

Arizona State Board for Charter Schools

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

(602) 364-3080 Fax (602) 364-3089

www.asbcs.az.gov

PROCUREMENT LAWS EXCEPTION AMENDMENT REQUEST

(Charter Holder Name) Successful Beginning Charter School (CTDS) 098751000

(Charter Holder Mailing Address) 841 E. McNeil St.

(City, State) Show Low, AZ (Zip) 85901

(Charter Representative's Name) Eve Hoskins

(Phone Number) 928-537-2365 (Fax Number) 928-537-2365

RECEIVED

SEP 24 2010

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.

- ✦ Exception to the Procurement Laws – (This exception will not be granted to State Board of Education sponsored charter schools)

Included are the following:

- Board minutes approving the change (If the body is subject to Open Meeting Law, minutes must comply with ARS §38-431.01)
- Complete policy for procuring goods and services (sample policy available on the ASBCS website)

PLEASE NOTE: Charter operators granted an exception to local and state procurement regulations under A.R.S. §15-183(E)(6) are still required to satisfy the federal procurement requirements as a condition to the receipt of certain federal funds.

The Arizona State Board for Charter Schools and Successful Beginnings Charter School (Charter Holder), herein agree to amend the terms of the charter contract as follows: See attached document.

In witness whereof, Charter Holder has signed this contract amendment as of this 21st day of August, 2010, 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.



Charter Representative Signature

Representative Signature for the Arizona State Board for Charter Schools

Successful Beginnings Charter School

841 E. McNeil St.

Show Low, AZ 85901

928-537-2365

Procurement Policy

Successful Beginnings Charter School will follow accounting policies and procedures that comply with generally accepted accounting principles (GAAP). Any procurement of goods and services shall be made by the procurement officer/authorized agent, in the best interest of the school, upon considering the totality of the circumstances surrounding the procurement, which may include but not be limited to, price, quality, availability, timelines, reputation and prior dealings.

Successful Beginnings Charter School shall not purchase any goods or services from any member of the governing board, an immediate family member of any member of the governing board nor from any entity in which any member of the governing board or an immediate family member of a governing board member may benefit from such a procurement, unless authorized by the governing board after a full disclosure of the potential benefits, and after the consideration set forth in paragraph 1 above.

Successful Beginnings Charter School understands that the policy cited above applies to purchases made using non-federal funds. As a condition of the receipt of certain federal funds, federal procurement requirements still apply.

Successful Beginnings Charter School

Governing Board Meeting Minutes

September 21, 2010

7:00 p.m.

Welcome and Call to Order by Board President Norm Ehmke, at 7:05pm at the Charter School

In attendance: Norm Ehmke, Anita Ehmke, Eve Hoskins, Janet Tamburo, and Tammy Morris

Absent: Marce Wildman

Welcome extended to Melissa Hay as a visitor.

1. Approval of Consent Agenda

Anita moved to approve the Consent Agenda as presented. It includes the Meeting Minutes for August 17th, 2010 and Accounts Payable for August 19th, September 7th and September 8th. Janet seconded. No discussion. All approved.

2. Agenda/Action Items –

A. New Board Member – Melissa Hay gave a short bio on herself, her family and her background with charter schools. Janet moved to approve Melissa Hay as the new board member. Anita seconded. No discussion and all approved.

B. Claudina Douglas at ADI, Inc. – Claudina called into the meeting to explain the ADE deadline for FY 2010 AFR(Annual Financial Report) and the Exception Amendment Requests which we have to file for the auditors. She will also, present a revised cash flow statement showing the monthly deficit that we will have to run due to the State of AZ – ADE shorting all schools one month of Equalization Money, which they will make up the following year.

Anita moved that we approve the AFR for FY 2010 and the Exception Amendment Requests. Janet seconded. Norm declared the subjects open for discussion. Claudina explained in detail the FY 2010 AFR as well as the Exception Amendment Requests. She then presented the Cash Flow for 2010/2011. She frequently stopped and asked for questions. At the end of the discussion, Norm suggested we amend the motion to two motions to approve the FY 2010 AFR and the Exception Amendment Requests. Anita so moved to approve the FY 2010 AFR. Janet seconded. No further discussion. All

approved. Anita then moved to approve the Exception Amendment Requests. Janet seconded. No further discussion. All approved.

Agenda Information Items:

A. Non Profit Status – Eve reported that she had received an email from the attorney that the IRS has everything they need and we can expect to receive a letter in the next couple of weeks.

B. Marketing update - Eve and Janet reported on the success of the Bake Sale at Walmart. Dollar total was \$51.00 and the exposure for the school and the name was greatest. Walmart does not allow flyers to handed out unless you are having an “event”. The Bake Sale was our “event” and a chance to hand out flyers about the school.

Copies of the newspaper ad and the slide running at the theatre were handed out. Discussion around future plans occurred. Eve reported on the “new” Trunk or Treat plans. Instead of just an evening event, the planners want to run afternoon and evening and have it be more like a festival with booths and the normal “trunks”. Janet will follow with radio stations on the PSA. Eve reported on the Maverick Magazine article. Norm suggested that we use copies of the article as a “flyer”.

Communications/ Call to the Public –

No requests.

Adjournment – Next Meeting Date

Next Meeting Date – October 26, 2010 7:00pm – 8:00pm at Successful Beginnings Charter School – 841 E. McNeil, Show Low.

Meeting adjourned at 8:25pm by Board President, Norm Ehmke.

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USFRCS EXCEPTION AMENDMENT REQUEST

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(Charter Representative's Name) Eve Hoskins

(Phone Number) 928-537-2365 (Fax Number) 928-537-2365

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- ✚ Exception to the USFRCS – (This exception will not be granted to State Board of Education sponsored charter schools)

Included are the following:

- Board minutes approving the change (If the body is subject to Open Meeting Law, minutes must comply with ARS §38-431.01)
- Complete policy for accounting (sample policy available on the ASBCS website)

All exceptions to the USFRCS will include:

- Charter Holder must utilize Generally Accepted Accounting Principles
- The Charter Holder is **NOT** exempt from filing the Annual Financial Report, the school report card data, annual auditing requirements, or any financial report request from the Arizona State Board for Charter Schools, the Auditor General, and the Arizona Department of Education
- The Charter Holder is responsible for any “cross-walks” necessary to complete reporting requirements

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In witness whereof, Charter Holder has signed this contract amendment as of this 21st day of August, 2010, 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.



Charter Representative Signature

Representative Signature for the Arizona State Board for Charter Schools

Successful Beginnings Charter School

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928-537-2365

Accounting Policies

Successful Beginnings Charter School will follow accounting policies and procedures that comply with generally accepted accounting principles (GAAP). This includes using an accounting system that provides for the proper recording and reporting of financial data and following standard internal control procedures. The school will utilize a chart of accounts that has been developed to align with the chart of accounts found in the Uniform System of Financial Records for Charter Schools (USFRCS) for the purposes of complying with budgeting and annual financial reporting. Revisions will be made periodically for changes in laws, regulations and accounting pronouncements that cover charter school accounting, financial reporting and compliance with state and federal laws.