

July 2022 Board Meeting Minutes

Please note that the 7/6/22 board meeting has been canceled.

August 2022 Board Minutes

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

MEETING MINUTES

Wednesday, August 3, 2022, 6:00 P.M. EDT

Present:

Bill Pricener, Board President/Treasurer
Dexter Hairston, Board Secretary (Zoom)
Bernadette Gibson, Trustee (Zoom)
John Hisiro, Trustee (Zoom)
Gloria Rayman, Trustee(Zoom)
Lisa Hoffman, Trustee (Zoom)
Matt Racunas, Solicitor
Rick Fosbrink, WAACS CEO
Debra Lehew, WAACS Dir. SpEd (Zoom)
Kelly Lombard, WAACS Principal
Nadine Dunn, WAACS Dir. of Engagement
Amber Hinkle, Board Recording Secretary

Excused:

JP Hernandez, Trustee
Greg Jakub, Trustee
Don Marinelli, Trustee
Greg Beal, WAACS Dir. of Operations

Presentation:

Guests:

Westinghouse Arts FTO Members attending via Zoom
Westinghouse Arts Faculty & Parents attending via Zoom

The Meeting of the Board of Trustees began at 6:06 p.m.

Roll Call of Board Members:

Bill Pricener, Board President, welcomed all attending the meeting in person and via Zoom.

Public Comment:

No Public Comment

Reorganization Meeting/Election of Officers:

This item was tabled until next meeting on September 7, 2022

Approval of Meeting Minutes:

Due to a clerical error the minutes for the June meeting will need to be approved at the next meeting.

Board Governance:

Bill Pricener, Board President, asked if any of the Board Committee Chairs had anything to present.

The Development Committee is exploring grant opportunities. Mr. Pricener will follow up with a contact in regard to a grant opportunity.

The Education Committee is working with Administration for in-service opportunities for employees and students with regard to building culture. It was suggested that Mr. Hairston should be included in those discussions.

The Nominating Committee report was tabled until the next meeting.

School Programs & Policies:

Dr. Kelly Lombard, Principal, stated that we are preparing for the start of school. We will welcome back our teachers on August 16 and hold a student only orientation on August 18 from 12 to 3 and a parent orientation on August 18 from 6-8. The first week of school will be dedicated to helping the students become accustomed to high school at Westinghouse Arts.

School Personnel:

Rick Fosbrink, CEO, presented the personnel reports for June and July. The reports showed new hires for SY 22-23 and those that left our ranks for other opportunities. A typo was discovered in the report.

Motion made: To approve and accept the corrected personnel report for June & July - John Hisiro; 2nd: Gloria Rayman

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

Report on Facilities:

Rick Fosbrink, CEO, presented the facilities report on behalf of the Director of Operations. Over the summer, our facility personnel have been cleaning, waxing floors, etc. in preparation for the new school year. Moving forward, employee and student ID cards will be printed in house.

Work progressing on the Castle project. The new cafeteria equipment is being installed and the 2nd floor is mostly painted. We were updated on the electrical panel lead time. It is now stated to arrive sometime in November.

Report on Fundraising:

Rick Fosbrink, CEO, reported that our partners at TCVARTS received a large donation from the Alleghany Foundation. Other foundations are in the process of being contacted.

Rick Fosbrink, CEO, presented on behalf of the FTO a request for the Board to approve a resolution to allow them to obtain a small chance license. The VP of the FTO elaborated on this topic, outlining what they would use it for and when.

Motion made: To approve a resolution stating the Board support of the FTO obtaining a small game of chance license - Gloria Rayman; 2nd: Dexter Hairston

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

Report on Finance and Business Services:

Rick Fosbrink, CEO, presented an issue that Westinghouse Arts was experiencing with PNC and a case of fraud. The security breach is being addressed by PNC and will keep Westinghouse Arts in the investigation loop. In light of the issue, during our insurance renewal, we included cyber security coverage.

The financial reports were reviewed for June and July.

Motion made: To retroactively approve and accept the Bills, Contracts and Payroll for June and July - John Hisiro; 2nd: Bernadette Gibson

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

Report on Marketing and Enrollment:

Rick Fosbrink, CEO, reported that our enrollment is about 57 students off of our goal of 400. However, as the summer moves further into August, more applicants are enrolling. Marketing will be making some changes to online and direct marketing plans.

