



# Arizona State Board for Charter Schools

## Eligibility Form

Review the **Academic Performance Eligibility** instructions for the amendment or notification request being submitted; fill out the following information, sign at bottom, scan, and upload as described in the appropriate amendment or notification instructions.

Charter Holder Information	
Name of Charter Holder	Imagine Superstition Middle Inc
Schools operated under charter requesting amendment/notification	Imagine Superstition Middle
Charter Representative name	Brad Uchacz
Target date of implementation	August of 2014
Amendment/Notification Request type(s)	Addition of Grade Level

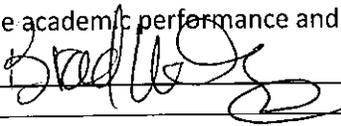
**Check box below to indicate completion of eligibility review by charter holder**

I understand that to be eligible to apply for reduced submission requirements for the purposes of an amendment or notification request, the following criteria must be met by each school operated by the Charter Holder, as specified in the Academic Performance Eligibility and Consideration of Operational Compliance instructions. I have reviewed all relevant Academic Dashboards, and operational compliance, and found that these criteria have been met.

- Each school operated under the charter for which expansion is being requested is eligible to receive an overall rating and has an overall rating of "Meets" or "Exceeds" Standard in the most recent fiscal year that State assessment data is available, or
- The school operated under the charter for which expansion is specifically being requested has an overall rating of "Meets" or "Exceeds" Standards in the most recent fiscal year that State assessment data is available, and
- The Charter Holder requesting expansion is currently in compliance with all areas listed in the Consideration of Operational Compliance instructions.

**Signature** (Replace the [brackets] with the requested information before printing.)

I, *Brad Uchacz*, acting on behalf of *Imagine Superstition Middle Inc.*, believe *Imagine Superstition Middle* meets the eligibility requirements for reduced submission requirements outlined above, and understand that Board staff will review the academic performance and operational compliance of the Charter Holder to confirm eligibility.

Signed:  Date: January 16, 2015

**MINUTES OF THE DECEMBER 15, 2014 JOINT MEETING  
OF THE BOARDS OF DIRECTORS OF  
IMAGINE SUPERSTITION MIDDLE, INC.,  
IMAGINE PREP SUPERSTITION, INC.,  
IMAGINE MIDDLE AT SURPRISE, INC.,  
IMAGINE PREP SURPRISE, INC.,  
IMAGINE AVONDALE ELEMENTARY, INC.,  
IMAGINE AVONDALE MIDDLE, INC.**

Pursuant to the notice of public meeting, a joint meeting of the Boards of Directors (the “Board”) of Imagine Superstition Middle, Inc. (“ISTM”), Imagine Prep Superstition, Inc. (“IPST”), Imagine Middle at Surprise, Inc. (“IMSU”), Imagine Prep Surprise, Inc. (“IPSU”), Imagine Avondale Elementary, Inc. (“IAVE”), and Imagine Avondale Middle, Inc. (“IAVM”), (collectively the “Schools”), was held at Imagine Schools Southwest Group Office located at 18052 North Black Canyon Highway, Phoenix, Arizona 85053 at approximately 10:00 a.m. (Arizona Time), on the 15th day of December 2014.

The following directors of the Schools were present by telephone:

Dr. Leonora Ketyer  
Herman Orcutt  
Rick Miller

The following others were present in person:

Bradic Orton – Administrative Assistant

The following others were present by telephone:

Monte Lange – Executive Vice President  
Brad Uchacz – Executive Vice President  
Heidi Lindsay – Regional Director  
MaryAnn Stackhouse – Regional Finance Director  
Darrin Anderson – Regional Director  
Jason Archuleta – Regional Director  
Brandon Dahl – Regional Finance Director  
Vanessa Arias – Registrar  
Frank Stirpe – Principal, Superstition  
Julia Reed – Test Coordinator  
Tim Rouiller – Business Administrator  
Chris Polk – Business Administrator, Surprise

Chris McComb – Principal, Surprise  
Kim Agnew – Principal, Avondale  
Marie Wurth – Business Manager, Avondale  
Ross Whitley – Auditor, Berman Hopkins  
Georgia McGraw – Auditor, Ball & McGraw  
Marian Zapata-Rossa, Esq., Quarles & Brady LLP

Dr. Leonora Ketyer called the meeting to order and took roll of the governing Board members. Dr. Ketyer served as Chairman of the meeting, Bradie Orton tape-recorded the meeting and Marian Zapata-Rossa recorded the minutes.

The Chairman stated that the first item of business was the report, review, and possible action regarding the 2013-2014 Annual Audits of ISTM and IPST. Brandon Dahl presented a summary report on the 2013-2014 Annual Audit of ISTM and IPST based on the annual audit performed by Joel D. Huber, CPA, P.C. He reported ISTM and IPST received a loss mitigation contribution from Imagine, but otherwise had no findings and received a clean audit. Dr. Ketyer commented on the importance of the legal compliance questionnaire. There being no further discussion, upon motion of Mr. Orcutt duly made and seconded by Mr. Miller, the following resolutions were unanimously adopted:

RESOLVED, that the 2013-2014 Annual Audit of ISTM be, and hereby is, received and accepted by the Board.

