

Board of Education Agenda- Southwest Leadership Academy

NOTICE OF PUBLIC MEETING

SOUTHWEST LEADERSHIP ACADEMY

GOVERNING BOARD

Pursuant to Arizona Revised Statutes (A.R.S.) 38-431.02, notice is hereby given to the public, that the Governing Board for Southwest Leadership Academy will hold a meeting open to the public as specified below. The Board reserves the right to change the order of items on the agenda, with the exception of public hearings. One or more Board members may participate telephonically.

Pursuant to A.R.S. §38-431.02 (H), the Board may discuss and take action concerning any matter listed on the agenda.

Pursuant to A.R.S. §38-431.03 (A) (3), the Board may vote to go into Executive Session, which will not be open to the public, for legal advice concerning any item on this agenda.

Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting Nancey Carter, Board Liaison at (602) 265-2000. Requests should be made as early as possible to allow time to arrange the accommodation.

DATED AND POSTED this 19th day of October 2018. By

Nancey Carter

Board Liaison/Compliance Manager

AGENDA

Southwest Leadership Academy Governing Board Tuesday,

October 23, 2018

10:30 (MST)

Call in Number: 1-646-876-9923

Meeting ID: 853-083-6461

Board of Education Agenda- Southwest Leadership Academy

All items on this agenda are open for discussion and possible action, including reports and action items. Public comment will be acknowledged at the end of the Agenda items.

A copy of the Agenda and Meeting Minutes are available for review on our website: www.southwestleadershipacademy.com

If authorized by a majority vote of the members of the Governing Board, any matter on the open meeting agenda may be discussed in executive session for the purpose of obtaining legal advice thereon, pursuant to A.R.S. 38431.03 (A)(3). In addition, the Board, by majority vote may enter into Executive Session for discussion and consultation with administration regarding student matters pursuant to A.R.S. §§15-342, 15-521, and 15-843; A.R.S. §38431.03 (A)(2) (consideration of records exempt by law from public inspection); legal advice/instruction to attorney pursuant to A.R.S. §38-431.03 Subsections (A)(3) and (A)(4). The executive session will be held immediately after the vote and will not be open to the public.

*Additional information regarding any of the items on this agenda may be obtained prior to the meeting by calling Nancey Carter at (602) 265-2000. Also, you can attend the foregoing meeting by teleconference from the School. Please contact Nancey Carter of the School's administration to find out how.

**Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting Nancey Carter at (602) 265-2000. Requests should be made as early as possible to arrange the accommodation.

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1. Call to order and roll call. (Board President): Mike Gantt, Jenny Diaz, Mark Hendershot, Ruben Olivas, Terry Hines and Brian Heath.
2. Introduction of Visitors:
3. **Resignation of Board Member** – The Board has received a letter of resignation from Jenny Diaz indicating that her multiple businesses are consuming a great deal of time and that she has to reconsider her volunteer work on the SLA Board. She expressed gratitude for the time she was able to serve on the Board and requests the Board accepts her resignation. Presentation of Award.

Motion: Move to accept with regret the resignation of Jenny Diaz as a School Board member for Southwest Leadership Academy effective today and to thank her for her unselfish years of service to the students of Southwest Leadership Academy.

4. **Approval of Meeting Minutes from the July 10 and July 16, 2018 board meetings.**

Motion: Move to approve the minutes of the July 10 and July 16, 2018 Board meetings attached.

5. **Resignation of Compliance Officer and Removal and Replacement of Charter representative**

Motion: Based on the attached resignation from Matthew Boucher as the compliance officer for Southwest Leadership Academy, the Board hereby takes action to remove Matthew Boucher as one of the charter representatives and to appoint Nancey Carter, current compliance officer for SLA as a replacement for Mr. Boucher as a charter representative effective immediately.

6. **Agreement with the Arizona School Boards Association for Four Year Policy Service Contract** – The school lacks a coherent set of policies and is unable to maintain needed policy changes resulting from changes in state and federal laws and regulations. ASBA has for many years provided this service to public and charter schools in AZ, which enables these schools and school districts to remain compliant. There is a \$1,000 startup fee for the ASBA to review any policies we have already approved and to bring our policies into compliance and they will prepare a recommended set of policies which they

Board of Education Agenda- Southwest Leadership Academy

will review with the administration to be sure the policies are written specifically for our school(s) and still meet all requirements. There is a \$500 fee once the four-year review has been completed and a \$300 per month subscription fee, which starts after the initial document is completed. This pays for the regular updates that the ASBA forwards to the district.

Motion: Move to authorize the superintendent to enter into a four-year agreement with the Arizona School Boards Association for policy development and maintenance services at the costs noted on the attached document.

- 7. Discussion and Possible Action** – Evening School Effective 11/5/18 – Most alternative high schools already have evening programs for students who have to work during the day . We had 33 students who left SLA last year and to date have not enrolled at any other high school which we believe indicates that they cannot attend school during the day. Therefore, we are proposing starting on November 5 to commence evening school from 5 PM to 9:30, which provides for 30-minute break during the evening which students can either relax or eat dinner. Each night we plan to have a teacher who can specialize in one subject area: mathematics, English/language arts, science, social studies and foreign languages. The students will generally be working on Edgenuity courses that they need to graduate and the teacher will be there to help tutor and assist the student in any of their Edgenuity classes or help with the work in their specific subject matter expertise. I anticipate that we will be able to secure additional tutors (without cost to SLA) from 1:11 Tutoring to supplement the teacher. As you will see from the financial projections attached, we “break even” with 14 students but we do expect this to grow. Our risk is low since we could discontinue the program if we determine there is insufficient enrollment.

Motion: Move to authorize the superintendent to commence an evening program for alternative high school students effective November 5, 2018 for 4.5 hours nightly and to further authorize the employment of personnel to provide instruction and security or a security firm.

- 8. Rosetta Stone Multiyear agreement** – We currently have three classes of foreign language being taught at SLA, students are working with the software, and our staff finds this to be a good way to provide foreign languages to our students. When we purchased Rosetta Stone we decided to purchase one year, 250 licenses (some of these licenses have also been purchased by Prestige Day School and Canyon State from SLA) at the cost of \$12,000. We made an arrangement that if we liked the software and wanted to purchase a multiyear agreement that Rosetta stone would re-price the system, which would save SLA

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\$9,000 over the course of three years. (\$27,000 VS \$36,000) SLA has the cash and the program can be amortized over three years actually lowering the current budget allocation. The administration is recommending that the Board consider approving a contract for three years before December 31, 2018 when this offer expires.

Motion: Move to authorize the superintendent to execute a three year contract with Rosetta Stoney for 250 foreign language licenses (multi language license) at the cost of \$27,000 to be amortized over a period of three years.

- 9. Review of FY19 Budget, financial Reports for September 2018, ROP CFO, CJ Bower, will review the monthly budget summary, expenditures, revenue, and projected budget performance and answer questions.**

Motion: Move to receive the September 2018 financial reports as submitted.

- 10. Reduction in Force and Reallocation of Funds** – In order to reduce costs and reallocate funds for other school needs, the administration recommends eliminating one behavior mentor’s position. We have been working with just two behavior mentors for the past couple of weeks quite satisfactorily and both the principal and assistant principal can assist in moving students from class to class between each period.

Motion: Move to eliminate one behavior mentor’s position effective October 24, 2018.

- 11. FY19 Budget Revision** – Since the last Board meeting we have received new funding information and have modified the spending of certain accounts. This information is being provided to the Board so you are aware of the changes but ROP only adjusts the budget semiannually. Budget revisions will also be reviewed at the January 8, 2019 Board meeting

12. Informational Only:

- a. The Maricopa County Health Department inspected the SLA kitchen last week and gave SLA an “A rating”.