Executive Session:

Mr. Pricener thanked everyone for attending and stated that there will be a pause in the public meeting for the members to enter an executive session to discuss a personnel matter. The meeting was paused at 7:00 pm.

The Public meeting was recalled at 8:30 pm where Mr. Pricener announced the following motion.

Mr. Pricener then asked the members to make a motion to confirm the decision that was made in executive session.

Motion made: To discipline employee 16016 -John Hiriso; 2nd: Bernadette Gibson

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

Mr. Pricener thanked all for attending the meeting and asked for a motion to adjourn the meeting.

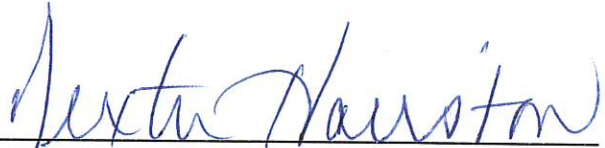
Motion made: To adjourn the public meeting -Gloria Reman; 2nd: John Hisiro

The public meeting adjourned at 8:32 pm.

Next Meeting: September 7, 2022 at 6:00 pm

1/13/23

Date:


Board Secretary

September 2022 Board Minutes

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

MEETING MINUTES

Wednesday, September 7, 2022, 6:00 P.M. EDT

Present:

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

Excused:

JP Hernandez, Trustee
Don Marinelli, Trustee

Presentation:

Guests:

Westinghouse Arts FTO Members attending via Zoom
Westinghouse Arts Faculty & Parents attending via Zoom
Joe Lawrence

The Meeting of the Board of Trustees began at 6:14 p.m. due to technical issues.

Roll Call of Board Members:

Bill Pricener, Board President, welcomed all attending the meeting in person and via Zoom.

Public Comment:

Joe Lawrence let everyone know that the switch gear has been acquired for the Castle. The ribbon cutting is scheduled for October 13,2022.

Colleen Kimberlin decided to speak to Rick Fosbrink only later.

Approval of Meeting Minutes:

The board asked for a correction to the August minutes. The time of adjournment should be 8:32 pm not 7:32, after the Executive Session.

Reorganization Meeting/Election of Officers:

This item was tabled until next meeting on October 5, 2022

Board Governance:

Bill Pricener, Board President, asked if any of the Board Committee Chairs had anything to present.

The Development Committee: Gloria Rayman mentioned that the Gala is coming up and they are looking for gift baskets, gifts, and donations. It was suggested that the board donate a basket.

The Education Committee is working with Administration for in-service opportunities for employees and students. It was suggested that Mr. Hairston should be included in those discussions.

The Nominating Committee reported there was a potential candidate.

School Programs & Policies:

The Health and Safety plan protocols have been updated for COVID and CDC Recommendations. ALICE training to come. We will have more drills on a routine basis.

Motion made: to approve the updated Health and Safety Plan 1st: Greg Jakub, 2nd: Bernadette Gibson

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

Dr. Kelly Lombard has updated the student handbook including updates to the programs and options available. There is a collaboration with Carlow College where students will receive college credits. A program called Advisory was developed where students and teachers have a dedicated time to discuss issues. We are also developing positive behavior intervention through the PBIS program.

Motion made: to approve the updated student handbook 1st: Dexter Hairston, 2nd: John Hisiro

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

School Personnel:

Nadine Dunn updated the employee handbook. All policies are in one place. The handbook will be reviewed quarterly and updated yearly as needed. The board asked that changes be red-lined. The board voted to take out the sentence regarding pay being deducted for unreturned school property. The board discussed leaving the disciplinary steps as is.

Motion made: to approve the updated employee handbook with the change 1st: Greg Jakub, 2nd: John Hisiro

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

One dance teacher moved to full-time. One new dance teacher and a part-time theater teacher were hired. In need of a school nurse, physical education teacher and school counselor.

Motion made: To approve and accept the personnel report for September 1st: Lisa Hoffman 2nd: Dexter Hairston

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

Report on Facilities:

Greg Beal, Director of Operations, presented the facilities report. Moving forward, employee and student ID cards will be printed in house. Construction is moving along on the large classroom for music. All of the Nightlock system has been installed; training is to come. Awnings over Marguerite and main office doors are to come. New metal detectors are also on their way.

