



Western School of Science and Technology: CFA

Meeting of the Board of Directors of Western

Date and Time

Thursday February 12, 2026 at 8:30 AM MST

Location

Notice of Public Meeting of the Board of Directors of Western School of Science and Technology: A Challenge Foundation Academy, Inc.

Pursuant to Arizona Revised Statutes ("A.R.S.") § 38-431.02, notice is hereby given to the members of the Board of Directors of Western School of Science and Technology: A Challenge Foundation Academy, Inc., and to the general public that the board will hold a meeting, open to the public as specified below. The Board of Directors reserves the right to change the order of items on the agenda, with the exception of public hearings set for a specified time.

Pursuant to A.R.S. § 38-431.03.A.3, the Board of Directors may go into Executive Session, which will not be open to the public, concerning any item on the agenda, for discussion, consideration, or consultations for legal advice.

ALL ITEMS ON THE AGENDA ARE OPEN FOR DISCUSSION AND POSSIBLE ACTION, INCLUDING REPORTS AND ACTION ITEMS AGENDA

Disabled persons in need of special accommodations should contact Ms. Nancy Carbajal at 623.249.3900, ncarbajal@wsst.school at least 24 hours prior to the scheduled meeting time.

Members of the Governing Board may join in person, by telephone, or by Internet Conference.

**Where: Western School of Science and Technology:
A Challenge Foundation Academy
6515 W. Indian School Rd.**

Phoenix, AZ 85033

Conference Line: +12532050468,,86238428904# US +12532158782,,86238428904# US (Tacoma)

Meeting ID: 862 3842 8904

When: Thursday, February 12, 2026, 8:30 am

The public space will open 10 minutes before the meeting begins. The virtual space will open 5 minutes before the meeting begins.

Agenda

	Purpose	Presenter	Time
I. Opening Items			8:30 AM
A. Call the Meeting to Order		Jay Kaprosy	1 m
B. Roll Call & Pledge of Allegiance		Nancy Carbajal	2 m
		I pledge allegiance to the flag of the United States of America, and to the republic for which it stands, one nation under God, indivisible, with liberty and justice for all.	
C. Public Comments	Discuss	Jay Kaprosy	3 m
		Public comments received in accordance with the instructions in the meeting notice will be read by staff during this agenda item up to a limit of three (3) minutes each in the order in which they were received, subject to time available at the discretion of the Board President or his/her designee. Under Arizona open meeting law, members of the Board may not discuss, respond to, or take action in this meeting on a matter raised under this public comment item that is not on the agenda.	
D. Read Mission Statement		Jay Kaprosy	2 m
		<i>Western School of Science and Technology exists to be an integral part of the Maryvale community, empowering students with access to a high-quality and inclusive education that will prepare every student with the skills to excel in a post-secondary institution and career.</i>	
II. Annual Organizational of the Governing Board			8:38 AM

	Purpose	Presenter	Time
<p>Pursuant to ARS §15-321. Organization; election of officers of the board; meetings; execution of warrants; exemption:</p> <p>For the purpose of organization of the Governing Board, the Board shall meet at the most convenient public facility in the district. If a public facility is not available within the district, the Board may meet at any available public facility that is convenient to all Governing Board members, regardless of the county or school district in which the facility is located.</p> <p>At the Organizational Meeting, the Governing Board shall elect from among the membership of the Board a President and Vice President</p>			
A.	It is recommended that the Governing Board take the following action: Elect a President of the Board	Vote	5 m
B.	It is recommended that the Governing Board take the following action: Elect a Vice President	Vote	5 m
III.	WSST Update		8:48 AM
A.	Academic Update	Discuss	Valeria Escobedo 10 m
B.	Staffing Update	Discuss	Adrian Espana 5 m
C.	Board Update	Discuss	Adrian Espana 5 m
D.	Enrollment Update	Discuss	Adrian Espana 5 m
E.	Financial Update	Discuss	Diamond Financial 10 m
IV.	Approval of the Consent Agenda		9:23 AM
A.	Approval of December 11, 2025 Board Meeting Minutes	Approve Minutes	Jay Kaprosy
B.	Approval of the November 2025 Financials		
C.	Approval of the December 2025 Financials		

Coversheet

Approval of December 11, 2025 Board Meeting Minutes

Section: IV. Approval of the Consent Agenda
Item: A. Approval of December 11, 2025 Board Meeting Minutes
Purpose: Approve Minutes
Submitted by:
Related Material:
Minutes for Meeting of the Board of Directors of Western on December 11, 2025

APPROVED



Western School of Science and Technology: CFA

Minutes

Meeting of the Board of Directors of Western

Date and Time

Thursday December 11, 2025 at 8:30 AM

Location

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Members of the Governing Board may join in person, by telephone, or by Internet Conference.

Where: Western School of Science and Technology:

**A Challenge Foundation Academy
6515 W. Indian School Rd.
Phoenix, AZ 85033**

**Conference Line: 13462487799,,87340794796# US (Houston)+16694449171,,87340794796#
US**

When: Thursday, December 11, 2025, 8:30 am

The public space will open 10 minutes before the meeting begins. The virtual space will open 5 minutes before the meeting begins.

Directors Present

A. Ballesteros (remote), B. Stratford (remote), J. Kaprosy (remote), M. Sandoval (remote)

Directors Absent

E. Yndigoyen

Guests Present

A. Espana, N. Carbajal, Valeria Escobedo

I. Opening Items

A. Call the Meeting to Order

J. Kaprosy called a meeting of the board of directors of Western School of Science and Technology: CFA to order on Thursday Dec 11, 2025 at 8:33 AM.

B. Roll Call & Pledge of Allegiance

C. Public Comments

No Public Comment

D. Read Mission Statement

Ms. Valeria Escobedo read the Mission Statement

II. WSST Update

A. Board Update

Mr. Espana Board update on

- Warrior Giving
- MALDEF Graduation

- Football Tram
- Western Times
- AZ Tax Credit

B. Academic Update

Ms. Escobedo shared the Academic Update

- Senior Tracker Date
- BOY AN MOY Testing
- EL Parent Night #2
- FASFA Night #2

C. Enrollment Update

Mr. Espana shared the Enrollment Update

D. Staffing Update

Ms. Escobedo shared the Staffing Update

E. Financial Update

Ms. Heising shared the Financial Update

III. Approval of the Consent Agenda

A. Approval of November 13, 2025 Board Meeting Minutes

J. Kaprosy made a motion to approve the minutes from Meeting of the Board of Directors of Western on 11-13-25.

The board **VOTED** to approve the motion.

B. Approval of the October 2025 Financials

IV. Action Items #1

A. Discussion and Consideration of the FY25 Audit

B. Stratford made a motion to approve the Fy25 Audit.

M. Sandoval seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

- E. Yndigoyen Absent
- M. Sandoval Aye
- A. Ballesteros Aye
- J. Kaprosy Aye
- B. Stratford Aye

V. Executive Session: Executive Directors FY25/26 Goal's Review

A. Executive Session: A.R.S. § 38-431.03

B. Stratford made a motion to Convene the Executive Session.

M. Sandoval seconded the motion.

The board **VOTED** to approve the motion.

B. Stratford made a motion to Reconvene into Regular Meeting.

M. Sandoval seconded the motion.

The board **VOTED** to approve the motion.

M. Sandoval made a motion to approve a Mid-Year Bonus for the Executive Director as discussed in Executive Session.

B. Stratford seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

E. Yndigoyen Absent

M. Sandoval Aye

A. Ballesteros Aye

J. Kaprosy Aye

B. Stratford Aye

VI. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:45 AM.

Respectfully Submitted,

J. Kaprosy

Coversheet

Approval of the November 2025 Financials

Section: IV. Approval of the Consent Agenda
Item: B. Approval of the November 2025 Financials
Purpose:
Submitted by:
Related Material: WSST Financials 11.30.2025.pdf

**WESTERN SCHOOL OF SCIENCE AND TECHNOLOGY
DASHBOARD REPORT
November 30, 2025**

TOTAL VOUCHERS - November, 2025 563,418.58

Cash Activity

	Beginning	Receipts	Disbursements	Ending
Jul-25	1,953,456	2,571,845	2,594,551	1,930,750
Aug-25	1,930,750	1,603,943	1,704,255	1,830,438
Sep-25	1,830,438	1,789,294	1,979,732	1,640,000
Oct-25	1,640,000	1,895,761	1,828,825	1,706,936
Nov-25	1,706,936	1,491,258	1,574,262	1,623,932
Dec-25				0
Jan-26				0
Feb-26				0
Mar-26				0
Apr-26				0
May-26				0
Jun-26				0
TOTAL - 2026	1,953,456	9,352,101	9,681,625	1,623,932
YTD Total - 2025	2,153,438	7,306,219	7,506,201	1,953,456
YTD Total - 2026	1,953,456	9,352,101	9,681,625	1,623,932
Increase (Decrease)	(199,982)	2,045,882	2,175,424	(329,524)

Budget

	YTD ACTUALS 2026	YTD BUDGET 2026	Over (Under)
ADM	493	520	27
Revenue	2,625,954	2,968,520	(342,566)
Expenses	2,820,273	2,774,105	46,168
Surplus (Deficit)	(194,319)	194,415	(388,734)

Debt Service Coverage Ratio 0.31 Does Not Meet Debt Covenant (1.20)
Overage (Shortfall) (186,423)

NOTES:

With Enrollment numbers declining and below expected budget, current revenue funding is lower than expected. Currently, this decline is expected through December, and various changes will need to be made to mitigate operational loss. This includes a budget revision and other operating expense reduction.

