

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

MEETING MINUTES

Wednesday, January 5, 2022, 6:00 P.M. EDT

Present:

Bill Pricener, Board President/Treasurer
Dexter Hairston, Board Secretary (Zoom)
Greg Jakub, Trustee (Zoom)
Don Marinelli, Trustee (Zoom)
Gloria Rayman, Trustee (Zoom)
John Hisiro, Trustee (Zoom)
Lisa Hoffman, Trustee (Zoom)
Bernadette Gibson, Trustee (Zoom)
Rick Fosbrink, WAACS CEO
Debra Lehew, WAACS Dir. SpEd (Zoom)
Kelly Lombard, WAACS Principal (Zoom)
Greg Beal, WAACS Dir. of Operations (Zoom)
Nadine Dunn, WAACS Dir. of Engagement &
Board Recording Secretary

Excused:

Matt Racunas, Solicitor
JP Hernandez, Trustee

Guests:

Dennis Verri, Solicitor (Covering for Mr. Racunas)
Westinghouse Arts FTO
Westinghouse Arts Faculty & 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 guests attending via Zoom. Mr. Pricener stated that the Board will go into executive session immediately after the public meeting to discuss personnel matters.

Public Comment:

None

Guest Presentations:

None

Approval of Meeting Minutes:

Bill Pricener, Board President, said he did not see any error in the December minutes. He asked if any of the other Board members had anything to comment. Hearing none, Mr. Pricener called for a motion to accept the minutes from the 12/1/2021 meeting.

Motion made: To accept the minutes from 12/1/2021 - Greg Jakub; 2nd: Lisa Hoffman

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

Board Governance:

None

School Programs & Policies:

Dr. Kelly Lombard, Principal, presented several documents needing Board approval and one lengthy draft document for Board review. The first document to be voted on is the school calendar for SY22-23. This calendar is very similar to this year's calendar, containing 182 school days for students. Mr. Pricener asked if anyone had a comment. Since no one spoke, Mr. Pricener asked for a motion.

Motion made: To accept the school calendar for SY22-23 - Gloria Rayman; 2nd: Lisa Hoffman

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

Dr. Lombard next presented the new graduation requirements for the school. These new requirements follow the guidance from PDE of creating new alternate pathways to graduation, other than Keystone test scores alone. The new pathways further demonstrate a student's understanding of the materials taught. Dr. Lombard feels that this is a good change, especially for our school, because the pathways not only show understanding of material but fit in line with our students' future educational and career plans. Mr. Pricener asked for a motion to accept.

Motion made: To accept the new graduation requirements for the 21-22 & 22-23 school year - John Hisiro; 2nd: Dexter Hairston

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

Dr. Lombard's final presentation was to ask the Board to review a draft of a new Student and Family Handbook. More needs to be updated and added but, as Dr. Lombard stated, she and Dr. Lehew have been updating and adjusting items, especially in the area of code of conduct and discipline. She is at a point where input from the board as well as our teachers would be very helpful. It is her hope to have a final version to the Board for a vote at the February meeting.

School Personnel:

Rick Fosbrink, CEO, stated that the only name on the personnel report was that of our Student Services Admin, Susan Onder, who returned from her medical leave in mid-December. We are all very happy that she is back with us.

Motion made: To approve and accept the personnel report - Gloria Rayman; 2nd: John Hisiro

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

Report on Facilities:

Gregory Beal, Dir. of Operations, reported that the first meeting of Westinghouse Arts Safety Committee was held today. At that meeting, many plans needed updating and some new plans to be added. Mr. Beal stated that we will be working with the Pitcairn Police Chief on future plans and training. Mr. Beal was happy to report that the Crisis Manual was completed, however it will be adjusted once a new off site location is found for evacuation procedures.

Another item Mr. Beal presented to the Board was our updated ESSER School Safety Plan, which is to be submitted to PDE. This plan maintained our decision to continue with a full in person masking requirement and 10 day isolation. When asked why we stayed with 10 day instead of 5, Mr. Beal explained that given the closeness of our students due to building constraints and how lessons are taught in group settings, the administration just felt it was safer and lends to stay in school. Mr. Pricener asked for a motion.

Motion made: To approve and accept the updated ESSER Report - Greg Jakub; 2nd: John Hisiro

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

Mr. Beal's last presentation was on the new OSHA ETS mandated policy that needed to be in place by January 10th. Mr. Beal explained that this ETS is currently for companies with 100+ employees. However, should we reach 100 employees while the ETS is in place, we would need to be compliant on day one of that 100th employee. In an effort to be proactive, we created a policy of either vaccination or weekly testing. This fits perfectly with our participation in PDE's Test To Stay plan. We have till Feb. 9th to finish last minute details with the testing company working with PDE and start testing. Mr. Pricener called for a motion.

Motion made: To approve and accept the new OSHA mandated policy for vaccination and weekly testing - Gloria Rayman; 2nd: Bernadette Gibson

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

Report on Fundraising:

Rick Fosbrink, CEO, was happy to report that our first Annual Giving drive had generated over \$1,000 so far. Our consultants at Carter were very happy as well and showed that we have the potential to generate revenue through individual gifts. Some members stated that they did not receive a letter, however, Gloria Rayman, Co-Chair of the Board Fundraising Committee stated that a special Board solicitation would be coming soon.

Mr. Fosbrink followed up with updated information regarding the verbal commitment from Westinghouse Corp and that the pledge documents would be returned shortly. Once we have those documents in hand, we will contact other foundations, including the Allegheny Foundation that help with the initial funds to start the school.

Report on Finance and Business Services:

Rick Fosbrink, CEO, reviewed the financial reports provided to the members. He explained for our new members and those joining the meeting via Zoom how Charter Schools are funded and so we always are behind in revenue due to delinquent school district payments or having to request school district payments from the State. Overall we are doing well with keeping spending low.

Mr. Fosbrink stated that Deluzio & Company requested to move the audit presentation to next month due to a conflicting engagement.

Next, Mr. Fosbrink presented the reports for the December Contracts, Bills, and Payroll. Again, Mr. Fosbrink stated that there was none very out of the ordinary. He also mentioned that the cafeteria fund will be looked at closely and possibly changed to account for us fully taking over food service in our cafeterias. Mr. Pricener asked for a motion to ratify.

Motion made: To ratified the contracts, bills and payroll for December - Gloria Rayman; 2nd: Greg Jakub

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

Report on Marketing and Enrollment:

Rick Fosbrink, CEO, presented the enrollment numbers as of the end of December. We have currently 314 students and 10 are fully enrolled for next school year. Ms. Maskarenic, our admission person, will be focusing on opening up enrollment in Feb for the Fall start of SY 22-23. Alex Boyd, our marketing person, is working with Markowicz Communications for our bond launch in the Spring.

Executive Session:

Mr. Pricener thanked everyone for attending and stated that the Board Members will now go into the Executive Session to discuss personnel matters. He asked for a motion to adjourn.


Motion made: To adjourn the public meeting and enter into Executive Session - Gloria Rayman

The Board went into the Executive Session and the public meeting adjourned at 7:04 pm.

Next Meeting: February 2, 2022 at 6:00 pm

02/24/22

Date:



Board Secretary