Work progressing on the Castle project.

Report on Fundraising:

Rick Fosbrink, CEO, reported that the PCCD Safety grant was submitted. A Mental Health and Security grant was submitted and payment is guaranteed. We have a speech therapist on site two days a week. The Andrew Lloyd Webber Foundation grant has been applied for. The money will go towards items for the piano class. We received the Highmark grant to pay for the school doctors and other health services. We also received the ACSHIC grant to develop after school health programs for faculty and staff. The EITC grant is requesting rewrites and resubmission with changes. A meeting has been scheduled with the Buhl Foundation. Other foundations are being looked into.

Marian Seifcik, presented on behalf of the FTO; a small chance license has been obtained. They have received money towards the pathway bricks and are in need of a list of the graduating class to start ordering bricks.

Report on Finance and Business Services:

Rick Fosbrink, CEO, mentioned an issue that Westinghouse Arts was experiencing with PNC and a case of fraud. The security breach is being addressed by PNC and will keep Westinghouse Arts in the investigation loop. The financial reports were reviewed. It was noted that there is a cash flow issue. It takes more time for the school to receive the revenue due to the school districts being slow to pay as well as payments going to pay on the

bond. Westinghouse Arts Academy also had to make a payment to cover the interest payment on the bond. The school also made payments for the Castle kitchen build.

The monthly bills were also presented.

Motion made: To retroactively approve and accept the Bills, Contracts and Payroll for August 1st: 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, reported that our enrollment is about 60 students off of our goal of 400. It was noted that this is the largest freshman class the school has ever had. Marketing will be making some changes to online content and direct marketing plans. Alex Boyd is working on social media for enrollment. Report due to bond in October.

Executive Session:

No executive session was tabled until October 5, 2022

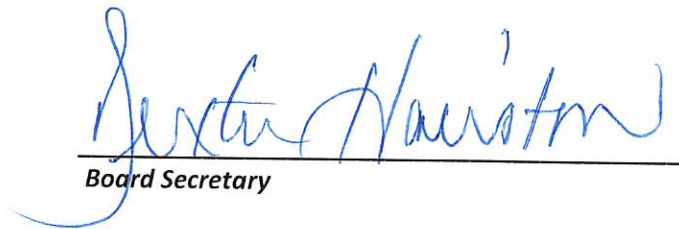
Mr. Pricener thanked all for attending the meeting and asked for a motion to adjourn the meeting.

Motion made: To adjourn the public meeting 1st: Greg Jakub 2nd: John Hisiro

The public meeting adjourned at 7:50 pm.

Next Meeting: October 5, 2022 at 6:00 pm

10/31/2022
Date:


Board Secretary

October 2022 Board Minutes

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

MEETING MINUTES

Wednesday, October 5th, 2022, 6:00 P.M. EDT

Present:

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

Excused:

JP Hernandez, Trustee
Greg Jakub, Trustee

Presentation:

Guests:

Westinghouse Arts FTO Members attending via Zoom
Westinghouse Arts Faculty & Parents attending via Zoom
Joe Lawrence

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 the meeting in person and via Zoom.

Public Comment:

None.

Approval of Meeting Minutes:

Motion made: To approve and accept the minutes from September meeting: 1st: John Hisiro 2nd: Gloria Raymond

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

Reorganization Meeting/Election of Officers:

This item was tabled until the next meeting on November 3, 2022.

Board Governance:

Bill Pricener, Board President, asked if any of the Board Committee Chairs had anything to present.

The Development Committee: Gloria Rayman had nothing to report.

The Education Committee: Bernadette Gibson had nothing to report.

The Nominating Committee: Greg Jakub was not in attendance so nothing to report.

School Programs & Policies:

We will share personnel and staff with Spectrum Charter School. Part time at each location. The questions on if this would be an hourly wage? Answer is yes. What will be the travel provisions? Will there be any extras?

Motion made: to approve sharing services 1st: Gloria Rayman, 2nd: Don Marinelli

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

Dr. Kelly Lombard spoke about the collaboration with Carlow College where students will receive college credits. A program called Advisory was developed where students and teachers have a dedicated time to discuss issues. Positive behavior intervention is in place through the PBIS program.

School Personnel:

A physical Education teacher, a part-time theatre teacher, a paraprofessional and a student services administrative assistant were hired. In need of a school nurse and school counselor.