Cash Disbursements
Western School of Science and Technology
Nov 1-30, 2025

Num	Date	Vendor	Amount
Bill.com	11/03/2025	United Healthcare	\$ (40,233.87)
Bill.com	11/03/2025	B and M Communications, LLC	\$ (39.95)
Bill.com	11/03/2025	THE HOLMAN GROUP OF ARIZONA	\$ (450.00)
Bill.com	11/06/2025	Amazon Capital Services	\$ (13.91)
Bill.com	11/07/2025	Verified First LLC	\$ (48.00)
Bill.com	11/07/2025	Education Support Services	\$ (1,607.50)
Bill.com	11/07/2025	L&M Food Management Services	\$ (22,426.50)
Bill.com	11/07/2025	CNS 360, LLC (Prev Compass Network Solu)	\$ (123.75)
Bill.com	11/07/2025	Challenge Foundation Group	\$ (17,595.60)
Bill.com	11/07/2025	AT Direct Sports Medicine, LLC	\$ (217.83)
Bill.com	11/07/2025	Amazon Capital Services	\$ (1,133.37)
Bill.com	11/07/2025	4imprint, Inc.	\$ (1,104.90)
Bill.com	11/07/2025	American Medical Staffing, Inc.	\$ (135.00)
Bill.com	11/07/2025	Canyon Athletic Association.	\$ (425.00)
Bill.com	11/07/2025	Assurity Life Insurance Company	\$ (2,632.42)
Bill.com	11/07/2025	Senya	\$ (113.91)
Bill.com	11/07/2025	HD Supply	\$ (75.31)
Bill.com	11/07/2025	DIVERSIFIED LANDSCAPE MANAGEMENT LLC	\$ (2,455.00)
Bill.com	11/07/2025	Southwest Gas Corporation	\$ (30.67)
Bill.com	11/07/2025	All Copy Products, Inc	\$ (280.31)
Bill.com	11/07/2025	Diamond Financial	\$ (6,530.00)
Bill.com	11/12/2025	Escobedo, Valeria	\$ (54.00)
Bill.com	11/12/2025	Escobedo, Valeria	\$ (19.02)
Bill.com	11/12/2025	Lugo, Ramses	\$ (11.90)
Bill.com	11/12/2025	Hobbs, Elisa	\$ (35.99)
Bill.com	11/12/2025	Gaidzik, Corey	\$ (68.34)
Bill.com	11/15/2025	MidFirst Bank - Mortgage	\$ (36,688.71)
Bill.com	11/17/2025	Staples Advantage	\$ (214.83)
Bill.com	11/17/2025	Tara Moore	\$ (200.00)
Bill.com	11/17/2025	School Operations Solutions	\$ (2,000.00)
Bill.com	11/17/2025	Canon Financial Services, Inc. - 879422-2	\$ (4,616.85)
Bill.com	11/17/2025	Huff, Stephanie	\$ (12.11)
Bill.com	11/17/2025	City of Phoenix 0858	\$ (4,730.31)
Bill.com	11/17/2025	Truly Nolen Inc. Branch 045	\$ (80.00)
Bill.com	11/17/2025	Apache Equipment Rental	\$ (721.84)
Bill.com	11/17/2025	American Medical Staffing, Inc.	\$ (148.50)
Bill.com	11/17/2025	Canon Financial Services, Inc. - 879422-3	\$ (142.00)
Bill.com	11/17/2025	Republic Services	\$ (2,907.23)
Bill.com	11/19/2025	State of Arizona	\$ (56,605.60)
Bill.com	11/20/2025	MidFirst Bank - New Credit Card - 9095	\$ (4,717.06)
Bill.com	11/21/2025	Maricopa County Environmental	\$ (230.00)
Bill.com	11/21/2025	Valley Metro RPTA	\$ (64.00)

Cash Disbursements
Western School of Science and Technology
Nov 1-30, 2025

Num	Date	Vendor	Amount
Bill.com	11/21/2025	Selective Insurance Company of America	\$ (3,550.00)
Bill.com	11/21/2025	Senya	\$ (113.91)
Bill.com	11/21/2025	HD Supply	\$ (270.64)
Bill.com	11/21/2025	Arizona Association of School Business Officials	\$ (105.00)
Bill.com	11/21/2025	CopperPoint Insurance Company	\$ (1,280.30)
Bill.com	11/21/2025	Amazon Capital Services	\$ (450.45)
Bill.com	11/21/2025	Udall/Shumway	\$ (29.50)
Bill.com	11/21/2025	Swing Education Inc	\$ (2,531.25)
Bill.com	11/21/2025	American Medical Staffing, Inc.	\$ (182.70)
Bill.com	11/21/2025	Cox Communications 3101	\$ (573.01)
Bill.com	11/21/2025	Aqua Chill, Inc. #13	\$ (237.82)
Bill.com	11/21/2025	Canyon Athletic Association.	\$ (835.00)
Bill.com	11/21/2025	Espana, Adrian	\$ (142.46)
Bill.com	11/21/2025	Salas, David	\$ (460.00)
Bill.com	11/21/2025	Brady Industries	\$ (1,515.98)
Bill.com	11/21/2025	Verizon Wireless	\$ (151.60)
PR Debit	11/05/2025	Western Employees	\$ (131,828.72)
PR Debit	11/07/2025	Western Employees	\$ (461.77)
PR Debit	11/20/2025	Western Employees	\$ (123,982.88)
PR Debit	11/21/2025	Western Employees	\$ (131.91)
PR Taxes	11/05/2025	Inova Payroll (Prev PR Experts)	\$ (42,569.10)
PR Debit	11/04/2025	Inova Payroll (Prev PR Experts)	\$ (377.07)
PR Taxes	11/07/2025	Inova Payroll (Prev PR Experts)	\$ (94.56)
PR Debit	11/07/2025	Inova Payroll (Prev PR Experts)	\$ (2.98)
PR Taxes	11/20/2025	Inova Payroll (Prev PR Experts)	\$ (38,908.80)
PR Debit	11/20/2025	Inova Payroll (Prev PR Experts)	\$ (5.96)
PR Taxes	11/20/2025	Inova Payroll (Prev PR Experts)	\$ (408.50)
PR Debit	11/20/2025	Inova Payroll (Prev PR Experts)	\$ (237.23)
PR Taxes	11/21/2025	Inova Payroll (Prev PR Experts)	\$ (35.41)
PR Debit	11/21/2025	Inova Payroll (Prev PR Experts)	\$ (2.98)
TOTAL			\$ (563,418.58)

WESTERN SCHOOL OF SCIENCE AND TECHNOLOGY
STATEMENT OF FINANCIAL POSITION
For the Period Ending November 30, 2025

	November 30, 2025	
ASSETS		
Cash	1,623,932	18.35%
Accounts Receivable & Prepaid Expense	340,888	3.85%
Current Assets	1,964,820	22.20%
Deposits	41,715	0.47%
Fixed Assets net of Accumulated Depreciation	6,843,841	77.33%
TOTAL ASSETS	8,850,375	100.00%
LIABILITIES AND NET ASSETS		
Accounts Payable and Accrued Expense	694,689	7.85%
Current Liabilities	694,689	7.85%
Mortgage Payable	4,792,821	
Capital Lease Payables	29,472	
Total Liabilities	5,516,981	62.34%
Beginning Net Assets	3,527,712	39.86%
Net Income (Loss)	(194,319)	-2.20%
Total Net Assets	3,333,394	37.66%
TOTAL LIABILITIES AND NET ASSETS	8,850,375	100.00%

Western School of Science and Technology**Budget vs. Actuals: 2025-2026 Adopted Budget - FY26 P&L Classes**

Jul 2025 - Nov 2025

	Year to Date	2026 Budget		
	Actual	Budget	Remaining	% Remaining
Income				
1700 School Activities	11,585	-	(11,585)	
1920 Private Donations and Grants	1,524	7,804	6,280	80.47%
1950 Other Income	7,195	34,576	27,381	79.19%
1975 Fundraising	945	21,570	20,625	95.62%
3000 State	2,367,433	6,361,241	3,993,808	62.78%
4000 Federal	218,600	637,343	418,743	65.70%
Total Income	2,607,282	7,062,534	4,455,252	63.08%
Gross Profit	2,607,282	7,062,534	4,455,252	63.08%
Expenses				
6100 Salaries and Wages	1,572,032	4,048,520	2,476,488	61.17%
6200 Employee Benefits	309,299	931,159	621,860	66.78%
6310 Professional Services	96,954	221,436	124,482	56.22%
6320 Outside Services	62,038	120,835	58,797	48.66%
6400 Facilities	123,464	190,053	66,590	35.04%
6500 Other Purchased Services	106,767	270,796	164,029	60.57%
6580 Travel	8,803	6,862	(1,941)	-28.28%
6610 Supplies	71,738	146,580	74,842	51.06%
6635 Food Service	96,419	275,062	178,644	64.95%
6640 Books and Instructional Aids	63,835	54,455	(9,380)	-17.22%
6650 Supplies - Technology Related	2,835	12,319	9,484	76.99%
6740 Depreciation	173,030		(173,030)	
6810 Dues and Fees	24,860	80,880	56,020	69.26%
6850 Interest and Finance Charges	106,287	284,723	178,437	62.67%
6890 Miscellaneous	1,913	14,170	12,257	86.50%
Total Expenses	2,820,273	6,657,851	3,837,578	57.64%
Net Operating Income	(212,991)	404,682	617,674	152.63%
Other Income				
1990 Interest Income	18,673	61,914	43,242	69.84%
Total Other Income	18,673	61,914	43,242	69.84%
Net Other Income	18,673	61,914	43,242	69.84%
Net Income	(194,319)	466,596.64	660,915.19	141.65%
<i>Debt Service-Principal</i>	158,755	378,400	219,645	58.05%

