

# Western School of Science and Technology: CFA

## Minutes

### Meeting of the Board of Directors of Western: CFA

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#### Date and Time

Thursday August 16, 2018 at 8:45 AM

#### Location

6515 W Indian School Rd., Phoenix, AZ 85033

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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 Mr. Peter Boyle at 623.249.3900 at least 24 hours prior to the scheduled meeting time.**

**Where: Western School of Science and Technology:**

**A Challenge Foundation Academy**

**6515 W. Indian School Rd.**

**Phoenix, AZ 85033**

**Conference Dial-in Number: (515) 603-4920**

**Access Code: 1060076#**

**When: Thursday, August 16, 2018 8:45 a.m. MST**

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### **Directors Present**

C. Lyons (remote), C. Pirrone, D. Shaw, E. Borquez, H. Wildy, J. Kaprosy (remote), T. Pottgen

### **Directors Absent**

*None*

### **Directors who arrived after the meeting opened**

C. Lyons, J. Kaprosy, T. Pottgen

### **Directors who left before the meeting adjourned**

E. Borquez

### **Guests Present**

Annette Tanori, M. Gonzalez, M. Sandoval, P. Boyle, Robin Soare, T. Crisler (remote)

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## **I. Opening Items**

### **A. Record Attendance and Guests**

### **B. Call the Meeting to Order**

D. Shaw called a meeting of the board of directors of Western School of Science and Technology: CFA to order on Thursday Aug 16, 2018 at 8:46 AM.

### **C. Discussion and Consideration of Previous Meeting Minutes: 7/9/2018**

C. Pirrone made a motion to approve minutes from the Western: CFA Board of Directors Meeting on 07-09-18 Western: CFA Board of Directors Meeting on 07-09-18.

H. Wildy seconded the motion.

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

#### **Roll Call**

T. Pottgen Absent

J. Kaprosy Absent

E. Borquez Aye

D. Shaw Aye

H. Wildy Aye

C. Pirrone Aye

C. Lyons Absent

### **D. Read Mission Statement**

Peter read mission statement

### **E. Presentation of Mission Moment: Freshman Familia/Student-Led Orientation**

T. Pottgen arrived.  
Freshmen Familia presented mission moment  
J. Kaprosy arrived.

**F. Call to the Public**

Guests introduced themselves

**II. CEO Support and Evaluation**

**A. Presentation of the Founding School Director's Report**

Peter presented report

**B. Presentation of Compliance Update**

Peter presented update

**C. Discussion and Consideration of Revised FSD Evaluation & SMART Goals for FY19**

Peter presented  
C. Lyons arrived.  
E. Borquez left.  
J. Kaprosy made a motion to approve the FSD goals for fiscal year 19 as discussed.  
T. Pottgen seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**Roll Call**

J. Kaprosy Aye  
D. Shaw Aye  
C. Lyons Aye  
E. Borquez Absent  
C. Pirrone Aye  
H. Wildy Aye  
T. Pottgen Aye

**III. Academic Excellence**

**A. Presentation of Committee Report**

Peter presented report

**IV. Finance**

**A. Discussion and Consideration of Financial Statements & Vouchers**

Tisha presented report  
C. Pirrone made a motion to Accept the financial statements and vouchers for July 2018.  
T. Pottgen seconded the motion.

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

**Roll Call**

C. Pirrone Aye  
C. Lyons Aye  
H. Wildy Aye  
E. Borquez Absent  
T. Pottgen Aye  
D. Shaw Aye  
J. Kaprozy Aye

**B. Presentation of Committee Report**

No updates

**C. Discussion and Consideration of Removal of Charles Kaplan as 401k Trustee**

Peter presented

H. Wildy made a motion to remove Charles Kaplan as 401k Trustee.

T. Pottgen seconded the motion.

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

**Roll Call**

C. Pirrone Aye  
J. Kaprozy Aye  
E. Borquez Absent  
T. Pottgen Aye  
D. Shaw Aye  
C. Lyons Aye  
H. Wildy Aye

**V. Development**

**A. Presentation of Development Committee Report**

Heidi presented report

**B. Discussion and Training of Capital Campaign Messages & Goals**

Peter presented

**VI. Governance**

**A. Self-Evaluation of Guilt-Free Board Member Card**

Drew presented

**B. Establishment of Governance Committee**

Drew and Peter presented

### **C. Discussion and Consideration of Beyond Textbooks IGA**

Peter presented

T. Pottgen made a motion to approve the agreement between Beyond Textbooks and Western as written.

C. Pirrone seconded the motion.

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

#### **Roll Call**

C. Lyons Aye

H. Wildy Aye

T. Pottgen Aye

D. Shaw Aye

C. Pirrone Aye

E. Borquez Absent

J. Kaprosy Aye

### **D. Discussion and Consideration of FY19 Student & Family Handbook**

Peter presented changes to the FY19 Family Handbook

C. Pirrone made a motion to accept the handbook as presented.

H. Wildy seconded the motion.

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

#### **Roll Call**

J. Kaprosy Aye

T. Pottgen Aye

D. Shaw Aye

C. Pirrone Aye

E. Borquez Absent

C. Lyons Aye

H. Wildy Aye

## **VII. TeamCFA & ACSA Update**

### **A. Presentation of TeamCFA, Pioneer Prep: CFA & ACSA Update**

Matt Sandoval and Cathy presented updates

## **VIII. Closing Items**

### **A. Meeting Feedback**

Drew provided feedback

### **B. Summary of Action Items**

- Sign Beyond Textbooks agreement

- Include Smart goals in updates
- Drew sign 401k Trustee form

**C. Set Next Meeting Date & Agenda (Proposed Date: September 6, 2018)**

Next board meeting: 09/06/2018 at 8:45am

**D. Adjourn Meeting**

T. Pottgen made a motion to adjourn the meeting.

C. Pirrone seconded the motion.

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

**Roll Call**

C. Pirrone Aye

C. Lyons Aye

H. Wildy Aye

T. Pottgen Aye

E. Borquez Absent

D. Shaw Aye

J. Kaprosy Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:50 AM.

Respectfully Submitted,

P. Boyle