

APPROVED



# Western School of Science and Technology: CFA

## Minutes

### Meeting of the Board of Directors of Western

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#### Date and Time

Thursday January 11, 2024 at 8:30 AM

#### 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. Jessica Makowske 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  
<https://wsst.zoom.us/my/jmakowske>

When: Thursday, January 11th, 2024 8:30 a.m. MST

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**When:** Thursday, January 11th, 2024 8:30 a.m. Mountain Standard Time

**The virtual location will be open 2 minutes prior to the start of the meeting. The in-person location will be open 30 minutes prior to the start of the meeting.**

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#### **Directors Present**

A. Ballesteros (remote), A. Tanori (remote), B. Stratford (remote), E. Yndigoyen (remote), J. Kaprosy, M. McWenie (remote), M. Sandoval (remote)

#### **Directors Absent**

*None*

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

E. Yndigoyen, J. Kaprosy

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

M. McWenie

#### **Ex Officio Members Present**

J. Makowske

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## **Non Voting Members Present**

J. Makowske

## **Guests Present**

L. Trevizo, T. Crisler (remote)

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## **I. Opening Items**

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

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

A. Tanori called a meeting of the board of directors of Western School of Science and Technology: CFA to order on Thursday Jan 11, 2024 at 8:33 AM.

### **C. Read Mission Statement**

J. Makowske read mission statement

### **D. Call to the Public**

No public comments

## **II. Consent Agenda**

### **A. Consideration of Previous Meeting Minutes: 12/14/2023**

B. Stratford made a motion to approve the minutes from Meeting of the Board of Directors of Western on 12-14-23.

A. Ballesteros seconded the motion.

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

#### **Roll Call**

J. Kaprosy      Absent

A. Ballesteros    Aye

B. Stratford      Aye

M. McWenie      Aye

E. Yndigoyen    Absent

M. Sandoval      Aye

A. Tanori      Aye

## **III. Finance**

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

T. Crisler presented financial statements & vouchers

J. Kaprosy arrived.

E. Yndigoyen arrived.

A. Tanori made a motion to approve the financial statements & vouchers for December 2023.

E. Yndigoyen seconded the motion.

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

**Roll Call**

A. Ballesteros Aye

M. Sandoval Aye

B. Stratford Aye

J. Kaprosy Aye

A. Tanori Aye

M. McWenie Aye

E. Yndigoyen Aye

**B. Presentation of Finance Committee Report**

No updates presented

**C. Presentation and Discussion of the FY22 Fiscal Monitoring for Federal Grants**

J. Makowske presented FY22 Fiscal Monitoring for Federal Grants

**IV. CEO Support and Evaluation**

**A. Presentation of the Superintendent's Report**

J. Makowske presented report

**B. Discussion and Consideration of the Superintendent's Goals for FY24**

J. Makowske presented superintendent's goals for Fy24

M. McWenie made a motion to approve the Superintendent Goals for fy24 as presented.

B. Stratford seconded the motion.

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

**Roll Call**

E. Yndigoyen Aye

A. Tanori Aye

M. McWenie Aye

A. Ballesteros Aye

M. Sandoval Aye

J. Kaprosy Aye

**C. Presentation of the School Director Job Description for FY25**

J. Makowske presented FY25 School Director Job Description

**D.**

### **Presentation of succession letters to be sent to families and community partners**

Not presented.

## **V. Governance**

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

No updates

### **B. Consideration of Reproductive Health Curriculum**

J.Makowske presented Reproductive Health Curriculum

B. Stratford made a motion to approve the Reproductive Health Curriculum.

M. Sandoval seconded the motion.

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

#### **Roll Call**

E. Yndigoyen Aye

A. Ballesteros Aye

M. Sandoval Aye

B. Stratford Aye

M. McWenie Aye

A. Tanori Aye

J. Kaprosy Aye

### **C. Discussion and Consideration of Employee Handbook Addendum for De-escalation Strategy**

J.Makowske presented addendum to Employee Handbook

M. McWenie left at 10:06 AM.

B. Stratford made a motion to approve the Employee Handbook Addendum for De-escalation Strategy.

A. Tanori seconded the motion.

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

#### **Roll Call**

M. McWenie Absent

M. Sandoval Aye

A. Ballesteros Aye

B. Stratford Aye

E. Yndigoyen Aye

A. Tanori Aye

J. Kaprosy Aye

## **VI. Development**

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

No updates presented

## **VII. Challenge Foundation Properties Update**

### **A. Presentation of Challenge Foundation Properties Update**

No updates presented

## **VIII. Closing Items**

### **A. Meeting Feedback**

J.Kaprozy provided feedback

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

- Updates to Superintendent Job Descriptions

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

Next meeting: February 9, 2024 8:30am

### **D. Adjourn Meeting**

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

Respectfully Submitted,

L. Trevizo