Western School of Science and Technology

Profit and Loss

July - November, 2025

	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25 Total	
Income						
1700 School Activities			4,375.00	4,334.03	2,876.00	11,585.03
1920 Private Donations and Grants	365.48	25	483.55	200	450	1,524.03
1950 Other Income			5,522.40	1,672.88		7,195.28
1975 Fundraising			330.59	227.33	387	944.92
3000 State	483,135.94	483,135.95	465,350.56	458,592.57	477,217.83	2,367,432.85
4000 Federal		68,263.75	56,727.44	50,834.17	42,774.22	218,599.58
Total Income	\$483,501.42	\$551,424.70	\$532,789.54	\$515,860.98	\$523,705.05	\$2,607,281.69
Gross Profit	\$483,501.42	\$551,424.70	\$532,789.54	\$515,860.98	\$523,705.05	\$2,607,281.69
Expenses						
6100 Salaries and Wages	210,145.53	363,687.96	331,222.60	329,347.22	337,628.71	1,572,032.02
6200 Employee Benefits	72,614.51	38,885.16	76,478.66	58,484.06	62,836.44	309,298.83
6310 Professional Services	20,904.58	7,671.29	50,130.96	9,106.17	9,141.16	96,954.16
6320 Outside Services	9,882.85	9,996.75	21,137.36	14,712.01	6,309.05	62,038.02
6400 Facilities	29,108.27	29,816.08	25,460.07	21,152.70	17,926.74	123,463.86
6500 Other Purchased Services	23,291.23	24,668.71	21,435.68	19,135.54	18,236.10	106,767.26
6580 Travel	227.58	685.13	4,083.18	2,253.33	1,553.60	8,802.82
6610 Supplies	29,588.84	8,616.93	12,597.79	13,815.30	7,118.72	71,737.58
6635 Food Service		29,000.80	27,126.60	22,426.50	17,865.00	96,418.90
6640 Books and Instructional Aids	31,362.98	8,117.98	8,117.98	8,117.98	8,117.98	63,834.90
6650 Supplies - Technology Related	1,784.20	350.04	95.25	338.2	267.18	2,834.87
6740 Depreciation	25,028.05	30,811.82	30,811.82	47,492.76	38,885.85	173,030.30
6810 Dues and Fees	9,799.15	6,336.55	2,498.51	2,663.67	3,561.82	24,859.70
6850 Interest and Finance Charges	16,599.78	22,843.81	22,262.57	22,560.93	22,019.76	106,286.85
6890 Miscellaneous	583.94	512.95	585.95		230	1,912.84
Total Expenses	\$480,921.49	\$582,001.96	\$634,044.98	\$571,606.37	\$551,698.11	\$2,820,272.91
Net Operating Income	\$2,579.93	(\$30,577.26)	(\$101,255.44)	(\$55,745.39)	(\$27,993.06)	(\$212,991.22)
Other Income						
1990 Interest Income	4,429.45	4,323.92	3,684.88	3,310.89	2,923.53	18,672.67
Total Other Income	\$4,429.45	\$4,323.92	\$3,684.88	\$3,310.89	\$2,923.53	\$18,672.67
Net Other Income	\$4,429.45	\$4,323.92	\$3,684.88	\$3,310.89	\$2,923.53	\$18,672.67
Net Income	\$7,009.38	(\$26,253.34)	(\$97,570.56)	(\$52,434.50)	(\$25,069.53)	(\$194,318.55)

Coversheet

Approval of the December 2025 Financials

Section: IV. Approval of the Consent Agenda
Item: C. Approval of the December 2025 Financials
Purpose:
Submitted by:
Related Material: WSST Financials 12.31.2025.pdf

WESTERN SCHOOL OF SCIENCE AND TECHNOLOGY

DASHBOARD REPORT

December 31, 2025

TOTAL VOUCHERS - December, 2025 620,668.15

Cash Activity

	Beginning	Receipts	Disbursements	Ending
Jul-25	1,953,456	2,571,845	2,594,551	1,930,750
Aug-25	1,930,750	1,603,943	1,704,255	1,830,438
Sep-25	1,830,438	1,789,294	1,979,732	1,640,000
Oct-25	1,640,000	1,895,761	1,828,825	1,706,936
Nov-25	1,706,936	1,490,789	1,574,262	1,623,463
Dec-25	1,623,463	1,814,530	1,841,653	1,596,340
Jan-26				0
Feb-26				0
Mar-26				0
Apr-26				0
May-26				0
Jun-26				0
TOTAL - 2026	1,953,456	11,166,162	11,523,278	1,596,340
YTD Total - 2025	2,153,438	7,306,219	7,506,201	1,953,456
YTD Total - 2026	1,953,456	11,166,162	11,523,278	1,596,340
Increase (Decrease)	(199,982)	3,859,943	4,017,077	(357,116)

Budget

	YTD ACTUALS 2026	YTD BUDGET 2026	Over (Under)
ADM	489	520	31
Revenue	3,174,145	3,562,224	(388,079)
Expenses	3,429,761	3,328,926	100,835
Surplus (Deficit)	(255,616)	233,299	(488,914)

Debt Service Coverage Ratio 0.25 Does Not Meet Debt Covenant (1.20)

Overage (Shortfall) (243,056)

NOTES:

With Enrollment numbers declining and below expected budget, current revenue funding is lower than expected. Currently, this decline is expected through December, and various changes will need to be made to mitigate operational loss. This includes a budget revision and other operating expense reduction.

Cash Disbursements
Western School of Science and Technology
Dec 1-31, 2025

Num	Date	Vendor	Amount
Bill.com	12/01/2025	United Healthcare	\$ (34,251.68)
Bill.com	12/01/2025	SRP	\$ (3,742.18)
Bill.com	12/02/2025	Education Support Services	\$ (807.50)
Bill.com	12/02/2025	Staples Advantage	\$ (214.83)
Bill.com	12/02/2025	Senya	\$ (227.81)
Bill.com	12/02/2025	Amazon Capital Services	\$ (64.83)
Bill.com	12/02/2025	B and M Communications, LLC	\$ (39.95)
Bill.com	12/02/2025	THE HOLMAN GROUP OF ARIZONA	\$ (450.00)
Bill.com	12/02/2025	American Medical Staffing, Inc.	\$ (37.80)
Bill.com	12/02/2025	Technical Service Center	\$ (1,365.30)
Bill.com	12/02/2025	Swing Education Inc	\$ (2,025.00)
Bill.com	12/02/2025	Arizona Grants Management, LLC	\$ (880.49)
Bill.com	12/02/2025	AZCEC	\$ (98.00)
Bill.com	12/02/2025	Apache Equipment Rental	\$ (1,120.61)
Bill.com	12/05/2025	All Copy Products, Inc	\$ (284.86)
Bill.com	12/05/2025	Sport Lines LLC	\$ (725.00)
Bill.com	12/05/2025	Republic Services	\$ (2,987.27)
Bill.com	12/05/2025	Rachel Yanof	\$ (393.75)
Bill.com	12/05/2025	Education Support Services	\$ (467.50)
Bill.com	12/05/2025	American Medical Staffing, Inc.	\$ (135.00)
Bill.com	12/05/2025	Amazon Capital Services	\$ (125.40)
Bill.com	12/05/2025	Swing Education Inc	\$ (10,546.88)
Bill.com	12/05/2025	Apache Equipment Rental	\$ (1,356.81)
Bill.com	12/05/2025	DIVERSIFIED LANDSCAPE MANAGEMENT LLC	\$ (2,200.00)
Bill.com	12/05/2025	HD Supply	\$ (125.59)
Bill.com	12/05/2025	Challenge Foundation Group	\$ (17,595.61)
Bill.com	12/15/2025	L&M Food Management Services	\$ (17,865.00)
Bill.com	12/15/2025	MidFirst Bank - Mortgage	\$ (36,688.71)
Bill.com	12/15/2025	Amazon Capital Services	\$ (750.72)
Bill.com	12/15/2025	Rebeca Garza	\$ (500.00)
Bill.com	12/15/2025	4imprint, Inc.	\$ (327.42)
Bill.com	12/15/2025	Diamond Financial	\$ (6,530.00)
Bill.com	12/15/2025	DIVERSIFIED LANDSCAPE MANAGEMENT LLC	\$ (950.00)
Bill.com	12/15/2025	America Saenz	\$ (500.00)
Bill.com	12/15/2025	Chavez, Michael	\$ (1,500.00)
Bill.com	12/15/2025	Southwest Gas Corporation	\$ (30.67)
Bill.com	12/15/2025	Andrew Lewis Valencia-Romero	\$ (500.00)
Bill.com	12/15/2025	Open Up Resources - receivables	\$ (22,798.00)
Bill.com	12/15/2025	School Operations Solutions	\$ (2,000.00)
Bill.com	12/15/2025	Staples Advantage	\$ (214.83)
Bill.com	12/15/2025	Truly Nolen Inc. Branch 045	\$ (163.00)
Bill.com	12/15/2025	Truly Nolen Inc. Branch 045	\$ (80.00)

