

Decreasing Grade Levels to Charter Amendment Request

Charterholder Info

Charter Holder

Name:
Rosefield Charter Elementary
School, Inc.

CTDS:
07-85-08-000

Mailing Address:
18052 N. Black Canyon
Highway
Phoenix, AZ 85053
> [View detailed info](#)

Representative

Name:
Nancy Hall

Phone Number:
602-547-7961

Fax Number:
602-547-7922

Downloads

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Current Grade Levels

Current Grade Levels Served

- Kindergarten
- 1st Grade
- 2nd Grade
- 3rd Grade
- 4th Grade
- 5th Grade
- 6th Grade

Remove Grade Levels

Remove Grade Levels

6th

Effective Date
07/01/2012

Attachments

Board Minutes –  [Download File](#)

Narrative –  [Download File](#)

Additional Information*
No documents were uploaded.

Signature

Additional Information*
No documents were uploaded.

Charter Representative Signature
Nancy Hall 12/14/2011

**MINUTES OF THE DECEMBER 12, 2011 JOINT MEETING
OF THE BOARDS OF DIRECTORS OF
PATHFINDER CHARTER SCHOOL FOUNDATION,
CORTEZ PARK CHARTER MIDDLE SCHOOL, INC.,
BELL CANYON CHARTER SCHOOL, INC.,
ROSEFIELD CHARTER ELEMENTARY SCHOOL, INC.,
IMAGINE COOLIDGE ELEMENTARY, INC.,
IMAGINE PREP COOLIDGE, INC.**

Pursuant to notice of meeting, a joint meeting of the Boards of Directors (the “Boards”) of Pathfinder Charter School Foundation, dba Imagine Charter Elementary School at Cortez Park (“ICPE”), Cortez Park Charter Middle School, Inc. (“ICPM”), Bell Canyon Charter School, Inc. (“IBC”), Rosefield Charter Elementary School, Inc. (“IRF”), and Imagine Coolidge Elementary, Inc. (“ICOE”), Imagine Prep Coolidge, Inc. (“IPCO”), (collectively the “Schools”), was held at Imagine Schools Southwest Group Office located at 18052 North Black Canyon Highway, Phoenix, Arizona 85053 at approximately 5:00 p.m. MST, on the 12th day of December, 2011.

The following directors of the Schools were present in person or by telephone:

Dr. Leonora Ketyer (telephonically)
Pamela Webb (telephonically)
Michael Tucker (telephonically)

The following director of the Schools was absent:

Dr. Grizelda Valenzuela

The following others were present in person or by telephone:

Dr. Nancy Hall - Executive Vice President (in person)
Veronica Cramer – Exec. Project Coordinator - Imagine School (in person)
Mary Bonsall – Group Finance Director - Imagine Schools (in person)
Linda Kiefner – Regional Director (on person)
Joshua Jordan – Associate Regional Director (in person)
Cynthia Juarez - Principal, Bell Canyon (in person)

Monte Lange – Regional Director (telephonically)
Brad Uchacz – Associate Regional Director (telephonically)
MaryAnn Stackhouse – Regional Finance Associate (telephonically)
Jessyca Hipskind – Regional Finance Associate (telephonically)
Jason Whitaker - Assistant Principal, Cortez Park (telephonically)

Ellen Poultrige – Business Administrator, Cortez Park (telephonically)
Jennifer Robinson – Cortez Park (telephonically)
Mike Brotherton – Director of Lower Academy, Rosefield (telephonically)
James Mecca – Director of Upper Academy, Rosefield (telephonically)
Jeanne Gambill– Business Admin., Bell Canyon/Rosefield (telephonically)
Kayla Mills – Apprentice Leader, Coolidge Elementary (telephonically)
Darrin Anderson – Principal, Coolidge Prep (telephonically)
Lynda Gift – Business Administrator, Coolidge (telephonically)
Georgia McGraw – Auditor, Ball & McGraw (telephonically)
Ross Whitley – Auditor, Berman Hopkins (telephonically)
Joel Huber – Auditor (telephonically)
Rachel Robertson, Esq., Quarles & Brady (telephonically)
Jody Squires, Paralegal, Quarles & Brady (telephonically)

Dr. Leonora Ketyer called the meeting to order and took roll of the governing Board members. Dr. Ketyer served as Chairman of the meeting, Veronica Cramer tape recorded the meeting and Jody Squires recorded the minutes.

