

**WESTINGHOUSE ARTS ACADEMY CHARTER SCHOOL
BOARD OF DIRECTORS
Meeting Minutes**

Wednesday, January 3, 6:30pm

<https://westinghousearts-org.zoom.us/j/4985722966> **BoardMeeting**

Meeting ID: 829 0442 0112

Passcode: 413522

Present:

Mr. William Pricener - Board President and Treasurer
Ms. Bernadette Gibson - Chair of Education Committee (Zoom)
Ms. Gloria Rayman - Chair of Development Committee (Zoom)
Mr. Greg Jakub - Chair of Nominating Committee
Dr. John Hisiro - Board Member
Dr. Donald Marinelli - Board Member
Mr. Dexter Hairston - Board Secretary
Dr. Kelly Lombard - WAA School Principal

Mr Gregory Beal - WAA Director of Operations
Dr. Debra Lehew - WAA Director of Special Education via Zoom
Ms. Anna Very - WAA Dean of Students

Guests:

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

The Meeting of the Board of Directors began at 6:36pm.

Roll Call of Board Members:

Mr. William Pricener welcomed all attending the meeting via Zoom and in person.

1. Public Comment

Mr. Pricener - There is no one signed up for public comment, but if you do want to speak, we're keeping it to three minutes. Anyone who has public comment?

Hearing none, we're going to move on.

2. Approval of Minutes from the December meeting VOTE

MOTION: To approve and accept the minutes from the November 1 regular meeting			
1st: Greg Jakub		2nd: Hairston	
YEA: All	NAY: 0	ABSTAINING: 0	MOTION: Carried

3. Statement by Board President - Mr. William Pricener

New year folks, we're really excited for the calendar year of 2024. 2023 was more than a tumultuous year for everyone, we are very optimistic about this school year coming up. I think the changes that were very difficult for us are going to see the fruits of those changes. We've got some people who are going to be outstanding in their positions. I'm really looking forward to this year.

4. Board Committee Reports

4.1. Nominating – Mayor Gregory Jakub – No current report

4.2. Development – Ms. Gloria Rayman – No current report

4.3. Education – Ms. Bernadette Gibson – No current report

4.4. Finance – Mr. William Pricener

WP - the board has taken on the consultant Jill Reagan, she is going to help us right our ship to make sure our procedures are up to snuff and setting new goals for the fiscal year and into the future. It's going to be again another reason to be optimistic

4.5. Personnel – Mr. Dexter Hairston VOTE

Mr. Hairston - I am in transit.

WP - Do you mind if I deliver it?

Mr. Hairston agreed to Mr. Pricener delivering the personnel updates.

WP -

- Appointments - Dawn Kapolka, Christina Branch, Alex Boyd, Kathy Parello, Cologero Coppola, Gregory Beal (no change in salary for Mr. Beal, just a change in title)
- Terminations - Evelyn Sussman
- Resignations - Jason Pratt, Andrew Murphy
- None on leave, none on unpaid leave.
- Any questions?

MOTION: To accept the appointments, terminations, and resignations.			
1st: Gloria Rayman		2nd: Bernadette Gibson	
YEA: All	NAY: 0	ABSTAINING: 0	MOTION: Carried

5. Administrative Report

5.1. Report from the School Administrators – Mr. Gregory Beal and Dr. Kelly Lombard

Mr. Beal - WAA Organizational Chart that was revised. Gloria had asked for this to be included in the packet. This will be sent out after this meeting. What we did was add names to the positions so it is easier to figure out who is who. Kelly and I will be attending the South by Southwest education conference.

Dr. Lombard - The tracks we're looking for are inclusion, arts, instruction. These are at the forefront of our educational issues in our country and world. We would like to improve upon what we're already doing here. Half of the financial burden has been funded through title monies.

GB - Kelly and I over break took some time to update and review all building job descriptions. We also worked on revising our job descriptions and will be sent to the board for review and to approve next month. Pittsburgh Live is coming out on Monday to do a segment on the Castle, so that is something we have to look forward to.

Ms. Rayman - Are they requiring you to pay for that segment?

Alex - No.

Mr. Pricener asked what "overhire staff" means on the new organizational chart.

GB - That is for outside personnel to be hired to assist with performances.

Kelly - With the elimination of different positions, Greg and I are looking to prepare for next year, we're looking at curricular changes, facilitating hiring additional staff, starting the budget for next year. Next week, we begin working with the faculty leadership committee. We'll be continuing with department heads and those meetings. There are many different layers of teacher involvement for budget, curriculum, and calendar. We have hired a social studies, fitness teacher, and actively in second round interviews for a vocal music teacher.