Cash Disbursements
Western School of Science and Technology
Dec 1-31, 2025

Num	Date	Vendor	Amount
Bill.com	12/15/2025	Swing Education Inc	\$ (4,725.00)
Bill.com	12/18/2025	Brendon Reddy	\$ (460.00)
Bill.com	12/19/2025	Assurity Life Insurance Company	\$ (2,683.77)
Bill.com	12/19/2025	City of Phoenix 0858	\$ (500.99)
Bill.com	12/19/2025	Brady Industries	\$ (1,237.54)
Bill.com	12/19/2025	Canon Financial Services, Inc. - 879422-2	\$ (5,124.70)
Bill.com	12/19/2025	Cox Communications 3101	\$ (581.31)
Bill.com	12/19/2025	Amazon Capital Services	\$ (407.34)
Bill.com	12/19/2025	AT Direct Sports Medicine, LLC	\$ (206.70)
Bill.com	12/19/2025	American Medical Staffing, Inc.	\$ (207.00)
Bill.com	12/19/2025	Warrior Protection Group LLC	\$ (960.00)
Bill.com	12/19/2025	Tara Moore	\$ (350.00)
Bill.com	12/19/2025	Verizon Wireless	\$ (151.60)
Bill.com	12/19/2025	Swing Education Inc	\$ (1,265.63)
Bill.com	12/19/2025	Huff, Stephanie	\$ (6.58)
Bill.com	12/19/2025	Espana, Adrian	\$ (25.00)
Bill.com	12/19/2025	Senya	\$ (227.81)
Bill.com	12/19/2025	MidFirst Bank - New Credit Card - 9095	\$ (6,376.83)
Bill.com	12/19/2025	Technical Service Center	\$ (336.60)
Bill.com	12/19/2025	Francisco Gabriel Ortiz	\$ (1,000.00)
Bill.com	12/19/2025	CopperPoint Insurance Company	\$ (1,280.30)
Bill.com	12/19/2025	Erick Fernandez	\$ (500.00)
Bill.com	12/19/2025	HD Supply	\$ (121.95)
Bill.com	12/19/2025	Strong and Courageous Apparel LLC	\$ (828.05)
Bill.com	12/19/2025	Canon Financial Services, Inc. - 879422-3	\$ (142.00)
Bill.com	12/22/2025	DeThomasis, Joseph	\$ (360.00)
Bill.com	12/22/2025	Legacy Pensioners LLC	\$ (156.00)
Bill.com	12/22/2025	Esquivel, Claudia	\$ (360.00)
Bill.com	12/22/2025	B and M Communications, LLC	\$ (90.00)
Bill.com	12/22/2025	AZ Tax Credit Funds	\$ (5,000.00)
PR Taxes	12/05/2025	Inova Payroll (Prev PR Experts)	\$ (62,886.12)
PR Debit	12/05/2025	Inova Payroll (Prev PR Experts)	\$ (168,404.13)
PR Debit	12/05/2025	Inova Payroll (Prev PR Experts)	\$ (384.94)
PR Debit	12/15/2025	Inova Payroll (Prev PR Experts)	\$ (14,867.62)
PR Debit	12/15/2025	Inova Payroll (Prev PR Experts)	\$ (11.91)
PR Taxes	12/15/2025	Inova Payroll (Prev PR Experts)	\$ (5,205.23)
PR Debit	12/19/2025	Inova Payroll (Prev PR Experts)	\$ (121,004.68)
PR Taxes	12/19/2025	Inova Payroll (Prev PR Experts)	\$ (38,331.11)
PR Debit	12/19/2025	Inova Payroll (Prev PR Experts)	\$ (231.71)
TOTAL			\$ (620,668.15)

WESTERN SCHOOL OF SCIENCE AND TECHNOLOGY
STATEMENT OF FINANCIAL POSITION
For the Period Ending December 31, 2025

	December 31, 2025	
ASSETS		
Cash	1,596,340	18.31%
Accounts Receivable & Prepaid Expense	271,753	3.12%
Current Assets	1,868,093	21.43%
Deposits	41,715	0.48%
Fixed Assets net of Accumulated Depreciation	6,807,190	78.09%
TOTAL ASSETS	8,716,998	100.00%
LIABILITIES AND NET ASSETS		
Accounts Payable and Accrued Expense	654,596	7.51%
Current Liabilities	654,596	7.51%
Mortgage Payable	4,760,834	
Capital Lease Payables	29,472	
Total Liabilities	5,444,902	62.46%
Beginning Net Assets	3,527,712	40.47%
Net Income (Loss)	(255,616)	-2.93%
Total Net Assets	3,272,097	37.54%
TOTAL LIABILITIES AND NET ASSETS	8,716,998	100.00%

Western School of Science and Technology**Budget vs. Actuals: 2025-2026 Adopted Budget - FY26 P&L Classes**

Jul 2025 - Dec 2025

	Year to Date	2026 Budget		
	Actual	Budget	Remaining	% Remaining
Income				
1700 School Activities	14,067	-	(14,067)	
1920 Private Donations and Grants	2,319	7,804	5,485	70.28%
1950 Other Income	7,595	34,576	26,981	78.03%
1975 Fundraising	1,931	21,570	19,638	91.05%
3000 State	2,866,750	6,361,241	3,494,491	54.93%
4000 Federal	260,054	637,343	377,289	59.20%
Total Income	3,152,717	7,062,534	3,909,817	55.36%
Gross Profit	3,152,717	7,062,534	3,909,817	55.36%
Expenses				
6100 Salaries and Wages	1,969,197	4,048,520	2,079,323	51.36%
6200 Employee Benefits	371,234	931,159	559,925	60.13%
6310 Professional Services	107,096	221,436	114,341	51.64%
6320 Outside Services	72,041	120,835	48,794	40.38%
6400 Facilities	138,579	190,053	51,474	27.08%
6500 Other Purchased Services	126,612	270,796	144,184	53.24%
6580 Travel	10,634	6,862	(3,772)	-54.97%
6610 Supplies	78,073	146,580	68,506	46.74%
6635 Food Service	114,290	275,062	160,773	58.45%
6640 Books and Instructional Aids	71,953	54,455	(17,498)	-32.13%
6650 Supplies - Technology Related	2,835	12,319	9,484	76.99%
6740 Depreciation	209,681		(209,681)	
6810 Dues and Fees	27,038	80,880	53,841	66.57%
6850 Interest and Finance Charges	128,585	284,723	156,139	54.84%
6890 Miscellaneous	1,913	14,170	12,257	86.50%
Total Expenses	3,429,761	6,657,851	3,228,091	48.49%
Net Operating Income	(277,044)	404,682	681,726	168.46%
Other Income				
1990 Interest Income	21,428	61,914	40,486	65.39%
Total Other Income	21,428	61,914	40,486	65.39%
Net Other Income	21,428	61,914	40,486	65.39%
Net Income	(255,616)	466,596.64	722,212.26	154.78%
<i>Debt Service-Principal</i>	190,741	378,400	187,659	49.59%

Western School of Science and Technology
Profit and Loss
 July - December, 2025

	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Total
Income							
1700 School Activities			4,375.00	4,334.03	2,876.00	2,481.83	14,066.86
1920 Private Donations and Grants	365.48	25	483.55	200	450	795	2,319.03
1950 Other Income			5,522.40	1,672.88		400	7,595.28
1975 Fundraising			330.59	227.33	387	986.51	1,931.43
3000 State	483,135.94	483,135.95	465,350.56	458,592.57	477,217.83	499,317.15	2,866,750.00
4000 Federal		68,263.75	56,727.44	50,834.17	42,774.22	41,454.69	260,054.27
Total Income	\$483,501.42	\$551,424.70	\$532,789.54	\$515,860.98	\$523,705.05	\$545,435.18	\$3,152,716.87
Gross Profit	\$483,501.42	\$551,424.70	\$532,789.54	\$515,860.98	\$523,705.05	\$545,435.18	\$3,152,716.87
Expenses							
6100 Salaries and Wages	210,145.53	363,687.96	331,222.60	329,347.22	337,628.71	397,164.57	1,969,196.59
6200 Employee Benefits	72,614.51	38,885.16	76,478.66	58,484.06	62,836.44	61,935.35	371,234.18
6310 Professional Services	20,904.58	7,671.29	50,130.96	9,106.17	9,141.16	10,141.34	107,095.50
6320 Outside Services	9,882.85	9,996.75	21,137.36	14,712.01	6,309.05	10,003.05	72,041.07
6400 Facilities	29,108.27	29,816.08	25,460.07	21,152.70	17,926.74	15,115.56	138,579.42
6500 Other Purchased Services	23,291.23	24,668.71	21,435.68	19,135.54	18,236.10	19,844.69	126,611.95
6580 Travel	227.58	685.13	4,083.18	2,253.33	1,553.60	1,831.58	10,634.40
6610 Supplies	29,588.84	8,616.93	12,597.79	13,815.30	7,118.72	6,335.76	78,073.34
6635 Food Service		29,000.80	27,126.60	22,426.50	17,865.00	17,871.00	114,289.90
6640 Books and Instructional Aids	31,362.98	8,117.98	8,117.98	8,117.98	8,117.98	8,117.98	71,952.88
6650 Supplies - Technology Related	1,784.20	350.04	95.25	338.2	267.18		2,834.87
6740 Depreciation	25,028.05	30,811.82	30,811.82	47,492.76	38,885.85	36,650.52	209,680.82
6810 Dues and Fees	9,799.15	6,336.55	2,498.51	2,663.67	3,561.82	2,178.41	27,038.11
6850 Interest and Finance Charges	16,599.78	22,843.81	22,262.57	22,560.93	22,019.76	22,297.78	128,584.63
6890 Miscellaneous	583.94	512.95	585.95		230		1,912.84
Total Expenses	\$480,921.49	\$582,001.96	\$634,044.98	\$571,606.37	\$551,698.11	\$609,487.59	\$3,429,760.50
Net Operating Income	\$2,579.93	(\$30,577.26)	(\$101,255.44)	(\$55,745.39)	(\$27,993.06)	(\$64,052.41)	(\$277,043.63)
Other Income							
1990 Interest Income	4,429.45	4,323.92	3,684.88	3,310.89	2,923.53	2,755.34	21,428.01
Total Other Income	\$4,429.45	\$4,323.92	\$3,684.88	\$3,310.89	\$2,923.53	\$2,755.34	\$21,428.01
Net Other Income	\$4,429.45	\$4,323.92	\$3,684.88	\$3,310.89	\$2,923.53	\$2,755.34	\$21,428.01
Net Income	\$7,009.38	(\$26,253.34)	(\$97,570.56)	(\$52,434.50)	(\$25,069.53)	(\$61,297.07)	(\$255,615.62)

Coversheet

Discussion and Consideration of the FY27 Contract Language for Administrators, Teachers

Section: V. Action Items #1
Item: A. Discussion and Consideration of the FY27 Contract Language for
Administrators, Teachers
Purpose: Vote
Submitted by:
Related Material:
TEMPLATE At-Will Director Employment Agreement 26-27 (mb redline).docx.pdf
TEMPLATE At-Will Teacher Employment Agreement 26-27 (mb redline).docx.pdf



[

**AT-WILL
DIRECTOR EMPLOYMENT AGREEMENT
2025-2026 School Year**

This At-Will Employment Agreement (“Agreement”) is entered into this **22nd day of April, 2025**, between Western School of Science and Technology: A Challenge Foundation Academy (“School”), and **xxxxxx** (“Administrator”).