The Chairman stated that the first item of business was the review and approval of the minutes of the meeting held September 26, 2011 of the Boards of Directors. There being no further discussion, upon motion of Michael Tucker duly made and seconded by Pam Webb, the following resolution was adopted:

RESOLVED, that the minutes of the meeting of the Schools held September 26, 2011, be, and hereby are, accepted and approved by the Boards.

The Chairman stated that the next item of business was the 2010-2011 Annual Audits of ICPE, ICPM, IBC, IRF, ICOE, and IPCO. Ross Whitley presented a summary report on the 2010-2011 Annual Audit for IBC. Georgia McGraw presented a summary report on the 2010-2011 Annual Audit for ICPE, ICPM and IRF. Joel Huber presented a summary report on the 2010-2011 Annual Audit for ICOE and IPCO. The Boards discussed the 2010-2011 Annual Audits. There being no further discussion, upon motion of Mr. Tucker duly made and seconded by Ms. Webb, each of the following resolutions were unanimously adopted:

RESOLVED, that the 2010-2011 Annual Audit of ICPE be, and hereby is, accepted and approved by the Board;

RESOLVED, that the 2010-2011 Annual Audit of ICPM be, and hereby is, accepted and approved by the Board;

RESOLVED, that the 2010-2011 Annual Audit of IBC be, and hereby is, accepted and approved by the Board;

RESOLVED, that the 2010-2011 Annual Audit of IRF be, and hereby is, accepted and approved by the Board;

RESOLVED, that the 2010-2011 Annual Audit of ICOE be, and hereby is, accepted and approved by the Board; and

RESOLVED, that the 2010-2011 Annual Audit of IPCO be, and hereby is, accepted and approved by the Board.

The Chairman stated that the next item of business was the re-election of Michael Tucker as a member of the Board of Directors of ICPE, ICPM, IBC, and IRF for a term of three (3) years. There being no further discussion, upon motion of Dr. Ketyer duly made and seconded by Ms. Webb, the following resolution was adopted:

RESOLVED, that Michael Tucker is appointed as a member of the Board of Directors of ICPE, ICPM, IBC and IRF, to serve for a term of three (3) years to end on December 12, 2014, or until the next meeting of the board of directors thereafter or his successor is duly appointed and qualified.

The following board members voted in favor of the resolution:

Dr. Leonora Ketyer
Pamela Webb

The following board member abstained from voting on the resolution:

Michael Tucker

The Chairman stated that the next item of business was the re-election of Dr. Leonora Ketyer as a member of the Board of Directors of ICPE, ICPM, IBC, and IRF for a term of three (3) years. There being no further discussion, upon motion of Mr. Tucker duly made and seconded by Ms. Webb, the following resolution was adopted:

RESOLVED, that Dr. Leonora Ketyer is appointed as a member of the Board of Directors of ICPE, ICPM, IBC and IRF, to serve for a term of three (3) years to end on December 12, 2014, or until the next meeting of the board of directors thereafter or her successor is duly appointed and qualified.

The following board members voted in favor of the resolution:

Michael Tucker
Pamela Webb

The following board member abstained from voting on the resolution:

Dr. Leonora Ketyer

The Chairman stated that the next item of business was the re-election of Pamela Webb as a member of the Board of Directors of ICPE, ICPM, IBC, and IRF for a term of three (3) years. There being no further discussion, upon motion of Dr. Ketyer duly made and seconded by Mr. Tucker, the following resolution was adopted:

RESOLVED, that Pamela Webb is appointed as a member of the Board of Directors of ICPE, ICPM, IBC and IRF, to serve for a term of three (3) years to end on December 12, 2014, or until the next meeting of the board of directors thereafter or her successor is duly appointed and qualified.

The following board members voted in favor of the resolution:

Dr. Leonora Ketyer
Michael Tucker

The following board member abstained from voting on the resolution:

Pamela Webb

The Chairman stated that the next item of business was the re-election of Dr. Grizelda Valenzuela as a member of the Board of Directors of ICPE, ICPM, IBC, and IRF for a term of three (3) years. There being no further discussion, upon motion of Dr. Ketyer duly made and seconded by Ms. Webb, the following resolution was unanimously adopted:

RESOLVED, that Dr. Grizelda Valenzuela is appointed as a member of the Board of Directors of ICPE, ICPM, IBC and IRF, to

serve for a term of three (3) years to end on December 12, 2014, or until the next meeting of the board of directors thereafter or her successor is duly appointed and qualified.