WP - You have interviewed multiple people for music?

K - Yes!

6. Academics/Instruction

6..1. Report from the Principal – Dr. Kelly Lombard

Dr. Lombard - Kudos to department heads for putting together all of my bullet points! The Keystones will be in early May. We're doing our best to ensure students are prepared. Looking at how to prepare scoring rubrics, true crime podcasts, math department varied project based learning experiments. The science department put together a conjoined effort to establish a Red Cross Blood Drive, a spinoff from new anatomy and physiology.

WP - Will we publicize the blood drive for the community?

KL - Yes. The Creative Arts Department and the Performing Arts Department are reestablishing fundamental coursework for freshmen. The new hire for Literary that has been very well received. We had a successful Coffee Shop in November, as well as an opportunity for students and staff to be involved in an onsite filming of scenes for a movie called The Gymnast.

WP - How many students were involved?

KL - 12. All seniors. Wilmerding Light Up Night was very successful.

Mr. Jakub - We haven't had a crowd like that for years. The lighting was fantastic. It sounded great! That was the first year our council really got involved due to WAA's, Alex's, and Alea's work.

KL - WAAMtv - Looking for more opportunities to hone their skills in the digital arts. They just put out their first episode in December.

Congratulations to three students who were selected to attend the PMEA District 1 Senior and Junior High Band Festivals that are happening this month.

WP - Thank you to the department heads for putting these updates together.

KL - This was just a skim over everything that they sent along.

WP - I would love for this to be delivered monthly by department heads in rotation.

6.2. Report from the Director of Student Services and Special Education – Dr. Debra Lehew

Dr. Lehew - Thank you for your understanding as I'm delivering things remotely.

We had a successful Stuff Our Stockings drive in December - prepared 30 bags of miscellaneous breakfast, snack items, personal hygiene items, wonderful effort. Thank you for the donations and help with packing. Students really appreciated those.

Coming up in mid year. We'll be doing our mid-year PBIS feather drawing next Thursday. With the mid-year, the counselors have been actively working on seniors, as far as grades, attendance, as well as doing that credit check so we're well prepared for scheduling because that will be here soon as well. We have our second special ed teacher joining us soon which will help to even out the rosters for students with IEPs. I will be able to work more with students with 504s.

Mr. Pricener asked how many students have IEPs and 504s. Dr. Lehew provided the current numbers.

WP - Are you the only one working with these students?

DL - There are legal guidelines that we have to follow, we're within those guidelines. Most students are still attending regular classes, providing those supports within the room and able to provide those supports outside of the classroom.

WP - How is your workload?

DL - I'm not sure how to respond. The new special education teacher coming in will help with these things along with Kim Kunkle, our other special education teacher.

KL - This will help free up Dr. Lehew.

DL - I will maintain the paperwork side a little bit longer. We want to provide exemplary service to all of our students. We

Bernadette - that's always my biggest concern that you won't get burnt out. Maintaining your relationships.

WP - Thank you.

7. Student Discipline

7.1. Report from the Dean of Students - Ms. Anna Very

Miss Very - In the month of December, we have had no lunch or after-school detentions. We have had 5 incidents that resulted in suspensions, 1 in school and 4 out of school. I re-sent WAA's PBIS behavior matrix to all faculty and staff and encouraged them to review it as we get started into the new year. Taking this time to reteach and model expectations will be beneficial to students and staff.

8. Parent/Family/Community Outreach

Ms. Marian Sefcik - We have two very positive fundraisers in December - Texas Roadhouse gift cards. We did way better than expected. Cocoa and cookie fundraiser during Winter Showcase. Our next fundraiser is Wednesday, Jan. 10th. Texas Roadhouse dine to donate. 10% will go back to the school. We are putting a table together for some recruitment info from Alex there to help spread the word. Looking forward to that. In regard to the HOliday Spectacular setup, we moved into the gym as the hallway is extremely crowded. In doing that, Danielle Janicki spent a large part of the day getting that area ready. I was a little taken aback at the uncleanliness at that level of the building. I understand that it isn't on a regular cleaning schedule. When we have members of the public, this is where they are coming in. The amount of clean up that had to be done that day, we had dust bunnies the size of gerbils. Is there a way for a cleaning company to be used for that level to be cleaned? I also wonder if we can't ask our teachers who use that gym for instruction, to have them clean before they leave. I was embarrassed.

There were some technical difficulties from 7:10 to 7:16.