RESOLVED, that the 2013-2014 Annual Audit of IPST be, and hereby is, received and accepted by the Board.

The Chairman stated that the next item of business was the report, review, and possible action regarding the 2013-2014 Annual Audit of IMSU and IPSU. Ross Whitley presented a summary report on the 2013-2014 Annual Audit of IMSU. He reported IMSU and IPSU received a loss mitigation contribution from Imagine. He also reported on comments from the prior year, which appear to be related to the transition of the Business Manager, concerning purchase card approval and accounts payable. The accounts payable comment was cleared as of

June 30, 2014. The issue concerning purchase card approval was repeated. IPSU also had a repeated comment concerning the approval of journal entries. Mr. Whitley further reported the Annual Financial Report (“AFR”) was not submitted until after the due date, which was also related to the transition in Business Manager. Finally, Mr. Whitley reported the IMSU had legal compliance issues related to attendance and residency verification. There being no further discussion, upon motion of Mr. Orcutt duly made and seconded by Mr. Miller, the following resolution was unanimously adopted:

RESOLVED, that the 2013-2014 Annual Audit of IMSU be, and hereby is, received and accepted by the Board.

RESOLVED, that the 2013-2014 Annual Audit of IPSU be, and hereby is, received and accepted by the Board.

The Chairman stated that the next item of business was the report, review, and possible action regarding the 2013-2014 Annual Audit of IAVE. Georgia McGraw presented a summary report on the 2013-2014 Annual Audit of IAVE. She reported a legal compliance issue concerning a misunderstanding over recording 10 consecutive absences. She also reported a misunderstanding concerning reporting reimbursable expenditures related to OMB-A133 Compliance Supplement. Ms. McGraw indicated a new Business Manager is now in place. Dr. Ketyer commented that Title I grant reporting must be exact. There being no further discussion, upon motion of Mr. Orcutt duly made and seconded by Mr. Miller, the following resolution was unanimously adopted:

RESOLVED, that the 2013-2014 Annual Audit of IAVE be, and hereby is, received and accepted by the Board.

The Chairman stated that the next item of business was the report, review, and possible action regarding the 2013-2014 Annual Audit of IAVM. Ms. McGraw presented a summary report on the 2013-2014 Annual Audit of IAVM. She found no deficiencies in internal control

and no issues with legal compliance. There being no further discussion, upon motion of Mr. Miller duly made and seconded by Mr. Orcutt, the following resolution was unanimously adopted:

RESOLVED, that the 2013-2014 Annual Audit of IAVM be, and hereby is, received and accepted by the Board.

The Chairman stated that the next item of business was the review and approval of the minutes of the Schools' Board meeting held on September 29, 2014. There being no further discussion, upon motion of Mr. Orcutt duly made and seconded by Mr. Miller, the following resolution was unanimously adopted:

RESOLVED, that the minutes of the Schools' Board meeting held September 29, 2014 be, and hereby are, accepted and approved by the Boards.

The Chairman stated that the next item of business was the quarterly financial reports for the quarter ending September 30, 2014 for the Schools. For the quarter ending September 30, 2014, ISTM had revenue of \$159,569, expenses of \$237,950, leaving a net loss of \$83,070, and actual plus projected revenue for FY 2015 of \$786,762, actual plus projected expenses for FY 2015 of \$1,049,248, and actual plus projected net loss for FY 2015 of \$281,602.

For the quarter ending September 30, 2014, IPST had revenue of \$345,707, expenses of \$707,392, leaving a net loss of \$377,222, and actual plus projected revenue for FY 2015 of \$1,677,494, actual plus projected expenses for FY 2015 of \$2,833,350, and actual plus projected net loss for FY 2015 of \$1,218,004. Mr. Miller inquired whether Imagine's loss mitigation includes rent and leases as well as operating expenses. Monte Lange responded yes, loss mitigation includes any expenses the School is unable to cover.

For the quarter ending September 30, 2014, IMSU had revenue of \$639,906, expenses of \$695,700, leaving a net loss of \$56,548, and actual plus projected revenue for FY 2015 of

\$2,786,368, actual plus projected expenses for FY 2015 of \$3,106,444, and actual plus projected net loss for FY 2015 of \$328,373.

For the quarter ending September 30, 2014, IPSU had revenue of \$474,985, expenses of \$510,105, leaving a net loss of \$35,801, and actual plus projected revenue for FY 2015 of \$2,076,807, actual plus projected expenses for FY 2015 of \$2,196,066, and actual plus projected net loss for FY 2015 of \$121,389.

For the quarter ending September 30, 2014, IAVE had revenue of \$895,249, expenses of \$806,280, leaving a net surplus of \$86,201, and actual plus projected revenue for FY 2015 of \$4,561,066, actual plus projected expenses for FY 2015 of \$4,521,989, and actual plus projected net surplus for FY 2015 of \$28,002.

