

FRANKLIN PHONETIC SCHOOL

6116 East Highway 69
Prescott Valley, Arizona 86314

PHONE (928) 775-6747
FAX (928) 775-6740
E-MAIL nilknarf@franklinphonetic.net

FRANKLIN PHONETIC SCHOOL, INC.

BOARD MEETING AGENDA

Thursday June 29th, 2023 at 1:30pm

Zoom meeting Audio or Video

Phone # 360-209-5623

Meeting ID # 935 5128 6001

Passcode # 238964

Call to Order

- Approval of Prior Board meeting minutes from June 14th, 2023.
- PV Income Statement

New Business

- Approval of FY2024 Adopted Budget

Old Business

- PTO Bylaws (that were tabled from previous meeting)
- Prescott Valley Campus Update
- Big 5 Building update

Set Next Meeting

Meeting Adjourned

Franklin Phonetic School-Board Meeting Minutes

Wednesday, June 14, 2023

Meeting at: Franklin Phonetic Primary School, 6116 E. Hwy 69, Prescott Valley, AZ 86314

Call to order: 1:34 p.m.

On Phone: Kristen Goode, Cindy Franklin, Tom Franklin, Clydene Dechert, Alison Alva, Dusti Lewis-Richter, Audrey Wright, Neil Wright, Leo Condos

Absent: Lane Burkitt

Approval of prior meeting minutes: Motion to approve May 30th meeting minutes with correction was made by Clydene Dechert, seconded by Alison Alva and passed unanimously.

New Business:

- **Financial Report(s):** The online AZ Department of Education school budget form has been updated and line items have changed. This proposed budget is based on the enrollment of 375 students. Teachers' salaries have increased. Some categories have increased and some categories have decreased. Special Education did not decrease. This proposed budget is an estimate based upon the actual numbers from last year's budget. If the budget needs to be amended, it will need to be completed in May 2024. The approved proposed budget will be uploaded to the school website and emailed to AZ Department of Education. Board members will need to sign the proposed budget. A motion to adopt proposed budget for 2023/2024 school year was made by Leo Condos, seconded by Clydene Dechert and passed unanimously.

Old Business:

- **Prescott Valley Campus Update:** In the process of hiring two paraeducators in general education, one paraeducator in special education, and a maintenance person. A highly qualified math teacher has been hired.
- **Big 5 Building Update:** Library is being moved over to the Big 5 building. Library will be ready in four weeks. New band-room is coming together. The old art room will now be the Spanish classroom. The old band-room will now be the theater room and storage. The old library will be a special education room.

Next meeting: Budget adoption: Thursday, June 29, 2023 at 1:30 p.m.

Adjourn: Motion to adjourn at 1:53 p.m. was made by Alison Alva, seconded by Leo Condos and passed unanimously.

**Franklin Phonetic School, Inc.
PV Income 6-1-23 to 6-26-23**

	Current Month	
Retirement Plan	28,362.03	
Long-Term Disability	164.70	
Miscellaneous Purchased Servic	0.00	
Telephone & Postage	0.00	
Continuing Education	0.00	
Supplies	1,750.15	***Music reimbursements for last school year
Curriculum Supplies	0.00	
Books, Periodicals, & Inst. Ai	0.00	
Textbooks	0.00	
Dues & Fees	2,397.75	***Arizona Charter School Annual Dues
Miscellaneous Expense	0.00	
Miscellaneous Purchased Servic	0.00	
Financial Services	0.00	
P/C Insurance	0.00	
Supplies	0.00	
Dues & Fees	0.00	
Travel & Conferences	0.00	
Administrators - Non-Cert	0.00	
Other - Non-Certified	26,611.76	
Employee Insurance	976.59	
Workers Compensation Insurance	0.00	
Miscellaneous Purchased Servic	0.00	
Repair and Maintenance - Equip	0.00	
Furniture & Equipment Rental	0.00	
Telephone & Postage	636.76	
Internet Services	156.96	
Advertising	3,248.89	***Signs Plus
Supplies	131.63	***Cleaning Supplies
Dues & Fees	0.00	
Travel & Conferences	0.00	
Miscellaneous Expense	3,629.42	***Mastercard Payment
Financial Services	0.00	
Other - Non-Certified	7,095.90	
Employee Insurance	0.00	
Miscellaneous Purchased Servic	0.00	
Water/Sewer	0.00	
Cleaning & Disposal Services	0.00	

**Franklin Phonetic School, Inc.
PV Income 6-1-23 to 6-26-23**

	Current Month	
Lawn Care	0.00	
Security Services	480.00	
Repair and Maintenance - Build	475.00	***Legacy Roofing
Repair and Maintenance - Equip	0.00	
Land and Building Rental	0.00	
P/C Insurance	0.00	
Supplies	0.00	
Supplies-FF&E <\$5,000>	0.00	
Natural Gas/Propane	386.00	
Electricity	0.00	
Dues & Fees	0.00	
Depreciation Expense	0.00	
Amortization Expense	0.00	
Interest	0.00	
Employee Insurance	0.00	
Miscellaneous Purchased Servic	20.20	***Yavapai County education
Repair and Maintenance - Equip	0.00	
Student Transportation Service	0.00	
Supplies	0.00	
Gasoline	0.00	
Due & Fees	0.00	
Teachers - Certified	27,290.31	
Teacher Aides	58,950.21	
Employee Insurance	1,096.00	
Continuing Education	0.00	
Instructional Aids	0.00	
Teachers - Certified	13,309.17	
Purchased Professional Service	0.00	
Continuing Education	0.00	
Stipend - Title III	4,990.00	
Contracted Counselor/Therapist	0.00	
Teachers - Non-Certified	13,670.49	
Contracted Counselor/Therapist	9,881.25	
Miscellaneous Purchased Servic	0.00	
Supplies	0.00	
Teachers - Certified	0.00	
Teachers - Non-Certified	0.00	

**Franklin Phonetic School, Inc.
PV Income 6-1-23 to 6-26-23**

	Current Month
Employee Insurance	0.00
Continuing Education	0.00
Employee Insurance	0.00
Continuing Education	0.00
Supplies	0.00
Teachers - Certified	2,000.04
Other Food	1,000.00
Dues & Fees	0.00
Supplies	0.00
Dues & Fees	0.00
Field Trips	0.00
	<hr/>
Total Expenses	425,572.19
	<hr/>
Net Income	\$ 158,260.29
	<hr/> <hr/>

Charter school Franklin Phonetic Primary School, Inc.
 Charter name

 d.b.a. (as applicable)

County Yavapai CTDS number 138751000

Please ensure the Charter Contacts tab is complete.

FY 2024
State of Arizona
 Charter School Annual Budget
 Adopted _____
 Version _____

By the Governing Board

We hereby certify that the budget for the school year 2024 was
 Proposed June 14, 2023
 Adopted June 29, 2023
 Revised _____
 Date

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
Signed	Title

1. Total budgeted revenues for fiscal year 2023		\$	<u>3,983,033</u>
2. Estimated revenues by source for fiscal year 2024			
	Local	1000	\$ <u>333,386</u>
	Intermediate	2000	\$ _____
	State	3000	\$ <u>4,360,000</u>
	Federal	4000	\$ <u>346,727</u>
	TOTAL		\$ <u>5,040,113</u>

Charter school contact employee: Alison Alva
 Telephone: 928-775-6747 Email: aalva@franklinphonetic.net

The FY 2024 budget file for the version described at left will be uploaded through the
 School Finance Budget System on ADE's website by July 6, 2023
Type the date as MM/DD/YYYY

_____	_____
School official signature	School official signature
<u>Dr. Cindy Franklin</u>	<u>Thomas Franklin</u>
School official (typed name)	School official (typed name)

Average teacher salary (A.R.S. §15-189.05)

Check box if the school is new and will begin operations in FY 2024.

1. Average salary of all teachers employed in budget year 2024	\$	<u>52,079</u>
2. Average salary of all teachers employed in prior year 2023	\$	<u>49,131</u>
3. Increase in average teacher salary from the prior year 2023	\$	<u>2,948</u>
4. Percentage increase		<u>6.0%</u>

Comments on average salary calculation (optional):

Charter school Franklin Phonetic Primary School, Inc.

County Yavapai

CTDS number 138751000

Charter contact information

	Prefix	First name	Last name	Email address	Telephone number	Extension
Charter Representative	Dr	Cindy	Franklin	tfrank@franklinphonetic.net	928-775-6747	
Charter Representative		Thomas	Franklin	tfrank@franklinphonetic.net	928-775-6747	
Executive Assistant to Charter Representative						
Business Manager						
Business Consultant						
AzEDS/ADM Data Coordinator						
SPED Data Coordinator						
Poverty Coordinator						
Assessments Coordinator						
Curriculum Coordinator						
Information Technology (IT) Director						
Governing Board Member	Dr	Cindy	Franklin	tfrank@franklinphonetic.net	928-775-6747	
Governing Board Member		Thomas	Franklin	tfrank@franklinphonetic.net	928-775-6747	
Governing Board Member		Clydene	Dechert	2barck@gmail.com	928-775-6747	
Governing Board Member		Lane	Burkitt	jane@1lanerd.com	928-775-6747	
Governing Board Member		Leo	Condos	leocondoshome@yahoo.com	928-775-6747	
Governing Board Member						
Governing Board Member						
Governing Board Member						
Governing Board Member						

Student Information System (SIS) Vendor

Accounting Information System

Is the Charter exempt from the Uniform System of Financial Records for Charter Schools (USFRCS)?

