ 85040

CERTIFICATE #: 1102968 **BUILDING PERMIT:** BLD 11003610

ISSUED: 01-AUG-2011

PROJECT: 07-2626 - 5610 S CENTRAL AVE

FLOOR AREA: 9,795

AUTHORIZED USE AND OCCUPANCY: E/B

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EFFECTIVE BUILDING CODES: 2006 IRC, 2006 IECC, 2006 IBC, 2008 NEC, 2006 IMC, 2006 UPC, 2006 IFC, 2006 IFGC

TYPE OF BUSINESS: SCHOOL LOG#: LPRR 1100012
PROJECT#: 07-2626 SITE INSP(N) SPECIAL EGRESS CONTROL (N) SPRINKLERS (Y)
FIRE ALARM (Y) EMERGENCY LIGHTING (Y) ELEVATORS (N)
DEFERRED SUBMITTAL (N)
SPEC PER PCC SEC. 1704 (Y) (STEEL CONSTRUCTION,EPOXY ANCHOR AND SOIL)
STR SEC. 1709 (N) ELEC PCC SEC. 2703 (N) ELEC OBS PCC SEC. 2704 (N)
WATER METERS:N/A SECONDARY BACKFLOW (N)

SCOPE OF WORK: BLDG PLMB MECH ELEC STRUC
ZONING:
REVIEWER: JLIN

DESCRIPTION OF WORK: PHASE II: REMODEL AN EXISTING MERCANTILE SPACE INTO A CHARTER SCHOOL CLASSROOMS (CHANGE OF OCCUPANCY) OF APPROXIMATELY 9,795 S.F. INCLUDING CONSTRUCTION OF COVERED. OCCUPANT LOAD = 577 PEOPLE; TOTAL AREA 19,321 S. E OCCUPANCY; V-B CONSTRUCTION; 4 EXITS.
****SPRINKLER SYSTEM SHALL BE INSTALLED AS PER NFPA STD. #13****

*** CONTACT THE PHOENIX FIRE DEPARTMENT AT 602-495-0481 TO DETERMINE THE SEPARATE FIRE DEPARTMENT PERMITS THAT MAY BE REQUIRED FOR THIS PROJECT PRIOR TO APPROVAL OF THE CERTIFICATE OF COMPLETION OR CERTIFICATE OF OCCUPANCY. '

City of Phoenix

CERTIFICATE OF OCCUPANCY

MAIL TO:

STEVENS LEINWEBER CONSTRUCTION INC
9590 E IRONWOOD SQUARE DR SUITE 101
SCOTTSDALE, AZ 85282

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SUBJECT ADDRESS: 5610 S CENTRAL AVE

OWNER: PHOENIX COLLEGIATE ACADEMY INC
5610 S CENTRAL AVE
PHOENIX, AZ 85040-3090

CERTIFICATE #: 1203554 **BUILDING PERMIT:** BLD 12013401

ISSUED: 17-SEP-2012

PROJECT: 07-2626 - 5610 S CENTRAL AVE

FLOOR AREA: 3,200

AUTHORIZED USE AND OCCUPANCY: I:E

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EFFECTIVE BUILDING CODES: 2006 IRC, 2006 IECC, 2006 IBC, 2008 NEC, 2006 IMC, 2006 UPC, 2006 IFC, 2006 IFGC

TYPE OF BUSINESS:PHOENIX COLLEGE ACADEMY LOG#: LPRR 1201851 PROJECT#: 07-2626 SPRINKLERS (Y) FIRE ALARM (Y) EMERGENCY LIGHTING (Y)
SPEC PER PCC SEC. 1704 (Y)STEEL AND MASONRY. MECH PCC SEC 2802 (Y)

SCOPE OF WORK: BLDG PLMB MECH ELEC STRUC
ZONING: C-2
REVIEWER: JLIN/MVA/MBAH/DMCC/DDOV/RWE

DESCRIPTION OF WORK: INTERIOR NON-BEARING WALL CONSTRUCTION & INTERIOR DEMOLITION, NEW ADA RESTROOMS, STRUCTURAL ROOF REINFORCEMENT FOR NEW HVAC UNITS AND ALL RELATED ELECTRICAL, MECHANICAL AND PLUMBING.