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- b. We are planning a flu clinic for either 10/31 or 11/1 provided by Walgreen's (special thanks to John Motley @CSA for connecting me to them) for our students and staff at no cost to SLA for those getting the flu shot. Walgreen's will accept insurance as payment.
- c. Nancey Carter and Patrick Newley wrote a grant for musical instruments from Little Kids Rock, a non-profit music education organization to the "tune" of \$2,500, which we were awarded. Our students are now enjoying a new drum set, electric guitar with amplifier, bass guitar with amplifier, Cassio keyboard and keyboard stand.
- d. We have launched our first student driven club – "The Music Club" being managed by Oscar Ortega, a senior at SLA. Eleven of our music club students and four chaperones will be attending the ASU Gammage production of "On Your Feet" November 10th. We were able to purchase discounted tickets for the event. Dr. Geiger is looking to see if we can approve work study for the student leader/convener..
- e. We are conducting a contest for our students for the next three weeks. Those who are here every day and on time will be entered into a raffle for tickets to see "Elf- the Musical" at the Phoenix Theater along with two chaperones. Of course we obtained discounted tickets.
- f. Jarod Pidgeon, one of our new teachers, has an assignment to call approximately 20 parents nightly when their child has irregular attendance. Often parents are not aware that their student has not been coming to school and this type of follow up is essential to get kids to school. We also started at the beginning of the year serving coffee each morning from 8-8:30 when school starts to get more students to come to school on time. It seems to have made an impact.
- g. We have had problems with vandals removing catalytic converters from our vans. We have had to replace them on most of our vans at the cost of nearly \$1,000 each. We are exploring the replacement of one of our vans, which has a lease expiring in May to see if we can replace it sooner since the AC no longer works.
- h. New bathroom partitions were installed in two of the boy's bathrooms. These partitions are made of thick plastic, which can be buffed so any "art work" by students can be removed easily. They also have stronger braces and full seamless hinges. They also provide greater privacy. Cost was \$5,680 and competitive pricing was obtained. Interstate Interiors was the lowest priced vendor.
- i. Currently we have three tutors at the school daily through a program whereby the state awarded a grant to a company called "1:1 Tutoring". The tutors have all gone through the state fingerprint screening and work

Board of Education Agenda- Southwest Leadership Academy

with students in the core subjects either in the class, afterschool, in the morning, or pulled out of non core subjects.

- j. Ms. Berry (English teacher) took 30 students to the Odyssey Aquarium Friday, October 19th, as the kick off of a student research project. We were pleased that Odyssey Aquarium awarded a Title 1 Scholarship to the school so students could also attend next semester without charge.

13. Principal's Report – Dr. Fowler will present information on the changes to the school program for FY19 including Galileo Test results, Rosetta Stone, Beyond Textbooks, Galileo, Reading 180, student academic performance for Quarter One, athletics, after school clubs, student behavior, personnel, 40th day results and future plans.

14. Identify future agenda items (Discussion/Action)

15. Public Comment

16. Adjournment

- a. Next regular meeting: January 8, 2019 2018 @ 10:30 AM (MST) @ Southwest Leadership Academy (telephonic attendance is acceptable).

Clear Form



Arizona State Board for Charter Schools

Declaration of Consistency

This form must be completed, signed and dated by the Charter Representative and upload as described in the appropriate instructions.

Charter Holder Information	
Name of Charter Holder Entity	Southwest Leadership Academy
Name of individual(s) being added/removed	Jennifer Diaz

Check box below to indicate the type of request	
<input type="checkbox"/>	Adding Charter Principal <i>(Any officer, director, partner, or member of the corporate board of the Charter Holder)</i>
<input type="checkbox"/>	Adding School Governing Body Member
<input type="checkbox"/>	Removing Charter Principal <i>(Any officer, director, partner, or member of the corporate board of the Charter Holder)</i>
<input checked="" type="checkbox"/>	Removing School Governing Body Member

Check box below to indicate agreement	
<input checked="" type="checkbox"/>	As the Charter Representative, I understand that when adding and/or removing board members, the Charter Holder must maintain consistency with the number of members set forth in the current bylaws or operating agreement. My signature below verifies that the change(s) requested will maintain the correct number of board members, as required by the bylaws or operating agreement.

Check box below to indicate agreement (for changes in Charter Principals ONLY)	
<input checked="" type="checkbox"/>	The Charter Principals are the Officers, Directors, Members, and Partners of the corporation that is the Charter Holder. As the Charter Representative, I understand that these must be the same individuals who are identified through filings with the Arizona Corporation Commission ("ACC"), and that the Charter Holder must update the membership with ACC to ensure continued alignment.

Failure to comply with board alignment requirements may result as a non-compliance issue and recorded in Measure 2 (d and/or e) of the Charter Holder's operational performance dashboard.

Signature	
Charter Representative's Signature: _____	Date: _____

Clear Form



Arizona State Board for Charter Schools

Declaration of Payment, Benefit or Consideration

Complete form for *each* individual listed in the request. Have each form signed and dated by the individual listed below or the Charter Representative and upload as described in the appropriate instructions.

Charter Holder Information	
Name of Charter Holder Entity	Southwest Leadership Academy
Name of individual(s) being added/removed	Jennifer Diaz

Check box below to indicate the type of request	
<input type="checkbox"/>	Adding Charter Representative <i>(An individual with the power to bind a Charter Holder contractually and the primary point-of-contact for communications regarding the Charter Holder)</i>
<input type="checkbox"/>	Adding Charter Principal <i>(Any officer, director, partner, or member of the corporate board of the Charter Holder)</i>
<input type="checkbox"/>	Adding School Governing Body Member
<input type="checkbox"/>	Removing Charter Representative <i>(An individual with the power to bind a Charter Holder contractually and the primary point-of-contact for communications regarding the Charter Holder)</i>
<input type="checkbox"/>	Removing Charter Principal <i>(Any officer, director, partner, or member of the corporate board of the Charter Holder)</i>
<input checked="" type="checkbox"/>	Removing School Governing Body Member

Check box below to indicate which statement applies	
<input checked="" type="checkbox"/>	For the specific request listed above, I have received no payment, benefit, or consideration in the transition.
<input type="checkbox"/>	For the specific request listed above, I have received payment, benefit, or consideration in the transition. Explain:

Signature	
Individual/Charter Representative's Signature: _____ Date: _____	

**MINUTES OF THE
SOUTHWEST LEADERSHIP ACADEMY
GOVERNING BOARD MEETING
JULY 10, 2018**

Pursuant to Arizona Revised Statutes (A.R.S.) 38-431.02, notice was provided to the public, that the Governing Board for Southwest Leadership Academy would hold a meeting open to the public on July 10, 2018 at 10:30 AM (MST) at Southwest Leadership Academy located at 4301 West Fillmore Street, Phoenix, AZ 85043

1. **Call to order and roll call.** Board president, Mike Gantt called the role. Present were Mark Hendershot, Terry Hines, Brian Heath and Michael Gantt providing a quorum. Absent were Ruben Olivas and Jenny Diaz.
2. **Introduction of Visitors:** CJ Bower, ROP CFO (telephonically) Principal of SLA, Dr. Greg Fowler and Superintendent and Regional Education Director, Dr. Philip Geiger were also present.
3. **Resignation of Board Member** – The Board had received a letter of resignation from Ms. Diaz whose busy professional schedule has made it difficult to participate as a Board member. However, after a conversation Ms. Diaz had with Mr. Heath, she has agreed to remain on the Board for a few more months to properly transition from the Board. The Board president tabled the resignation.
4. **Approval of Meeting Minutes** from the June 26, 2018 board meeting.

A motion was made by Mr. Hendershot, seconded by Mr. Heath to approve the minutes of the June 26, 2018 Board meeting attached. The motion passed unanimously.

5. **Board Officers:** At the June meeting, according to the By-laws, the Board was to elect a president, vice president, secretary and treasurer or it can combine multiple positions. Because of other pressing business, the Board agreed to postpone this issue until the July Board meeting.

Board member discussed the specific positions that they wanted to fill and decided that they would elect a president, vice president and secretary/treasurer. Each position is a one-year term effective July 1, 2018 until June 30, 2019 or until the Board conducts its next election.

A motion as made by Mr. Heath, seconded by Ms. Hines to elect the following slate of officers Michael Gantt, President; Ruben Olivas, Vice President and Mark Hendershot, secretary/treasurer. The motion passed unanimously.

- 6. Discussion of New Attendance Policy** – Principal Fowler advised the Board that the school would be instituting a new attendance policy this year to encourage students to have improved attendance so that student performance will also improve.