Charter's website address

Expenses		Salaries 6100	Employee benefits 6200	Purchased services 6300, 6400, 6500	Supplies 6600	Other 6800	Totals		% Increase/ decrease	
							Prior year 2023	Budget year 2024		
1000 Schoolwide Project and 1500-1999 Other Special Projects										
100 Regular education										
1000 Instruction	1.	1,147,860	228,875	90,333	84,474		1,442,229	1,551,542	7.6%	1.
Support services										
2100 Students	2.	366,745	73,129	25,000			387,272	464,874	20.0%	2.
2200 Instruction	3.						0	0		3.
2300 General administration	4.	185,537	36,996				86,400	222,533	157.6%	4.
2400 School administration	5.	426,000	84,944			14,500	451,320	525,444	16.4%	5.
2500 Central services	6.	37,080	7,394			39,600	5,300	84,074	1486.3%	6.
2600 Operation & maintenance of plant	7.	78,300	15,613	52,000		49,009	127,208	194,922	53.2%	7.
2900 Other support services	8.						0	0		8.
3000 Operation of noninstructional services	9.						0	0		9.
4000 Facilities acquisition & construction	10.						0	0		10.
5000 Debt service	11.					442,839	380,281	442,839	16.5%	11.
610 School-sponsored cocurricular activities	12.						0	0		12.
620 School-sponsored athletics	13.						0	0		13.
630, 700, 800, 900 Other programs	14.						0	0		14.
Subtotal (lines 1-14)	15.	2,241,522	446,951	167,333	84,474	545,948	2,880,010	3,486,228	21.0%	15.
200 Special education										
1000 Instruction	16.	234,770	46,950	20,225	47,000	1,725	350,444	350,670	0.1%	16.
Support services										
2100 Students	17.						0	0		17.
2200 Instruction	18.			56,300			56,050	56,300	0.4%	18.
2300 General administration	19.						0	0		19.
2400 School administration	20.						0	0		20.
2500 Central services	21.						0	0		21.
2600 Operation & maintenance of plant	22.						0	0		22.
2900 Other support services	23.						0	0		23.
3000 Operation of noninstructional services	24.						0	0		24.
4000 Facilities acquisition & construction	25.						0	0		25.
5000 Debt service	26.						0	0		26.
Subtotal (lines 16-26)	27.	234,770	46,950	76,525	47,000	1,725	406,494	406,970	0.1%	27.
400 Pupil transportation	28.					23,075	10,000	23,075	130.8%	28.
530 Dropout prevention programs	29.						0	0		29.
540 Joint career & technical ed. & vocational ed. center	30.						0	0		30.
550 K-3 Reading	31.						0	0		31.
Subtotal (lines 15 and 27-31)	32.	2,476,292	493,901	243,858	131,474	570,748	3,296,504	3,916,273	18.8%	32.
1010 Classroom Site Project (from page 3, line 6)	33.	260,166	61,820	0	0		331,031	321,986	-2.7%	33.
1020 Instructional Improvement Project (from page 2, line 5)	34.						21,375	14,610	-31.6%	34.
1071 English Language Learner Project (from page 4, line 11)	35.	9,326	2,332	0	0	0	0	11,658		35.
1072 Compensatory Instruction Project (from page 4, line 22)	36.	0	0	0	0	0	0	0		36.
1100-1499 Federal and State projects (from page 2, line 32)	37.						333,497	775,457	132.5%	37.
Total (lines 32-37)	38.	2,745,784	558,053	243,858	131,474	570,748	3,982,407	5,039,984	26.6%	38.

Federal and State projects

1100-1399 Federal projects

	Prior year 2023	Budget year 2024	
1. 1100-1130 ESEA Title I-Helping Disadvantaged Children	134,643	130,614	1.
2. 1140-1150 ESEA Title II-Prof. Dev. And Technology	14,689	19,003	2.
3. 1160 ESEA Title IV-21st Century Schools	0	0	3.
4. 1170-1180 ESEA Title V-Promote Informed Parent Choice	0	0	4.
5. 1190 ESEA Title III-Limited Eng. & Immigrant Students	4,888	4,254	5.
6. 1200 ESEA Title VII-Indian Education	0	0	6.
7. 1210 ESEA Title VI-Flexibility and Accountability	0	0	7.
8. 1220 IDEA, Part B	77,690	71,628	8.
9. 1230 Johnson-O'Malley	0	0	9.
10. 1240 Workforce Investment Act	0	0	10.
11. 1250 AEA-Adult Education	0	0	11.
12. 1260-1270 Vocational Education-Basic Grants	0	0	12.
13. 1280 ESEA Title X-Homeless Education	0	0	13.
14. 1290 Medicaid Reimbursement	0	0	14.
15. 1300 Charter School Implementation Proj. (Stimulus)	0	0	15.
16. 13 Impact Aid	0	0	16.
17. 1310-1399 Other Federal Projects	89,929	121,228	17.
18. Total federal projects (lines 1-17)	321,839	346,727	18.
1400-1499 State projects			
19. 1400 Vocational Education	0	0	19.
20. 1410 Early Childhood Block Grant	0	0	20.
21. 1420 Extended School Year-Pupils with Disabilities	0	0	21.
22. 1425 Adult Basic Education	0	0	22.
23. 1430 Chemical Abuse Prevention Programs	0	0	23.
24. 1435 Academic Contests	0	0	24.
25. 1450 Gifted Education	0	0	25.
26. 1456 College Credit Exam Incentives	0	0	26.
27. 1460 Environmental Special Plate	0	0	27.
28. 1465 Charter School Stimulus Fund	0	0	28.
29. 14 Arizona Industry Credentials Incentive	0	0	29.
30. Other State Projects	11,658	428,730	30.
31. Total State projects (lines 19-30)	11,658	428,730	31.
32. Total federal and State projects (lines 18 and 31)	333,497	775,457	32.

Capital acquisitions

	Prior year	Budget year	
1. 0181 Intangible assets	0	0	1.
2. 0191 Land and land improvements	0	0	2.
3. 0192 Site improvements	0	0	3.
4. 0194 Buildings and building improvements	0	0	4.
5. 0196 Equipment	0	0	5.
6. 0198 Construction in progress	0	0	6.
7. Total capital acquisitions (lines 1-6)	0	0	7.
8. Total capital acquisitions, if any, budgeted on lines 1-6 above	0	0	8.

Special education programs by type

	Program 200 prior year 2023	Program 200 budget year 2024	
1. Total all disability classifications	400,494	400,970	1.
2. Gifted education	3,000	3,000	2.
3. ELL incremental costs	0	0	3.
4. ELL compensatory instruction	3,000	3,000	4.
5. Remedial education	0	0	5.
6. Vocational and technical ed.	0	0	6.
7. Career education	0	0	7.
8. Total (lines 1-7)	406,494	406,970	8.
9. Expenses budgeted for transporting students with disabilities (as defined in A.R.S. §15-761) unique to the IEP	0	0	9.

Instructional Improvement Project

Indicate amounts budgeted in Project 1020 for the following:

	Prior year 2023	Budget year 2024	
1. Teacher compensation increases	0	0	1.
2. Class size reduction	0	0	2.
3. Dropout prevention programs	0	0	3.
4. Instructional improvement programs	21,375	14,610	4.
5. Total Instructional Improvement (lines 1-4)	21,375	14,610	5.

Proposed ratios for special education

Teacher-pupil	1 to	<u>6.0</u>
Staff-pupil	1 to	<u> </u>

Selected expenses by type
(Must be included on page 1)

Audit services	26,250
Classroom instruction	234,770

State equalization assistance budgeted for food service expenses

Enter the amount of State equalization assistance budgeted for food service, function 3100:

	163,245
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Debt service

Interest 6850	0
Redemption of principal	0

Estimated full-time equivalent teachers [A.R.S. §15-903(E)(2)]

	Prior year 2023	Budget year 2024	
1. Number of full-time equivalent certified teachers	0.00	16.00	1.
2. Number of full-time equivalent noncertified teachers	26.00	7.00	2.
3. Number of full-time equivalent contract teachers	0.00	23.00	3.

Expenses		Salaries 6100	Employee benefits 6200	Purchased services 6300, 6400, 6500	Supplies 6600	Totals		% Increase/ decrease
						Prior year 2023	Budget year 2024	
Classroom Site Project 1010								
1000 Instruction	1.	182,116	43,274			331,031	225,390	-31.9%
2100 Support services—students	2.	78,050	18,546			0	96,596	
2200 Support services—instruction	3.					0	0	
2300 Support services—general administration	4.					0	0	
3300 Community services operations	5.					0	0	
Total Classroom Site Project (lines 1-5)	6.	260,166	61,820	0	0	0	321,986	

Classroom Site Project 1010 budgeted property payments

Property disbursements	0
Interest 6850	0
Redemption of principal	0

Charter School Franklin Phonetic Primary School, Inc.

