

Procurement Laws Exception Amendment Request

Charterholder Info

Charter Holder

Name:
Tucson Country Day School,
Inc.

CTDS:
10-87-73-000

Mailing Address:
9239 East Wrighttown Road
Tucson, AZ 85715
> [View detailed info](#)

Representative

Name:
Richard Cooper

Phone Number:

Downloads

 [Download all files](#)

Procurement Laws Exception

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.

Attachments

Board Minutes —  [Download File](#)

Complete policy for procuring goods and services —  [Download File](#)

Additional Information*

No documents were uploaded.

Signatures

Charter Representative Signature
Richard Cooper 03/03/2016

Tucson Country Day School

Procurement Policy

Tucson Country Day School 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.

Tucson Country Day School 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.

Tucson Country Day School 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.

USFRCS Exception Amendment Request

Charterholder Info

Charter Holder

Name:
Tucson Country Day School,
Inc.

CTDS:
10-87-73-000

Mailing Address:
9239 East Wrigtown Road
Tucson, AZ 85715
> [View detailed info](#)

Representative

Name:
Richard Cooper

Phone Number:

Downloads

 [Download all files](#)

USFRCS Exception

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 of 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.

Attachments

Board Minutes —  [Download File](#)

Complete policy for accounting —  [Download File](#)

Additional Information*

No documents were uploaded.

Signatures

Charter Representative Signature
Richard Cooper 03/03/2016

Tucson Country Day School
Accounting Policy

Tucson Country Day School 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.

**MINUTES OF PUBLIC MEETING OF THE GOVERNING BOARD
OF TUCSON COUNTRY DAY CHARTER SCHOOL OF MEETING HELD
MARCH 1, 2016**

A public meeting of the Governing Board of Tucson Country Day Charter School was convened on Tuesday, March 1st, 2016 at 9239 East Wrightstown Road, Tucson, Arizona, in the Administrative Conference Room.

Present at the meeting were the following members of the Governing Board of Tucson Country Day Charter School:

Cindy Kappler, Bill Iveson, Don Lawhead and Trina Weeks

Absent: Richard Cooper

Quorum present? Yes

CALL TO ORDER

The meeting was called to order at 6:05 PM by Bill Iveson

The following matters were discussed, considered, and decided at the meeting:

APPROVAL OF MINUTES FOR THE FOLLOWING BOARD MEETINGS:

January 12, 2016

Motioned by Don Lawhead and seconded by Trina Weeks to approve.

Yes (4) No (0) Abstain (0)

SPA UPDATE

Not available

PRINCIPALS UPDATE

Principal-Dr. Deborah Anders

- All pre-observations for teacher evaluations are scheduled to be done before spring break.
- State testing will start after spring break.
- Intervention is going well. The Early Alert team meets every other Monday.

DISCUSSION AND ACTION ON THE TCDS PROCURMENT AND ACCOUNTING POLICIES AND APPLYING FOR EXEMPTIONS TO PROCURMENT LAWS AND USFRCs WITH THE STATE BOARD OF CHARTER SCHOOLS

The Board discussed the proposed procurement policy for Tucson Country Day School.

It was motioned by Don Lawhead to approve the procurement policy as written for TCDS

and seconded by Trina Weeks.
Yes (4) No (0) Abstain (0)

The Board discussed the proposed accounting policy for Tucson Country Day School.

It was motioned by Don Lawhead to approve the accounting policy as written for TCDS and seconded by Trina Weeks.
Yes (4) No (0) Abstain (0)

It was motioned by Cindy Kappler that it is the intent of the Board, that with the adoption of these two amendments, Tucson Country Day School will be able to apply for an exemption from the Uniform System of Financial Records for Charter School (USFRCS) and Procurement law and seconded by Don Lawhead.
Yes (4) No (0) Abstain (0)

CALL TO PUBLIC

- None present

ANNOUNCEMENTS

- Open Registration is going well.
- Our Early Childhood program is at capacity!
- Campus Beautification Day was Saturday, February 20th. We had many volunteers come to help and Lowe's donated many need items to help.

It was motioned by Don Lawhead and seconded by Trina Weeks to adjourn at 6:53 PM
Yes (4) No (0) Abstain (0)

Dated this 1st day of March, 2016
The Governing Board of Tucson Country Day Charter School
Minutes taken by Board Secretary, Rachel Robertson