This year if a student is dis-enrolled due to unexcused absences of 10 consecutive school days as required by the State of Arizona DOE, the student will only be readmitted to the school after a hearing with the parents, the student,, administration and staff of SLA to determine the student’s willingness and to commit to regular attendance in order to succeed academically. The committee may chose the re-enroll the student for good and sufficient reasons or deny the request to re-enroll based on the lack of evidence that the student is seriously interested in getting an education. If denied, parents or the student if of the age of majority wants to appeal they must file a request with the Superintendent within 10 days of denial who will then conduct another hearing. The Superintendent can either readmit the student or deny the request and if denied, the parents or the student if of the age of majority can appeal to the School Board. The School Board’s decision is final.

The Board was pleased with this plan and recommended additional options for consideration including the implementation of the “Check and Connect” program, the use VISTA or AmeriCorps personnel to serve as mentors and advocates for students to ensure greater attendance and the use of behavior mentors to perform home visits and re-connections with students who are frequently absent. Dr. Fowler also noted that the school has instituted an attendance incentive program for students as well as for teachers,

- 7. Appointment of Auditor for FY18 Annual Audit** – The Board is required to select and approve the fee for the annual audit. Having searched the archived minutes and not finding a Board resolution, it is advisable for the Board to approve a resolution again to be sure that the Board at a public meeting approved this engagement.

Ms. Bower commented that auditing services were competitively bid three years ago and that the contract for auditing services will be re-bid this year.

Mr. Hendershot made a motion, seconded by Ms. Hines to continue the services of Fester & Chapman as the auditor for the FY18 school year to conduct the annual audit and prepare the compliance questionnaire for a fee of \$11,900 and \$1,300 to complete the income tax return for a total of \$13,200. Motion passed unanimously.

8. **Officers and Directors Errors and Omissions and Cybersecurity Insurance** - At our previous meeting the CFO presented the Board with a proposed D&O insurance policy with a \$1,000,000 limit to which the Board requested additional quotes from the same firm at \$2,000,000 and \$5,000,000.

Ms. Bower has provided the Board with two proposals one for \$1M in coverage and one for \$2M. She said that most Board with a budget our size choose \$1M but the decision as to the amount of coverage is up to the Board. Following discussion the Board came to a consensus that a \$1M policy would be satisfactory.

Ms. Hines made a motion, second by Mr. Hendershot to authorize CJ Bower to execute an agreement on behalf of the Board with Philadelphia Indemnity Insurance Company \$1M at the cost of \$3,084 annually. The motion passed unanimously.

9. **Approval of Teacher Salary Guide** – CJ Bower, CFO for ROP, presented ROP's recommended salary guide for the SLA staff and stated that one she receives more information from the state regarding any additional funding for the 20% x2 020 program, that the Board may want to adopt a different guide to better meet the requirements of the new legislation. It was noted that ROP had been working on providing a generous increase for staff even before the state legislature got involved in this issue and that the current guide provides a 6% salary increase for staff that would be adjusted retroactively to July 1, 2018 if the Board adjusts the guide later.

Mr. Heath made a motion, seconded by Mr. Hendershot to ratify and accept the teacher salary guide for Southwest Leadership Academy as presented. Motion passed unanimously

10. **FY19 Budget Adoption** – The Board conducted a public hearing on the FY19 budget on June 26, 2018 and Ms. Bower, ROP CFO, submitted a revised budget on Monday, July 9, 2018. Mr. Hendershot commented on the fact he was pleased to see that as much as possible was being spent on instruction in order to improve student performance. Dr. Geiger also noted that the Board still had \$1M in reserve as of this date. Ms. Bower stated that the budget included the new salary rates based on the new salary guide just approved and where there were vacancies the salary of prior personnel were left as placeholders. She also said that the sports budget had been reduced since last year there was an inordinate amount of spending due to uniform replacements and the installation of

the weight room and that several new instructional programs were incorporated into the budget. Ms. Bower said that the budget could be adjusted later as needed.

Mr. Heath made a motion, seconded by Mr. Hendershot to adopt the proposed FY19 budget as submitted. The motion passed unanimously.

11. **FY 19 Board Meetings:** The Board discussed the possibility of restructuring the Board calendar to meet quarterly for a longer period instead of every other month for a briefer time. The Board discussed changing its meeting calendar. Now the Board meetings are at 10:30 AM on July 10, 2018, September 25, 2018, November 27, 2018, January 22, 2019, March 26, 2019, May 28, 2019 (retreat), June 19, 2019 (annual meeting). If the Board were to meet quarterly, the calendar would be October 9, 2018, January 8, 2019, April 9, 2019 (Board retreat) and June 18, 2019.

Mr. Gantt suggested that if the Board chose to adopt a quarterly calendar of meetings that the administration should provide monthly report of activities, actions, and information to keep the board fully informed. He also agreed to develop a reporting template to consider. Mr. Gantt also requested that all important compliance dates that may require board action be included on our annual “action calendar”. Dr. Geiger said that the administration would be certain to include all of those events and highlight them in color for the Board to distinguish them from the hundreds of other activities. Mr. Hendershot suggested that the Board also begin using committees of the Board to address specific issues especially strategic planning. Dr. Geiger suggested that the Board president define those committees he believes that the board needs, their mission, desired outcome and members who can meet independently or with the administration between Board meetings.

Mr. Heath made a motion, seconded by Mr. Hendershot to approve a new quarterly board-meeting calendar effective immediately with the following planned meeting dates for FY19: October 9, 2018, January 8, 2019, April 9, 2019 and June 18, 2019 as well as any special board meetings called by the president. The motion passed unanimously.

12. **Identify future agenda items:** Mr. Heath asked that at the October meeting the Board recognize Ms. Diaz for her long and outstanding service to SLA. The Board was in full agreement.

13. **Public Comment** – No members of the public were present

14. **Adjournment:** President Gantt adjourned the meeting at 12:06 PM (MST).

Next regular meeting: October 9, 2018 @ 10:30 AM (MST) @ Southwest Leadership Academy (telephonic attendance is acceptable).

**MINUTES OF THE SPECIAL PUBLIC MEETING
SOUTHWEST LEADERSHIP ACADEMY
GOVERNING BOARD**

Pursuant to Arizona Revised Statutes (A.R.S.) 38-431.02, notice was given to the public, that the Governing Board for Southwest Leadership Academy will hold a special meeting on Monday, July 16, 2018 at 10:30 A.M. (MST) at Southwest Leadership Academy located at 4301 West Fillmore Street, Phoenix, AZ 85403. Members of the public were invited to attend and to speak at the meeting either by phone or in person.

Call to order and roll call: (Board President: Mike Gantt called the meeting to order at 10:30 AM. Those present telephonically were: Michael Gantt, Mark Hendershot, Ruben Olivas, Terry Hines and Brian Heath. Ms. Jenny Diaz was absent.

Superintendent Dr. Philip Geiger was also present in person.

1. Approval of FY19 Annual Budget (Revised) - Due an error in calculations the annual budget approved July 10, 2018 must be amended for submission to the State.

President Gantt requested Dr. Geiger briefly explain the reasons for the need to amend the budget. Dr. Geiger advised the Board he already forwarded an email explaining the details but for the record, the salaries of personnel and the number of positions were corrected which also affected the cost of benefits and taxes.

Dr. Geiger said that since the primary means by which ROP develops the budget is by “rolling over” the previous year’s budget there were certain instructional initiatives that were not identified in the budget and an uncertainty if they were in the prior year’s budget. The cost of Directors and Officers Insurance approved last Tuesday was added, as was the cost of the Edgenuity subscription and expenses for the reading and mathematics intervention screening and instructional programs. Dr. Geiger noted that since Ms. Bower was unavailable over the weekend, at Ms. Bower’s suggestion to Mr. Heath, Dr. Geiger along with the SLA school accountant, Vicki Hire, made adjustments to the budget to address the issues above as well as additional issues that needed to be resolved which resulted in the budget currently submitted to the board.

Mr. Olivas asked who else was reviewing the budget besides Ms. Bower. Mr. Heath indicated that the Board receives monthly financial information and the budget is audited annually. Mr. Gantt asked whether detailed information was provided to ROP finance, which Dr. Geiger indicated he had including updated salaries, positions and new instructional costs. Ms. Hines asked if it is possible that some of the items added to the budget could already be in the previous budget submitted by ROP to which Dr. Geiger noted that that was possible. Dr. Geiger said more detail would be added to the approved budget so the Board is aware as to what is already incorporated into the budget and he suggested that the Board not only review monthly financials but that it considers budget revisions at the Board's quarterly meetings to address changes in revenue and expenditures.