County Yavapai

CTDS number 138751000

Expenses	Number of personnel		Salaries 6100	Employee benefits 6200	Purchased services 6300, 6400, 6500	Supplies 6600	Other 6800	Totals		% Increase/ decrease
	Prior year	Budget year						Prior year 2023	Budget year 2024	
English Language Learner Project - 1071										
260 Special education—ELL incremental costs										
1000 Instruction	1.	1.00	9,326	2,332				0	11,658	1.
Support services										
2100 Students	2.	2.00						0	0	2.
2200 Instruction	3.	3.00						0	0	3.
2300 General administration	4.	4.00						0	0	4.
2400 School administration	5.	5.00						0	0	5.
2500 Central services	6.	6.00						0	0	6.
2600 Operation & maintenance of plant	7.	7.00						0	0	7.
2900 Other support services	8.	8.00						0	0	8.
Program 260 subtotal (lines 1-8)	9.	36.00	9,326	2,332	0	0	0	0	11,658	9.
430 Pupil Transportation—ELL incremental costs										
Support services										
2700 Student transportation	10.	0.00						0	0	10.
Total expenses (lines 9 and 10)	11.	36.00	9,326	2,332	0	0	0	0	11,658	11.

Expenses	Number of personnel		Salaries 6100	Employee benefits 6200	Purchased services 6300, 6400, 6500	Supplies 6600	Other 6800	Totals		% Increase/ decrease
	Prior year	Budget year						Prior year 2023	Budget year 2024	
Compensatory Instruction Project - 1072										
265 Special education—ELL compensatory instruction										
1000 Instruction	12.	0.00						0	0	12.
Support services										
2100 Students	13.	0.00						0	0	13.
2200 Instruction	14.	0.00						0	0	14.
2300 General administration	15.	0.00						0	0	15.
2400 School administration	16.	0.00						0	0	16.
2500 Central services	17.	0.00						0	0	17.
2600 Operation & maintenance of plant	18.	0.00						0	0	18.
2900 Other support services	19.	0.00						0	0	19.
Program 265 subtotal (lines 12-19)	20.	0.00	0	0	0	0	0	0	0	20.
435 Pupil transportation—ELL compensatory instruction										
Support services										
2700 Student transportation	21.	0.00						0	0	21.
Total expenses (lines 20 and 21)	22.	0.00	0	0	0	0	0	0	0	22.

FY 2024 Summary of charter school proposed budget

CTDS number 138751000

	Totals		% Increase/decrease
	Prior year 2023	Budget year 2024	
1000 Schoolwide Project			
100 Regular education			
1000 Instruction	1,442,229	1,551,542	7.6%
Support services			
2100 Students	387,272	464,874	20.0%
2200 Instruction	0	0	
2300 General administration	86,400	222,533	157.6%
2400 School administration	451,320	525,444	16.4%
2500 Central services	5,300	84,074	1486.3%
2600 Operation & maintenance of plant	127,208	194,922	53.2%
2900 Other support services	0	0	
3000 Operation of noninstructional services	0	0	
4000 Facilities acquisition & construction	0	0	
5000 Debt service	380,281	442,839	16.5%
610 School-sponsored cocurricular activities	0	0	
620 School-sponsored athletics	0	0	
630, 700, 800, 900 Other programs	0	0	
Regular education subtotal	2,880,010	3,486,228	21.0%
200 Special education			
1000 Instruction	350,444	350,670	0.1%
Support services			
2100 Students	0	0	
2200 Instruction	56,050	56,300	0.4%
2300 General administration	0	0	
2400 School administration	0	0	
2500 Central services	0	0	
2600 Operation & maintenance of plant	0	0	
2900 Other support services	0	0	
3000 Operation of noninstructional services	0	0	
4000 Facilities acquisition & construction	0	0	
5000 Debt service	0	0	
Special education subtotal	406,494	406,970	0.1%
400 Pupil transportation	10,000	23,075	130.8%
530 Dropout prevention programs	0	0	
540 Joint career & tech. ed. & voc. ed. center	0	0	
550 K-3 Reading	0	0	
Total	3,296,504	3,916,273	18.8%

The budget of Franklin Phonetic Primary School, Inc. for fiscal year 2024 was officially proposed by the Governing Board on June 14, 2023. The complete budget may be reviewed by contacting Alison Alva at 9287756747 or aalva@franklinphonetic.net.

Special education programs	Totals		% Increase/decrease
	Prior year 2023	Budget year 2024	
Total all disability classifications	400,494	400,970	0.1%
Gifted education	3,000	3,000	0.0%
ELL incremental costs	0	0	
ELL compensatory instruction	3,000	3,000	0.0%
Remedial education	0	0	
Vocational and technical ed.	0	0	
Career education	0	0	
Total	406,494	406,970	0.1%

Expenses by project			
	Totals		% Increase/decrease
	Prior year 2023	Budget year 2024	
Schoolwide	3,296,504	3,916,273	18.8%
Classroom Site Project	331,031	321,986	-2.7%
Instructional Improvement	21,375	14,610	-31.6%
English Language Learner	0	11,658	
ELL Compensatory Instruction	0	0	
Federal projects	321,839	346,727	7.7%
State projects	11,658	428,730	3577.6%
Capital acquisitions	0	0	
Total expenses	3,982,407	5,039,984	26.6%

Average teacher salary	
Average salary of all teachers employed in the budget year 2024	52,079
Average salary of all teachers employed in the prior year 2023	49,131
Increase in average teacher salary from the prior year 2023	2,948
Percentage increase	6.0%

Comments on average salary calculation (optional):

1. Schools percent of state-wide weighted student count as reported on its most recent School's report to ASBO. Amounts should be entered as a decimal. For example 0.0601% should be entered as 0.000601.

1.269700

2023, Ch. 133, §31] Increase for Allocation of Additional Funding [2016 Prop 123 & Laws 2015, 1st S.S., Ch. 1, §6] and onetime state aid supplement [Laws

5. Adjustment for remote instructional time [A.R.S. §15-901.08] This line should be left blank for budget adoption. If a school provides instructional time in a remote setting beyond the thresholds prescribed in A.R.S. §15-901.08(C)(3)(b)(ii) in any school year, ADE shall calculate the total percentage of remote instructional time that exceeded the threshold and fund that percentage of the base support level at 95 percent of the base support level that would otherwise be calculated for the school. ADE will notify schools of the adjustment amount, if any. Enter the amount provided by ADE, if any, as a negative number.

\$

4. FY 2022 federal audit service actual expense Enter the amount expended for audit services FY 2022 from federal monies. Do not include the costs of consulting or other nonaudit services paid to audit firms (e.g., application fees paid for submission of school reports to ASBO) and GFOA for certification or for the preparation of the Merit Bonus Budget Award application to ASBO.

\$ 26,250.00

3. FY 2022 nonfederal audit service actual expense Schools must include audit costs for FY 2022 under "Selected expenses by type" on Budget page 2 to obtain the allowable increase in BSL for the budget year. Do not include the costs of consulting or other nonaudit services paid to audit firms (e.g., application fees paid for submission of school reports to ASBO and GFOA for certification or for the preparation of the Merit Bonus Budget Award application to ASBO). A.R.S. §15-914(f) allows schools to increase their base support levels if audit costs will be incurred for the budget year.

\$ 0.00

2. Decrease for federal and state monies received for M&O purposes Enter the amount received from federal or state agencies for basic maintenance and operation of the school (except for ESSA Title VIII). Do not include federal or state grants that are received for a specific purpose. (A.R.S. §15-185) In accordance with A.R.S. §15-185(p), the Auditor General has determined that the following federal monies meet the definition of "monies intended for the basic maintenance and operations of the school" (as referred to in that subsection), that must be used to reduce the base support level and state equalization assistance, as directed by A.R.S. §15-185(d). This list is not necessarily all-inclusive. The Auditor General may determine in the future that other federal or state grants meet the definition of "monies intended for the basic maintenance and operations of the school."

\$

1. Base support level adjustments [A.R.S. §§15-943 & 15-185] Check box if the school has been approved to provide 200 days of instruction by ADE. A.R.S. §15-902.04 allows schools that provide 200 days of instruction to increase the base level amount by 5 percent. To be eligible for this increase in funding, the school must be approved for 200 days of instruction by ADE and its sponsor. Schools must receive approval from ADE for FY 2024 prior to June 1, 2023. Please contact ADE's School Finance account analyst team by email with questions concerning 200 days of instruction at sfinanceteam@azed.gov.

Base support level adjustments [A.R.S. §§15-943 & 15-185]

(5) Schools may use the SUPP22 in AZEDS to estimate FY 2024 eligible student counts. This weight applies to all students in schools with community eligibility.