Position and Duties: Administrator hereby accepts the position of **“xxxxxx”** described in the job description attached as **Exhibit A**, and agrees to perform the duties described in Exhibit A. Because the needs of the School are variable, Administrator also agrees to perform such other duties as may be assigned by the School.

1. **“At-Will” Employment:** Administrator specifically acknowledges and agrees that their employment is on an “at-will” basis, “At-will” means that the School or Administrator may terminate the employment relationship, with or without cause at any time, for any lawful reason. Administrator understands and agrees that this Agreement does not create any expectancy of continuous employment or employment in any subsequent fiscal or school year. Although Administrator may terminate the employment relationship at any time, Administrator is encouraged to provide the School with fourteen (14) days’ written notice to allow time for the School to find a replacement for Administrator’s position.
2. **Start Date and Work Schedule.** This Agreement is effective starting on July 1, 2025. Administrator’s position is an 12-month position, notwithstanding that the employment relationship may be terminated earlier. Administrator agrees and is expected to report to work in accordance with the Board of Director’s (“Board”) adopted calendar for the 2025-2026 school year. Administrator understands and agrees that there will be occasions requiring their presence outside of the regular school days and duty hours, and the Administrator will be present and perform any assigned duties, any such duties being part of the Administrator’s obligations under this Agreement and for which Administrator will receive no additional compensation. Administrator understands that Administrator is exempt from the federal Fair Labor Standards Act and shall promptly notify the School if facts exist that may affect Administrator’s exemption status. In the event of an emergency, as determined by the School, the School’s calendar and the Administrator’s work schedule, including the opening and closing day of the School, may be adjusted. Upon the happening of such an event, Administrator and the School agree that the Administrator’s work schedule may be adjusted to accommodate the change.
3. **Certification and Fingerprint Clearance.** Administrator’s employment is conditioned upon the possession at all times of such valid Arizona certificates, diplomas, training and experience and/or endorsements, if required, for the position being offered, and a valid fingerprint clearance card



(collectively, “Professional Qualifications”). Administrator agrees to be appropriately certified in all assigned core academic subjects or as otherwise required by law and to hold all requisite endorsements by the commencement date of this Agreement. Administrator’s employment may be terminated if Administrator fails to be appropriately certified as described in this paragraph. The School will not transfer Administrator to a position for which Administrator is not appropriately certified.

4. **Pre-Employment Requirements:** This Agreement remains contingent upon Administrator successfully completing all requirements in accordance with the School’s pre-employment screening process including, but not limited to, criminal background checks, pre-employment drug screening, background screening, reference checks, and validation of appropriate academic credentials. Administrator agrees additional screening may be conducted after employment commences at the discretion of the School. This Agreement is also at all times contingent upon successful completion of mandatory forms, including but not limited to the I-9 form and the W-4 form, as well as any other forms required by the School. The I-9 must be submitted by the end of the first working day. All other paperwork must be submitted by Administrator within sixty (60) days of the first date of employment.

5. **Failure to Maintain Professional Qualifications.** Administrator shall not be entitled to compensation for any period during which Administrator fails to maintain any required Professional Qualifications. In addition to other remedies available to the School, the School may deduct from Administrator’s pay any compensation for work attributable to any period in which Administrator fails to maintain Professional Qualifications. In the sole discretion of the School, while Administrator is awaiting fingerprint clearance based on a failure to renew timely or during the appeal process for an appealable and non-violent offense, the School may, but is not required to, continue to employ Administrator at the substitute Administrator rate and have a person holding a valid fingerprint clearance card when Administrator is permitted or required to or allowed to provide services directly to students. The difference between the Base Salary (as defined below) and the substitute Administrator rate may be used by the School to compensate the School for the cost of obtaining a person to accompany Administrator.

6. **Truth of Representations.** Administrator warrants the truth of all representations and statements made by Administrator to the School in connection with this Agreement, as well as those contained in Administrator’s employment application and any other document submitted to the School concerning qualifications, fitness for the position, prior experience, and representations about arrest and conviction records. Administrator recognizes that it is a requirement of employment to report to the administration any circumstances or events that would affect the continuing accuracy or validity of those representations. Determination by the Board or its authorized representative that any such representation is not true or is inaccurate may, at the School’s option, be deemed a material breach of this Agreement and constitutes grounds for termination of employment, in addition to any other action authorized by law or School policy.

7. **Arrest or Charge.** If Administrator is arrested for or charged with any non-appealable offense listed in A.R.S. § 41-1758.03(B), Administrator shall immediately report such an arrest or charge to Administrator’s supervisor. Failure to make such a report shall result in Administrator’s immediate dismissal from employment. If Administrator is convicted of any offense listed in A.R.S. § 41-1758.03(B) or any offense that amounts to unprofessional conduct under A.R.S. §



15-550, Administrator shall immediately, (a) report the conviction to Administrator's supervisor; (b) notify the Arizona Department of Public Safety; (c) surrender any certificates issued by the Arizona Department of Education; and (d) surrender Administrator's fingerprint clearance card.

8. **Compensation.** So long as Administrator is performing Administrator's obligations and duties, as enumerated in this Agreement, the School shall pay Administrator an annual base salary of \$xxx ("Base Salary") payable in 24 equal installments of \$xxxxx for the 2025-2026 school year, subject to applicable taxes and withholdings, and payable in accordance with the School's regular payroll practices.
9. **Benefits:** Administrator shall be entitled to those benefits normally offered by the School, as those benefits may exist from time to time, or as such benefits may from time to time be created, modified or eliminated by the School, on the same basis as such benefits are offered to other employees with corresponding status and length of service. See **Exhibit B** for an outline of benefits provided.
10. **Performance Pay.** In addition to the Base Salary, Administrator may also receive performance pay in accordance with the performance pay plan adopted by the Board for the 2025-2026 school year (the "Performance Pay Plan"). Administrator's eligibility for performance pay as well as the amount, timing, and conditions of performance pay shall be as specified in the Performance Pay Plan, and this paragraph shall not be construed as a promise of payment that is inconsistent with the Performance Pay Plan.
11. **Classroom Site Fund.** In accordance with A.R.S. § 15-977, the School may or may not receive funds to support supplements to the Base Salary from the Classroom Site Fund. Administrator expressly acknowledges that total pay will depend upon allocation of funds in accordance with the Performance Pay Plan, funding from state and federal sources, and the balance of the Classroom Site Fund.
12. **Reduction in Salary.** Administrator acknowledges and agrees that at any time after execution of this Agreement, the Base Salary specified herein may be reduced by up to five percent (5%) if any of the following occurs: (1) The School's Base Support Level, Revenue Control Limit, or General Budget Limit authorized for the 2025-2026 fiscal year is less or becomes less than that authorized at the beginning of the 2025-2026 fiscal year; (2) the School fails to receive during the 2025-2026 fiscal year funds in the amount initially budgeted for such year; (3) the School does not receive funds that, as of May 30, 2025, the School anticipates receiving for use in the 2025-2026 fiscal year from the Arizona legislature or from any federal fund or (4) the Average Daily Attendance during the real time measurement of student or fractional student attendance becomes less than that anticipated based upon the first 40 and first 100 days attendance. The Administrator shall be given not fewer than ten (10) calendar days' notice of any reduction in Base Salary that occurs as a result of this paragraph. The School further reserves the right, as part of a salary reduction pursuant to A.R.S. § 15-544, to decrease Administrator's salary by furloughing Administrator for up to five (5) days. Administrator will not be required to perform any duties on any days of furlough and will receive no compensation for such days. Administrator may not use paid sick leave or other paid leave time on such furlough days.



13. **Additional Salary or Compensation.** If the base support level funding that is made available to the School by the Legislature's budget for 2025-2026 school year is more than was assumed in the revenue projection in the preliminary budget; or if the School receives additional funds that may be apportioned towards salaries and Administrator related expenses from whatever source; and/or if through cost savings, the School has more funds than expected in the budget that may be apportioned toward salaries and if the Board, in its sole discretion agrees to allocate such funds towards salaries and Administrator related expenses, the Board may do so in the following manner: The Board may, in its sole discretion, increase Administrator's salary by an amount not to exceed ten percent (10%) of the base salary noted in Paragraph 9 of this Agreement, or may make a one time allocation of funds to Administrator in an amount not to exceed ten percent (10%) of the base salary to supplement Administrator's base salary during the fiscal year. The one-time payment may be paid to Administrator in a single payment or in multiple payments at such times as may serve the best financial needs of the School.
14. **Mistake in Salary.** If Administrator believes there is a mistake in Administrator's Base Salary or other compensation or benefits, Administrator shall have **30 calendar days** from initiating performance of duties under the Agreement to so notify the School. Administrator's failure to so notify the School may be deemed by the School to constitute a waiver of Administrator's right to recover the difference between the correct amount and the amount paid to Administrator prior to Administrator's notification to the School of the mistake. The School will notify Administrator of any errors it discovers as well. If an error is due to a clerical error in preparing this Agreement or due to a mutual mistake by the parties, the Agreement shall be amended to reflect the correct amount.

