

Arizona State Board for Charter Schools

Arizona State Board of Education

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

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APR 08 2011

INSTRUCTIONAL DAYS AMENDMENT REQUEST

(Charter Holder Name) Sierra Vista Charter School, Inc. (CTDS) 078973000

(Charter Holder Mailing Address) 18052 N Black Canyon Highway

(City, State) Phoenix, AZ (Zip) 85053

(Charter Representative's Name) Nancy G. Hall

(Phone Number) 602-547-7961 (Fax Number) 602-547-7922

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.

⚡ Changes in number of contractual days of instruction

Included is the following:

- Board minutes approving the change (If the body is subject to Open Meeting Law, minutes must comply with ARS §38-431.01)

The Arizona State Board for Charter Schools and Sierra Vista Charter School, Inc. (Charter Holder), herein agree to amend the terms of the charter contract as follows:

FROM: 180

TO: 178

Fiscal Year Effective Date: 2010 (One-time change for this year only due to inclement weather in February 2011)

In witness whereof, Charter Holder has signed this contract amendment as of this 8th day of April, 2011, 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.

Nancy G. Hall
Charter Representative Signature

Representative Signature for the Arizona State Board for Charter Schools

**MINUTES OF THE MARCH 28, 2011 MEETING
OF THE BOARD OF DIRECTORS OF
SIERRA VISTA CHARTER SCHOOL, INC.**

Pursuant to notice of meeting, a meeting of the Board of Directors (the "Board") of Sierra Vista Charter School, Inc. (the "School") was held at Imagine Charter School at Sierra Vista ("Imagine Schools") located at 1000 Wilcox Drive, Sierra Vista, Arizona 85635 at approximately 4:00 p.m. MST, on the 28th day of March, 2011.

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

Dr. Leonora Ketyer (f/k/a Dr. Leonora Farrah) (telephonically)
Mary Jacobs (telephonically)
Stacie Streeter-Hansen (in person)

The following others were present in person or by telephone:

Dr. David Snyder, Principal, Sierra Vista (in person)
Nike Noack, Business Administrator, Sierra Vista (in person)
Linda Kiefner, Regional Director (telephonically)
Joshua Jordan, Apprentice Regional Director (telephonically)
Dr. Nancy Hall, Exec. Vice President, Imagine Schools (telephonically)
Veronica Cramer, Exec Project Coord., Imagine Schools (telephonically)
Kirk Howell, Esq., Greenberg Traurig, LLP (telephonically)
Cheri Laudenslager, Paralegal, Greenberg Traurig, LLP (telephonically)

Dr. Leonora Ketyer called the meeting to order and took role of the governing Board members. Dr. Ketyer served as Chairman for the meeting, Dr. Nancy Hall tape recorded the meeting and Cheri Laudenslager recorded the minutes.

The Chairman stated that the first item of business was the review and approval of the minutes of the meeting held December 6, 2010 of the Boards of Directors. There being no further discussion, upon motion of Mary Jacobs duly made and seconded by Dr. Ketyer, the following resolution was unanimously adopted:

RESOLVED, that the minutes of the meeting held December 6,
2010 be, and hereby are, accepted and approved by the Board.

The Chairman stated that the next item of business was the report regarding the name change for Dr. Leonora Ketyer. Dr. Ketyer reported that she legally changed her name to go back to her birth name for many personal and religious reasons. This is information only; therefore, no action is required.

The Chairman stated that the next item of business was the report, review and possible action regarding disclosure information for Dr. Leonora Ketyer. Dr. Ketyer explained that she is working as an educational consultant in one of the new Imagine California schools. There being no further discussion, upon motion of Mary Jacobs duly made and seconded by Stacie Hansen, the following resolution was unanimously adopted:

RESOLVED, that the disclosure information for Dr. Leonora Ketyer 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 quarterly financial reports. Nike Noack reported revenue of \$3,115,981, with expenses of \$3,104,284, leaving a deficit of \$11,697. Mary Jacobs questioned the lease purchase options due to the size of the lease payments. Dr. Hall explained that the cash flow in this economy has prevented them from considering a purchase. After a brief discussion, upon motion of Dr. Ketyer duly made and seconded by Mary Jacobs, the following resolution was unanimously adopted:

RESOLVED, that the quarterly financial report be, and hereby are, accepted and approved by the Board.

The Chairman stated that the next item of business was the report, review and possible action regarding the 2010-2011 Audit engagement letter. Dr. Hall explained that they would like to change the audit firm from Ball & McGraw to Berman, Hopkins, Wright & Laham. She reported that Ball & McGraw is a small firm and they had too many schools and their customer service was suffering and they were missing deadlines. She explained that Berman, Hopkins,

Wright & Laham is the auditor for Imagine Schools. She noted they will send a representative to Arizona for auditing because they are located in Florida. She also explained that it is suggested that they change firms from time to time. There being no further discussion, upon motion of Mary Jacobs duly made and seconded by Dr. Ketyer, the following resolution was unanimously adopted:

RESOLVED, that the 2010-2011 audit engagement letter be, and hereby is, accepted and approved by the Board.

