Facilities Plan

Arizona Virtual Academy does not have a school facility at this time. All students and most staff work virtually from their homes. AZVA does rent an office suite for administrative purposes. This facility is located at 99 East Virginia, Suite 200, Phoenix, AZ 85004.

The administrative office is leased from Space 99, LLC. The lease is a 62 month lease in effect until July 31, 2013. AZVA's administrative office is 3911 square feet of usable area and contains two conference rooms, a reception area, a copy room, a server/technology room, and open space with file cabinets housing student records and desk cubicles for office staff.

AZVA's administrative office houses our receptionist and fields all incoming calls. Additionally, it is the main site for all student records. Three registrars, K-8, HS, and Special Education, work in the office ensuring records are complete and requests are filled in a timely manner. Our related services coordinator also works from the administrative office, as does our attendance clerk, Title I Clerk/McKinney Vento Coordinator, and office manager. The administrative office is also a meeting place for members of our administrative team to work and collaborate. During testing, all AIMS materials are stored and locked in the large conference room, and dispersed to and collected from the various testing sites by site leads under the guidance and oversight of our Testing Coordinator. Finally, our server and extra computers and printers are kept and locked in the technology room and our Technology Manager often works out of that space while in the office.

AZVA must locate facilities around the state for AIMS testing four times yearly. Our Testing and Research Coordinator and Community Relations Coordinator work together to locate safe, secure sites to use for testing. We start planning and securing sites during the summer months prior to each academic year. Whenever possible, we use the same sites from year to year and from one testing window to the next. AZVA most frequently uses hotel conference rooms, church multipurpose rooms or classrooms, Boys and Girls Clubs, YMCA's, and community college campuses for testing sites. Prior to renting or using a site, an AZVA staff member inspects the proposed site to ensure it can accommodate the right amount of students, is easily accessible, safe and secure, and an environment conducive to testing.

AZVA has begun to investigate establishing a few hybrid sites in the future. We are in talks to assume a site in Rock Point, AZ on the Navajo reservation. This site has housed the Navajo Evangelical Mission School, which will be dissolving at the end of this school year. We will be inspecting the site and gathering information about the facility including its zoning, fire code, building materials, space, access, etc. If the facility meets public school requirements, AZVA may lease the facility and use it as a hybrid site for up to 75 Navajo students and 6 teachers/paraprofessionals. Any additional hybrid site we may consider will be carefully considered, inspected, and approved before leasing any facility or setting up any hybrids for students.