

Attachment 8 – Purchased Services

CHAVEZ/HUERTA K-12 PREPARATORY ACADEMY Purchased Services List

There are three types of services--State or CDE required services, elective services that we purchase from the district on a year-round basis, and services on an as-needed basis. Unless otherwise agreed in the Charter School Contract or stated below, the cost of services provided by the District shall be billed on cost per-pupil basis, as required by C.R.S. § 22-30.5-112(2)(b): “The amount to be paid by a charter school purchasing any district services pursuant to this paragraph (b) shall be determined by dividing the cost of providing the service for the entire school district, as specified in the school district’s budget, by the number of students enrolled in the school district and multiplying said amount by the number of students enrolled in the charter school” This formula is hereinafter referred to as the “per-pupil cost basis.”

By March 31, the School agrees to notify the District’s CFO of any elective or discretionary services it wishes to purchase for the ensuing fiscal year.

ELECTIVE SERVICES ON A YEAR ROUND BASIS:

1. Printing and Binding Services through the District Print Shop (Billed at the same rate as other schools in the District)
2. Warehouse, Purchasing and Intra-District Mail Services (Salaries and benefits for warehouse, purchasing, and intra-district mail services will be billed on a per-pupil cost basis.)
School can purchase supplies from the Warehouse at cost.
3. Nutrition Services—(Covered by Attachment 6)
4. Nursing Services—(Services provided on the same basis as other schools in the district; services billed on a per-pupil cost basis.)
5. Vision and Hearing Screening once a year billed on a per-pupil cost basis.

SERVICES PURCHASED ON OCCASIONAL BASIS:

1. Repairs performed by District Maintenance Department at CCA (Billed at cost)
2. Occupational Therapist (This will be billed at the actual hourly salary plus benefits rate of the employee due to the random and sporadic need for these services.)
3. Physical Therapist (Billed in the same manner as the Occupational Therapist, at the actual hourly salary plus benefits rate.)
4. Audiologist (Occasional testing and evaluation—Actual cost passed through to the School from the District or billed directly by the Audiologist who is an outside contract service.)
5. Homeless students are referred to the District for services through Title X and funded by that grant.
6. Special Education and ELL District training at no cost (required attendance to ensure compliance with District and State requirements), unless otherwise provided in the Charter School Contract.
7. Booklets, materials, and scoring for required statewide assessments (TCAP, formerly CSAP, and any other state-required assessments) to be charged on a per-pupil cost basis)

STATUTORY OR CDE-REQUIRED SERVICES:

By statute, these required services are the basis for the District to retain a portion of our per pupil funding. It is referred to as Central Administrative Overhead Costs. The computation provided in statute is as follows:

Services listed under the heading of “Support Services - General Administration, as listed in the

District's chart of accounts as specified by rule of the State Board of Education and includes all costs coded under the 2300 program series in the chart of accounts (Board of Education Costs, Office of the

Superintendent costs, Communications/Public Relations, Charter School Liaison, legal, audit, treasurer's fees and other similar services).

Salaries and benefits for administrative job classifications listed under the heading of "Support Services – Business and Support Services – Central" in the District's chart of accounts as specified by rule of the State Board of Education. Other Central Administration is defined in statute as programs coded to Support Services – Business Services (2500 Series) and Support Services – Central Services (2800 Series). It allows only administrative salaries and benefits (Job Code 100). Business Services include Budget, Finance, Accounting, Purchasing and Warehouse. Central Services include Human Resources, Staff Relations, Technology and Risk Management.

Total cost is divided by the funded pupil count of the district to arrive at the per student cost. The amount chargeable to the charter school is the charter school's funded pupil count times the per funded student cost computed above (per-pupil cost basis). The per-funded student amount cannot exceed 5% of the District's per pupil funding amount. For District 60, these costs typically run between 2.5% and 3% of PPR.