

Arizona State Board for Charter Schools
Arizona State Board of Education
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ADDING GRADE LEVELS TO CHARTER AMENDMENT REQUEST

(Charter Holder Name) US Mental Math Federation, Incorp. (CTDS) 078572000

(Charter Holder Mailing Address) 430 W. Warner Rd., #103,

(City, State) Tempe, AZ (Zip) 85284

(Charter Representative's Name) Dr. Fawzia Mai Tung

(Phone Number) 602-430-5164 (Fax Number) 480-821-1466

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.

Adding grade levels served for charter

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)
- Narrative that 1) provides background and support for expansion; 2) how the additional grades support the philosophy, methods of instruction, special emphasis, and mission of the charter
- Timeline for implementation
- Proficiency level required for credit and/or promotion and credit transfer policies

For each grade level being added, provide the following as a representation of a program of instruction aligned to the State Academic Standards and to the methods of instruction described in the charter:

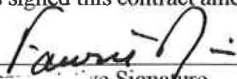
- Math - A completed curriculum sample template including all required attachments as outlined on the template attached.
- Language Arts - A completed curriculum sample template, for both reading and writing, including all required attachments as outlined on the template attached.

The Arizona State Board for Charter Schools and US Mental Math Federation, Incorp. (Charter Holder), herein agree to amend the terms of the charter contract as follows:

FROM SERVING GRADES: K-8

TO SERVING GRADES: K-9

In witness whereof, Charter Holder has signed this contract amendment as of this 04 day of 05, 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

Signature for the Arizona State Board for Charter Schools



MEETING MINUTES OF THE
US MENTAL MATH FEDERATION
AIM HIGH INSTITUTE SCHOOL BOARD COMMITTEE
APRIL 1st, 2010
Principal's office of Aim High Institute
1375 N. McClintock Drive, Chandler, AZ 85226

Members Attending

Rueyin Chiou, Chair
Dr. Fawzia Mai Tung, principal and board member
Dr. Jia-Long Horng, board member

Others Present

None

I. Call to Order

Chair Rueyin Chiou called the meeting to order at 12:30 PM.

II. Call to the Public

No public present.

III. Approval of Minutes From Last Meeting

The meeting minutes of March 4th, 2010 meeting will be finalized by Dr. Horng and subject to the approval of the board in the next meeting.

IV. Open issues

- a) Employee Update: Dr. Tung stated that the time is not enough to prepare the required up-to-date list of employees.
Action Item: In the next meeting, Dr. Tung will provide an up-to-date list of employees including both full- and part-time and by contract, and contracted associates, together with the associated salaries/payments and job descriptions for Board's consideration of the future employment/procurement criteria.
- b) Budget Update: Dr. Tung stated that the time is not enough to update the budget.
Action Item: With the assistance of the newly hired consultant, by the next board meeting, Dr. Tung will provide the updated budget according to the actual income and expenses and propose budget projections of the upcoming three future school years (FY 10-11, 11-12, and 12-13).
- c) Amendment of student cap of each grade: Due to time constraint, this item will be discussed in the next board meeting.
- d) State budget of Half-Day Kindergarten and impact on AHI Kindergarten: The topic was discussed. Possible scenarios for second half of day will be further studied when the budget projections to be prepared by Dr. Tung will be available as stated above. Motion put forward by Dr. Horng and seconded by

Dr. Tung; voted on unanimously: The AHI Kindergarten will be changed in 2010-11 from full-day to half-day.

- e) School Year 2010-11 calendar: This item was requested by Chair Rueyin Chiou to be moved from the Consent Agenda because it is not yet made available for review.

Action Item: Dr. Tung will provide a draft calendar for the next school year in the next board meeting.

V. Consent Agenda

The Consent Agenda was moved by Dr. Felix Horng, seconded by Dr. Fawzia Tung and unanimously approved for the following items:

- a) Application for amendment to add Grade 9 in 2010-2011
- b) Addition of white polo shirt to uniform for 2010-2011
- c) Increasing seats on Aim High Institute School Board to 5 members

VI. Adjournment

Chair Rueyin Chiou adjourned the meeting at 3:30 PM.