Table with 2 columns: Student count, Weight. Rows include categories like 1. K-3 Reading, 2. K-3, 3. English Learners (ELL), 4. Hearing Impairment (HI), 5. MC-R, AVE, and SLD-C (1), 6. MD-SC, A-SC, and SLD-C (2), 7. Multiple Disabilities Severe Sensory Impairment, 8. Orthopedic Impairment (Resource), 9. Orthopedic Impairment (Self-Contained), 10. Preschool Delay (P-SD), 11. DD, ELL, SLD, SLI, and OHI (3), 12. Emotional Disability (Private), 13. Moderate Intellectual Disability (MCI-D), 14. Visual Impairment (VI), 15. Educational Programs for Gifted Pupils (G) (4), 16. Free and Reduced-Price Lunch (FRPL) (5) (16), 17. Total weighted student count (lines 1 through 16), 18. MC-R (Multiple Disabilities-Resource), 19. A-F (Autism-Resource), and SLD-R (Severe Intellectual Disability-Resource), 20. DD (Developmental Delay for children in kindergarten through age 10), ED (Emotional Disability-Self-Contained), and SLD-C (Severe Intellectual Disability-Self-Contained), 21. MC-R (Multiple Disabilities-Resource), 22. A-F (Autism-Resource), and SLD-R (Severe Intellectual Disability-Resource), 23. DD (Developmental Delay for children in kindergarten through age 10), ED (Emotional Disability), SLD (Specific Learning Disability), SL (Speech/Language Impairment), and OHI (Other Health Impairment), 24. See ADE's School Finance hot topic for additional information on educational programs for gifted students at https://www.azed.gov/newsroom/2022-gifted-add-pment

Student count add-ons Before the 100th day in session, schools use estimated student counts based on actual registration of students to determine the add-on weighted counts should be obtained from the following ADE reports: K-3 and K-3 Reading- ADM20 ELL: English Learners (ELL) Students Served in Programs Under A.R.S. §15-754, ELL20 Children with Disabilities: SPED20

Support level weights (Group B weights) [A.R.S. §§15-943, 15-185 & 15-808]

Table with 2 columns: Student count, Weight. Rows include PSD-12 student count, Full-time AOI student count, Part-time AOI student count, Total student count.

Charter holder total charter school counts (complete only if 1 or more criteria above are checked) Enter total student counts for all of the charter holders' affiliated charter schools. This table must be completed unless all boxes have been unchecked to indicate that the charter holder has no affiliated charter schools.

Table with 2 columns: Student count, Weight. Rows include PSD-12 student count, Full-time AOI student count, Part-time AOI student count, Total student count.

Individual charter school counts Enter total student counts for the charter school for PSD, K-8, and 9-12 students. Student count must be estimated student counts based on actual registration of students. Actual registration of PSD and kindergarten students should be divided by 2 to get estimated student counts for kindergarten. After the 100th day in session, the ADE FY 2024 ADM20 should be used, available via ADE Connect, AZEDS Portal. Schools approved to provide 200 days of instruction will adjust their FY 2025 budget for discrepancies between the FY 2024 100th-day and 200th-day student counts. (The Total K-LE report is used for K-8 and/or 9-12.)

Table with 2 columns: Additional information, Yes/No. Rows include: The organizational structure or management agreement of your charter holder requires your charter holder or charter school to contact with a specific management company, The governing body of your charter holder has identical membership to another charter holder in this State, Your charter holder is a subsidiary of a corporation that has other subsidiaries that are charter holders in this State, Your charter holder holds more than 1 charter in this State.

Please uncheck each box that does not apply. Unchecking a box indicates the criteria does not apply to the charter school. If all boxes are unchecked, the small school weight adjustment does not apply to the school. For any boxes that are checked, please provide the required additional information described. Failure to provide complete and accurate information may result in inaccurate State aid calculations and future conclusions/DHM audit findings. Charter schools not sponsored by the Arizona State Board for Charter Schools should contact ADE's School Finance payment team by email at sfinanceteam@azed.gov.

Base support level weights (Group A weights) [A.R.S. §§15-943 and 15-185]

Base support level weights calculation [A.R.S. §§15-943 and 15-185]

Table 1 - Individual charter school counts

Support level weights to be used for:	K-8	9-12
Student count 0.001-99.999 Support level weight	1.3990	0.0000
Student count 100.000-499.999		
Student count constant	500.0000	0.0000
Student count	- 385.0000	- 0.0000
Difference	= 115.0000	= 0.0000
Weight adjustment factor	x 0.0003	x 0.0000
Support level weight increase	= 0.0345	= 0.0000
Support level weight constant	+ 1.2780	+ 0.0000
Support level weight	= 1.3125	= 0.0000
Student count 500.000-599.999		
Student count constant	600.0000	0.0000
Student count	- 0.0000	- 0.0000
Difference	= 0.0000	= 0.0000
Weight adjustment factor	x 0.0012	x 0.0000
Support level weight increase	= 0.0000	= 0.0000
Support level weight constant	+ 1.1580	+ 0.0000
Support level weight	= 0.0000	= 0.0000
Student count 600.000 or more Support level weight	1.1580	0.0000

Table 2 - Charter holder total charter school counts (only calculated if 1 or more criteria are checked on the Data Entry tab)

Support level weights to be used for:	K-8	9-12
Student Count 0.001-99.999 Support level weight	1.3990	0.0000
Student count 100.000-499.999		
Student count constant	500.0000	0.0000
Student count	- 0.0000	- 0.0000
Difference	= 0.0000	= 0.0000
Weight adjustment factor	x 0.0003	x 0.0000
Support level weight increase	= 0.0000	= 0.0000
Support level weight constant	+ 1.2780	+ 0.0000
Support level weight	= 0.0000	= 0.0000
Student count 500.000-599.999		
Student count constant	600.0000	0.0000
Student count	- 0.0000	- 0.0000
Difference	= 0.0000	= 0.0000
Weight adjustment factor	x 0.0012	x 0.0000
Support level weight increase	= 0.0000	= 0.0000
Support level weight constant	+ 1.1580	+ 0.0000
Support level weight	= 0.0000	= 0.0000
Student count 600.000 or more Support level weight	1.1580	0.0000

Support level

1. Support level weight from Table 1	1.3125	0.0000
2. Support level weight from Table 2 (based on small school weight eligibility)	1.3990	0.0000
3. Support level weight (lesser of lines 1 and 2, as applicable, as shown on BSA 55-1)	1.3990	0.0000

Base support level amounts from total K-3 and total K-3 Reading weighted student counts

A.R.S. §15-211 requires schools to submit a plan to ADE by October 1 for improving the reading proficiency of its pupils in kindergarten programs and grades 1-3. The plan must include a budget for spending monies from both the K-3 and K-3 Reading support level weights. Schools must use monies generated by the K-3 Reading weight only on instructional purposes intended to improve reading proficiency for pupils in kindergarten through 3rd grade with particular emphasis on pupils in kindergarten through 2nd grade. The K-3 Reading weight will only be included in the School's BSA 55-1 after the School's K-3 Reading Program Plan is approved by the State Board of Education. Contact ADE's Move on When Reading program area with questions at <http://www.azed.gov/mowr/>

	Total weighted student count			
	K-3	K-3 Reading		
Non-AOI	10.337	0.000		
AOI FT*	0.000	0.000		
AOI PT*	0.000	0.000	K-3	\$ 50,803.36
Total	10.337	0.000	K-3 Reading	\$ 0.00

*AOI counts shown reflect applicable full-time or part-time funding ratio.

Increase for allocation of additional funding [2016 Prop 123 & Laws 2015, 1st S.S., Ch.1, §6]

2016 Prop 123 and Laws 2015, 1st S.S., Ch.1, §6, provides total additional funding of \$/b million to districts and charter schools on a pro rata basis. The estimated increase in additional funding is provided below. However, actual amounts will vary. ADE will notify schools of the final amounts. Once available, schools can access actual payment amounts at <https://www.azed.gov/finance/countyappor>. Schools should include these monies in their Schoolwide Project Budget. These monies may be expended for any allowable school purpose.

1. Estimated allocation of additional Prop 123 funding	\$ 96,727,500.00
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Increase for allocation of onetime state aid supplement [Laws 2023, Ch. 133, §31]

For FY 2024, Laws 2023, Ch. 133, §31 provides total additional funding of \$300 million to districts and charter schools on a pro rata basis. The estimated increase in additional funding is provided below. However, actual amounts will vary. ADE will notify schools of the final amounts. Once available, schools can access actual payment amounts at <https://www.azed.gov/finance/countyappor>. Schools should include these monies in their Schoolwide Project Budget. These monies may be expended for any allowable school purpose.