If Administrator is entitled to receive additional pay, School shall pay Administrator the amount Administrator would have received up to the date of the payment had the error not been made or shall increase subsequent paychecks by a pro-rated portion of the remaining difference between the original and corrected sum. If Administrator has received more money than Administrator is entitled for work performed, or if Administrator inadvertently receives a benefit at no cost or a lower costs for which Administrator would ordinarily be required to pay, Administrator shall, at School's option: (a) immediately repay any amount erroneously paid to Administrator or immediately pay the School for the value of the benefit received; or (b) allow School to reduce future payments to Administrator in an amount not to exceed the amount which may be deducted under the Federal Wage Garnishment Law each pay period to make up for any amount erroneously paid or to repay the value of the benefit received. This remedy shall be in addition to any other remedy to which School is entitled under policy or law.

15. **Paycheck Withholding.** Administrator specifically agrees that by signing this Agreement, Administrator is giving the School permission to withhold funds from any source due and owing to Administrator, under the terms set forth in this Agreement and/or as permitted by A.R.S. § 23-252 to comply with a court order, to resolve any other debt or obligation owed to the School employee's debt, or if there is a good faith dispute as to the wages due. Administrator further agrees that Administrator's signature on this Agreement shall constitute Administrator's written



permission for the School to withhold such funds and for such withheld funds to be used to reimburse the School.

- 16. **Evaluation.** Administrator specifically agrees that the system and instrument adopted by the School Governing Board for the evaluation of Administrators shall be the system and instrument used to evaluate Administrator for the 2025-2026 school year.
- 17. **Non- Discrimination.** Administrator shall not discriminate against any Administrator, student, parent, contractor or other member of the public because of that person’s sex, race, religion, color, national origin, age, disability, gender identity, veteran’s status, political affiliation, or genetic code.
- 18. **Governing Law and Venue.** This Agreement is entered in Arizona and shall be construed and interpreted under the law of the State of Arizona and/or applicable federal laws. This Agreement incorporates by reference all laws governing mandatory contract provisions of political subdivisions required by state or Executive Orders. Any action arising under the terms of this Agreement shall be initiated in the appropriate state or federal court located in Maricopa County, Arizona.
- 19. **No Violation of Other Agreements:** Administrator represents and warrants to the School that Administrator’s employment with the School and the performance of Administrator’s duties hereunder will not violate or breach any agreement with a former employer, client, or any other person.
- 20. **Modifications, Amendments, Waivers, Severability:** Administrator agrees that any changes, modifications, amendments, rescissions or waivers of any provisions of this Agreement will be valid and binding only if they are in writing and signed by both Administrator and the School. Administrator further agrees that, if a court declares any provision of this Agreement void or unenforceable, that provision will be deleted from this Agreement and the balance of this Agreement will remain in full force and effect.

By signing this Agreement, the Administrator acknowledges reading this Agreement and specifically agrees to comply with all terms in the Agreement.

EMPLOYER: Western School of Science and
Technology: A Challenge Foundation Academy

ADMINISTRATOR:

By: _____

By: _____

Signature: _____

Signature: _____

Date: _____

Date: _____





AT-WILL TEACHER EMPLOYMENT AGREEMENT 2025-2026 School Year

This At-Will Employment Agreement (“Agreement”) is entered into this **1st day of August, 2025**, between Western School of Science and Technology: A Challenge Foundation Academy (“School”), and * *|MMain|* * (“Teacher”).

1. **Position and Duties:** Teacher hereby accepts the position of “Teacher” described in the job description attached as **Exhibit A**, and agrees to perform the duties described in Exhibit A. Because the needs of the School are variable, Teacher also agrees to perform such other duties as may be assigned by the School..
2. **“At-Will” Employment:** Teacher specifically acknowledges and agrees that their employment is on an “at-will” basis, “At-will” means that the School or Teacher may terminate the employment relationship, with or without cause at any time, for any lawful reason. Teacher understands and agrees that this Agreement does not create any expectancy of continuous employment or employment in any subsequent fiscal or school year. Although Teacher may terminate the employment relationship at any time, Teacher is encouraged to provide the School with fourteen (14) days’ written notice to allow time for the School to find a replacement for Teacher’s position.
3. **Start Date and Work Schedule.** This Agreement is effective starting on July 1, 2025. Teacher’s position is a 11-month position, notwithstanding that the employment relationship may be terminated earlier. Teacher agrees and is expected to report to work in accordance with the Board of Director’s (“Board”) adopted calendar for the 2025-2026 school year. Teacher understands and agrees that there will be occasions requiring their presence outside of the regular school days and duty hours, and the Teacher will be present and perform any assigned duties, any such duties being part of the Teacher’s obligations under this Agreement and for which Teacher will receive no additional compensation. Teacher understands that Teacher is exempt from the federal Fair Labor Standards Act and shall promptly notify the School if facts exist that may affect Teacher’s exemption status. In the event of an emergency, as determined by the School, the School’s calendar and the Teacher’s work schedule, including the opening and closing day of the School, may be adjusted. Upon the happening of such an event, Teacher and the School agree that the Teacher’s work schedule may be adjusted to accommodate the change.
4. **Certification and Fingerprint Clearance.** Teacher’s employment is conditioned upon the possession at all times of such valid Arizona certificates, diplomas, training and experience and/or endorsements, if required, for the position being offered, and a valid fingerprint clearance card (collectively, “Professional Qualifications”). Teacher agrees to be appropriately certified in all assigned core academic subjects or as otherwise required by law and to hold all requisite endorsements by the commencement date of this Agreement. Teacher’s employment may be terminated if Teacher fails to be appropriately certified as described in this paragraph. The School will not transfer Teacher to a position for which Teacher is not appropriately certified.



5. **Pre-Employment Requirements:** This Agreement remains contingent upon Teacher successfully completing all requirements in accordance with the School's pre-employment screening process including, but not limited to, criminal background checks, pre-employment drug screening, background screening, reference checks, and validation of appropriate academic credentials. Teacher agrees additional screening may be conducted after employment commences at the discretion of the School. This Agreement is also at all times contingent upon successful completion of mandatory forms, including but not limited to the I-9 form and the W-4 form, as well as any other forms required by the School. The I-9 must be submitted by the end of the first working day. All other paperwork must be submitted by Teacher within sixty (60) days of the first date of employment.
6. **Failure to Maintain Professional Qualifications.** Teacher shall not be entitled to compensation for any period during which Teacher fails to maintain any required Professional Qualifications. In addition to other remedies available to the School, the School may deduct from Teacher's pay any compensation for work attributable to any period in which Teacher fails to maintain Professional Qualifications. In the sole discretion of the School, while Teacher is awaiting fingerprint clearance based on a failure to renew timely or during the appeal process for an appealable and non-violent offense, the School may, but is not required to, continue to employ Teacher at the substitute teacher rate and have a person holding a valid fingerprint clearance card when Teacher is permitted or required to or allowed to provide services directly to students. The difference between the Base Salary (as defined below) and the substitute teacher rate may be used by the School to compensate the School for the cost of obtaining a person to accompany Teacher.
7. **Truth of Representations.** Teacher warrants the truth of all representations and statements made by Teacher to the School in connection with this Agreement, as well as those contained in Teacher's employment application and any other document submitted to the School concerning qualifications, fitness for the position, prior experience, and representations about arrest and conviction records. Teacher recognizes that it is a requirement of employment to report to the administration any circumstances or events that would affect the continuing accuracy or validity of those representations. Determination by the Board or its authorized representative that any such representation is not true or is inaccurate may, at the School's option, be deemed a material breach of this Agreement and constitutes grounds for termination of employment, in addition to any other action authorized by law or School policy.
8. **Arrest or Charge.** If Teacher is arrested for or charged with any non-appealable offense listed in A.R.S. § 41-1758.03(B), Teacher shall immediately report such an arrest or charge to Teacher's supervisor. Failure to make such a report shall result in Teacher's immediate dismissal from employment. If Teacher is convicted of any offense listed in A.R.S. § 41-1758.03(B) or any offense that amounts to unprofessional conduct under A.R.S. § 15-550, Teacher shall immediately, (a) report the conviction to Teacher's supervisor; (b) notify the Arizona Department of Public Safety; (c) surrender any certificates issued by the Arizona Department of Education; and (d) surrender Teacher's fingerprint clearance card.



