

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

MEETING MINUTES

Wednesday, May 5, 2021, 6:00 P.M. EDT

Present:

Bill Pricener, Board President/Treasurer (Zoom)
Dexter Hairston, Board Secretary
John Hisiro, Trustee (Zoom)
Bernadette Gibson, Trustee (Zoom)
Greg Jakub, Trustee (Zoom)
Gloria Rayman, Trustee (Zoom)
Matt Racunas, Solicitor (Zoom)
Rick Fosbrink, WAACS CEO (Zoom)
Betsy D'Emidio, WAACS Principal/CAO (Zoom)
Debra Lehew, WAACS Dir. SpEd (Zoom)
Elizabeth Speed, WAACS Faculty & Dir. of
Marketing (Zoom)
Nadine Dunn, WAACS Business & HR Admin/Brd
Recording Secretary (Zoom)

Excused:

Don Marinelli, Trustee (Zoom)
JP Hernandez, Trustee

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 parents, community, faculty and staff attending via Zoom.

Public Comment:

None

Approval of Meeting Minutes:

Bill Pricener, Board President, asked if anyone had corrections or comments to the April minutes. Hearing none, Mr. Pricener called for a motion to accept the minutes from the 4/7/2021 meeting.

Motion made: To accept the minutes from 4/7/2021 - Gloria Rayman , 2nd: John Hisiro

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

Board Governance:

Rick Fosbrink, CEO, presented two updated Westinghouse Arts policies. Both the Whistleblower Policy and the Document Retention and Destruction policy were reviewed and wording was updated due to conversations with our accountants while completing our 990 form. The previous Whistleblower policy had verbiage in it that referenced previous administration and staff positions by name that no longer are members of Westinghouse administration. The updated policy is more standardized. The Document Retention and Destruction policy, which states guidelines as to how and for how long a document must be retained, was tabled at a past Board meeting due to comments about needing additional space. This updated policy is more inline with current standards and space is no longer an issue. Bill Pricener, Board President, asked our solicitor Mr. Racunas if he had reviewed the policies. Mr. Racunas stated that he had not had the opportunity prior to the meeting to read the documents but had been in consultation with Mr. Fosbrink during the re-writing and feels that the verbiage used is more inline with current standard wordings. Mr. Pricener called for two motions and votes.

Motion made: To approve the updated Whistleblower policy - Greg Jakub , 2nd: Bernadette Gibson

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

Motion made: To approve the updated Document Retention and Destruction policy - John Hiriso , 2nd: Gloria Rayman

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

School Programs & Policies:

Dr. Betsy D’Emidio, Principal, stated that as of Monday, May 10 we would return to the in-person learning model after two weeks of virtual instruction due to safety protocols for Covid being activated. Dr. D’Emidio advised that Keystone testing and AP testing will take place the week of May 17th.

Dr. Debra Lehew presented three new policies that were recommended by our Special Education Compliance monitoring plan. These policies are not only for Special Ed but will be added to the school policy book as well. Dr. Lehew presented the three policies to the Board and commented that the Special Ed Compliance Monitoring should be concluded by the end of this school year. Bill Pricener, Board President, called for a motion.

Motion made: To approve the Confidential Communications of Students policy; the Student Records policy; and the Supplemental Discipline Records policy that were created out of the Special Ed Compliance Monitoring Plan. - Gloria Rayman , 2nd: Greg Jakub

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

School Personnel:

Rick Fosbrink, CEO, presented to the Board to the list of personnel for April. We hired Rob Shultz as an additional building sub and had to terminate a part time cafeteria worker for non-compliance to kitchen safety codes. Bill Pricener, Board President, called for a motion to approve the personnel report.

Motion made: To approve the personnel report - John Hiriso; 2nd: Greg Jakub

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

Report on Facilities:

Rick Fosbrink, CEO, stated that while the building has been doing virtual instruction, our facilities staff has been doing deep, disinfecting and routine cleaning, as well as fixing items on our maintenance list. Mr. Fosbrink advised the Board that our HVAC company was in to do spring maintenance. They noticed that one of our boilers is in need of repair and will be submitting a repair quote. Once received, we will share it with the Board.