Mr. Hendershot made a motion to approve the budget as submitted and to require quarterly budget reviews along with greater budget detail and the submission of the draft budget no later than 30 days prior to the public budget hearing. Mr. Heath seconded the motion, which the Board approved unanimously.

2. **Public Comment** –No public present or on the phone.
3. **Adjournment:** There being no further business President Gantt adjourned the meeting at 10:51 A.M.

Next regular meeting: October 9, 2018 @ 10:30 AM (MST) @ Southwest Leadership Academy (telephonic attendance is acceptable).

Amendment Administratively Incomplete

ASBCS System Administrator

Wed 10/17/2018 2:41 PM

To: mgantt1@cox.net <mgantt1@cox.net>; Gregory Fowler <Gregory.fowler@rop.com>; Matt Boucher <matthew.boucher@rop.com>; Brian Heath <brian.heath@rop.com>; Philip Geiger <philip.geiger@rop.com>;

Arizona State Board for Charter Schools

Physical Address

1616 W. Adams Street, Suite 170
Phoenix, AZ 85007

Mailing Address

P.O. Box 18328
Phoenix, AZ 85005

October 17, 2018

Phone: (602) 364-3080

Follow-up Required

By 11/17/2018, the Charter Holder must submit an administratively complete Charter Representative Request to remove Matthew Boucher and to properly update the board members with ASBCS}.

Failure to provide required follow-up, as described above, by 11/17/2018, will be recorded in Measure 2.e. of the Charter Holder's operational performance dashboard.

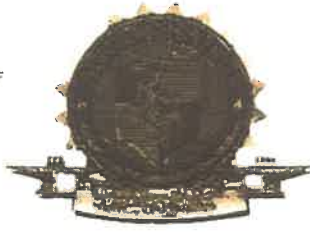
In accordance with R7-5-501(C), if the specified deadline has not passed, Board staff may grant a charter holder an extension to the specified deadline. To request an extension, please email the Charter Holder's rationale for the extension to charterschoolboard@asbcs.az.gov. At that time, the request for extension will be considered by the Executive Director for approval or denial.

If you have any questions, please feel free to contact me at 602-364-3080 or Bianca.Ulibarri@asbcs.az.gov.

Sincerely,

Bianca Ulibarri

Office Manager



May 17, 2018

Southwest Leadership Academy
4301 W Fillmore St
Phoenix, AZ 85043

Dear Dr. Gregory Fowler:

I, Matthew D. Boucher, respectfully—and regretfully—resign from my position as the Education Compliance Manager for Southwest Leadership Academy effective June 8, 2018.

I want to thank you for the valuable experiences and friendships I've gained while working at Southwest Leadership Academy, including the opportunity to contribute towards the success of our youth. I believe SLA has become better positioned for success because of this year's activities and I wish you, and SLA, the best in all of your future pursuits.

Sincerely,

Matthew D. Boucher
Education Compliance Manager
Southwest Leadership Academy

Rite of Passage, Inc. ~ Southwest Leadership Academy

"Improving the Lives of Youth"

4301 WEST FILLMORE STREET

PHOENIX, AZ 85043

602-265-2000



May 17, 2018

Southwest Leadership Academy
4301 W Fillmore St
Phoenix, AZ 85043

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Sincerely,

Matthew D. Boucher
Education Compliance Manager
Southwest Leadership Academy

Rite of Passage, Inc. ~ Southwest Leadership Academy

"Improving the Lives of Youth"

4301 WEST FILLMORE STREET

PHOENIX, AZ 85043

602-265-2000



Arizona State Board for Charter Schools

Declaration of Payment, Benefit or Consideration

Complete form for *each* individual listed in the request. Have each form signed and dated by the individual listed below or the Charter Representative and upload as described in the appropriate instructions.

Charter Holder Information	
Name of Charter Holder Entity	Southwest Leadership Academy
Name of individual(s) being added/removed	Matthew Boucher

Check box below to indicate the type of request	
<input type="checkbox"/>	Adding Charter Representative <i>(An individual with the power to bind a Charter Holder contractually and the primary point-of-contact for communications regarding the Charter Holder)</i>
<input type="checkbox"/>	Adding Charter Principal <i>(Any officer, director, partner, or member of the corporate board of the Charter Holder)</i>
<input type="checkbox"/>	Adding School Governing Body Member
<input checked="" type="checkbox"/>	Removing Charter Representative <i>(An individual with the power to bind a Charter Holder contractually and the primary point-of-contact for communications regarding the Charter Holder)</i>
<input type="checkbox"/>	Removing Charter Principal <i>(Any officer, director, partner, or member of the corporate board of the Charter Holder)</i>
<input type="checkbox"/>	Removing School Governing Body Member

Check box below to indicate which statement applies	
<input checked="" type="checkbox"/>	For the specific request listed above, I have received no payment, benefit, or consideration in the transition.
<input type="checkbox"/>	For the specific request listed above, I have received payment, benefit, or consideration in the transition. Explain:

Signature	
Individual/Charter Representative's Signature: _____	Date: _____

Clear Form



Arizona State Board for Charter Schools

Declaration of Payment, Benefit or Consideration

Complete form for each individual listed in the request. Have each form signed and dated by the individual listed below or the Charter Representative and upload as described in the appropriate instructions.

Charter Holder Information	
Name of Charter Holder Entity	Southwest Leadership Academy
Name of individual(s) being added/removed	Nancey Carter

Check box below to indicate the type of request	
<input checked="" type="checkbox"/>	Adding Charter Representative <i>(An individual with the power to bind a Charter Holder contractually and the primary point-of-contact for communications regarding the Charter Holder)</i>
<input type="checkbox"/>	Adding Charter Principal <i>(Any officer, director, partner, or member of the corporate board of the Charter Holder)</i>
<input type="checkbox"/>	Adding School Governing Body Member
<input type="checkbox"/>	Removing Charter Representative <i>(An individual with the power to bind a Charter Holder contractually and the primary point-of-contact for communications regarding the Charter Holder)</i>
<input type="checkbox"/>	Removing Charter Principal <i>(Any officer, director, partner, or member of the corporate board of the Charter Holder)</i>
<input type="checkbox"/>	Removing School Governing Body Member

Check box below to indicate which statement applies	
<input checked="" type="checkbox"/>	For the specific request listed above, I have received no payment, benefit, or consideration in the transition.
<input type="checkbox"/>	For the specific request listed above, I have received payment, benefit, or consideration in the transition. Explain:

Signature	
Individual/Charter Representative's Signature: <u>Nancey Carter</u>	Date: <u>10/18/18</u>

Clear Form



Arizona State Board for Charter Schools Affidavit, Disclosure, and Consent for Background and Credit Check

Complete this form for each new Charter Representative and Principal listed in the request/application. Duplicate as needed and print each form separately. Have each form signed and dated by the new Charter Representative or Principal and notarized.

Name: Nancey Carter Social Security Number*: 103644258

Street Address: 600 N 4th Street, Apt 548

City: Phoenix State: AZ Zip: 85004

Phone: 5303140105 Date of Birth: 3/23/65 Place of Birth: Brooklyn, NY

With my signature below, permission is hereby granted to the Arizona State Board for Charter Schools to conduct a background and credit check of the individual above.

Please check the appropriate answer to each question below.

1. Have you ever been convicted of or pled "no contest" for any violation of law other than minor traffic offenses? If either event has occurred, you must answer YES. If the conviction has been set aside, the charges must be disclosed. Please give details on a separate signed, notarized and dated sheet.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
2. Have you ever been convicted of, admitted committing, or are you awaiting trial on any of the following criminal offenses in this state or similar offenses in another jurisdiction: (1) Sexual abuse of a minor, (2) Incest, (3) First or second degree murder, (4) Kidnapping, (5) Arson, (6) Sexual assault, (7) Sexual exploitation of a minor, (8) Contributing to the delinquency of a minor, (9) Commercial sexual exploitation of a minor, (10) Felony offenses involving sale, distribution or transportation of, offer to sell, transport or distribute marijuana or dangerous or narcotic drugs, (11) Felony offenses involving the possession or use of marijuana or dangerous or narcotic drugs, (12) Misdemeanor offenses involving the possession or use of marijuana or dangerous drugs, (13) Burglary in the first degree, (14) Burglary in the second or third degree, (15) Aggravated or armed robbery, (16) Robbery, (17) A dangerous crime against children as defined in A.R.S. § 13-705, (18) Child abuse, (19) Sexual conduct with a minor, (20) Molestation of a child, (21) Manslaughter, (22) Aggravated assault, (23) Assault, or (24) Exploitation of minors involving drug offenses? If YES, submit certified court record and details of incident(s), signed, notarized and dated.	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
3. Have you ever declared bankruptcy? Please give details on a separate signed, notarized and dated sheet.	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

I DO SOLEMNLY SWEAR OR AFFIRM THAT THE FOREGOING INFORMATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE. FURTHERMORE, SHOULD ANY PART OF THE INFORMATION HEREIN PROVIDED PROVE TO BE FALSE, I RECOGNIZE THAT IT SHALL BE JUST CAUSE FOR THE ARIZONA STATE BOARD FOR CHARTER SCHOOLS TO DENY THE REQUEST SUBMITTED BY THE ABOVE LISTED CHARTER HOLDER(S)?