*** SEPARATE PERMITS ARE REQUIRED TO BE OBTAINED FROM THE PHOENIX FIRE DEPARTMENT TO ADD OR RELOCATE FIRE SPRINKLERS AND/OR FIRE ALARM APPLIANCES NECESSARY TO MAINTAIN UNOBSTRUCTED SPRINKLER COVERAGE AND SPACING PER NFPA 13 AND MAINTAIN FIRE ALARM AUDIBILITY AND STROBE COVERAGE DUE TO THE ADDITION, REMOVAL, OR RELOCATION OF WALLS, PARTITIONS, LINTELS OR OTHER CONSTRUCTION. ***

City of Phoenix

CERTIFICATE OF OCCUPANCY

MAIL TO:

HARDISON/DOWNEY CONSTRUCTION
6150 N 16TH ST, #A
PHOENIX, AZ 85016

Issuance of this Certificate of Occupancy indicates the following described building, or portion of a building, has been inspected and been found to be in substantial compliance with applicable city codes and ordinances for the hereby authorized use and occupancy. This building shall be maintained in a safe and sanitary condition. All devices, safeguards and exit facilities shall be maintained in good working order. This Certificate of Occupancy is to be kept on the subject property, and is required to be posted for public information if so ordered by the building official. A change in ownership or tenancy does not require a new Certificate of Occupancy. However, no change in occupancy, character or use is allowed without obtaining a new Certificate of Occupancy.

SUBJECT ADDRESS: 4445 S 12TH ST

OWNER: PHOENIX HOUSING PARTNERSHIP LLC
320 E MCDOWELL RD STE 120
PHOENIX, AZ 85004

CERTIFICATE #: 1302415 **BUILDING PERMIT:** BLD 12020240

ISSUED: 26-JUN-2013

PROJECT: 06-1221 - PHOENIX COLLEGIATE ACADEMY CHARTER SCHOO

FLOOR AREA: 20,023

AUTHORIZED USE AND OCCUPANCY: I:E

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EFFECTIVE BUILDING CODES: 2006 IRC, 2006 IECC, 2006 IBC, 2008 NEC, 2006 IMC, 2006 UPC, 2006 IFC, 2006 IFGC

TYPE OF BUSINESS: HIGH SCHOOL LOG#: LPRN 1201814 PROJECT#: 06-1221 SITE INSP(Y) SPECIAL EGRESS CONTROL (N)
SPRINKLERS (Y) FIRE ALARM (Y) EMERGENCY LIGHTING (Y) ELEVATORS (N)
DEFERRED SUBMITTAL (Y) FIELD REVIEW - STEEL ROOF JOISTS
SPEC PER PCC SEC. 1704 (Y) INSPECTION OF FABRICATORS, STEEL CONSTRUCTION, CONCRETE CONSTRUCTION, MASONRY CONSTRUCTION, EXPANSION/EPOXY ANCHORS, SOILS. STR SEC. 1709 (N) ELEC PCC SEC. 2703 (Y)
ELEC OBS PCC SEC. 2704 (N) MECH PCC SEC. 2802 (Y) DUCT SMOKE DETECTORS MECH OBS PCC SEC. 2803 (N)
PLMG PCC SEC. 2903 (N) PLMG OBS PCC SEC. 2904 (N)

WATER METERS:2" DOMESTIC 3/4" LANDSCAPE SECONDARY BACKFLOW (Y)

SCOPE OF WORK: BLDG PLMB MECH ELEC STRUC LSC SITE TRAF S-FIRE
ZONING: R-3
REVIEWER: MSI (TM-4) MAB LST QFO ARE JREE CBAR ARE

DESCRIPTION OF WORK: 20023 SF EDUCATION BUILDING HIGH SCHOOL, GRADES 9-12, PUBLIC CHARTER HIGH SCHOOL (NO TUITION). 2.3 ACRE SITE DEVELOPMENT, WET UTILITIES, ELECTRICAL SERVICE, GRADING & DRAINAGE, ASPHALT PAVEMENT, CONCRETE FLAT-WORK, FIRE SPRINKLERS. STEEL FRAMING WITH MASONRY BEARING WALLS. OCCUPANCY LOAD = 518.