2. Estimated allocation of additional onetime state aid supplement	\$ 386,910,000.00
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Franklin Phonetic Primary School, Inc.
Basic Calculations For Equalization Assistance
FY 2024

Grade Levels	Non-AOI Student Count	AOI-FT Student Count	AOI-PT Student Count	Support Level Weight	Non-AOI Weighted Student Count	AOI-FT Weighted Student Count	AOI-PT Weighted Student Count
PSD	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000
K-8,UE	385.0000	0.0000	0.0000	1.3990	538.6150	0.0000	0.0000
9-12	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000
Regular Education Unweighted Student Count	385.0000	0.0000	0.0000				
Total of Unweighted Student Count			385.0000				
Regular Education Weighted Student Count					538.6150	0.0000	0.0000
Total of Weighted Student Count							538.6150

Add Ons	Non-AOI Student Count	AOI-FT Student Count	AOI-PT Student Count	Support Level Weight	Non-AOI Weighted Student Count	AOI-FT Weighted Student Count	AOI-PT Weighted Student Count
ELL	22.0000	0.0000	0.0000	0.1150	2.5300	0.0000	0.0000
K-3	172.2904	0.0000	0.0000	0.0600	10.3374	0.0000	0.0000
K-3 (Reading)	0.0000	0.0000	0.0000	0.0400	0.0000	0.0000	0.0000
HI	0.0000	0.0000	0.0000	4.7710	0.0000	0.0000	0.0000
MD-R, A-R, SID-R	2.0000	0.0000	0.0000	6.0240	12.0480	0.0000	0.0000
MD-SC, A-SC, SID-SC	0.0000	0.0000	0.0000	5.9880	0.0000	0.0000	0.0000
MD-SSI	0.0000	0.0000	0.0000	7.9470	0.0000	0.0000	0.0000
OI-R	1.0000	0.0000	0.0000	3.1580	3.1580	0.0000	0.0000
OI-SC	0.0000	0.0000	0.0000	6.7730	0.0000	0.0000	0.0000
P-SD	0.0000	0.0000	0.0000	3.5950	0.0000	0.0000	0.0000
DD, ED, MIID, SLD, SLI, OHI	61.9900	0.0000	0.0000	0.2920	18.1011	0.0000	0.0000
ED-P	0.0000	0.0000	0.0000	4.8220	0.0000	0.0000	0.0000
MOID	0.0000	0.0000	0.0000	4.4210	0.0000	0.0000	0.0000
VI	0.0000	0.0000	0.0000	4.8060	0.0000	0.0000	0.0000
G	0.0000	0.0000	0.0000	0.0070	0.0000	0.0000	0.0000
FRPL	0.0000	0.0000	0.0000	0.0220	0.0000	0.0000	0.0000
Group B - Add On Unweighted Student Count	259.2804	0.0000	0.0000				
Total Unweighted Group B Add On			259.2804				
Group B - Add On Weighted Student Count					46.1745	0.0000	0.0000
Total Weighted Group B Add On							46.1745

Franklin Phonetic Primary School, Inc.
 Basic Calculations For Equalization Assistance
 FY 2024

Calculation For Base Support Level

	Non-AOI Weighted Student Count	AOI-FT Weighted Student Count	AOI-PT Weighted Student Count
Regular Education Weighted Student Count	538.6150	0.0000	0.0000
Group B - Add On Weighted Student Count	+ 46.1745	+ 0.0000	+ 0.0000
Total Student Count	= 584.7895	= 0.0000	= 0.0000
AOI Funding Factor	x 1.0000	x 0.9500	x 0.8500
Weighted Student Count	= 584.7895	= 0.0000	= 0.0000
Total Weighted Student Count			584.7895
Base Level Amount (FY24)			\$4,914.71
Base Support Level	584.7895	x \$4,914.71	\$2,874,070.82
Base Support Level Adjustments			
Audit Service Expense			\$0.00
Adjustment For Remote Instructional Time Calculated By ADE			\$0.00
Adjusted Base Support Level	\$2,874,070.82	+ \$0.00	\$2,874,070.82

Franklin Phonetic Primary School, Inc.
 Basic Calculations For Equalization Assistance
 FY 2024

<u>Calculation For CAA</u>	<u>PSD</u>	<u>K-8</u>	<u>9-12</u>
Student Count	0.0000	385.0000	0.0000
Additional Assistance Per Student	x \$2,049.12	x \$2,049.12	x \$2,388.21
Additional Assistance	= \$0.00	= \$788,911.20	= \$0.00
Total Charter Additional Assistance			\$788,911.20
Additional Assistance Adjustments			
Adjusted Total Charter Additional Assistance			\$788,911.20
Equalization Assistance			
Adjusted Base Support Level	\$2,874,070.82		
Adjusted Total Charter Additional Assistance	+ \$788,911.20		
	= \$3,662,982.02		
Equalization Assistance			\$3,662,982.02
			\$3,662,982.02

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NON-PROFIT BYLAWS OF FRANKLIN PHONETIC ELEMENTARY PTO

PREAMBLE

The following Bylaws shall be subject to, and governed by, the Non-Profit Corporation Act of Arizona and the Articles of Incorporation of Franklin Phonetic Elementary PTO. In the event of a direct conflict between the herein contained provisions of these Bylaws and the mandatory provisions of the Non-Profit Corporation Act of Arizona, said Non-Profit Corporation Act shall be the prevailing controlling law. In the event of a direct conflict between the provisions of these Bylaws and the Articles of Incorporation of Corporation/Organization, it shall then be these Bylaws which shall be controlling.

ARTICLE 1 – NAME

The legal name of the Non-Profit Corporation/Organization shall be known as Franklin Phonetic Elementary PTO, and shall herein be referred to as the "Corporation/Organization."

ARTICLE 2 – PURPOSE

The general purposes for which this Corporation/Organization has been established are as follows:

The purpose for which the Non-Profit Corporation is formed is set forth in the attached Articles of Incorporation

The Corporation/Organization is established within the meaning of IRS Publication 557 Section 501(c)(1) Organization of the Internal Revenue Code of 1986, as amended (the "Code") or the corresponding section of any future federal tax code and shall be operated exclusively for franklin phonetic parent teacher organization

In addition, this Corporation/Organization has been formed for the purpose of performing all things incidental to, or appropriate in, the foregoing specific and primary purposes. However, the Corporation/Organization shall not, except to an insubstantial degree, engage in any activity or the exercise of any powers which are not in furtherance of its primary non-profit purposes.

The Corporation/Organization shall hold and may exercise all such powers as may be conferred upon any nonprofit organization by the laws of the State of Arizona and as may be necessary or expedient for the administration of the affairs and attainment of the purposes of the Corporation/Organization. At no time and in no event shall the Corporation/Organization participate in any activities which have not been permitted to be carried out by a Corporation/Organization exempt under Section 501(c) of the Internal Revenue Code of 1986 (the "Code").

ARTICLE 3 – OFFICES

The principal office of the Corporation/Organization shall be located at 6116 AZ - 69-9, PRESCOTT VALLEY, Arizona 96314.

The Corporation/Organization may have other such offices as the Board of Directors may determine or deem necessary, or as the affairs of the Corporation/Organization may find a need for from time to time.

ARTICLE 4 – DEDICATION OF ASSETS

The properties and assets of the Corporation/Organization are irrevocably dedicated to and for non-profit purposes only. No part of the net earnings, properties, or assets of this Corporation/Organization, on dissolution or otherwise, shall inure to the benefit of any person or any member, director, or officer of this Corporation/Organization. On liquidation or dissolution, all remaining properties and assets of the Corporation/Organization shall be distributed and paid over to an organization dedicated to non-profit purposes which has established its tax-exempt status pursuant to Section 501(c) of the Code.

ARTICLE 5 – BOARD OF DIRECTORS

General Powers and Responsibilities

The Corporation/Organization shall be governed by a Board of Directors (the "Board"), which shall have all the rights, powers, privileges and limitations of liability of directors of a non-profit corporation organized under the Non-Profit Corporation Act of Arizona. The Board shall establish policies and directives governing business and programs of the Corporation/Organization

and shall delegate to the Executive Director and Corporation/Organization staff, subject to the provisions of these Bylaws, authority and responsibility to see that the policies and directives are appropriately followed.

Number and Qualifications

The Board shall have up to 8, but no fewer than 8, Board members. The number of Board members may be increased beyond 8 members or decreased to less than 8 members by the affirmative vote of a simple majority of the then serving Board of Directors. A Board member need not be a resident of the State of Arizona.

In addition to the regular membership of the Board, representative of such other organizations or individuals as the Board may deem advisable to elect shall be *Ex-Officio Board Members*, which will have the same rights and obligations, including voting power, as the other directors.

Board Compensation

The Board shall receive no compensation other than for reasonable expenses. However, provided the compensation structure complies with Sections relating to "Contracts Involving Board Members and/or Officers" as stipulated under these Bylaws, nothing in these Bylaws shall be construed to preclude any Board member from serving the Corporation/Organization in any other capacity and receiving compensation for services rendered.

Board Elections

The Governance Committee shall present nomination for new and renewing Board members @ the board meeting immediately preceding the beginning of the next fiscal year. . Recommendations from the Governance Committee shall be made known to the Board in writing before nominations are made and voted on. New and renewing Board members shall be approved by a majority of those Board members at a Board meeting at which a quorum is present.

Term of Board

All appointments to the Board shall be for a term of 2 year(s). No person shall serve more than 4 consecutive terms unless a majority of the Board, during the course of a Board meeting at which a quorum is present, votes to appoint a Board member to 2 additional year(s). No person shall serve more than 8 consecutive years. After serving the maximum total number of consecutive years on the Board, a member may be eligible for reconsideration as a Board member after 2 years have passed since the conclusion of such Board member's service.