Signature Nancey Carter

Notary: Subscribed and sworn before me this 18 day of October Year 2018

County of Maricopa State of Arizona

Notary Public Signature Esmeralda Delgado My Commission Expires 08/06/2022



*Disclosure of your social security number is voluntary and is requested by the Arizona State Board for Charter Schools pursuant to its legislative authorization under A.R.S. § 15-182(E) in order to verify the information supplied in your request and to determine your qualifications to operate a charter school. No statute or other authority requires that you disclose your social security number for that purpose. Failure to disclose your social security number may, however, result in a denial of your request.



July 12, 2018

Memorandum of Record for: Arizona State Board for Charter Schools

Was convicted of non-injury DUI in December 2001 in Los Gatos, CA. Completed necessary community service and paid all fines.

Nancey Carter
Education Compliance Manager
Southwest Leadership Academy

Subscribed and sworn before me this 18 day of October year 2018
county of Maricopa State of Arizona

Esmeralda Delgado



COMMISSION EXPIRES
08/06/2022

RITE OF PASSAGE – SOUTHWEST LEADERSHIP ACADEMY

“Celebrating Thirty Years of Improving the Lives of Youth”



**STATE OF ARIZONA
DEPARTMENT OF PUBLIC SAFETY**

Level One Fingerprint Clearance Card

Name: NANCEY E. CARTER

Birth Date: 3/23/1965 **Issue Date:** 6/28/2018

F	195	5 03	BRO	BLN
Sex	Weight	Height	Eyes	Hair

Card Number: 4A01158568 **Expire Date:** 6/28/2024

IVPE156811

ASBA Representative's Initials and Date _____

Charter School Representative's Initials and Date _____



Addendum: ASBA – FEES – Charter Schools 2018

*ASBA Associate Membership

0.025% of the M & O Budget + Special Grants, not including capital outlay = \$250 - \$6000 limit per year.

Policy Services Associate Membership

(Four Year Agreement) – Must be an *ASBA Associate Member to join Policy Services.

Monthly Membership Fee (4 year agreement at \$300 - \$400 per month, based on the number of charters per entity using one Handbook), commencing the month following receipt of the Start Up cost and agreement signed by an appropriate official of the school. Charter numbers/fee per month: 1-3/\$300; 4-6/\$350; 7+/\$400.

Policy Handbook Preparation, Review, Maintenance

Initial start up cost	\$1,000 – Payable upon receipt of the Four Year Agreement. (Includes initial review and pdf of policy handbook)
Comprehensive Policy Review	\$500 – Payable upon completion of additional four (4) year Comprehensive Policy Review
Consultation	Whenever an analyst travels to the School for the review/consultation, charges are made for mileage, lodging, and per diem expenses incurred by the analyst.
Draft Handbook	A Digital Draft Handbook is provided to the Executive Director to share with the Governing Body Members and others as required.
Final Handbook	Online access (PolicyBridge) is provided to the Governing Body Members, the Executive Director and others once all required information and materials, including changes, additions, deletions, and the Final adoption date, are forwarded to Policy Services.
Handbook Pdf	No Cost – May be printed directly from PolicyBridge.
Handbook Modifications	Will be incorporated into the Handbook as Policies are adopted by the Governing Body or Regulations and Exhibits are created or modified by the Executive Director. The School will select an onsite Super User to process all updates on PolicyBridge and submit to Policy Services for publishing.

If there are any questions or concerns don't hesitate to contact Policy Services.

Chris Thomas Dr. Terry L. Rowles Steve Highlen David DeCabooter
cthomas@azsba.org trowles@azsba.org shighlen@azsba.org ddecabooter@azsba.org

ASBA Phone Nos. 602-254-1100 office 800-238-4701 out of area 602-254-1177 fax

Quality Leadership & Advocacy for Children in Public Schools

**ASBA Policy Services
Subscription Agreement**

Parties:

ASBA

Arizona School Boards Association
2100 North Central Avenue, Suite 200
Phoenix, Arizona 85004

MEMBER SCHOOL

Southwest Leadership Academy
4301 West Fillmore Street
Phoenix, AZ 85043

Effective Date: _____, 2018

Agreement:

The Arizona School Boards Association (ASBA) and the Member School mutually agree as follows:

1. Basic Policy Services. ASBA will provide the following policy services:

1.1 Policy Advisories. The Member School will receive ASBA Policy Advisories, memoranda that contain model policies, regulations, and exhibits developed by ASBA in response to changes to or new interpretations of state and federal laws and regulations.

1.2 Policy Amendment Assistance. ASBA policy services staff will assist the Member School with the revision and formatting of the Member School's policies, whether developed in response to an ASBA Policy Advisory or at the initiative of the Member School.

1.3 On-Call Policy Information. The Member School may contact ASBA Policy Services at any time for information or assistance concerning specific policy matters, however, provision of such service will not constitute legal advice.

1.4 Policy Handbook Reviews. ASBA policy services will meet with the Member School's Executive Director and selected staff and governing body members to review and update the Member School's policy handbook upon the Member School's request once every four or five years. The review will be conducted at the office of either ASBA or the Member School during normal work hours and will not exceed one work week. Upon completion of the review, ASBA will provide the Member School with electronic policy handbook draft documents. The Member School acknowledges that ASBA Policy Services must have adequate advance notice in order to schedule a periodic policy review; while Policy Services will coordinate the advance scheduling with the Member School, ASBA assumes no waiver of periodic review required under this section should the Member School be unable to schedule the periodic review when given advance notice by Policy Services and multiple opportunities for scheduling the review. Failure by the Member School to provide a two-week advance notification to Policy Services of a postponement or cancellation of a scheduled policy review may result in the fee for a review being charged, contingent on the amount of preparation completed by the analyst at the time of the notification and/or the inability to schedule another member school handbook review during the vacated review period. The handbook review fee is specified at paragraph 6.

1.5 Policy Reference Manual. The Member School may digitally access the ASBA Policy Reference Manual (PRM), a compendium of Arizona laws, court decisions and a summary of attorney general opinions that relate to the development and application of Member School's policies. The manner of digital delivery of the PAM is contingent on the Member School's computer and software capabilities.

ASBA Policy Services
Subscription Agreement

1.6 School Policies. The Member School acknowledges that when policy model documents are adopted by the Member School Governing Body and implemented by the Member School administration, such policies, regulations, and exhibits are those of the Member School, not ASBA. ASBA will not indemnify nor defend the Member School if Member School's policies and associated documents are challenged in litigation. The Member School further acknowledges that ASBA Policy Services may remove the ASBA copyright from a document when ASBA determines the document is not the intellectual property of ASBA Policy Services, when an ASBA copyrighted document has been modified in such a manner that ASBA Policy Services believes the document no longer qualifies as ASBA copyrighted material, or when a document has not been updated within one year of the release of a Policy Advisory which has substantively modified the document.

2. Reimbursement of Costs. All costs incurred by ASBA will be borne by ASBA, except for the following:

2.1 Policy Handbook Reviews. *Initial start-up cost \$1,000 — Payable upon receipt of the Four Year Agreement.* (Includes initial review and pdf of policy handbook.) In connection with a Member School policy handbook review, the Member School is responsible for the Policy Handbook Review fee, currently \$500, which is not included in the monthly fee for Policy Services. Additionally, the Member School will reimburse ASBA for all travel, meals, lodging, word processing, printing (including binders and other materials), and consulting time in excess of a normal work day and week.