The Chairman stated that the next item of business was the review and vote whether to approve the name of school as Imagine Sierra Vista. Veronica Cramer reported that because Imagine is changing other school names, it was advisable to change the name of the school for the sake of consistency. There being no further discussion, upon motion of Mary Jacobs duly made and seconded by Dr. Ketyer, the following resolution was unanimously adopted:

RESOLVED, that the approval of the name of the school as Imagine Sierra Vista 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 School Calendar. Linda Kiefner reported the calendar has the mandatory 180 days. Mary Jacobs stated that February is off by a day and asked that it be revised. She also added that she appreciates having full days of training with staff and is glad that Dr. Snyder considered that for the professional development days. There being no further discussion, upon motion of Mary Jacobs duly made and seconded by Dr. Ketyer, the following resolution was unanimously adopted:

RESOLVED, that the 2011-2012 School Calendar be, and hereby is, accepted and approved by the Board subject to the amendment of the dates in February to fall on the correct days of the week.

The Chairman stated that the next item of business was the report, review and possible action regarding the Fingerprint Clearance Card Policy. Dr. Hall stated this was recommended by the school board association to ensure safety of the students. She advised it relates to vendors and other third parties that are on campus repeatedly. Linda Kiefner stated they are already following this policy. There being no further discussion, upon motion of Mary Jacobs duly made and seconded by Dr. Ketyer, the following resolution was unanimously adopted:

RESOLVED, that the Fingerprint Clearance Card Policy 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 amendment of instructional days. David Snyder stated that in February on the 3rd and 4th of this year temperatures were below freezing in Sierra Vista, resulting in a frozen water main and burst pipes, among other problems, which caused the school to be closed for two days. Dr. Snyder stated the charter board advised him to amend the instructional days. They now have to petition the charter board to approve 178 days versus 180 days. This is intended to be a one-time change due to extenuating circumstances. There being no further discussion, upon motion of Mary Jacobs duly made and seconded by Dr. Ketyer, the following resolution was unanimously adopted:

RESOLVED, that the amendment of instructional days from 180 to 178 for only this school year 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 appointment of David Snyder, Allison Lendsey, and Norma Gonzalez as Attendance Officers per ARS 15-804. Dr. Snyder stated they just partnered with the Cochise County Sheriff's Department. He stated the Board has to appoint the officers, and explained this will allow the Attendance Officers to issue a truancy ticket to students and sign as an officer.

There being no further discussion, upon motion of Mary Jacobs duly made and seconded by Dr. Ketyer, the following resolution was unanimously adopted:

RESOLVED, that the appointment of David Snyder, Allison Lendsey, and Norma Gonzalez as Attendance Officers pursuant to A.R.S. 15-804 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 student expulsion. Linda Kiefner reported that she would like it in the minutes that the case regarding the expulsion was closed because the parent did not show up for the hearing that came about. She explained the expulsion was that of a young man that needed help, and hopes this assists him in getting the help he needs. She reported all due process was followed by the School. There being no further discussion, upon motion of Mary Jacobs duly made and seconded by Dr. Ketyer, the following resolution was unanimously adopted:

RESOLVED, that the Board approves the student expulsion and agrees that due process was followed 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 approval of school check signers. There were none. This is information only; therefore, no action is required.

The Chairman stated that the next item of business was the report and review of the School Leaders' Reports given by Dr. David Snyder. Dr. Snyder commended the students on their sports, and math competition. He reported enrollment is growing, partly based on border control community enrollments. He said they are achieving academically, they are continuing to seek grants and recently received one, and they are considering portable classrooms for growth. This is information only; therefore, no action is required.

The Chairman stated that the next item of business was the report and review of the Regional Directors' Report given by Linda Kiefner. Linda Kiefner reported that the shared values around the campus is evident. She stated she sees the same goals and accomplishments among everyone. She stated she is pleased Dr. Snyder is seeing that there may be growth. She said they plan to go after the 21st Century Grant this year. This is information only; therefore, no action is required.

The Chairman then issued a call to the public for issues and there were none.

Dr. Hall reported that the next meeting will be held May 2, 2011 to review revised budgets.

Mary Jacobs signed off.

There being no further business to come before the meeting, upon motion of Dr. Leonora Ketyer, duly made and seconded by Stacie Hansen, the meeting was adjourned at approximately 4:42 p.m.

APPROVED:

Secretary, Imagine Sierra Vista, Inc.