Vacancies

A vacancy on the Board of Directors may exist at the occurrence of the following conditions:

- a) The death, resignation, or removal of any director;
- b) The declaration by resolution of the Board of a vacancy in the office of a director who has been declared of unsound mind by a final order of court, convicted of a felony, found by final order or judgment of any court to have breached a duty pursuant to the Corporation Code and/or Act of the law dealing with the standards of conduct for a director, or has missed 3 consecutive meetings of the Board of Directors, or a total of 4 meetings of the Board during any one calendar year;
- c) An increase in the authorized number of directors; or
- d) The failure of the directors, at any annual or other meeting of directors at which director(s) are to be elected, to elect the full authorized number of directors.

The Board of Directors, by way of affirmative vote of a majority of the directors then currently in office, may remove any director without cause at any regular or special meeting, provided that the director to be removed has been notified in writing in the manner set forth in Article 5 – Meetings that such action would be considered at the meeting.

Except as provided in this paragraph, any director may resign effective upon giving written notice to the chair of the Board, the president of Corporation/Organization, the secretary of Corporation/Organization, or the Board of Directors, unless the notice specifies a later time for the effectiveness of the resignation. If the resignation is effective at a future time, a successor may be designated to take office when the resignation becomes effective. Unless the Attorney General of Arizona is first notified, no director may resign when the Corporation/Organization would then be left without a duly elected director in charge of its affairs.

Any vacancy on the Board may be filled by vote of a two-thirds majority of the directors then in office, whether or not the number of directors then in office is less than a quorum, or by vote of a sole remaining director. No reduction of the authorized number of directors shall have the effect of removing any director before that director's term of office expires.

A Board member elected to fill a vacancy shall be elected for the unexpired term of his or her predecessor in office.

Resignation

Each Board member shall have the right to resign at any time upon written notice thereof to the Chair of the Board, Secretary of the Board, or the Executive Director. Unless otherwise specified in the notice, the resignation shall take effect upon receipt thereof, and the acceptance of such resignation shall take effect upon receipt thereof, and the acceptance of such resignation shall not be necessary to make it effective.

Removal

A Board member may be removed, with or without cause, at any duly constituted meeting of the Board, by the affirmative vote of a two-thirds majority of then-serving Board members.

Meetings

The Board's regular meetings may be held at such time and place as shall be determined by the Board. The Chair of the Board or any 4 regular Board members may call a special meeting of the Board with 1 days' written notice provided to each member of the Board. The notice shall be served upon each Board member via hand delivery, regular mail, email, or fax. The person(s) authorized to call such special meetings of the Board may also establish the place the meeting is to be conducted, so long as it is a reasonable place to hold any special meeting of the Board.

Minutes

The Secretary shall be responsible for the recording of all minutes of each and every meeting of the Board in which business shall be transacted in such order as the Board may determine from time to time. However, in the event that the Secretary is unavailable, the Chair of the Board shall appoint an individual to act as Secretary at the meeting. The Secretary, or the individual appointed to act as Secretary, shall prepare the minutes of the meetings, which shall be delivered to the Corporation/Organization to be placed in the minute books. A copy of the minutes shall be delivered to each Board member via either regular mail, hand delivered, emailed, or faxed within 5 business days after the close of each Board meeting.

Action by Written Consent

Any action required by law to be taken at a meeting of the Board, or any action that may be taken at a meeting of the Board, may be taken without a meeting if consent in writing setting forth the action so taken shall be signed by all Board members. The number of directors in office must constitute a quorum for an action taken by unanimous written consent. Such consent shall be placed in the minute book of the Corporation/Organization and shall have the same force and effect as a unanimous vote of the Board taken at an actual meeting. The Board members' written consent may be executed in multiple counterparts or copies, each of which shall be deemed an original for all purposes. In addition, facsimile signatures and electronic signatures or other electronic "consent click" acknowledgments shall be effective as original signatures.

Quorum

At each meeting of the Board of Directors or Board Committees, the presence of 5 persons shall constitute a quorum for the transaction of business. If at any time the Board consists of an even number of members and a vote results in a tie, then the vote of the Chair of the Board shall be the deciding vote. The act of the majority of the Board members serving on the Board or Board Committees and present at a meeting in which there is a quorum shall be the act of the Board or Board Committees, unless otherwise provided by the Articles of Incorporation, these Bylaws, or a law specifically requiring otherwise. If a quorum is not present at a meeting, the Board members present may adjourn the meeting from time to time without further notice until a quorum shall be present. However, a Board member shall be considered present at any meeting of the Board or Board Committees if during the meeting he or she is present via telephone or web conferencing with the other Board members participating in the meeting.

Voting

Each Board member shall only have one vote.

Proxy

Board members shall not be allowed to vote by written proxy

Board Member Attendance

An elected Board Member who is absent from 3 consecutive regular meetings of the Board during a fiscal year shall be encouraged to reevaluate with the Chair of the Board his/her commitment to the Corporation/Organization. The Board may deem a Board member who has missed 3 consecutive meetings without such a reevaluation with the Chair to have resigned from the Board.

ARTICLE 6 – OFFICERS

Officers and Duties

The Board shall elect officers of the Corporation/Organization which shall include a Chair of the Board (Chief Executive Officer), President (Executive Director), Vice President, a Secretary, a Treasurer (Chief Financial Officer), and such other officers as the Board may designate by resolution. The same person may hold any number of offices, except that neither the Secretary nor the Treasurer may serve concurrently as the Chair of the Board or the President. In addition to the duties in accordance with this Article, officers shall conduct all other duties typically pertaining to their offices and other such duties which may be required by law, Articles of Incorporation, or by these bylaws, subject to control of the Board of Directors, and they shall perform any other such additional duties which the Board of Directors may assign to them at their discretion.

The officers will be selected by the Board at its annual meeting, and shall serve the needs of the Board, subject to all the rights, if any, of any officer who may be under a contract of employment. Therefore, without any bias or predisposition to the rights of any officer that may be under any contract of employment, any officer may be removed with or without cause by the Board. All officers have the right to resign at any time by providing notice in writing to the Chair of the Board, President, and/or Secretary of the Corporation/Organization, without bias or predisposition to all rights, if any, of the Corporation/Organization under any contract to which said officer is a part thereof. All resignations shall become effective upon the date on which the written notice of resignation is received or at any time later as may be specified within the resignation; and unless otherwise indicated within the written notice, a stated acceptance of the resignation shall not be required to make the resignation effective.

Any and all vacancies in any office because of death, resignation, disqualification, removal, or for any other cause, shall be filled in accordance to the herein prescribed bylaws for regular appointments to such office. The compensation, if any, of the officers shall be fixed or determined by resolution of the Board of Directors.

Chair of the Board (Chief Executive Officer)

It shall be the responsibility of the Chair of the Board, when present, to preside over all meetings of the Board of Directors and Executive Committee. The Chair of the Board is authorized to execute, in the name of the Corporation/Organization, any and all contracts or other documents which may be authorized, either generally or specifically, by the Board to be executed by the Corporation/Organization, except when required by law that the President's signature must be provided.

President (Executive Director)

It shall be the responsibility of the President, in general, to supervise and conduct all activities and operations of the Corporation/Organization, subject to the control, advice and consent of the Board of Directors. The President shall keep the Board of Directors completely informed, shall freely consult with them in relation to all activities of the Corporation/Organization, and shall see that all orders and/or resolutions of the Board are carried out to the effect intended. The Board of Directors may place the President under a contract of employment where appropriate. The President shall be empowered to act, speak for, or otherwise represent the Corporation/Organization between meetings of the Board. The President shall be responsible for the hiring and firing of all personnel, and shall be responsible for keeping the Board informed at all times of staff performance and for implementing any personnel policies which may be adopted and implemented by the Board. The President, at all times, is authorized to contract, receive, deposit, disburse and account for all funds of the Corporation/Organization, to execute in the name of the Corporation/Organization all contracts and other documents authorized either generally or specifically by the Board to be executed by the Corporation/Organization, and to negotiate any and all material business transactions of the Corporation/Organization.

Vice President

In the absence of the President, or in the event of his/her inability or refusal to act, it shall then be the responsibility of the Vice President to perform all the duties of the President, and in doing so shall have all authority and powers of, and shall be subject to all of the restrictions on, the President.

Secretary

The Secretary, or his/her designee, shall be the custodian of all records and documents of the Corporation/Organization, which are required to be kept at the principal office of the Corporation/Organization, and shall act as secretary at all meetings of the Board of Directors, and shall keep the minutes of all such meetings on file in hard copy or electronic format. S/he shall attend to the giving and serving of all notices of the Corporation/Organization and shall see that the seal of the Corporation/Organization, if any, is affixed to all documents, the execution of which on behalf of the Corporation/Organization under its seal is duly authorized in accordance with the provisions of these bylaws.

Treasurer (Chief Financial Officer)

It shall be the responsibility of the Treasurer to keep and maintain, or cause to be kept and maintained, adequate and accurate accounts of all the properties and business transactions of the Corporation/Organization, including accounts of its assets, liabilities, receipts, disbursements, gains, losses, capital, retained earnings, and other matters customarily included in financial statements.

The Treasurer shall be responsible for ensuring the deposit of, or cause to be deposited, all money and other valuables as may be designated by the Board of Directors. Furthermore, the Treasurer shall disburse, or cause to be disbursed, the funds of the Corporation/Organization, as may be ordered by the Board of Directors, and shall render to the Chair of the Board, President, and directors, whenever they request it, an account of all the Treasurer's transactions as treasurer and of the financial condition of the Corporation/Organization.