2.2 Site Visits. Time and travel expenses for requested on-site meetings will be charged at the standard ASBA rate in effect at the time of the request, plus consulting time, as mutually agreed upon at the time of request.

3. Policy Development Procedures. The Member School will use the National School Boards Association coding and title system, including ASBA's local modifications, and will apply its best efforts to develop the Member School's policies, regulations and exhibits in accordance with the procedures attached as Exhibit A to this Agreement. In order to maintain continuity and consistency throughout the Handbook and to optimize research and retrieval capabilities, Policy Services controls the titles, sub-titles, naming conventions, indexing, codification, and format, including the Introduction Section, pagination, fonts, style and layout, of Handbook documents. Other technical aspects of Handbook setup, production, maintenance, and updating not specified but related to policy development procedures are under the control of Policy Services.

4. Electronic Services Provision. An electronic copy of policy handbook material is made available as a part of the Agreement.

4.1 License. ASBA grants to the Member School license to use the Policy Services PolicyBridge which contain the Member School's policy handbook, Title 15 of the Arizona Revised Statutes, Chapter 2 of Title 7 of the Arizona Administrative Code, the ASBA Policy Reference Manual, and selected sections of the United States Code. ASBA will update the reference documents at least once each year and provide them through selected electronic means, including the Internet.

4.2 Equipment Requirements. The Member School will provide its own access to the Internet for viewing the digital handbook available thereon.

4.3 Policy Maintenance Procedures. The Member School acknowledges that new amendments to a policy or policies will not be produced for access as a digital file until the digital file has been updated by ASBA. Pending distribution by ASBA of the updated digital file, records of the requested amendments must be maintained by the Member School during the interim period prior to delivery of the digital file update by (i) maintaining a temporary paper copy of the amendments with the Member School's current policy handbook, (ii) entering notations of the amendments into any School-maintained digital record and/or database.

ASBA Policy Services Subscription Agreement

4.4 Access to Future Electronic Services. ASBA may from time-to-time develop additional electronic services not identified herein as an enhancement to or replacement of electronic services available to the Member School. The Member School will be given the opportunity to acquire the future electronic services which may be available as fee-based options.

5. Restrictions on Electronic Services.

5.1 Proprietary Rights and Obligations. The handbooks and digital files created by Policy Services are valuable property of ASBA. The Member School will not make or permit to be made copies of the handbook or digital files or portions thereof, except as necessary for its own operations. The Member School agrees not to modify, adapt, translate, decompile, disassemble or create derivative works based on the Policy Services handbook and digital files. Software and security codes for access to the handbook and digital files, other than the Member School's policy handbook, will be made available only to the Member School's administrative officers and governing body members.

5.2 Limited Warranty and Liability. The handbook and digital files are provided "as is" without warranty of any kind, either express or implied, including but not limited to the implied warranties of merchantability and fitness for a particular purpose. ASBA does not warrant that functions contained in the handbook and digital files will meet the Member School's requirements or that the operation of the handbook and digital files will be uninterrupted or error free. in no event shall ASBA be liable for any damages whatsoever (including, without limitation, damages for loss of savings, business interruption, loss of business information or other pecuniary losses) arising from use or inability to use the handbook and digital files.

6. Payment for Services. The Member School will pay to ASBA the sum of \$300 per month during the term of this Agreement (subject to change with the addition of schools). Advance payment is due on or before the first day of each month. The Member School may, at its discretion, make Subscription payments on a quarterly, semi-annual, or annual basis. Additional fees of \$1,000 for Initial Start-up fee and five hundred dollars (\$500), which applies to the performance of all additional comprehensive handbook reviews described in paragraph 1.4 and subject to paragraph 2.

7. Term. The term of this agreement is forty-eight (48) months, commencing as of the date set forth above.

8. Termination. The Member School may terminate this Agreement at any time by delivering written notice to ASBA and paying the early termination fee computed as follows:

The amortized subscription fee
(*forty-eight (48) months times the monthly rate*)
minus the total subscription payments received by ASBA
equals the early termination fee.

The Member School acknowledges that when ASBA performs a Member School policy handbook review and establishes maintenance and support of the handbook, ASBA incurs substantial expenses ASBA expects to recoup over the forty-eight (48) month term of this Agreement and, therefore, sets the foregoing formula as a reasonable method of calculating ASBA's financial loss as a result of early termination of this Agreement.

9. Condition Precedent. ASBA's obligation to provide services pursuant to this Agreement is subject to the condition that the Member School is at all times a member in good standing of ASBA.

ASBA Policy Services
Subscription Agreement

10. General.

10.1 Entire Agreement. This Agreement contains the entire understanding of the parties and supersedes any previous subscription agreements and any other prior understandings and agreements, written or oral, respecting the subjects discussed herein.

10.2 Governing Law. This Agreement shall be governed by the laws of the state of Arizona.

10.3 Attorney's Fees. The prevailing party in any litigation, arbitration or other proceedings arising out of this Agreement shall be reimbursed by the other party for all costs and expenses incurred in such proceedings, including reasonable attorney's fees.

Acceptance:

Arizona School Boards Association

Southwest Leadership Academy

By _____

Date: _____

Evening School -Southwest Leadership Academy Proposal - Weekly Projections

10 Students Strting 11/5

Expenses			
Staff	5 teachers per week, one day per week 4.5 hours / evening	\$576.95	
Security	5 days/week, 5 hours per day @20/hr	\$ 500.00	
Materials and Supplies	Included		
Rosetta Stone, Reading 180, Edgenuity	Included		
Total		\$1,076.95	
Gain/Loss			\$ (309.95)

Revenue
Equalization Aid - \$7,504/year
100 day county if started 11/5 42%
Revenue from 11/5 per stuent \$78.79 per week
10 students@ \$78.70

15 Students Strting 11/5

Expenses			
Staff	5 teachers per week, one day per week 4.5 hours / evening	\$576.95	
Security	5 days/week, 5 hours per day @20/hr	\$ 500.00	
Materials and Supplies	Included		
Rosetta Stone, Reading 180, Edgenuity	Included		
Total		\$1,076.95	
Gain/Loss			\$ 103.10

Revenue
Equalization Aid - \$7,504/year
100 day county if started 11/5 42%
Revenue from 11/5 per stuent \$78.79 per week
15 students@ \$78.70

20 Students Strting 11/5

Expenses			
Staff	5 teachers per week, one day per week 4.5 hours / evening	\$576.95	
Security	5 days/week, 5 hours per day @20/hr	\$ 500.00	
Materials and Supplies	Included		
Rosetta Stone, Reading 180, Edgenuity	Included		
Total		\$1,076.95	
Gain/Loss			\$ 497.05
Subject to Further Review with the ADE			

Revenue
Equalization Aid - \$7,504/year
100 day county if started 11/5 42%
Revenue from 11/5 per stuent \$78.79 per week
20 students@ \$78.70

\$ 1,574

\$ 497.05

Evening School -Southwest Leadership Academy Proposal - Weekly Projections

10 Students Starting 11/5

Expenses		Revenue
Staff	5 teachers per week, one day per week 4.5 hours / evening	Equalization Aid - \$7,504/year 100 day county if started 11/5 42%
Security	5 days/week, 5 hours per day @20/hr	Revenue from 11/5 per student \$78.79 per week
Materials and Supplies	Included	10 students@ \$78.70
Rosetta Stone, Reading 180, Edgenuity	Included	
Total	\$1,076.95	
Gain/Loss		\$ (309.95)

15 Students Starting 11/5

Expenses		Revenue
Staff	5 teachers per week, one day per week 4.5 hours / evening	Equalization Aid - \$7,504/year 100 day county if started 11/5 42%
Security	5 days/week, 5 hours per day @20/hr	Revenue from 11/5 per student \$78.79 per week
Materials and Supplies	Included	15 students@ \$78.70
Rosetta Stone, Reading 180, Edgenuity	Included	
Total	\$1,076.95	
Gain/Loss		\$ 103.10

20 Students Starting 11/5

Expenses		Revenue
Staff	5 teachers per week, one day per week 4.5 hours / evening	Equalization Aid - \$7,504/year 100 day county if started 11/5 42%
Security	5 days/week, 5 hours per day @20/hr	Revenue from 11/5 per student \$78.79 per week
Materials and Supplies	Included	20 students@ \$78.70
Rosetta Stone, Reading 180, Edgenuity	Included	
Total	\$1,076.95	
Gain/Loss		\$ 497.05
Subject to Further Review with the ADE		

