

APPROVED



## Western School of Science and Technology: CFA

### Minutes

#### Meeting of the Board of Directors of Western School of Science and Technology

---

##### Date and Time

Thursday October 3, 2019 at 8:45 AM

##### Location

6515 W Indian School Rd., Phoenix, AZ 85033

---

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, October 3, 2019 8:45 a.m. MST

---

**Directors Present**

D. Shaw, H. Wildy (remote), J. Kaprosy (remote), M. Sandoval, T. Pottgen

**Directors Absent**

None

**Guests Present**

L. Trevizo, Lauren Arndt, M. Gonzalez, Mario Gonzalez, P. Boyle

---

**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 Oct 3, 2019 at 8:56 AM.

**C. Discussion and Consideration of Previous Meeting Minutes: 9/5/2019**

T. Pottgen made a motion to approve minutes from the Meeting of the Board of Directors of Western School of Science and Technology on 09-05-19 Meeting of the Board of Directors of Western School of Science and Technology on 09-05-19.

M. Sandoval seconded the motion.

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

**Roll Call**

J. Kaprosy Absent

D. Shaw Aye

M. Sandoval Aye

T. Pottgen Aye

H. Wildy Absent

**D. Read Mission Statement**

Peter read mission statement

**E. Presentation of Mission Moment**

AVID presented mission moment

**F. Call to the Public**

Lauren Arndt, candidate for board membership

## **II. EXECUTIVE SESSION pursuant to A.R.S. §§38-431.03.A.1**

### **A. Due Process Hearing for Student 20-001**

J. Kaprosy made a motion to I move that Student #20-001 be suspended from Western School of Science and Technology effective immediately for a period of end of academic school year based on the testimony and evidence presented in executive session.

T. Pottgen seconded the motion.

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

#### **Roll Call**

D. Shaw Aye  
T. Pottgen Aye  
M. Sandoval Aye  
H. Wildy Abstain  
J. Kaprosy Aye

**Is there a motion to go into executive session for this student matter?**

**First:** Troy: I move that we move into executive session pursuant to A.R.S. §38-431.03(A)(2) for discussion or consideration of records exempt by law from public inspection, including the receipt and discussion of information or testimony that is specifically required to be maintained as confidential by state or federal law.

**Second:** Matt

#### **Roll Call Vote**

Drew - Yes  
Heidi - Yes  
Matt - Yes  
Troy - Yes  
Jay - YEs

**Motion unanimously passes**

## **III. CEO Support and Evaluation**

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

Peter presented report

### **B. Presentation of Compliance Update**

Peter presented updates

### **C. Discussion, Public Comment, and Consideration of FY20 SMART Goals for FSD Evaluation**

Peter presented

No public comments

T. Pottgen made a motion to approve the FY20 SMART Goals for FSD Evaluation as presented.

M. Sandoval seconded the motion.

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

#### **Roll Call**

D. Shaw Aye

T. Pottgen Aye

J. Kaprosy Aye

H. Wildy Aye

M. Sandoval Aye

## **IV. Academic Excellence**

### **A. Presentation of Committee Report**

Peter presented report

## **V. Finance**

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

Peter presented financial reports for August & September

H. Wildy made a motion to Approve Financial Statements & Vouchers.

T. Pottgen seconded the motion.

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

#### **Roll Call**

D. Shaw Aye

T. Pottgen Aye

J. Kaprosy Aye

H. Wildy Aye

M. Sandoval Aye

### **B. Presentation of Committee Report**

Jay presented updates

### **C. Discussion and Consideration of AFR**

Peter presented annual financial report

T. Pottgen made a motion to Approve the annual financial report as presented.

M. Sandoval seconded the motion.

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

**Roll Call**

J. Kaprosy Aye  
H. Wildy Aye  
M. Sandoval Aye  
T. Pottgen Aye  
D. Shaw Aye

**D. Discussion and Consideration of Medication Administration Policy**

Peter presented

T. Pottgen made a motion to approve the Medication Administration Policy changes as submitted.

M. Sandoval seconded the motion.

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

**Roll Call**

D. Shaw Aye  
M. Sandoval Aye  
H. Wildy Aye  
J. Kaprosy Aye  
T. Pottgen Aye

**VI. Development**

**A. Presentation of Development Committee Report**

Heidi presented updates

**B. Discussion of Board Member Support for Development Plan**

No new updates

**VII. Governance**

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

Drew presented

**B. Establishment of Board Committees**

Drew presented

**C. Discussion regarding Board Member Recruitment**

Drew and Peter presented

**D. Discussion and Consideration of Board Meeting Timing**

Board members discussed item

## **VIII. TeamCFA Update**

### **A. Presentation of TeamCFA Update**

Matt presented updates

## **IX. Executive Session**

### **A. Discussion of Building Financing**

Board tabled discussion item

### **B. Discussion of Succession Planning**

**First:** Troy - I move that we move into executive session pursuant to A.R.S. §38-431.03(A)(2) for discussion or consideration of records exempt by law from public inspection, including the receipt and discussion of information or testimony that is specifically required to be maintained as confidential by state or federal law.

**Second - Matt**

**Roll Call Vote:**

Jay - yes

Heidi -yes

Drew -yes

Troy: Yes

Matt:yes

**Motion passes unanimously**

**Items discussed in executive session**

## **X. Closing Items**

### **A. Meeting Feedback**

Drew provided feedback

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

- Find staff member for sub-committee

### **C. Set Next Meeting Date & Agenda (Proposed Date: August 30, 2019)**

Board meeting - November 7, 2019 at 8:45am

### **D. Adjourn Meeting**

M. Sandoval made a motion to adjourn the meeting.

T. Pottgen seconded the motion.

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

**Roll Call**

J. Kaprosy Aye

M. Sandoval Aye

T. Pottgen Aye

H. Wildy Aye

D. Shaw Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 10:54 AM.

Respectfully Submitted,

L. Trevizo