The Chairman stated that the next item of business was the re-election of Michal Tucker as President of ICPE and ICPM. There being no further discussion, upon motion of Dr. Ketyer duly made and seconded by Ms. Webb, the following resolution was adopted:

RESOLVED, that Michael Tucker is elected to serve as President of ICPE and ICPM, until the next Board of Directors appointment of officers or until his successor is duly appointed and qualified.

The following board members voted in favor of the resolution:

Dr. Leonora Ketyer
Pamela Webb

The following board member abstained from voting on the resolution:

Michael Tucker

The Chairman stated that the next item of business was the re-election of Dr. Leonora Ketyer as President of IBC and IRF. There being no further discussion, upon motion of Mr. Tucker duly made and seconded by Ms. Webb, the following resolution was adopted:

RESOLVED, that Dr. Leonora Ketyer is elected to serve as President of IBC and IRF, until the next Board of Directors appointment of officers or until her successor is duly appointed and qualified.

The following board members voted in favor of the resolution:

Michael Tucker
Pamela Webb

The following board member abstained from voting on the resolution:

Dr. Leonora Ketyer

The Chairman stated that the next item of business was the re-election of Pamela Webb as Secretary of ICPE, ICPM, IBC and IRF. There being no further discussion, upon motion of Dr. Ketyer duly made and seconded by Mr. Tucker, the following resolution was adopted:

RESOLVED, that Pamela Webb is elected to serve as Secretary of ICPE, ICPM IBC and IRF, until the next Board of Directors appointment of officers or until her successor is duly appointed and qualified.

The following board members voted in favor of the resolution:

Dr. Leonora Ketyer
Michael Tucker

The following board member abstained from voting on the resolution:

Pamela Webb

The Chairman stated that the next item of business was the quarterly financial reports for the quarter ending September 30, 2011 for ICPE, ICPM, IBC, IRF, ICOE and IPCO. A summary report for each school was presented and discussed. There being no further discussion, upon motion of Mr. Tucker duly made and seconded by Ms. Webb, each of the following resolutions were unanimously adopted:

RESOLVED, that the statement of operations (unaudited) for the quarter ending September 30, 2011 for ICPE be, and hereby is, acknowledged and accepted by the Board;

RESOLVED, that the statement of operations (unaudited) for the quarter ending September 30, 2011 for ICPM be, and hereby is, acknowledged and accepted by the Board;

RESOLVED, that the statement of operations (unaudited) for the quarter ending September 30, 2011 for IBC be, and hereby is, acknowledged and accepted by the Board;

RESOLVED, that the statement of operations (unaudited) for the quarter ending September 30, 2011 for ICPM be, and hereby is, acknowledged and accepted by the Board;

RESOLVED, that the statement of operations (unaudited) for the quarter ending September 30, 2011 for ICOE be, and hereby is, acknowledged and accepted by the Board; and

RESOLVED, that the statement of operations (unaudited) for the quarter ending September 30, 2011 for IPCO be, and hereby is, acknowledged and accepted by the Board.

The Chairman stated that the next item of business was the report, review and possible action regarding Internet Safety Policy for Students for ICPE, ICPM, IBC, IRF, ICOE, and IPCO. The Board discussed the Internet Safety Policy for Students with a consideration for the review of internet usage policies for staff. The Board agreed to approve the Internet Safety Policy for Students with the understanding that staff policies regarding internet usage be reviewed by the next Board meeting. The Board recommended that a separate policy be created/confirmed for staff on this topic, and that there be a cross-reference between the Internet Safety Policy for Students and staff policies concerning internet usage. There being no further discussion, upon motion of Mr. Tucker duly made and seconded by Ms. Webb, of the following resolution was unanimously adopted:

RESOLVED, that the Imagine Schools, Inc. Internet Safety Policy for Students for ICPE be, and hereby is, accepted and approved by the Board;

RESOLVED, that the Imagine Schools, Inc. Internet Safety Policy for Students for ICPM be, and hereby is, accepted and approved by the Board;

RESOLVED, that the Imagine Schools, Inc. Internet Safety Policy for Students for IBC be, and hereby is, accepted and approved by the Board;

RESOLVED, that the Imagine Schools, Inc. Internet Safety Policy for Students for IRF be, and hereby is, accepted and approved by the Board;

RESOLVED, that the Imagine Schools, Inc. Internet Safety Policy for Students for ICOE be, and hereby is, accepted and approved by the Board; and

RESOLVED, that the Imagine Schools, Inc. Internet Safety Policy for Students for IPCO be, and hereby is, accepted and approved by the Board.

