

# Procurement Laws Exception Amendment Request

## Charterholder Info

### Charter Holder

**Name:**  
Presidio School Inc.

**CTDS:**  
10-85-09-000

**Mailing Address:**  
1695 East Fort Lowell Road  
Tucson, AZ 85719  
> [View detailed info](#)

### Representative

**Name:**  
Thomas Drexel

**Phone Number:**  
520-881-5222

**Fax Number:**  
520-881-5522

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## 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.

**This exception will not be granted to State Board of Education sponsored charter schools.**

## Attachments

Board Minutes —  [Download File](#)

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

### Additional Information\*

No documents were uploaded.

## Signatures

Charter Representative Signature  
Thomas Drexel 03/11/2013

# USFRCS Exception Amendment Request

## Charterholder Info

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**Name:**  
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## 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.

**This exception will not be granted to State Board of Education sponsored charter schools**

## Attachments

Board Minutes –  [Download File](#)

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

**Additional Information\***

No documents were uploaded.

## Signatures

Charter Representative Signature  
Thomas Drexel 03/11/2013

**Notice of Public Meeting**  
**Presidio School Inc. Board of Directors**

Pursuant to A.R.S. 38-431.02, notice is hereby given to the members of the Presidio School Board of Directors and to the general public that a meeting, open to the public, will be held as specified below.

DATED AND POSTED THIS 4<sup>TH</sup> DAY OF MARCH, 2013

Board of Presidio School Inc.

By Terry S. Garza, Terry S. Garza  
Secretary, Board of Directors of Presidio School

<p>AGENDA Presidio School Board of Directors Meeting 1695 East Ft. Lowell Room # 516 Tucson, Arizona 85719 Tuesday, March 5, 2013 5:30 PM</p>
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- |   |   |
|---|---|
| <ul style="list-style-type: none"><li>• Call to order</li><li>• Public Comment</li><li>• Consideration to Approve the February 2013 Board Minutes</li><li>• Consideration to Approve January Expenditures for Presidio School</li><li>• Consideration to Approve the January Expenditures for PdIS</li><li>• Consideration to Approve the E-Rate Priority Two Providers</li><li>• Consideration to Approve the 2012 Annual Audit for Presidio School, Inc.</li><li>• Consideration to Approve Procurement Law Exception Amendment and Alternate Procurement Policy</li><li>• Consideration to Approve USFRCS Exception Amendment and Alternate Accounting Policy</li><li>• Consideration to Approve Business &amp; Support Service Contract Between Presidio School and Presidio de las Sierras</li></ul> | <p>Mr. Carrillo</p> <p>Mr. Carrillo</p> <p>Ms. Garza</p> <p>Ms. Garza</p> <p>Ms. Garza</p> <p>Mr. Drexel</p> <p>Mr. Drexel</p> <p>Mr. Drexel</p> <p>Mr. Drexel</p> <p>Ms. Garza</p> |
|---|---|

**Directors' Reports**

Mr. Drexel

Ms. Garza

# Presidio School Inc. Board of Directors

## Meeting Minutes

1695 E. Ft. Lowell

Tucson, Arizona

Date: March 5, 2013

Called To Order: 5:30 PM

Adjourned: 6:10 PM

### Members of the Board:

- George Barnett, Member
- Martin Carrillo, President
- Thomas Drexel, Vice President
- Terry Garza, Secretary
- Ruben Suarez, Treasurer

### Motions:

1. To approve the February 2013 Minutes as presented.

Moved by: Ruben Suarez      Seconded by: George Barnett      Outcome: Passed Unanimously

2. To approve the Presidio School January 2013 Expenditures as presented.

Moved by: George Barnett      Seconded by: Ruben Suarez      Outcome: Passed Unanimously

3. To approve the PdIS January 2013 Expenditures as presented.

Moved by: George Barnett      Seconded by: Ruben Suarez      Outcome: Passed Unanimously

4. To approve the E-Rate Priority Two Providers -- NETech, Sehi, Ricoh, Compass Network Solutions as presented.

Moved by: George Barnett      Seconded by: Terry Garza      Outcome: Passed Unanimously

5. To approve the 2012 Annual Corporate Audit for Presidio School, Inc. as presented

Moved by: Terry Garza      Seconded by: George Barnett      Outcome: Passed Unanimously

6. To approve submission of the Procurement Law Exception Amendment and Alternate Procurement Policy as presented to the State Board for Charter Schools.

Moved by: George Barnett      Seconded by: Ruben Suarez      Outcome: Passed Unanimously

7. To approve the submission of the USFRCS Exception Amendment and Alternate Accounting Policy as presented to the State Board for Charter Schools.

Moved by: George Barnett      Seconded by: Tom Drexel      Outcome: Passed Unanimously

8. To approve the Business and Support Service Contract between Presidio School and Presidio de las Sierras and to authorize Tom Drexel to sign on behalf of Presidio School.

Moved by: George Barnett      Seconded by: Ruben Suarez      Outcome: Passed Unanimously

### Directors' Reports:

Tom Drexel: Informed the Board that Presidio School will soon be the proud owners of Barney and Betty, two African tortoises. Presidio will be working in conjunction with volunteers from the Reid Park Zoo to build a habitat in the school's educational garden area. The tortoises weigh 40 and 100 pounds and should be an exciting addition to the Presidio Family.