The Treasurer shall give the Corporation/Organization a bond, if so requested and required by the Board of Directors, in the amount and with the surety or sureties specified by the Board for faithful performance of the duties of the Treasurer's office and for restoration to the Corporation/Organization of all its books, papers, vouchers, money and other property of every kind in the Treasurer's possession or under the Treasurer's control upon the Treasurer's death, resignation, retirement, or removal from office. The Corporation/Organization shall pay the cost of such a bond.

ARTICLE 7 - COMMITTEES

Committees of Directors

The Board of Directors may, by resolution adopted by a majority of the directors then in office, provided that a quorum is present, designate one or more committees to exercise all or a portion of the authority of the Board, to the extent of the powers specifically delegated in the resolution of the Board or in these bylaws. Each such committee shall consist of two (2) or more directors, and may also include persons who are not on the Board but whom the directors believe to be reliable and competent to serve at the specific committee. However, committees exercising any authority of the Board of Directors may not have any non-director members. The Board may designate one or more alternative members of any committee who may replace any absent member at any meeting of the committee. The appointment of members or alternate members of a committee requires the vote of a majority of the directors then in office, provided that a quorum is present. The Board of Directors may also designate one or more advisory committees that do not have the authority of the Board. However, no committee, regardless of Board resolution, may:

- a) Approve of any action that, pursuant to applicable Law, would also require the affirmative vote of the members of the Board if this were a membership vote.
- b) Fill vacancies on, or remove the members of, the Board of Directors or any committee that has the authority of the Board.
- c) Fix compensation of the directors serving on the Board or on any committee.
- d) Amend or repeal the Articles of Incorporation or bylaws or adopt new bylaws.
- e) Amend or repeal any resolution of the Board of Directors that by its express terms is not so amendable or repealable.
- f) Appoint any other committees of the Board of Directors or their members.
- g) Approve a plan of merger, consolidation, voluntary dissolution, bankruptcy, or reorganization; or a plan for the sale, lease, or exchange of all or considerably all of the property and assets of the Corporation/Organization otherwise than in the usual and regular course of its business; or revoke any such plan.
- h) Approve any self-dealing transaction, except as provided pursuant to law.

Unless otherwise authorized by the Board of Directors, no committee shall compel the Corporation/Organization in a contract or agreement or expend Corporation/Organization funds.

Meetings and Actions of Committees

Meetings and actions of all committees shall be governed by, and held and taken in accordance with, the provisions of Article 5 - Board of Directors of these bylaws concerning meetings and actions of the directors, with such changes in the context of those bylaws as are necessary to substitute the committee and its members for the Board of Directors and its members, except that the time for regular meetings of committees may be determined either by resolution of the Board of Directors or by resolution of the committee. Special meetings of committees may also be called by resolution of the Board of Directors. Notice of special meetings of committees shall also be given to any and all alternate members, who shall have the right to attend all meetings of the committee. Minutes shall be kept of each meeting of any committee and shall be filed with the Corporation/Organization records. The Board of Directors may adopt rules not consistent with the provisions of these bylaws for the governance of any committee.

If a director relies on information prepared by a committee of the Board on which the director does not serve, the committee must be composed exclusively of any or any combination of (a) directors, (b) directors or employees of the Corporation/Organization whom the director believes to be reliable and competent in the matters presented, or (c) counsel, independent accountants, or other persons as to matters which the director believes to be within that person's professional or expert competence.

Executive Committee

Pursuant to Article 7 - Committee of Directors, the Board may appoint an Executive Committee composed of a minimum of 5 directors, one of whom shall be the Chair of the Board of the Board and another shall be either the Secretary, or the Treasurer, to serve on the Executive Committee of the Board. The Executive Committee, unless limited in a resolution of the Board, shall have and may exercise all the authority of the Board in the management of the business and affairs of the Corporation/Organization between meetings of the Board, provided, however, that the Executive Committee shall not have the authority of the Board in reference to those matters enumerated in Article 7 - Committee of Directors. The Secretary of the Corporation/Organization shall send to each director a summary report of the business conducted in any meeting of the Executive Committee.

ARTICLE 8 - STANDARD OF CARE

General

A director shall perform all the duties of a director, including, but not limited to, duties as a member of any committee of the Board on which the director may serve, in such a manner as the director deems to be in the best interest of the Corporation/Organization and with such care, including reasonable inquiry, as an ordinary, prudent, and reasonable person in a similar situation may exercise under similar circumstances.

In the performance of the duties of a director, a director shall be entitled to rely on information, opinions, reports, or statements, including financial statements and other financial data, in each case prepared or presented by:

- a) One or more officers or employees of the Corporation/Organization whom the director deems to be reliable and competent in the matters presented;
- b) Counsel, independent accountants, or other persons, as to the matters which the director deems to be within such person's professional or expert competence; or
- c) A committee of the Board upon which the director does not serve, as to matters within its designated authority, which committee the director deems to merit confidence,

so long as in any such case the director acts in good faith, after reasonable inquiry when the need may be indicated by the circumstances, and without knowledge that would cause such reliance to be unwarranted.

Except as herein provided in Article 8 - Standard of Care, any person who performs the duties of a director in accordance with the above shall have no liability based upon any failure or alleged failure to discharge that person's obligations as a director, including, without limitation of the following, any actions or omissions which exceed or defeat a public or charitable purpose to which the Corporation/Organization, or assets held by it, are dedicated.

Loans

The Corporation/Organization shall not make any loan of money or property to, or guarantee the obligation of, any director or officer, unless approved by the Arizona Attorney General; provided, however, that the Corporation/Organization may advance money to a director or officer of the Corporation/Organization or any subsidiary for expenses reasonably anticipated to be incurred in the performance of the duties of such officer or director so long as such individual would be entitled to be reimbursed for such expenses absent that advance.

Conflict of Interest

The purpose of the Conflict of Interest policy is to protect the Corporation/Organization's interest when it is contemplating entering into a transaction or arrangement that might benefit the private interest of one of its officers or directors, or that might otherwise result in a possible excess benefit transaction. This policy is intended to supplement but not replace any applicable state and federal laws governing conflict of interest applicable to nonprofit and charitable corporations/organizations and is not intended as an exclusive statement of responsibilities.

Restriction on Interested Directors

Not more than 100% (percent) of the persons serving on the Board of Directors at any time may be interested persons. An interested person is (1) any person currently being compensated by the Corporation/Organization for services rendered to it within the previous twelve (12) months, whether as a full-time or part-time employee, independent contractor, or otherwise, excluding any reasonable compensation paid to a director; and (2) any brother, sister, parent, ancestor, descendent, spouse,

brother-in-law, sister-in-law, son-in-law, mother-in-law, or father-in-law of any such person. However, any violation of the provisions of this section shall not affect the validity or enforceability of any transaction entered into by the interested person.

Duty to Disclose

In connection with any actual or possible conflict of interest, an interested person must disclose the existence of the financial interest and be given the opportunity to disclose all material facts to the directors who are considering the proposed transaction or arrangement.

Establishing a Conflict of Interest

After the disclosure of the financial interest and all material facts, and after any discussion with the interested person, the interested person shall leave the Board meeting while the potential conflict of interest is discussed and voted upon. The remaining Board members shall decide if a conflict of interest exists.

Addressing a Conflict of Interest

In the event that the Board should establish that a proposed transaction or arrangement establishes a conflict of interest, the Board shall then proceed with the following actions:

- a) Any interested person may render a request or report at the Board meeting, but upon completion of said request or report the individual shall be excused while the Board discusses the information and/or material presented and then votes on the transaction or arrangement proposed involving the possible conflict of interest.
- b) The Chair of the Board of the Board shall, if deemed necessary and appropriate, appoint a disinterested person or committee to investigate alternatives to the proposed transaction or arrangement.
- c) After exercising due diligence, the Board shall determine whether the Corporation/Organization can obtain with reasonable efforts a more advantageous transaction or arrangement from a person or entity that would not give rise to a conflict of interest.
- d) If a more advantageous transaction or arrangement is not reasonably possible under circumstances not producing a conflict of interest, the Board shall determine by a majority vote of the disinterested directors whether the transaction or arrangement is in the best interest of the Corporation/Organization, for its own benefit, and whether it is fair and reasonable. It shall make its decision as to whether to enter into the transaction arrangement in conformity with this determination.

Violations of Conflict of Interest Policy

Should the Board have reasonable cause to believe an interested person has failed to disclose actual or possible conflicts of interest, the Board shall then inform the interested person of the basis for such belief and afford the interested person an opportunity to explain the alleged failure to disclose.

If, after hearing the interested person's explanation, and after making further investigation as may be warranted in consideration of the circumstances, the Board determines the interested person intentionally failed to disclose an actual or possible conflict of interest, it shall take appropriate disciplinary and corrective action.

