C.4 START-UP BUDGET

Southwest Leadership Academy has created a viable and adequate budget to cover expenses that will occur in the start-up process. In this section, SLA is presenting a series of required exhibits, including a separate document describing the assumptions for each line item (see C.4 Start Up Budget Assumptions: Exhibit 2).

To demonstrate the timelines described in all sections are consistent with the timeframes in the budget, SLA is presenting the following schedule to operationalize the school.

Timeline Consistent with Application

June 30, 2012: Submit FY2013 – 2014 New Charter Application submitted to ASBCS

July - November 2012: Revise and resubmit application sections as requested by ASBCS

January 2013: Receive approval of Charter Application

February 2013: Sign contract with ASBCS. Begin application process for the Arizona Charter School Incentive Program (AZCSIP) Grant

Sign the Management Agreement with Rite of Passage, Inc.

March 2013: SLA Board Members will work with Rite of Passage in selecting and hiring a Principal for Southwest Leadership academy to begin employment May 1st. Award notification of the AZCSIP grant will be received.

March 2013: SLA Board Members and staff will begin hosting open houses on SLA campus to gain student enrollment. If awarded the AZCSIP Grant, initial receipt of funds should be received by end of April. If SLA is not awarded the AZCSIP Grant, then funds will be secured from the Charter Management Organization (CMO), Rite of Passage, and a bank account will be opened. Recruitment for a Principal will continue if one has not already been hired.

May 2013: Principal and Registrar employment begins as of May 1. At that time, the CMO's Human Resource staff will begin recruitment efforts by placing employment advertisements to locate Administrative and Teaching staff. SLA will start planning efforts to occupy the school facility on July 1st. SLA will continue to host open houses to introduce the new Principal and gain student enrollment through July. Subsequently, SLA will purchase PowerSchool software and undergo SAIS training. The Principal will work with the SLA Board and the CMO's Administrative Office to develop guidelines for teaching staff to implement the school's program of instruction.

June 2013: The Principal will hire staff according to the staffing pattern. Start date for the Instructional Leader is June 24th. The Principal and CMO Administrative staff will research acquisition of instructional materials, supplies and facility furniture. Orders will be placed for the necessary materials with a delivery date in July. The Principal will host open houses at SLA to gain student enrollment. Student enrollment numbers (FY 13-14 Estimated Count) will be reported to the State. Set up the lease for a copy machine and schedule delivery on July 1, 2013.

July 2013: Move into school facility, set-up administrative office and coordinate any necessary clean-up/repair work. Coordinate delivery of classroom items and school setup. Research technology equipment for student and administrative use and place orders. Teachers and Counselor will start employment on July 8th (which marks the first day of training). Together with the Principal, the Instructional Leader will begin training efforts to develop a program of Instruction that will meet Arizona Common Core Standards. The Janitor/Maintenance staff begins July 15th.

August 5, 2013: First day of school

Included within this section are four Required Exhibits:

- Exhibit 1: Start-up Budget Forms
- Exhibit 2: Start-Up Budget Assumptions
- Exhibit 3: Documentation to support any agreement, donation or loan that supports the budget

Verifiable Proof of Secured Funds form for each revenue source is included in its own section within the ASBCS on-line application.