WP - you have folks who have never been in this building before. It's always good to have another person or two. I don't know if we can do anything with the cleaning company, I pledge I will come down myself a few days beforehand to help. I will volunteer my friend Mayor Greg to help. When you have new people coming in, and they see dust bunnies the size of gerbils, that is a turn off. The teachers need to be responsible to make sure it looks the way it did when they came in. Anything else Marian?

Ms. Sefcik - We've asked Texas Roadhouse to change the flyer for Texas Roadhouse. Will ask Danielle to help me if they don't change it.

8..1. Report from the FTO

9. Cafeteria/Food Service, Technology, Facilities, Buildings and Grounds, Security and Safety

Mr. Beal - Food Service has an upcoming audit in the month of February. It is done every five years. We are currently working on the server upgrade for technology. Dave is here daily working on tasks that need to be completed. In regard to safety and security, we are currently interviewing to replace the school resource officer we lost a few months ago.

9..1. Report from the Executive Director – Mr. Gregory Beal

10. Finance

10..1. Monthly financial report

Mr. Beal - I've included the billing report as of January 2nd with the billing. We are a little higher with what's due to us. We have school districts that don't meet in December. It has been fairly current at this point. School districts pay on time overall. Credit Card statement included at the very end so everyone can see it as it stands currently. Any questions? In addition to that, we're seeing a slow decrease in the payables that we owe out.

WP - We knew it would take several months, but we're starting to see some relief. That's good to hear.

10.2. Ratification of contracts, bills, and payroll for November VOTE

MOTION: To ratify the contracts, bills, and payroll for November.			
1st: Gloria Rayman		2nd: Greg Jakub	
YEA: All	NAY: 0	ABSTAINING: 0	MOTION: Carried

11. Student Activities – No current report

12. School Operations/ Recruitment/Marketing

12.1. Report from the School Operations Manager – Mr. Alex Boyd

Mr. Boyd -

Recruitment

- We are bringing back shadow days and open houses, something we haven't done since before Covid. These types of events are standard at most institutions. We aim to hold our first recruitment event in February. Tours are still happening as normal.
- We will be resuming digital ads and marketing soon as well as doing a much larger push in print ads at arts organizations such as theaters, playbill ads, dance recitals etc.

WP - What's the difference?

AB - It's hard to measure the difference, but those organic leads haven't been happening before, which are by virtue of our reputation.

- Pittsburgh Today live is slated to promote WAA via a live news segment next week. I will have more details tomorrow.

School Operations

- We met with Rivers of Steel before break to discuss a wonderful artistic partnership. As well, We are in talks with a local artist about being an artist in residence. We hope to have more info on that soon.
- The last item to report is our new "Leaving to Learn" Initiative. Created and organized by Mr. Nick Lenz, we are excited to launch "Downtown Destinations" a Pittsburgh Performance Series. Through the Cultural Trust we will be seeing 3 professional Performances: Song Of The North, The Equality of Night and Day and Sacred Earth. There is also a theatre arts workshop in this series as well. The trust has funded most of the costs associated with attending.
- The Winter Showcase back in December brought in \$6000 for Musical Theatre and Dance close to 400 people attended.

Ms. Rayman - What are we doing for the Creative Arts Department?

AB - Rivers of Steel is focused on them. The Cultural Trust has workshops, but it's on Saturdays. We're exploring those options to see that we're providing equitable opportunities for students.

Dr. Lombard - CAIC. They'd like to know more about us. This ties nicely to our Intro to Journalism course that we're introducing for the second semester. The intent is to produce a school newsletter. The CAIC has offered to fund any costs for the newsletter to the residents of Wilmerding and beyond.

WP - We used to have a newsletter that went out to current and old residents in Wilmerding. There is a large donor pool who went here. The hope is to tie the newsletter with the happenings of the borough.

13. Board Policies – No current report

14. Additional Items

MOTION: To ratify the settlement agreement discussed in executive session on January 3rd.			
1st: Gloria Rayman		2nd: John Hisiro	
YEA: All	NAY: 0	ABSTAINING: 0	MOTION: Carried

15. Adjournment

We will need to discuss another piece of our executive session before leaving this evening.

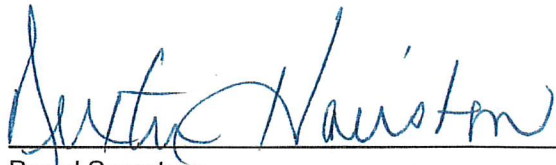
Mr. Jakub motioned to adjourn the general meeting.

Mr. Pricener ended the general meeting at 7:30pm.

An executive meeting took place at the conclusion of the general meeting.

Upcoming Events: Monthly Board Meeting – February 7, 2024 @ 6:30pm

2.1.2024
Date


Board Secretary