Terminations were a part time theatre teacher and a part time cafeteria worker.

No resignations.

Motion made: To approve and accept the personnel report for October: 1st: Dexter Hairston 2nd: John Hisiro

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

Report on Facilities:

Greg Beal, Director of Operations, presented the facilities report. Moving forward, employee and student ID cards will be printed in house. Construction on the large group classroom has been completed. All of the Nightlock system has been installed; training is to come. All cameras are being replaced. Awnings over Marguerite and main office doors are to come. New metal detectors are also on their way. Working on food service program for both buildings.

Work progressing on the Castle project.

Report on Fundraising:

Rick Fosbrink, CEO, reported that the Andrew Lloyd Webber Foundation grant has been submitted. The money will go towards items for the piano class. Had a meeting with the Buhl Foundation/ Frick Fund for arts and education.

Marian Seifcik, presented on behalf of the FTO; the bricks are going well and will be laser etched. FTO would like to sponsor two students for the Cultural Trust in conjunction with the positive behavior program. FTO links will be added to our website on the info tab.

Report on Finance and Business Services:

Rick Fosbrink, CEO, gave an overview of the financial reports. It was noted that there is a cash flow issue. It takes more time for the school to receive the revenue due to the school districts being slow to pay as well as payments going to the lockbox to pay on the bond. We may need to ask Hamlin for funds if cash flow issue continues. The school also made payments for the Castle project. There is an additional bill for the Meraki network. The audit is underway.

The monthly bills were also presented.

Motion made: To retroactively approve and accept the Bills, Contracts and Payroll for September 1st: Gloria Rayman 2nd: Bernadette Gibson

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

Report on Marketing and Enrollment:

Rick Fosbrink, CEO, reported that our enrollment is at 323 students; off of our goal of 400. Marketing will be making some changes to online content and direct marketing plans. We are going to school fairs now. The Light Digital is now managing our digital media. Working with Cox/WPXI. We have an incentive program called Each One Reach One where students and teachers will receive gift cards for new enrollments.

The meeting was paused at 6:56 for Executive Session.

Executive Session:

A one-time retention bonus of 12% of base salary was discussed.

Motion made: A one-time retention bonus of 12% of base salary 1st: John Hisiro 2nd: Don Marinelli

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


The meeting resumed at 7:08. Mr. Pricener thanked all for attending the meeting and asked for a motion to adjourn the meeting.

Motion made: To adjourn the public meeting 1st: Gloria Rayman 2nd:

The public meeting adjourned at 7:10 pm.

Next Meeting: November 3, 2022, at 6:00 pm

12/2/22
Date:


Board Secretary

November 2022 Board Minutes

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

MEETING MINUTES

Wednesday, November 2, 2022, 6:00 P.M. EDT

Present:

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

Excused:

JP Hernandez, Trustee

Presentation:

Guests:

Westinghouse Arts FTO Members attending via Zoom
Westinghouse Arts Faculty & Parents attending via Zoom
Joe Lawrence

The Meeting of the Board of Trustees began at 6:01 p.m.

Roll Call of Board Members:

Bill Pricener, Board President, welcomed all attending the meeting in person and via Zoom.

Public Comment:

Joe Lawrence thanked the board for the Castle Ribbon Cutting event. People are touring every day. Keys to the Castle were given to Rick Fosbrink.

Castle Construction tours were held off until the end of the meeting. Don Marinelli inquired about the E-Sports room layout. There will be no spectators. There is a premiere on December 17th at Phoenix Cinemas.

Approval of Meeting Minutes:

Motion made: To approve and accept the minutes from the October meeting: 1st: Greg Jakub 2nd: John Hisiro

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

Reorganization Meeting/Election of Officers:

This item was tabled until the next meeting on December 7th, 2022. It was noted Dexter Hairston's and Don Marinelli's term is up but would like to reappoint them.

Motion made: To reappoint Dexter Hairston and Don Marinelli: 1st: Gloria Rayman 2nd: Bernadette Gibson

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

Board Governance:

Bill Pricener, Board President, asked if any of the Board Committee Chairs had anything to present.

The Development Committee: Gloria Rayman had nothing to report.

The Education Committee: Bernadette Gibson had nothing to report.

The Nominating Committee: Greg Jakub had nothing to report.

