

**Westinghouse Arts Academy Charter School  
Board of Trustees**

**MEETING MINUTES**

Wednesday, November 4, 2020, 6:00 P.M. EDT

***Present:***

Bill Pricener, Board President/Treasurer (Zoom)  
Dexter Hairston, Board Secretary  
John Hisiro, Trustee (Zoom)  
Don Marinelli, Trustee (Zoom)  
Greg Jakub, Trustee (Zoom)  
Gloria Rayman, Trustee (Zoom)  
JP Hernandez, Trustee  
Matt Racunas, Solicitor (Zoom)  
Rick Fosbrink, WAACS CEO (Zoom)  
Betsy D'Emidio, WAACS Principal/CAO (Zoom)  
Bernadette Gibson, WAACS Assoc. Principal  
/Special Ed Coordinator(Zoom)  
Chapree Pagliari, Dean of Students (Zoom)  
Elizabeth Speed, WAACS Faculty & Dir. of  
Marketing (Zoom)  
Nadine Dunn, WAACS Business Admin/Brd  
Recording Secretary (Zoom)

***Excused:***

***Guests:***

Westinghouse Arts Faculty, Staff and Parents  
attending via Zoom

---

The Meeting of the Board of Trustees began at 6:03 p.m.

***Roll Call of Board Members:***

Bill Pricener, Board President, welcomed all attending via Zoom.

***Public Comment:***

None

***Approval of Meeting Minutes:***

Bill Pricener, Board President, addressed the two typos in the minutes from October 7 minutes. Mr. Pricener called for a motion to accept the minutes from the 10/7/2020 meeting knowing the typos would be corrected..

Motion made: To accept the minutes from 10/07/2020 - Dexter Hairston , 2nd: John Hisiro

Vote: All in favor: ALL Yea; 0 Nay; 0 Abstaining- Motion Carried.

***Board Governance:***

Rick Fosbrink, CEO, thanks every board member for attending the Board training held via zoom. Mr. Pricener stated that he learned a lot. Mr. Fosbrink wished our former solicitor would not have kept referring to Westinghouse during the training.

***School Programs & Policies:***

Rick Fosbrink, CEO, shared his screen to show the re-opening document that we sent to PDE this past August. In reviewing the document for the upcoming holiday travel season, we noticed that the students, although implied in the safety protocols for the staff, they were not stated directly. Mr. Fosbrink asked the Board to approve the updated Re-opening document that includes the students directly in following the safety protocols that the staff and faculty currently follow. Also in the update, we wanted to clarify that spaces larger

than a normal classroom such as the gym and auditorium, may hold more than the 12-14 students that currently occupy a normal classroom. We would like to allow a larger group of students to utilize these spaces but we would not exceed the state and city limits on events and social distancing. Mr. Pricener asked the Board members if they had any questions. Hearing none, he called for a motion.

Motion made: To accept the updated re-opening document with the additions of the students to follow staff safety and travel protocols and clarification of large space usage within the state and city guidelines. - Don Marinelli, 2nd: Greg Jakub

Vote: All in favor: ALL Yea; 0 Nay; 0 Abstaining- Motion Carried.

**School Personnel:**

Rick Fosbrink, CEO, referred the Board to the list of personnel who had departed and who were hired as replacements in October. Mr. Fosbrink pointed out that the balance of the salaries for the two faculty members that left was now divided to pay the salaries of the four part-time teachers that took their place.

Bill Pricener, Board President, called for a motion to approve the personnel report.

Motion made: To approve the personnel report - Greg Jakub; 2nd: Gloria Rayman

Vote: All in favor: ALL Yea; 0 Nay; 0 Abstaining- Motion Carried.

**Report on Facilities:**

Rick Fosbrink, CEO, reported that recently we have had some plumbing issues in the first floor faculty bathroom. In his discussion with the plumber there could be two ways to solve the problem. The first is to replace the low pressure flushers with a 3 gallon flusher. The other would be to replace a questionable pipefitting in the lower part of the building and possibly reworking that pipe altogether. We had decided to do the flushing option first, since it came in at a lower cost.

Mr. Pricener asked how we with Covid required cleaning. Mr. Fosbrink stated that we continue to disinfect every night and throughout the day. We are still using the money that we received from the State for this purpose.

**Report on Finance and Business Services:**

Rick Fosbrink, CEO, presented the reports for the October bills, contracts and payroll. Mr. Pricener asked for clarification as to why the board is always approving retroactively. Mr. Fosbrink stated that the accountants cannot create the reports to meet the first Wednesday of the month Board meeting.

Mr. Fosbrink continued by reviewing the reports for October that were received from our accountants. Our cash on hand is healthy and we continue to keep our expenses down which helps in showing a surplus. However, we still have school districts that owe us from the 19-20 school year. With respect to repayment of Charter School Capitol, we have received close to \$588,000 of the bill. As Mr. Fosbrink highlighted some of the lines with regard to budget vs. actuals, he mentioned that some of the coding in the new FIS system had errors and are in the process of being cleaned up. Overall, as we approach our annual audit we are in much better shape this year compared to previous years. We went from a negative balance to a surplus.

Mr. Pricener asked for a motion to retroactively approve payroll, contracts, and bills for October.

Motion made: To approve the contracts, bills and payroll for October- Gloria Redmond, 2nd: Don Marinelli

Vote: All in favor: ALL Yea; 0 Nay; 0 Abstaining- Motion Carried.

Rick Fosbrink presented the Board with our PDE 418 & 419 forms which allow us to receive a reimbursement from the state for our rent. The forms must be approved by the Board through official count before he can process it through the PDE website. Mr. Pricener asked for a roll call vote to approve the PDE 418/419 forms.

Vote: All in Favor: Yea = 7; Nay = 0; Abstaining = 0

***Report on Marketing and Enrollment:***

Elizabeth Speed, Faculty and Director of Marketing, reviewed the dashboard that compared last february numbers with current numbers. The report showed that there were no declines and we were able to make a more reasonable goal of adding about 120 students to start Fall of 21-22. She continued to say this goal was made through more data suggesting that we grow roughly 20% every year. Even with our main marketing tactic of referrals being limited by Covid, we will still be able to attain the goal through our digital marketing efforts and direct mail. Ms. Speed asked the Board to let her know if there was any additional information they would like tracked.

***Executive Session:***

Bill Pricener, Board President, stated that there were personnel issues to be addressed in the Executive session. He thanked everyone for attending. The Board went into the Executive Session and the public meeting adjourned at 6:48 pm.

***Next Meeting: December 2, 2020 at 6:00 pm***

12/7/2020

***Date:***

  
***Board Secretary***