9. **Compensation.** So long as Teacher is performing Teacher’s obligations and duties, as enumerated in this Agreement, the School shall pay Teacher an annual base salary of *|FY25-26 Grandfathered Salary|* (“Base Salary”) payable in 24 equal installments of *|Paycheck Salary|* for the 2025-2026 school year, subject to applicable taxes and withholdings, and payable in accordance with the School’s regular payroll practices.
10. **Benefits:** Teacher shall be entitled to those benefits normally offered by the School, as those benefits may exist from time to time, or as such benefits may from time to time be created, modified or eliminated by the School, on the same basis as such benefits are offered to other employees with corresponding status and length of service. See **Exhibit B** for an outline of benefits provided.
11. **Performance Pay.** In addition to the Base Salary, Teacher may also receive performance pay in accordance with the performance pay plan adopted by the Board for the 2025-2026 school year (the “Performance Pay Plan”). Teacher’s eligibility for performance pay as well as the amount, timing, and conditions of performance pay shall be as specified in the Performance Pay Plan, and this paragraph shall not be construed as a promise of payment that is inconsistent with the Performance Pay Plan.
12. **Classroom Site Fund.** In accordance with A.R.S. § 15-977, the School may or may not receive funds to support supplements to the Base Salary from the Classroom Site Fund. Teacher expressly acknowledges that total pay will depend upon allocation of funds in accordance with the Performance Pay Plan, funding from state and federal sources, and the balance of the Classroom Site Fund.
13. **Reduction in Salary.** Teacher acknowledges and agrees that at any time after execution of this Agreement, the Base Salary specified herein may be reduced by up to five percent (5%) if any of the following occurs: (1) The School’s Base Support Level, Revenue Control Limit, or General Budget Limit authorized for the 2025-2026 fiscal year is less or becomes less than that authorized at the beginning of the 2025-2026 fiscal year; (2) the School fails to receive during the 2025-2026 fiscal year funds in the amount initially budgeted for such year; (3) the School does not receive funds that, as of May 30, 2025, the School anticipates receiving for use in the 2025-2026 fiscal year from the Arizona legislature or from any federal fund or (4) the Average Daily Attendance during the real time measurement of student or fractional student attendance becomes less than that anticipated based upon the first 40 and first 100 days attendance. The Teacher shall be given not fewer than ten (10) calendar days’ notice of any reduction in Base Salary that occurs as a result of this paragraph. The School further reserves the right, as part of a salary reduction pursuant to A.R.S. § 15-544, to decrease Teacher’s salary by furloughing Teacher for up to five (5) days. Teacher will not be required to perform any duties on any days of furlough and will receive no compensation for such days. Teacher may not use paid sick leave or other paid leave time on such furlough days.
14. **Additional Salary or Compensation.** If the base support level funding that is made available to the School by the Legislature’s budget for 2025-2026 school year is more than was assumed in



the revenue projection in the preliminary budget; or if the School receives additional funds that may be apportioned towards salaries and Teacher related expenses from whatever source; and/or if through cost savings, the School has more funds than expected in the budget that may be apportioned toward salaries and if the Board, in its sole discretion agrees to allocate such funds towards salaries and Teacher related expenses, the Board may do so in the following manner: The Board may, in its sole discretion, increase Teacher's salary by an amount not to exceed ten percent (10%) of the base salary noted in Paragraph 9 of this Agreement, or may make a one time allocation of funds to Teacher in an amount not to exceed ten percent (10%) of the base salary to supplement Teacher's base salary during the fiscal year. The one-time payment may be paid to Teacher in a single payment or in multiple payments at such times as may serve the best financial needs of the School.

15. **Mistake in Salary.** If Teacher believes there is a mistake in Teacher's Base Salary or other compensation or benefits, Teacher shall have **30 calendar days** from initiating performance of duties under the Agreement to so notify the School. Teacher's failure to so notify the School may be deemed by the School to constitute a waiver of Teacher's right to recover the difference between the correct amount and the amount paid to Teacher prior to Teacher's notification to the School of the mistake. The School will notify Teacher of any errors it discovers as well. If an error is due to a clerical error in preparing this Agreement or due to a mutual mistake by the parties, the Agreement shall be amended to reflect the correct amount.

If Teacher is entitled to receive additional pay, School shall pay Teacher the amount Teacher would have received up to the date of the payment had the error not been made or shall increase subsequent paychecks by a pro-rated portion of the remaining difference between the original and corrected sum. If Teacher has received more money than Teacher is entitled for work performed, or if Teacher inadvertently receives a benefit at no cost or a lower costs for which Teacher would ordinarily be required to pay, Teacher shall, at School's option: (a) immediately repay any amount erroneously paid to Teacher or immediately pay the School for the value of the benefit received; or (b) allow School to reduce future payments to Teacher in an amount not to exceed the amount which may be deducted under the Federal Wage Garnishment Law each pay period to make up for any amount erroneously paid or to repay the value of the benefit received. This remedy shall be in addition to any other remedy to which School is entitled under policy or law.

16. **Paycheck Withholding.** Teacher specifically agrees that by signing this Agreement, Teacher is giving the School permission to withhold funds from any source due and owing to Teacher, under the terms set forth in this Agreement and/or as permitted by A.R.S. § 23-252 to comply with a court order, to resolve any other debt or obligation owed to the School employee's debt, or if there is a good faith dispute as to the wages due. Teacher further agrees that Teacher's signature on this Agreement shall constitute Teacher's written permission for the School to withhold such funds and for such withheld funds to be used to reimburse the School.
17. **Evaluation.** Teacher specifically agrees that the system and instrument adopted by the School Governing Board for the evaluation of teachers shall be the system and instrument used to evaluate Teacher for the 2025-2026 school year.



- 18. **Non- Discrimination.** Teacher shall not discriminate against any teacher, student, parent, contractor or other member of the public because of that person’s sex, race, religion, color, national origin, age, disability, gender identity, veteran’s status, political affiliation, or genetic code.
- 19. **Governing Law and Venue.** This Agreement is entered in Arizona and shall be construed and interpreted under the law of the State of Arizona and/or applicable federal laws. This Agreement incorporates by reference all laws governing mandatory contract provisions of political subdivisions required by state or Executive Orders. Any action arising under the terms of this Agreement shall be initiated in the appropriate state or federal court located in Maricopa County, Arizona.
- 20. **No Violation of Other Agreements:** Teacher represents and warrants to the School that Teacher’s employment with the School and the performance of Teacher’s duties hereunder will not violate or breach any agreement with a former employer, client, or any other person.
- 21. **Modifications, Amendments, Waivers, Severability:** Teacher agrees that any changes, modifications, amendments, rescissions or waivers of any provisions of this Agreement will be valid and binding only if they are in writing and signed by both Teacher and the School. Teacher further agrees that, if a court declares any provision of this Agreement void or unenforceable, that provision will be deleted from this Agreement and the balance of this Agreement will remain in full force and effect.

By signing this Agreement, the Teacher acknowledges reading this Agreement and specifically agrees to comply with all terms in the Agreement.

EMPLOYER: Western School of Science and Technology: A Challenge Foundation Academy

TEACHER:

By: _____

By: _____

Signature: _____

Signature: _____

Date: _____

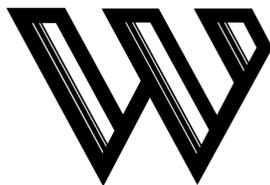
Date: _____



Coversheet

Discussion and Consideration of FY27 Salary Schedules

Section: V. Action Items #1
Item: B. Discussion and Consideration of FY27 Salary Schedules
Purpose: Vote
Submitted by:
Related Material: FY27 Salary Schedule - Google Sheets.pdf



Western School of Science and Technology

Compensation Philosophy

At Western School of Science and Technology we aim to attract and retain top talented staff through fair, competitive pay and benefits. Our compensation is based on market standards, and performance, rewarding contributions to our mission. We support professional growth and strive to create a positive work environment that aligns with our commitment to student success.

Certified Salary Schedule 2026-2027

**New Hires Only

Years of Experience	Range A	Range B	Range C	Range D	Range E
	BA	MA/BA+36	MA+15	MA+30 (Int)	MA+45 (IC)
1	\$53,500	\$55,000	\$56,500	\$58,000	\$59,500
2	\$54,570	\$56,100	\$57,630	\$59,160	\$60,690
3	\$55,661	\$57,222	\$58,783	\$60,343	\$61,904
4	\$56,775	\$58,366	\$59,958	\$61,550	\$63,142
5	\$57,910	\$59,534	\$61,157	\$62,781	\$64,405
6	\$59,068	\$60,724	\$62,381	\$64,037	\$65,693
7	\$60,250	\$61,939	\$63,628	\$65,317	\$67,007
8	\$61,455	\$63,178	\$64,901	\$66,624	\$68,347
9	\$62,684	\$64,441	\$66,199	\$67,956	\$69,714
10	\$63,937	\$65,730	\$67,523	\$69,315	\$71,108
11	\$65,216	\$67,045	\$68,873	\$70,702	\$72,530
12	\$66,521	\$68,386	\$70,251	\$72,116	\$73,981
13	\$67,851	\$69,753	\$71,656	\$73,558	\$75,460
14	\$69,208	\$71,148	\$73,089	\$75,029	\$76,970
15	\$70,592	\$72,571	\$74,551	\$76,530	\$78,509
Applies to Certified Teachers, Teachers on Special Assignment, Teachers on a proven pathway to certification, Instructional Coaches, Counselors, Interventionists, Social Workers, and any others placed on the Certified Salary Schedule					
Does not include additional pay for performance					

Possible Stipends Above Job Description Requirement
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Description	Amount
Doctorate	\$1,500
Licensed Clinical Social Worker	\$3,000
Licensed Professional Counselor	\$3,000
National Board Certified Teacher	\$3,000
National Certified Counselor	\$3,000
Nationally Certified School Psychologist	\$3,000

Pending Board Approval

Permanent Substitute Salary Schedule 2026-2027

****New Hires Only**

Years of Experience	
1	\$48,000
2	\$48,960
3	\$49,939
4	\$50,938
5	\$51,957
6	\$52,996
7	\$54,056
8	\$55,137
9	\$56,240
10	\$57,364
11	\$58,512
12	\$59,682
13	\$60,876
14	\$62,093
15	\$63,335

Applies to long term substitutes and uncertified teachers not on a pathway to certification
Does not include additional pay for performance
Possible Stipends Above Job Description Requirement