School Programs & Policies:

Kelly Lombard noted there is to be an In-Service on 11/10/22. Parent/Teacher conferences are on-going. The fall music concert is coming up. The Coffee Shop event will have exhibits. We are working with Carlo for class credits. The fall play is coming up. Greg Jakub asked about Christmas in the Park. The school will put decorations out and attend the borough Light Up Night on December 3rd. the Holiday Spectacular is coming up on December 16th and 17th.

School Personnel:

A counselor was hired to start December 7th. In need of a school nurse.

No terminations.

No resignations.

Motion made: To approve and accept the personnel report for November: 1st: Lisa Hoffman 2nd: Don Marinelli

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

Report on Facilities:

Greg Beal, Director of Operations, presented the facilities report. Awnings over Marguerite and main office doors have been installed. The Safety Committee is now the Health Safety and Security Committee. Active Shooter training is on November 10th.

Work progressing on the Castle project.

Report on Fundraising:

Rick Fosbrink, CEO, Nadine Dunn has a tour with the Lethem Family Foundation. Alex Boyd spoke about the Gala date being changed. More to come. The Castle Ribbon Cutting coming up. Please send a list of VIP guests to Rick Fosbrink or Nadine Dunn so invites can go out. Released a capital campaign. Student Alumni to speak February 4th.

Report on Finance and Business Services:

Rick Fosbrink, CEO, gave an overview of the financial reports. The audit is still in progress but close to being completed. Bond reporting has been completed. Allegheny Transit has not billed us for East Allegheny as required until now but there is a plan in place going forward. We are still experiencing cash flow issues. There is an incentive plan in place to bring in new students. US Bank now sends us two payments a month.

The monthly bills were also presented. Bills are now within 30 days due.

Motion made: To retroactively approve and accept the Bills, Contracts and Payroll for October 1st: Gloria Rayman 2nd: Greg Jakub

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

We proposed to raise the two-signature required limit to \$20,000. The board was more comfortable at \$10,000.

Motion made: To raise the 2-signature limit to \$10,000 1st: Greg Jakub 2nd: Gloria Rayman

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

Report on Marketing and Enrollment:

Rick Fosbrink, CEO, reported that our enrollment is at 325 but needs to be at 350 students. We are going to school fairs now. We have an incentive program called Each One Reach One where students and teachers will receive gift cards for new enrollments. Elementary schools at Propel help place students in high schools might be a possibility. We have been doing tours.

Marian Seifcik, on behalf of the FTO, mentioned that the bricks have been ordered.

Executive Session:

There was no Executive Session.

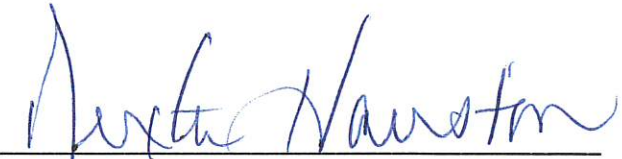
Mr. Pricener thanked all for attending the meeting and asked for a motion to adjourn the meeting.

Motion made: To adjourn the public meeting 1st: Gloria Rayman 2nd:

The public meeting adjourned at 6:47 pm.

Next Meeting: December 7, 2022, at 6:00 pm

1/13/23
Date:


Board Secretary

December 2022 Board Minutes

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

MEETING MINUTES

Wednesday, December 7, 2022, 6:00 P.M. EDT

Present:

Bill Pricener, Board President/Treasurer (Zoom)
Dexter Hairston, Board Secretary (Zoom)
Bernadette Gibson, Trustee (Zoom)
John Hisiro, Trustee (Zoom)
Don Marinelli, Trustee (Zoom)
Gloria Rayman, Trustee (Zoom)
Greg Jakub, Trustee (Zoom)
Matt Racunas, Solicitor (Zoom)
Rick Fosbrink, WAACS CEO (Zoom)
Debra Lehew, WAACS Dir. SpEd (Zoom)
Nadine Dunn, WAACS Dir. Of Engagement
(Zoom)
Amber Hinkle, Board Recording Secretary
(Zoom)

Excused:

JP Hernandez, Trustee
Greg Beal, WAACS Dir. of Operations
Kelly Lombard, WAACS Principal

Presentation:

Guests:

Westinghouse Arts FTO Members attending via Zoom
Westinghouse Arts Faculty & Parents attending via Zoom
Joe Lawrence via Zoom
Colleen Kimberlin 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 the meeting via Zoom.