Report on Finance and Business Services:

Rick Fosbrink, CEO, reviewed with the Board the outline of current grant projects that Write Connections (Maureen Ryan) has started working on. Mr. Pricener stated that he spoke with his contact at the Buhl Foundation and stated that 80% of their educational funding goes to the North Side. However, the remaining 20% is shared with educational organizations throughout Pittsburgh. He will get grant information from them to share with us and Ms. Ryan.

Mr. Fosbrink continued by reviewing the current financial reports and the bills, payroll for the month of April. Mr. Fosbrink pointed out the outstanding balance from the school invoice sheet is due to a communication he had with the finance person at EA. They agreed that EA will not pay their current invoices for the remainder of the year. Their debt will offset the end of year payment that Westinghouse Arts makes to EA every year. In answering Mr. Pricener’s question, Mr. Fosbrink stated that this year’s end of year payment to EA would be a wash.

Mr. Fosbrink updated the Board on his continuing meetings between Mr. Malloy, the landlord, and Charter School Capital with regard to purchasing the building. As negotiation talks continue, it is looking like a new lease agreement over a 20 year period would save us money. There is also a discussion about working with Charter School Capital's foundation and a possible joint bond financing opportunity. Mr. Fosbrink asked the Board if he could invite Charter School Capital to the next Board meeting to discuss this option. Mr. Pricener extended the invitation to Charter School Capital on the Board's behalf.

The 2019-2020 990 was recently completed by our accountants the morning of May 5 and sent to all Board members this afternoon. As directed by our accountant firm and Mr. Racunas, it would be acceptable to allow our Board to review the document, submit it to the state by May 15 and then hold a ratifying vote at the June meeting.

In concluding the Finance portion of the meeting, Mr. Fosbrink presented to the Board a draft budget for SY 21-22 and commented that he and Dr. D'Emidio are still working on this draft. They hope to finish soon and be able to present to the Board the finalized 21-22 budget at the June Meeting. Bill Pricener, Board President, called for a motion to approve the contracts, bills, and payroll for April.

Motion made: To approve the contracts, bills and payroll for April - Gloria Rayman, 2nd: John Hisiro
Vote: All in favor: ALL Yea; 0 Nay; 0 Abstaining- Motion Carried.

Report on Marketing and Enrollment:

Elizabeth Speed, Faculty and Director of Marketing, reviewed the dashboard for the month of April. Ms. Speed announced that we are already ahead of enrollment numbers from this time last year. To date we have 73 committed students for Fall and an additional 47 evaluations pending. Our studio / digital arts departments show the strongest growth at the moment. Ms. Speed also announced that we will have an East Bus Route for next year with the minimum student ridership met and more inquiries from that region continuing to come in. Additional advertisement push to that region will be happening soon.

Rick Fosbrink, CEO, shared his screen to report on our summer camp, BROADWAY TAKE OVER. Mr. Fosbrink showed the Board the website built for the camp and announced the professional Broadway teachers that will be teaching the student performers. Mr. Fosbrink also announced that the camp is already full but he will be meeting with Camp founders Jarrett Reiche & Lindsey Carothers to see if we could expand the camp enrollment. Broadway Take Over will happen at the school June 28 through performance dates of July 23 & 24. Camp classes will be held in the morning, free lunch will be offered to all participants through our Summer Food Service program (which we were approved to provide this year), and rehearsals for Into The Woods would be in the afternoon. More updates will follow as we get closer to the next meeting.

Miscellaneous Comments:

Mayor Greg Jakub, Board Member, asked when the camp performance will take place since it sounds as though most Covid restrictions will be lifted on event size. Mr. Fosbrink agreed with Mayor Jakub's assessment and mentioned that in conjunction with the ease in restrictions that we are moving forward with plans for Art in the Park this year.

Executive Session:

Bill Pricener, Board President, stated that the Board Members will now go into the Executive Session to discuss personnel matters and the public portion of the meeting has concluded. Mr. Pricener called for an adjourn motion.

Motion made: To adjourn the public meeting and enter into the Executive Session - Greg Jakub

Mr. Pricener thanked everyone for attending. The Board went into the Executive Session and the public meeting adjourned at 6:46 pm.

Next Meeting: June 2, 2021 at 6:00 pm

Date:

Board Secretary