Description	Amount
Masters	\$1,500
Doctorate	\$3,000

Pending Board Approval

**Classified Staff Salary Schedule
2026-2027**

**New Hires Only

	Range A	Range B	Range C	Range D	Range E	Range F
	Custodian	Administrative Assistants	Front Desk Secretary, Paraprofessionals, Behavior Support	School Operations Secretary, Attendance Clerk, Registrar Health Aide, Maintenance	Maintenance Lead/ Manager Parent Liason	IT Specialist
Years of Experience	A	B	C	D	E	F
1	\$15.15	\$16.42	\$17.18	\$18.89	\$20.18	\$21.47
2	\$15.83	\$17.16	\$17.95	\$19.74	\$21.09	\$22.44
3	\$16.54	\$17.94	\$18.76	\$20.63	\$22.04	\$23.45
4	\$17.29	\$18.74	\$19.60	\$21.56	\$23.03	\$24.50
5	\$18.07	\$19.59	\$20.48	\$22.53	\$24.07	\$25.60
6	\$18.88	\$20.47	\$21.40	\$23.54	\$25.15	\$26.75
7	\$19.73	\$21.39	\$22.37	\$24.60	\$26.28	\$27.96
8	\$20.62	\$22.35	\$23.37	\$25.71	\$27.46	\$29.22
9	\$21.54	\$23.36	\$24.43	\$26.86	\$28.70	\$30.53
10	\$22.51	\$24.41	\$25.52	\$28.07	\$29.99	\$31.91
11	\$23.53	\$25.51	\$26.67	\$29.34	\$31.34	\$33.34
12	\$24.59	\$26.65	\$27.87	\$30.66	\$32.75	\$34.84
13	\$25.69	\$27.85	\$29.13	\$32.04	\$34.22	\$36.41
14	\$26.85	\$29.11	\$30.44	\$33.48	\$35.76	\$38.05
15	\$28.06	\$30.42	\$31.81	\$34.98	\$37.37	\$39.76

Additional \$0.50 per hour for one (1) verified Associate Degree; Additional \$1.00 per hour for one (1) verified Bachelor's Degree
Placement is dependent on experience and market conditions
An individual employee who adds or changes job assignments within the same range will maintain his/her current placement

Pending Board Approval

Administrative Staff Salary Schedule 2026-2027

**New Hires Only

Years of Experience	Principal	Program Manager	Program Coordinator Dean of Students	Executive Assistant, Behavior Intervention, HR Generalist	HR Assistant
	Range A	Range C	Range D	Range E	Range F
1	\$80,000	\$65,500	\$56,160	\$53,818	\$51,476
2	\$82,800	\$68,300	\$58,960	\$56,618	\$54,276
3	\$85,600	\$71,100	\$61,760	\$59,418	\$57,076
4	\$88,400	\$73,900	\$64,560	\$62,218	\$59,876
5	\$91,200	\$76,700	\$67,360	\$65,018	\$62,676
6	\$94,000	\$79,500	\$70,160	\$67,818	\$65,476
7	\$96,800	\$82,300	\$72,960	\$70,618	\$68,276
8	\$99,600	\$85,100	\$75,760	\$73,418	\$71,076
9	\$102,400	\$87,900	\$78,560	\$76,218	\$73,876
10	\$105,200	\$90,700	\$81,360	\$79,018	\$76,676
11	\$108,000	\$93,500	\$84,160	\$81,818	\$79,476
12	\$110,800	\$96,300	\$86,960	\$84,618	\$82,276
13	\$113,600	\$99,100	\$89,760	\$87,418	\$85,076
14	\$116,400	\$101,900	\$92,560	\$90,218	\$87,876
15	\$119,200	\$104,700	\$95,360	\$93,018	\$90,676

Placement is dependent on experience equivalent to the role and market conditions

An individual employee who adds or changes job assignments **within** the same range will maintain his/her current placement

Pending Board Approval

Director Salary Placement Schedule 2026-2027

	MIN	MAX
A	\$82,500.00	\$93,700.00
B	\$93,700.00	\$104,900.00
C	\$104,900.00	\$116,100.00
D	\$116,100.00	\$121,700.00

Experience and Education:
Relevant Experience and Educational Attainment will be considered when deciding placement
Placement is dependent on experience equivalent to the role and market conditions
An individual employee who adds or changes job assignments within the same range will maintain his/her current placement

Pending Board Approval

Coversheet

Discussion and Considerations of the revised FY 26-27 School Calendar

Section: V. Action Items #1
Item: C. Discussion and Considerations of the revised FY 26-27 School Calendar
Purpose: Vote
Submitted by:
Related Material: School Calendar 26_27 pdf.pdf



2026-2027 School Calendar

July 2026						
S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

2

August 2026						
S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

21

Important Dates

July 2026

Independence Day (Observed)	July 3
New Faculty Academy	July 15-17
Faculty Leadership Academy (All Teachers Return)	July 20
First Day of School	July 30

August 2026

Half Day	August 6
I Days (Teachers On Campus)	August 7
Curriculum Night	August 27

September 2026

I Days (Teachers On Campus)	September 4
I Days (Teacher Off Campus)	September 7

October 2026

I Day (Teachers On Campus) Quarter Catch Up	October 2
I Days (Teachers Off Campus)	October 5-7
Fall Break (School Closed)	October 8-9
Parent Teacher Conference	October 15 & 16
Half Day	October 16

November 2026

I Day (Teacher on Campus)	November 6
Veterans Day	November 11
I Days (Teachers off Campus)	November 23-25
Thanksgiving Day	November 26-27

December 2026

I Days (Teachers on Campus)	December 4
I Days (Teachers on Campus)(Quarter Catch Up)	December 18
Winter Break	December 21- January 1

January 2027

I Days (Teachers on Campus)	January 15
I Days (Teachers off Campus)	January 18

February 2027

I Days (Teachers on Campus)	February 5
I Days (Teachers Off Campus)	February 15

March 2027

I Days (Teacher on Campus) (Quarter Catch up)	March 5
I Days (Teachers Off Campus)	March 8-10
Spring Break (School Closed)	March 11-12
Parent Teacher Conferences	March 18 & 19
Half Day	March 19
I Day (Teachers Off Campus)	March 26

April 2027

I Days (Teachers On Campus)	April 2 & 16
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May 2027

I Days (Teacher On Campus)	May 21
Promotion/ Graduation/ I Day	May 27
Last Day of School / I Day	May 28
Memorial Day	May 31

June 2027

Juneteenth- Observance	June 18
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September 2026						
S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

22

October 2026						
S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

20

November 2026						
S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

18

December 2026						
S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	27
27	28	29	30	31		

14

January 2027						
S	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

20

February 2027						
S	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	27	27
28						

20

March 2027						
S	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

21

April 2027						
S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	27	27	28	29	30	

22

May 2027						
S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	27	27	28	29
30	31					

20

June 2027						
S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	27
27	28	29	30			

KEY	
Holiday	Half Day
I Days	
First and Last Day of School	
New Staff Academy	
Teacher Leadership Academy (All Teacher Return)	
Total Instructional Days	200

***Pending Board Approval

Coversheet

Discussion and Consideration to approve the revise AFR25

Section: V. Action Items #1
Item: D. Discussion and Consideration to approve the revise AFR25
Purpose: Vote
Submitted by:
Related Material: afr25.gsheat

Notice

The following file is attached to this PDF. You will need to open this packet in an application that supports attachments to pdf files, e.g. [Adobe Reader](#):

afr25.gsheet

Coversheet

Discussion & Consideration to approve the Interim Instructional Coach Job Description

Section:	V. Action Items #1
Item: Job Description	E. Discussion & Consideration to approve the Interim Instructional Coach
Purpose:	Vote
Submitted by:	
Related Material:	FY26 Interim Instructional Coach Job Description.pdf



Western School of Science and Technology exists to be an integral part of the Maryvale community, empowering students with access to a high-quality and inclusive education that will prepare every student with the skills to excel in a post-secondary institution and career.

Job Title: Interim Instructional Coach

Reports To: Executive Director

Position Summary

The Interim Instructional Coach provides short-term instructional support to teachers to strengthen instructional practices and improve student outcomes for the remainder of the school year. This role focuses on coaching, modeling, and collaborating with teachers and school leadership to ensure instructional continuity and alignment with school goals during the interim period.

Key Responsibilities

- Provide job-embedded instructional coaching to teachers through classroom observations, feedback cycles, and reflective conversations
- Model effective instructional strategies aligned to curriculum standards and school priorities
- Support teachers with lesson planning, instructional delivery, differentiation, and classroom practices
- Collaborate with school leadership to identify instructional needs and prioritize coaching support
- Analyze student data with teachers to inform instructional adjustments and targeted supports
- Facilitate or support professional learning opportunities as needed
- Maintain clear documentation of coaching activities and progress
- Support consistency and instructional stability during the interim period

Qualifications

- Valid teaching certification required
- Minimum of [3] years of successful classroom teaching experience
- Prior experience as an instructional coach, mentor teacher, or instructional leader preferred

- Strong knowledge of effective instructional practices and curriculum standards
- Ability to build positive, collaborative relationships with teachers and staff
- Excellent communication, organization, and problem-solving skills

Work Schedule & Term

- This is a temporary/interim position for the remainder of the school year

Note: This is not necessarily an exhaustive or all-inclusive list of responsibilities, skills, duties, requirements, efforts, functions or working conditions associated with the job. This job description is not a contract of employment or a promise or guarantee of any specific terms or conditions of employment. The school district may add to, modify or delete any aspect of this job (or the position itself) at any time as it deems advisable.

Prepared By: Western School of Science and Technology

Prepared Date: 05/16/2025

I have read and understand this job description

Signature: _____

Date: _____