Procedures and Records

All minutes of the Board Meetings, when applicable, shall contain the following information:

- a) The names of all the persons who disclosed or otherwise were found to have a financial interest in connection with an actual or possible conflict of interest, the nature of the financial interest, any action taken to determine whether a conflict of interest was present, and the Board's decision as to whether a conflict of interest in fact existed.
- b) The names of the persons who were present for discussions and any votes relating to the transaction or arrangement, the content of the discussions, including any alternatives to the proposed transaction or arrangement, and a record of any vote taken in connection with the proceedings.

Acknowledgement of Conflict of Interest Policy

Each director, principal officer, and member of a committee with Board delegated powers shall be required to sign a statement which affirms that such person:

- a) Has received a copy of the conflict of interest policy;
- b) Has read and understands the policy;

- c) Has agreed to comply with the policy; and
- d) Understands that the Corporation/Organization is charitable, and in order to maintain its federal tax exemption, it must engage primarily in activities which accomplish one or more of its tax-exempt purposes.

Violation of Loyalty - Self-Dealing Contracts

A self-dealing contract is any contract or transaction (i) between this Corporation/Organization and one or more of its Directors, or between this Corporation/Organization and any corporation, firm, or association in which one or more of the Directors has a material financial interest ("Interested Director"), or (ii) between this Corporation/Organization and a corporation, firm, or association of which one or more of its directors are Directors of this Corporation/Organization. Said self-dealing shall not be void or voidable because such Director(s) of corporation, firm, or association are parties or because said Director(s) are present at the meeting of the Board of Directors or committee which authorizes, approves or ratifies the self-dealing contract, if:

- a) All material facts are fully disclosed to or otherwise known by the members of the Board and the self-dealing contract is approved by the Interested Director in good faith (without including the vote of any membership owned by said interested Director(s));
- b) All material facts are fully disclosed to or otherwise known by the Board of Directors or committee, and the Board of Directors or committee authorizes, approves, or ratifies the self-dealing contract in good faith—without counting the vote of the interest Director(s)—and the contract is just and reasonable as to the Corporation/Organization at the time it is authorized, approved, or ratified; or
- c) As to contracts not approved as provided in above sections (a) and/or (b), the person asserting the validity of the self-dealing contract sustains the burden of proving that the contract was just and reasonable as to the Corporation/Organization at the time it was authorized, approved, or ratified.

Interested Director(s) may be counted in determining the presence of a quorum at a meeting of the Board of Directors or a committee thereof, which authorizes, approves, or ratifies a contract or transaction as provided for and contained in this section.

Indemnification

To the fullest extent permitted by law, the Corporation/Organization shall indemnify its "agents," as described by law, including its directors, officers, employees and volunteers, and including persons formerly occupying any such position, and their heirs, executors and administrators, against all expenses, judgments, fines, settlements, and other amounts actually and reasonably incurred by them in connection with any "proceeding," and including any action by or in the right of the Corporation/Organization, by reason of the fact that the person is or was a person as described in the Non-Profit Corporation Act. Such right of indemnification shall not be deemed exclusive of any other right to which such persons may be entitled apart from this Article.

The Corporation/Organization shall have the power to purchase and maintain insurance on behalf of any agent of the Corporation/Organization, to the fullest extent permitted by law, against any liability asserted against or incurred by the agent in such capacity or arising out of the agent's status as such, or to give other indemnification to the extent permitted by law.

ARTICLE 9 – EXECUTION OF CORPORATE INSTRUMENTS

Execution of Corporate Instruments

The Board of Directors may, at its discretion, determine the method and designate the signatory officer or officers, or other person or persons, to execute any corporate instrument or document, or to sign the corporate name without limitation, except when otherwise provided by law, and such execution or signature shall be binding upon the Corporation/Organization.

Unless otherwise specifically determined by the Board of Directors or otherwise required by law, formal contracts of the Corporation/Organization, promissory notes, deeds of trust, mortgages, other evidences of indebtedness of the Corporation/Organization, other corporate/organization instruments or documents, memberships in other corporations/organizations, and certificates of shares of stock owned by the Corporation/Organization shall be executed, signed, and/or endorsed by the Secretary, Treasurer and President.

All checks and drafts drawn on banks or other depositories on funds to the credit of the Corporation/Organization, or in special accounts of the Corporation/Organization, shall be signed by such person or persons as the Board of Directors shall authorize to do so.

Loans and Contracts

No loans or advances shall be contracted on behalf of the Corporation/Organization and no note or other evidence of indebtedness shall be issued in its name unless and except as the specific transaction is authorized by the Board of Directors. Without the express and specific authorization of the Board, no officer or other agent of the Corporation/Organization may enter into any contract or execute and deliver any instrument in the name of and on behalf of the Corporation/Organization.

ARTICLE 10 – RECORDS AND REPORTS

Maintenance and Inspection of Articles and Bylaws

The Corporation/Organization shall keep at its principal office the original or a copy of its Articles of Incorporation and bylaws as amended to date, which shall be open to inspection by the directors at all reasonable times during office hours.

Maintenance and Inspection of Federal Tax Exemption Application and Annual Information Returns

The Corporation/Organization shall keep at its principal office a copy of its federal tax exemption application and its annual information returns for three years from their date of filing, which shall be open to public inspection and copying to the extent required by law.

Maintenance and Inspection of Other Corporate Records

The Corporation/Organization shall keep adequate and correct books and records of accounts and written minutes of the proceedings of the Board and committees of the Board. All such records shall be kept at a place or places as designated by the Board and committees of the Board, or in the absence of such designation, at the principal office of the Corporation/Organization. The minutes shall be kept in written or typed form, and other books and records shall be kept either in written or typed form or in any form capable of being converted into written, typed, or printed form. Upon leaving office, each officer, employee, or agent of the Corporation/Organization shall turn over to his or her successor or the Chair of the Board or President, in good order, such corporate/organization monies, books, records, minutes, lists, documents, contracts or other property of the Corporation/Organization as have been in the custody of such officer, employee, or agent during his or her term of office.

Every director shall have the absolute right at any reasonable time to inspect all books, records, and documents of every kind and the physical properties of the Corporation/Organization and each of its subsidiary corporations/organizations. The inspection may be made in person or by an agent or attorney, and shall include the right to copy and make extracts of documents.

Preparation of Annual Financial Statements

The Corporation/Organization shall prepare annual financial statements using generally accepted accounting principles. Such statements shall be audited by an independent certified public accountant, in conformity with generally accepted accounting standards. The Corporation/Organization shall make these financial statements available to the Arizona Attorney General and members of the public for inspection no later than 7 days after the close of the fiscal year to which the statements relate.

Reports

The Board shall ensure an annual report is sent to all directors within 7 days after the end of the fiscal year of the Corporation/Organization, which shall contain the following information:

- a) The assets and liabilities, including trust funds, of this corporation at the end of the fiscal year.
- b) The principal changes in assets and liabilities, including trust funds, during the fiscal year.
- c) The expenses or disbursements of the Corporation/Organization for both general and restricted purposes during the fiscal year.
- d) The information required by Non-Profit Corporation Act concerning certain self-dealing transactions involving more than \$50,000 or indemnifications involving more than \$10,000 which took place during the fiscal year.

The report shall be accompanied by any pertinent report from an independent accountant or, if there is no such report, the certificate of an authorized officer of the Corporation/Organization that such statements were prepared without audit from the books and records of the Corporation/Organization.

ARTICLE 11 – FISCAL YEAR

The fiscal year for this Corporation/Organization shall end on May 30.

ARTICLE 12 – AMENDMENTS AND REVISIONS

These bylaws may be adopted, amended, or repealed by the vote of a simple majority of the directors then in office. Such action is authorized only at a duly called and held meeting of the Board of Directors for which written notice of such meeting, setting forth the proposed bylaw revisions with explanations therefore, is given in accordance with these bylaws. If any provision of these bylaws requires the vote of a larger portion of the Board than is otherwise required by law, that provision may not be altered, amended or repealed by that greater vote.

ARTICLE 13 – CORPORATE/ORGANIZATION SEAL

The Board of Directors may adopt, use, and alter a corporate/organization seal. The seal shall be kept at the principal office of the Corporation/Organization. Failure to affix the seal to any corporate/organization instrument, however, shall not affect the validity of that instrument.

ARTICLE 14 – CONSTRUCTION AND DEFINITIONS

Unless the context otherwise requires, the general provisions, rules of construction, and definitions contained in the Non-Profit Corporation Act as amended from time to time shall govern the construction of these bylaws. Without limiting the generality of the foregoing, the masculine gender includes the feminine and neuter, the singular number includes the plural and the plural number includes the singular, and the term "person" includes a Corporation/Organization as well as a natural person. If any competent court of law shall deem any portion of these bylaws invalid or inoperative, then so far as is reasonable and possible (i) the remainder of these bylaws shall be considered valid and operative, and (ii) effect shall be given to the intent manifested by the portion deemed invalid or inoperative.

CERTIFICATE OF SECRETARY

I, , certify that I am the current elected and acting Secretary of the benefit Corporation/Organization, and the above bylaws are the bylaws of this Corporation/Organization as adopted by the Board of Directors on August 31, 2023, and that they have not been amended or modified since the above.

EXECUTED on this day of _____, in the County of _____ in the State of Arizona.

(Duly Elected Secretary)