

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 November 7, 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, J. Kaprosy (remote), M. Sandoval, T. Pottgen

**Directors Absent**

*None*

**Directors who arrived after the meeting opened**

H. Wildy, J. Kaprosy

**Directors who left before the meeting adjourned**

J. Kaprosy

**Ex Officio Members Present**

P. Boyle

**Non Voting Members Present**

P. Boyle

**Guests Present**

Annie Wichser, Brittany Abraham, L. Trevizo, T. Crisler

---

**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 Nov 7, 2019 at 8:48 AM.

**C. Discussion and Consideration of Previous Meeting Minutes: 10/3/2019**

M. Sandoval made a motion to approve minutes from the Meeting of the Board of Directors of Western School of Science and Technology on 10-03-19 Meeting of the Board of Directors of Western School of Science and Technology on 10-03-19.

T. Pottgen seconded the motion.

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

**Roll Call**

|            |        |
|------------|--------|
| T. Pottgen | Aye    |
| H. Wildy   | Absent |
| D. Shaw    | Aye    |

**Roll Call**

J. Kaprosy Absent

M. Sandoval Aye

**D. Read Mission Statement**

Peter read mission statement

**E. Presentation of Mission Moment**

Annie Wichser and Brittany Abraham (WSST social workers) presented PBIS (middle school behavior) for mission moment

J. Kaprosy arrived.

H. Wildy arrived.

**F. Call to the Public**

Peter introduced Lauren Arndt, Megan McWenie,

Drew introduced Lauren

**II. CEO Support and Evaluation**

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

Peter presented report

**B. Presentation of Compliance Update**

Drew presented update

**III. Academic Excellence**

**A. Training on Academic Assessments Used**

Peter presented

**B. Presentation of Committee Report**

Peter presented

**C. Discussion of FY19 A-F Grade**

Peter presented

**IV. Finance**

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

Tisha presented vouchers

M. Sandoval made a motion to approve the vouchers as presented.

T. Pottgen seconded the motion.

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

**Roll Call**

M. Sandoval Aye

H. Wildy Aye

J. Kaprosy Aye

D. Shaw Aye

T. Pottgen Aye

J. Kaprosy left.

**B. Presentation of Committee Report**

No updates

**C. Discussion and Consideration of 401k Change**

No vote necessary. No discussion held.

**V. Development**

**A. Presentation of Development Committee Report**

Heidi presented updates

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

Drew presented

**VI. 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 presented

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

Drew and Peter presented

**E. Discussion and Consideration of Wellness Policy**

Peter presented

T. Pottgen made a motion to approve the Wellness Policy as submitted to the board.  
M. Sandoval seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**Roll Call**

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

**F. Discussion and Consideration of Lauren Forrester Arndt's Appointment to the Board**

Discussion of Lauren Arndt joining the board  
T. Pottgen made a motion to approve Lauren Forrester Arndt to the board.  
M. Sandoval seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**Roll Call**

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

**VII. TeamCFA Update**

**A. Presentation of TeamCFA Update**

Matt presented updates

**VIII. Executive Session**

**A. Discussion of Building Financing**

Items discussed in executive session

**B. Discussion of Succession Planning**

Item discussed in executive session

**IX. Closing Items**

**A. Meeting Feedback**

Drew provided feedback

**B. Summary of Action Items**

Prepare questions for financing firms

**C. Set Next Meeting Date & Agenda**

December 5, 2019

**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 Absent

D. Shaw Aye

M. Sandoval Aye

T. Pottgen Aye

H. Wildy Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 11:04 AM.

Respectfully Submitted,

L. Trevizo