The Chairman stated that the next item of business was the report, review and possible action regarding the Equipment Use Agreement for ICOE and IPCO. A report was presented.

There being no further discussion, upon motion of Ms. Webb duly made and seconded by Mr. Tucker, the following resolutions were unanimously adopted:

RESOLVED, that the Equipment Use Agreement by and between ICOE and Imagine Schools, Inc. be, and hereby is, accepted and approved by the Board; and

RESOLVED, that the Equipment Use Agreement by and between IPCO and Imagine Schools, Inc. be, and hereby is, accepted and approved by the Board.

The Chairman stated that the next item of business was the report, review and possible action regarding the 2011-2012 revised budgets for ICPE and ICPM. A report was presented by Ellen Poultrige and the revised budgets were discussed. There being no further discussion, upon motion of Mr. Tucker duly made and seconded by Ms. Webb, the following resolutions were unanimously adopted:

RESOLVED, that the 2011-2012 revised budget for ICPE be, and hereby are, accepted and approved by the Board; and

RESOLVED, that the 2011-2012 revised budget for ICPM be, and hereby is, accepted and approved by the Board.

The Chairman stated that the next item of business was the report, review and possible action regarding the removal of 6th grade from IRF. A report was presented by Linda Kiefner and the removal of 6th grade from IRF and the addition of 6th grade to Imagine Prep Surprise were discussed. There being no further discussion, upon motion of Ms. Webb duly made and seconded by Mr. Tucker, the following resolution was unanimously adopted:

RESOLVED, that the removal of the 6th grade from IRF be, and hereby is, accepted and approved by the Board.

The Chairman stated that the next item of business was the report, review and possible action regarding a bus purchase for ICPE. A report was presented by Monte Lange and the used

bus purchase was discussed. There being no further discussion, upon motion of Mr. Tucker duly made and seconded by Ms. Webb, the following resolution was unanimously adopted:

RESOLVED, that the Board hereby appoints Monte Lange certificate of authority to negotiate the purchase of the used bus for ICPE.

The Chairman stated that the next item of business was the report, review and possible action regarding approval of school check signers. No approval was requested; therefore, no action was required.

The Chairman stated that the next item of business was the report and review from the School Leaders. Jason Whitaker gave a summary report and highlighted current achievements for ICPE and ICPM. Cynthia Juarez gave a summary report and highlighted current achievements for IBC. Mike Brotherton gave a summary report and highlighted current achievements for IRF. Kayla Mills gave a summary report and highlighted current achievements for ICOE. Darrin Anderson gave a summary report and highlighted current achievements for IPCO. Dr. Ketyer acknowledged and thanked the School Leaders. This was informational only; therefore, no action was required.

The Chairman stated that the next item of business was the report and review from the Regional Directors. Monte Lange gave a summary report for ICPE, ICPM, ICOE, and IPCO. Linda Kiefner gave a summary report for IBC and IRF. Dr. Ketyer acknowledged and thanked the Regional Directors. This was informational only; therefore, no action was required.

The Chairman then issued a call to the public for issues and there were none. Dr. Ketyer thanked and wished everyone happy holidays.

Veronica Cramer stated the date of the next meeting will be March 19, 2012, at 5:00 p.m.

There being no further business to come before the meeting, the meeting was adjourned at approximately 6:06 p.m.

APPROVED:

Secretary

Cortez Park Charter Elementary School, Inc.
Cortez Park Charter Middle School, Inc.
Bell Canyon Charter School, Inc.
Rosefield Charter Elementary School, Inc.
Imagine Coolidge Elementary, Inc.
Imagine Prep Coolidge, Inc.

Narrative

1. **Rationale for decreasing grade levels served:** Our goal is to meet the needs of our sixth grade students by moving them to our Imagine Prep location in Surprise. This facility offers a highly qualified staff, a computer core lab, a Smart lab with hands-on, project based learning as well as a full size gymnasium and soccer field. Imagine Rosefield has been over enrolled for the past two years so it makes sense to move these students to our other location within ---miles of their current campus.
2. **Number of students displaced:** This change to the Charter would involve moving up to 100 incoming 6th graders to the Imagine Middle School in Surprise.
3. **Efforts taken to provide students with other educational options:** As stated, we would welcome all incoming 6th graders from Imagine Rosefield to this campus as well as other interested students within the community.