Underwood, Nick

Fri 10/19/2018 9:52 AM

To: Philip Geiger <philip.geiger@rop.com>;

Good morning Phil,

Thanks again for your note last night - here is a quick recap & breakdown of your current "Paid Annually" model & the cost savings inherent in the "Paid Up-Front" model we could convert you over to:

Current 3-year Paid Annually Agreement (249 Seat Site License):

- Year 1 - \$12,000
- Year 2 - \$12,000
- Year 3 - \$12,000
 - Total Across 3 Years - \$36,000

Convert to 3-year Paid Up-Front Agreement (249 Seat Site License):

- 3-Year Total: \$36,000 less 25% = \$27,000
 - Less \$12,000 you already paid for licensing
 - \$15,000 would be the total due (Net 60 Days)
 - This would include 100 Free USB Headsets
 - This would save \$9,000 (\$24k due across 2 years, against \$15k if re-worked into paid up-front), plus \$1,500 in headsets

SOUTHWEST LEADERSHIP ACADEMY
Summary of All Units
For the Three Months Ending 9/30/2018

Current Month	Monthly Budget	\$ VAR		Year To Date	YTD Budget	\$ VAR		VAR FAV(UF)
		FAV(UF)	VAR FAV(UF)			FAV(UF)	VAR FAV(UF)	
REVENUE								
\$216,494.01	\$216,841.21	(\$347.20)	(0.16%)	\$649,885.51	\$650,523.63	(\$638.12)	(0.10%)	
0.00	369.33	(369.33)	(100.00%)	0.00	1,107.99	(1,107.99)	(100.00%)	
5,283.10	7,114.75	(1,831.65)	(25.74%)	25,634.06	21,344.25	4,289.81	20.10%	
4,636.49	8,716.67	(4,080.18)	(46.81%)	11,964.99	26,150.01	(14,185.02)	(54.24%)	
13,285.76	3,778.75	9,507.01	251.59%	13,285.76	11,336.25	1,949.51	17.20%	
15,313.70	8,673.17	6,640.53	76.56%	35,543.98	26,019.51	9,524.47	36.61%	
450.00	0.00	450.00	0.00%	900.00	0.00	900.00	0.00%	
0.00	0.00	0.00	0.00%	750.00	0.00	750.00	0.00%	
577.97	250.00	327.97	131.19%	865.81	750.00	115.81	15.44%	
0.00	2,333.33	(2,333.33)	(100.00%)	0.00	6,999.99	(6,999.99)	(100.00%)	
256,041.03	248,077.21	7,963.82	3.21%	738,830.11	744,231.63	(5,401.52)	(0.73%)	
PERSONNEL								
28,149.45	31,128.91	2,979.46	9.57%	96,157.30	93,386.73	(2,770.57)	(2.97%)	
56,684.57	61,704.75	5,020.18	8.14%	187,566.44	185,114.25	(2,452.19)	(1.32%)	
9,626.66	9,652.67	26.01	0.27%	30,076.67	28,958.01	(1,118.66)	(3.86%)	
3,105.88	2,901.08	(204.80)	(7.06%)	11,686.88	8,703.24	(2,983.64)	(34.28%)	
156.00	1,084.25	928.25	85.61%	1,014.00	3,252.75	2,238.75	68.83%	
0.00	4,541.66	4,541.66	100.00%	2,460.92	13,624.98	11,164.06	81.94%	
4,636.08	4,766.67	130.59	2.74%	15,100.93	14,300.01	(800.92)	(5.60%)	
19,216.40	26,987.08	7,770.68	28.79%	67,664.83	80,961.24	13,296.41	16.42%	
5,367.92	7,126.67	1,758.75	24.68%	6,347.88	21,380.01	15,032.13	70.31%	
1,442.68	2,580.18	1,137.50	44.09%	8,877.00	7,740.54	(1,136.46)	(14.68%)	
128,385.64	152,473.92	24,088.28	15.80%	426,952.85	457,421.76	30,468.91	6.66%	
DIRECT STUDENT CARE								
30,046.23	30,197.81	151.58	0.50%	90,522.23	90,593.43	71.20	0.08%	
480.17	1,266.97	786.80	62.10%	1,020.31	3,800.91	2,780.60	73.16%	
6,839.70	3,626.67	(3,213.03)	(88.59%)	13,679.18	10,880.01	(2,799.17)	(25.73%)	
0.00	365.00	365.00	100.00%	0.00	1,095.00	1,095.00	100.00%	
671.47	3,200.00	2,528.53	79.02%	16,986.17	9,600.00	(7,386.17)	(76.94%)	
38,037.57	38,656.45	618.88	1.60%	122,207.89	115,969.35	(6,238.54)	(5.38%)	

SOUTHWEST LEADERSHIP ACADEMY
 Summary of All Units
 For the Three Months Ending 9/30/2018

Current Month	Monthly Budget	\$ VAR		Year To Date	YTD Budget	\$ VAR		VAR FAV(UF)
		FAV(UF)	(103.25%)			FAV(UF)	(4,635.20)	
15,994.53	7,869.58	(8,124.95)	(103.25%)	28,243.94	23,608.74	(4,635.20)	(19.63%)	
29,185.00	21,112.05	(8,072.95)	(38.24%)	67,974.98	63,336.15	(4,638.83)	(7.32%)	
6,533.25	(10,909.51)	17,442.76	(159.89%)	(2,695.27)	(32,728.53)	30,033.26	(91.76%)	
11,742.83	11,742.83			35,228.49	35,228.49			
	833.32				2,499.96			

BREAKFAST AND LUNCH EXPENSE
 TOTAL ADMINISTRATIVE EXPENSES

NET INCOME

TRANSFER FROM RESERVE

SOUTHWEST LEADERSHIP ACADEMY
YTD STATEMENT OF CASH FLOWS
For the Year-to Date Ending September 2018

Cash Flows from Operating Activities:	
Net Income/(Loss)	(2,695)
Adjustments to Reconcile Net Income to Net Cash provided by Operating Activities:	
Add Back Depreciation of Fixed Assets	2,102
(Increase)/Decrease Accounts Receivable	(157,814)
(Increase)/Decrease in Prepaids	670
Increase/(Decrease) in Payroll Liabilities	(28,205)
Increase/(Decrease) in Accounts Payable	(6,298)
Total Operating Activities	(189,545)
Cash Flows from Investing Activities:	
Acquisition of Fixed Assets	0
Increase/(Decrease) in Note Payable	0
Increase/(Decrease) in Accrued Vacation Expense	0
Work in Process	0
Total Investing Activities	0
Cash Flow from Financing Activities	
Net Increase/(Decrease) in Cash	(192,241)
Total Cash June 30, 2017	1,193,720

SOUTHWEST LEADERSHIP ACADEMY
BALANCE SHEET
For the Three Months Ending 9/30/2018

	CURRENT MONTH	PREVIOUS MONTH
ASSETS		
CURRENT ASSETS		
CASH IN BANK	1,000,479.00	975,632
PETTY CASH	1,000.00	1,000
ACCOUNTS RECEIVABLE - OTHER	(2,383.93)	17,879
ACCOUNTS RECEIVABLE	269,141.22	278,835
PREPAID INSURANCE	4,541.84	3,929
PREPAID EXPENSES	19,811.12	22,296
TOTAL CURRENT ASSETS	1,292,589.25	1,299,571
FIXED ASSETS		
	53,633.04	53,633
ACCUMULATED DEPRECIATION	(17,065.56)	(16,365)
TOTAL FIXED ASSETS	36,567.48	37,268
TOTAL ASSETS	1,329,156.73	1,336,839
LIABILITIES & EQUITY		
CURRENT LIABILITIES		
UNEARNED REVENUE	218,408.01	223,691
ACCRUED PAYROLL	9,906.21	14,849
ACCRUED PAYROLL TAX	775.26	1,158
ACCOUNTS PAYABLE TRADE	197,831.29	191,999
SALES TAX PAYABLE	385.54	1,494
ACCRUED ACCOUNTS PAYABLE	76,950.00	85,280
TOTAL CURRENT LIABILITIES	504,256.31	518,472
LONG TERM LIABILITIES		
ACCRUED PTO EXPENSE	28,111.86	28,112
TOTAL LONG TERM LIABILITIES	28,111.86	28,112
EQUITY		
FUND BALANCE, PRIOR YEAR	799,483.83	799,484
CURRENT YEAR EARNINGS	(2,695.27)	(9,229)
TOTAL EQUITY	796,788.56	790,255
TOTAL LIABILITIES & EQUITY	1,329,156.73	1,336,839