Public Comment:

Colleen Kimberlin thanked Mr. Fosbrink for the school's support to improve the vocal program. Joe Lawrence voiced concerns about the school's and TCVA's financial obligations towards The Castle and suggested a modification to the lease. He is requesting financial documents and Matt Racunas was working on getting those to him. Joe Lawrence is requesting a proposal on how and when the school plans to satisfy its obligation for The Castle.

Approval of Meeting Minutes:

Motion made: To approve and accept the minutes from the November meeting: 1st: Dexter Hairston 2nd: Greg Jakub

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

Reorganization Meeting/Election of Officers:

Lisa Hoffman has submitted her resignation.

Motion made: To accept Lisa's resignation: 1st: Gloria Rayman 2nd: Don Marinelli

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

Board Governance:

There were no changes to policies but a format change for uploading them to the Board Portal.

Motion made: To accept the new format: 1st: Bernadette Gibson 2nd: John Hisiro

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

Bill Pricener, Board President, asked if any of the Board Committee Chairs had anything to present.

The Development Committee: Gloria Rayman asked that everyone give Nadine Dunn the Gala VIP invitation names as soon as possible.

The Education Committee: Bernadette Gibson had nothing to report.

The Nominating Committee: Greg Jakub had a prospect but nothing to report.

School Programs & Policies:

Deb Lehew gave an update. The new school counselor started and it's going well. Preparations for the Holiday Spectacular are underway. The National Honor Society decorated a DUI tree to raise awareness. Department curriculum meetings have started to discuss changes and plans. Advisory is doing well. Each advisory is participating in a door decorating contest. PBIS is going well. E-Hall Pass is working well and cutting down on the number of students skipping classes. Greg Jakub thanked the school for a good Wilmerding Light Up Night.

School Personnel:

A counselor started December 7th. An English teacher was hired. In need of a school nurse. No terminations.

An English teacher resigned.

Motion made: To approve and accept the personnel report for December: 1st: Greg Jakub 2nd: John Hisiro

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

There is a change to the employee handbook. Request a change to the holiday pay stating an employee must work right before and right after in order to receive holiday pay.

Motion made: To approve the new holiday pay policy: 1st: Don Marinelli 2nd: Dexter Hairston

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

Report on Facilities:

Rick Fosbrink presented the facilities report. The Castle kitchen still needs to be finished. Kilns and pottery items are to arrive. There have been construction delays at The Castle. A new cleaning company is to start – Specialty Cleaning Services. Food service concepts for each cafeteria are underway including menus. Security meetings are on-going.

Report on Fundraising:

Rick Fosbrink, CEO, Nadine Dunn acquired \$15,000 from the Lethem Family Foundation to buy computer equipment. Laura Sippero suggested naming a room after them. Nadine Dunn gave an update that they are finalizing the guest list for the Gala and invitations will go out around Christmas.

Report on Finance and Business Services:

Rick Fosbrink, CEO, gave an overview of the financial reports. Cash was low in October, but it is better now that schools are catching up. We are receiving two payments from the lockbox now as well. Audit adjustments still need to be made. We are making changes to adjust for enrollment. We have bank accounts with PNC as well as WesBanco that payments are made out of.

The monthly bills were also presented. Bills are now within 30 days due.

Motion made: To retroactively approve and accept the Bills, Contracts and Payroll for November 1st: Gloria Rayman 2nd: John Hisiro

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

Report on Marketing and Enrollment:

Rick Fosbrink, CEO, reported that our enrollment is lower than expected to be. We are currently at 327 but need 350. We are going to school fairs now. We have an incentive program called Each One Reach One where students and teachers will receive gift cards for new enrollments. We have been doing tours. We are reaching out to dance schools, school counselors and have a booth at the convention center. The FTO mentioned they would like to help with the booth at the convention center and suggested making a video about our school to play. Show our diversity. They gave kudos to Alex Boyd for marketing and event promotions.

Executive Session:

The Executive Session lasted from 7:04 to 7:45.


Mr. Pricener thanked all for attending the meeting.

The public meeting adjourned at 7:04 pm.

Next Meeting: January 4, 2023, at 6:00 pm

1/13/23

Date:


Board Secretary