Terry Garza: Invited the Board to attend the Presidio Family Bistro on March 21<sup>st</sup> from 4:30 to 6:30.

Motion to Adjourn: Moved by: George Barnett      Seconded by: Ruben Suarez      Outcome: Passed Unanimously

Next meeting: April 2, 2013 at 5:30 PM

Prepared by: Terry S. Garza, Terry S. Garza

## Notice of Public Meeting Presidio de las Sierras School Local Governing Board of Directors

Pursuant to A.R.S. 38-431.02, notice is hereby given to the members of the Presidio High School Board of Directors and to the general public that a meeting, open to the public, will be held as specified below.

DATED AND POSTED THIS 5TH DAY OF MARCH 2013

Local Governing Board of Presidio de las Sierras School

By Terry S. Garza, Terry S. Garza  
Secretary/Treasurer, Governing Board of Directors of Presidio de las Sierras School

### AGENDA

Presidio de las Sierras School Governing Board Meeting  
240 North Highway 90 By Pass  
Fellowship Hall  
Sierra Vista, Arizona 85635  
Thursday, March 7, 2013  
5:00 P.M.

- |   |           |
|---|-----------|
| • Call to order   | Ms. Frye  |
| • Public Comment  | Ms. Frye  |
| • Consideration to approve minutes of the February 2012 PdIS Board Meeting                      | Ms. Garza |
| • Consideration to approve PdIS January expenditures  | Ms. Garza |
| • Consideration to approve 2013 Strategic Planning Date   | Ms. Garza |
| • Consideration to approve PdIS 2013-2014 Grade Level Structure                                 | Ms. Garza |
| • Consideration to approve purchase of IDENTIMATRICS  | Ms. Frye  |
| • Consideration to approve the Presidio Business Mgmt. Contract                                 | Ms. Garza |
| • Consideration to Approve Procurement Law Exception Amendment and Alternate Procurement Policy | Ms. Garza |
| • Consideration to Approve USFRCS Exception Amendment and Alternate Accounting Policy           | Ms. Garza |
| • Consideration to approve the revised Presidio de las Sierras Student Handbook                 | Ms. Garza |

### Reports

Ms. Gale

- PdIS School Report

**Presidio de las Sierras Local School Governing Board**

**Meeting Minutes**

**240 N. Highway 90 Bypass**

**Sierra Vista, Arizona**

**Date: March 7, 2013**

**Called To Order:** 5:08 PM

**Adjourned:** 5:57 PM

**Members of the Board:**

- Adelina Frye, President
- Terry Garza, Secretary/Treasurer
- Major Lacey, Member
- Janell Taylor, Vice President

**Motions:**

1. To approve the February 2013 Minutes as presented.

Moved by: Janelle Taylor      Seconded by: Terry Garza      Outcome: Passed Unanimously

2. To approve the PdIS January 2013 Expenditures as presented.

Moved by: Terry Garza      Seconded by: Janelle Taylor      Outcome: Passed Unanimously

3. To Table setting the date for the 2013-2014 Strategic Planning Session until the May meeting.

Moved by: Terry Garza      Seconded by: Janelle Taylor      Outcome: Passed Unanimously

4. To approve the PdIS 2013-2014 grade level structure as presented.

Moved by: Terry Garza      Seconded by: Janelle Taylor      Outcome: Passed Unanimously

5. To approve the Purchase of IDENTIMATRICES contingent upon its ability to fully integrate with School Master.

Moved by: Terry Garza      Seconded by: Janelle Taylor      Outcome: Passed Unanimously

6. To approve submission of the Procurement Law Exception Amendment and Alternate Procurement Policy as presented to the State Board for Charter Schools.

Moved by: Terry Garza      Seconded by: Janelle Taylor      Outcome: Passed Unanimously

7. To approve the submission of the USFRCS Exception Amendment and Alternate Accounting Policy as presented to the State Board for Charter Schools.

Moved by: Terry Garza      Seconded by: Janelle Taylor      Outcome: Passed Unanimously

8. To approve the continuation Business and Support Service Contract between Presidio School and Presidio de las Sierras and to authorize Tom Drexel to sign on behalf of Presidio School.

Moved by: Janelle Taylor      Seconded by: Terry Garza      Outcome: Passed Unanimously

9. To Table the approval of the Presidio de las Sierras Student Handbook until the April 2013 meeting when an fully edited copy with the inclusion of the school organizational chart can be included.

Moved by: Janelle Taylor      Seconded by: Terry Garza      Outcome: Passed Unanimously

**Reports:** Patricia Gale, Principal, Attachment

Motion to Adjourn: Moved by: Terry Garza      Seconded by: Janelle Taylor      Outcome: Passed Unanimously

Next meeting: April 4, 2013 at 5:00 PM

Prepared by: Terry S. Garza, \_\_\_\_\_



## **Procurement Policy**

Presidio School, Inc. (CTD10-85-09) dba as Presidio de las Sierras (CTDS 10-85-09-301) 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.

Presidio School, Inc. (CTD10-85-09) dba as Presidio de las Sierras (CTDS 10-85-09-301) 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.

Presidio School, Inc. (CTD10-85-09) dba as Presidio de las Sierras (CTDS 10-85-09-301) 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.

### **Accounting Policy**

Presidio School, Inc. (CTD10-85-09) dba as Presidio de las Sierras (CTDS 10-85-09-301) 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.