For the quarter ending September 30, 2014, IAVM had revenue of \$300,964, expenses of \$234,773, leaving a net surplus of \$66,191, and actual plus projected revenue for FY 2015 of \$1,521,957, actual plus projected expenses for FY 2015 of \$1,506,459, and actual plus projected net surplus for FY 2015 of \$15,498.

Dr. Ketyer commented on how through the law firm of Quarles & Brady, LLP, the Imagine Board strives to have transparent policies and deliberations available for the public record. There being no further discussion, upon motion of Mr. Miller duly made and seconded by Mr. Orcutt, each of the following resolutions were unanimously adopted:

RESOLVED, that the statement of operations (unaudited) for the quarter ending September 30, 2014 for ISTM be, and hereby is, received and accepted by the Board; and

RESOLVED, that the statement of operations (unaudited) for the quarter ending September 30, 2014 for IPST be, and hereby is, received and accepted by the Board.

RESOLVED, that the statement of operations (unaudited) for the quarter ending September 30, 2014 for IMSU be, and hereby is, received and accepted by the Board.

RESOLVED, that the statement of operations (unaudited) for the quarter ending September 30, 2014 for IPSU be, and hereby is, received and accepted by the Board.

RESOLVED, that the statement of operations (unaudited) for the quarter ending September 30, 2014 for IAVE be, and hereby is, received and accepted by the Board.

RESOLVED, that the statement of operations (unaudited) for the quarter ending September 30, 2014 for IAVM be, and hereby is, received and accepted by the Board.

The Chairman stated that the next item of business was the report, review and possible action regarding approval of school check signers. The Board discussed the requests regarding the approval of check signers for IPSU, IMSU, IAVE, and IAVM. There being no further discussion, upon motion of Mr. Orcutt duly made and seconded by Mr. Miller, the following resolutions were unanimously adopted:

RESOLVED, that the approval of Genie Donohoe as a check signer for IPSU and IMSU be, and hereby is, adopted by the Boards of IPSU and IMSU; and

RESOLVED, that the approval of Carrie Muehlhausen, Genie Donohoe, Anabel Ortiz, and Korina Herrera as check signers for IAVE and IAVM be, and hereby is, adopted by the Boards of IAVE and IAVM.

The Chairman stated that the next item of business was the report, review and possible action regarding adding 6th grade at ISTM. A report was given that offering 6th grade at the Middle School is an appropriate and recommended change so the School can expand the educational services presently being offered. All of the required due diligence and documentation is in place. There being no further discussion, upon motion of Mr. Orcutt duly made and seconded by Mr. Miller, the following resolution was unanimously adopted:

RESOLVED, that adding 6th grade at ISTM be, and hereby is, accepted and approved by the Board of ISTM.

The Chairman stated that the next item of business was the report, review and possible action regarding the wellness policies. The Board discussed the positive aspects of the wellness policy. There being no further discussion, upon motion of Mr. Orcutt duly made and seconded by Mr. Miller, the following resolutions were unanimously adopted:

RESOLVED, that the Schools' wellness policy be, and hereby is, accepted and approved by the Board.

The Chairman stated that the next item of business was the report, review and possible action regarding policy updates. Heidi Lindsay reported that a change was recommended to update the Schools' enrollment process by moving the selection date for lottery enrollment from the first working day of March to the first working day of February in order to give the Schools more time to market to prospective families for the next school year. There being no further discussion, upon motion of Mr. Miller duly made and seconded by Mr. Orcutt, the following resolutions were unanimously adopted:

RESOLVED, that a change to the Schools' enrollment policy moving the selection date for lottery enrollment from the first working day of March to the first working day of February be, and hereby is, accepted and approved by the Board.

The Chairman stated that the next item of business was the report and review from the Regional Directors. Jason Archuleta gave a summary report for ISTM, IPST, IAVE, and IAVM. Darrin Anderson gave a summary report for IMSU and IPSU. This was informational only; therefore, no action was required.

The Chairman stated that the next item of business was the report and review from the School Leaders. Frank Stripe gave a summary report for ISTM and IPST. Chris McComb gave a summary report for IMSU, IPSU. Kim Agnew gave a summary report for IAVE and IAVM. This was informational only; therefore, no action was required. Mr. Miller commented regarding

the enthusiasm in all of the reports and congratulated the educators for bringing passion to the Schools and to the Imagine organization.

The Chairman then issued a call to the public for issues and there were none. Mr. Lange wished everyone Happy Holidays on behalf of Imagine and thanked the Board members for all of their support to help move the Schools to "A Schools."

The next regular meeting is March 30, 2014.

There being no further business to come before the meeting, the meeting was adjourned at approximately 10:50 a.m. Dr. Ketyer thanked and wished everyone a great break.

APPROVED:

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Secretary

Imagine Superstition Middle, Inc.  
Imagine Prep Superstition, Inc.  
Imagine Middle at Surprise, Inc.  
Imagine Prep Surprise, Inc.  
Imagine Avondale Elementary, Inc.  
Imagine Avondale Middle, Inc.