Minutes submitted by: Dr. Jia-Long Horng

Narrative

We hereby wish to apply for an amendment to change:

- The grades served: from K-8 to K-9

1. Background and support for expansion:

The Mission statement of Aim High Institute as stated in the original application runs as follows:

- *Mission: Aim High Institute is a K-12 charter school that offers excellence in character education and academics — particularly in math, science and technology; promotes bilingualism and cultural diversity; and offers a comprehensive and balanced program to enhance the learners' potential and skills to raise upright, tolerant and law-abiding lifelong learners to be future leaders.*
- In order to implement this mission, it is imperative to create a complete K-12 school, so that young children have enough time to develop the character, skills and knowledge that will take them through a successful college education and life of leadership.
- AHI had decided to start in 2009-10 with only K-8 so that the majority of incoming 9th graders the next year would have been already trained in the philosophy and vision of AHI. The ultimate goal is to prepare students for college that would not only not need remedial classes but actually would be able to enter freshman year with a number college credits.

2. Philosophy, methods of instruction, special emphasis, and mission of the charter

- The philosophy, methods of instruction and special emphasis of Aim High Institute are applied throughout K-12. In fact, the curriculum is derived using “backward planning” starting with 12th grade in mind. Though implementation started from the bottom up (K-8 the first year of operation), the planning started from the top down.
- The original business plan aimed at opening an elementary K-8 the first year, followed by the high school grades in the following four years, one grade per year. Thus, we are now implementing this plan by adding Grade 9 for the school year 2010-11.

3. Staffing Plan:

Most of our present staff that teaches grades 7-8 are qualified and/or certified to teach secondary grades. The plan is to move these staff members upward so their hours will cover for example, grades 3-9 instead of grades 1-8. With the expansion of the lower grades, new staff will be reshuffled, or hired for the K-2 levels. This new staff will be mentored by existing staff.

4. Timeline for implementation:

March-April 2010:	Study of present staffing, how to move staff upward, what new staff members to be hired.
April-May 2010:	Hiring of new staff; renewal of contracts for old staff.

- June 2010: one-week Professional Development of staff members to prepare for new school year 2010-11
- August 2010: one-week Professional Development of staff members prior to start of school
- August 2010: Start of school year including Grade 9.

5. Proficiency level required for credit and/or promotion:

The AHI Family Manual describes these policies as follows:

- a. Credits:
 - Honors Courses (English, Math, Science, Social Studies) are on a 5.0 scale.
 - Regular Courses (all other subjects) are on a 4.0 scale.
 - Credit for the course is awarded if the student scores above 60% for the total annual grade.
 - If a student scores an F in a non-core subject on the total annual grade, s/he will be given a chance to retest and pass it, no later than two weeks prior to the start of the following school year.
 - The total number of credits is 7 per year, a total of 28 is required for graduation.
 - Semester Credit is awarded according to the following guidelines:

1 period /week	2 periods /week	3 periods/week	4 periods/week	5 periods/week
0.1 credit	0.2 credit	0.3 credit	0.4 credit	0.5 credit

- b. Cumulative GPA:
 - The GPA (up to two decimals) is calculated as follows:
 - Honors courses: A=5, B=4, C=3, D=2, F=1
 - Regular courses: A=4, B=3, C=2, D=1, F=0
 - The assigned numbers are then multiplied by a fixed coefficient that takes into account both their time weight and Honors weight
 - The GPA is updated every semester

6. Credit Transfer Policy:

- a. Students transferring to Aim High Institute at grade 10 level or above must submit their high school transcripts upon registration.
- b. The high school teachers' committee, including the Principal, will evaluate the transcript. This evaluation will compare courses taken for equivalency purposes and determine which credits will be accepted. The student's placement test results will be taken into account in this determination.
- c. An AHI equivalency transcript will be issued upon the committee's decision.