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Southwest Leadership Academy FY2019 Budget - To Be Adjusted 10/23/18

Description	High School	Total Annual
PROJECTED STUDENTS	333	333
REVENUE:		
Education Revenue - State Equalization	\$ 208,247	\$ 2,498,968
Instructional Improvement Fund	\$ 369	\$ 4,432
Classroom Site Fund	\$ 16,959	\$ 203,510
Title I	\$ 7,986	\$ 95,829
Title II	\$ 338	\$ 4,060
IDEA	\$ 3,300	\$ 39,598
NSLP	\$ 8,673	\$ 104,078
Audit Reimbursement	\$ 2,333	\$ 28,000
Graduation Grant	\$ 2,501	\$ 30,012
E-Rate Revenue	\$ 250	\$ 3,000
TRANSFER FROM RESERVE	\$ 11,743	\$ 140,914
Allocated Revenue	\$ 262,700	\$ 3,152,401
PERSONNEL:		
Payroll:		
Education	\$ 61,705	\$ 740,457
Administration	\$ 31,129	\$ 373,547
Behavior Mentors	\$ 9,653	\$ 115,832
Substitute Teachers	\$ 1,084	\$ 13,011
Maintenance/Janitorial (including CleanNet)	\$ 2,901	\$ 34,813
Kitchen Staff	\$ 4,767	\$ 57,200
Summer School Stipends	\$ 1,250	\$ 15,000
Athletic Stipends	\$ 2,792	\$ 33,500
Instructional Stipends	\$ 833	\$ 10,000
Total Payroll	\$ 116,113	\$ 1,393,360
Taxes and Benefits:		
Employer FICA	\$ 8,400	\$ 100,804
Workers Comp	\$ 1,533	\$ 18,398
Unemployment Insurance	\$ 5,940	\$ 71,286
Medical/Dental Ins.	\$ 15,067	\$ 180,799
Insurance Reimbursement	\$ (5,972)	\$ (71,864)
401(k) Contribution	\$ 1,769	\$ 21,222
Other EE benefits	\$ 250	\$ 3,000
Total taxes and benefits	\$ 26,987	\$ 323,845
Contracts/Professional Fees:		
Audit Fees	\$ 1,210	\$ 14,520
Professional Fees	\$ 1,500	\$ 18,000
SANS Support (Power School)	\$ 377	\$ 4,524
Technology Services (60 Chrome Books)	\$ 1,000	\$ 12,000
Special Ed Services	\$ 2,000	\$ 24,000

Unspent Classroom Site fund		
Performance Pay	\$	210,124
New Performance Pay	\$	81,404

Equalization Aid		
Calculated Assistance	\$	2,620,267
Equalization Adjustment & Audit Repay	\$	(121,299)
Current Base	\$	2,498,968

Weighting Factors		
Actual Student Count on state report		333
Weighted Factor		1,467
Total Student Count Weighted		481,176
Additional Weight		6.06
Total Weighted		487,236
Base Level Support/pupil	\$	3,960
Additional Assistance /pupil	\$	2,106
Equalization Assistance	\$	2,620,267

Cash In Bank as of 8/31/18	
	\$ 1,077,445

Coaching Stipends		
Cheerleading	Ramirez	\$ 2,000 11/01/18
Soccer	Fertig	\$ 2,000 11/01/18
Football	Engle	\$ 2,000 11/01/18
Football	Thomas	\$ 1,500 11/01/18
Boys Basketball	Peters	\$ 2,000 02/15/19
Girls Basketball	Rodney	\$ 2,000 02/15/19
Wrestling (G&B)	Walker	\$ 2,000 02/15/19
Baseball	Gallegos	\$ 2,000 05/15/19
Girls Softball	Walker	\$ 2,000 05/15/19
Track	King	\$ 2,000 05/15/19
Field	Thomas	\$ 2,000 05/15/19
Boxing	Rodriguez	\$ 2,000 05/15/19
AD	Peters	\$ 10,000 4 installs
	Total	\$ 33,500

Rodriguez and Croselin have adjusted hours to avoid OT; no stipends

Instructional Stipends

Cleanet	\$	2,408	\$	28,896
Misc	\$	250	\$	3,000
Total contracts	\$	8,745	\$	104,940
Training/Recruitment:	\$	-	\$	-
Staff Training, Conferences and Memberships	\$	2,580	\$	30,962
Total Training/Recruitment	\$	2,580	\$	30,962
TOTAL PERSONNEL	\$	154,426	\$	1,853,107
Facilities:	\$	-	\$	-
Rent	\$	30,198	\$	362,374
Utilities including telephone	\$	1,267	\$	15,204
Taxes and licenses and fees	\$	365	\$	4,380
Cleaning Supplies	\$	800	\$	9,600
Building Expenses	\$	2,467	\$	29,600
Replacement of Bathroom stalls \$8000	\$	667	\$	8,000
Grounds Maintenance	\$	360	\$	4,320
Equipment Expense - Includes \$15K for canopy	\$	3,200	\$	38,400
E-Rate	\$	250	\$	3,000
Total facilities	\$	39,573	\$	474,877
DIRECT STUDENT SERVICES	\$	-	\$	-
Athletics	\$	5,151	\$	61,816
School supplies	\$	1,862	\$	22,344
Instructional Programs/ Supplies	\$	13,460	\$	161,520
Beyond Textbooks \$15,000	\$	-	\$	-
Read 180 / Star360 \$60,000	\$	-	\$	-
Edgenuity \$6,680	\$	-	\$	-
Galileo \$18,000	\$	-	\$	-
Woz University \$15,000	\$	-	\$	-
Rosetta Stone \$16,000	\$	-	\$	-
Student Activities \$5,000	\$	-	\$	-
English Dept Field Trips & Mats \$6,000	\$	-	\$	-
Misc	\$	1,653	\$	19,840
Parent Meetings	\$	108	\$	1,296
Enrollment Marketing (Yearbook removed)	\$	417	\$	5,004
Student Accident Ins	\$	558	\$	6,700
Textbooks	\$	760	\$	9,120
Transportation:	\$	-	\$	-
Bus Passes	\$	4,369	\$	52,433
Vehicle Rental	\$	1,437	\$	17,244
Vehicle Maintenance & Repair	\$	420	\$	5,040
Vehicle Insurance	\$	351	\$	4,208
Mileage Reimbursement	\$	187	\$	2,241
Vehicle Gas	\$	894	\$	10,726
TOTAL DIRECT STUDENT SVCS. GENERAL & ADMINISTRATIVE:	\$	31,628	\$	379,531
Administrative Expenses:	\$	-	\$	-
Postage & freight	\$	172	\$	2,064
Office supplies	\$	1,727	\$	20,719
Printing & Publications	\$	816	\$	9,789

Student Council	Counselor	\$	2,000
Yearbook	Hall	\$	2,000
Testing Coord	Newley	\$	4,000
PLC	Connor/Newley	\$	2,000
	Total	\$	10,000

Sports			
Charter Athletic Assc	\$	4,500	
Uniforms	\$	13,500	
Trainer	\$	500	
Rental baseball fields	\$	800	
Rental Boxing Gym	\$	1,500	
Referees	\$	7,000	
	Total	\$	27,800

Clubs & Activities			
Student Work Study	\$	500	
Photography Club	\$	4,500	
Music Club	\$	750	
Other Clubs	\$	2,000	
	Total	\$	7,750

Property & Liability Insurance	\$ 1,835	\$	22,020
D&O Insurance	\$ 267	\$	3,200
Breakfast & Lunch Expense	\$ 7,870	\$	94,435
Management Fees	\$ 21,684	\$	260,209
Depreciation	\$ 232	\$	2,784
TOTAL GEN. & ADMINISTRATIVE	\$ 34,602	\$	415,221
TOTAL EXPENSES	\$ 260,228	\$	3,122,737
MONTHLY RESERVES (DEFICIT)	\$ 2,472	\$	29,664