

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

Wednesday, August 7, 2024 6:30pm

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

Meeting ID: 829 0442 0112

Passcode: 413522

Present/Roll Call from Board of Directors/Trustees:

Mr. William Pricener - Board President, Treasurer, acting Board Secretary-In Person
Ms. Bernadette Gibson - Chair of Education Committee-Virtual
Dr. John Hisiro - Board Member-Virtual
Mr. Greg Jakub - Chair of Nominating Committee-In Person
Ms. Linda Kirk - Board Member-In Person
Dr. Donald Marinelli - Board Member-Absent
Ms. Gloria Rayman - Chair of Development Committee-Virtual

Present from WAA Administration and Operations:

Dr. Kelly Lombard - WAA School Principal-Absent
Dr. Debra Lehew - WAA Director of Special Education and Student Services
Ms. Anna Very - WAA Dean of Students
Ms. Amber Hinkle - WAA Business Office/HR Coordinator-Virtual

Guests:

Westinghouse Arts FTO Members via Zoom and In Person
Westinghouse Arts Faculty and Staff via Zoom and In Person
Westinghouse Arts Parents via Zoom and In Person
Westinghouse Arts Students via Zoom and In Person
Members of the public via Zoom and In Person

The Meeting of the Board of Directors/Trustees began at **Mr. Pricener** called the meeting to order at 6:35 PM

1. Comments from the Public about the Agenda

Westinghouse Arts Academy Board kindly requests that public comment about the agenda be kept to 3 minutes per commenter, in order to respect the time of the attendees and the Board Members.

Colleen Kimberlin: She offered that her sole purpose is to put some information on the record. In the Fall of 2021 there was a Vocal-Teacher first half then 4 ½ months with no teacher; During the second year her child missed 14% of classes due to teacher changes and teacher absences. During the third year 21% of classes missed during the first half of the year and during the second half of year 67% with conflicting schedules and absences led to her child sitting in a study hall doing nothing. During her child's Senior year there is no vocal teacher but subjects will be taught. The school continues to fail the vocal students. She is trusting that this year will not be another year of not having class

In the area of marketing, she came to the school to help with too much work to be done. She was involved in writing the marketing plan, but she did not get the materials. She was first told to not worry about stepping on toes and to run with a plan. Unfortunately, then she was told the school was going to do it themselves.

Bus route changes are affecting recruitment as well.

James Jones: The school is facing new challenges and old challenges. The students' interests must be in place and be the consideration in all decision-making.

Question to the board:

What are the needs for classes?

What is affecting student enrollment, and are the financial decisions meeting the needs of our students?
 In regards to the budget, how are funds being allocated?
 Account 5100-what specific items are in this line item?
 Charter accounts-800 and 900 Will Westinghouse be held to laws and suffer fines?
 How are decisions being made? Decisions must be geared toward needs.

Rhonda Olshanski: With the budget based on enrollment, what is current number enrolled? Are there more furloughs in the future and has that been discussed? We now have one certified counselor and one that is proposed to return that is not certified. Are we out of compliance?

2. Board Business - Mr. William Pricener

a. Statement from Board President:

None

b. Motion to approve the regular monthly meeting minutes held on July 10, 2024 VOTE

MOTION: <u>Motion to approve the regular monthly meeting minutes held on July 10, 2024.</u>			
1st: Linda Kirk		2nd: Bernadette Gibson	
YEA: All	NAY: 0	ABSTAINING: 0	MOTION: Carried

c. Board Committees-Update

i. Policy and Governance–Goal setting for HR, Policies, and Procedures

ii. Education/Student Concerns-Materials and resources, EC, Student Discipline, programs

iii. Operations-Safety, Building and Grounds and Food Service

Dr. Lehew shared that Dr. Lombard posted a Google Form to be used to get volunteers and that these forms be shared out to parents and to students. Persons interested should sign up by August 14, 2024.

3. Financial Report - Amber Hinkle

Ms. Hinkle presented the following and reports are attached.

<https://drive.google.com/file/d/1kX85ARQlc9bqgiSTWAG4iyjPbIUqBEfe/view?usp=sharing>

https://drive.google.com/file/d/1IM_kDxP8wVVHXxAFE_VaJ_3qW59INNui/view?usp=sharing

https://drive.google.com/file/d/1O8jYsbv26gtvt4pzZS_EabT9Q2boZjge/view?usp=sharing

MOTION: <u>Motion to approve the financial statements and billing for the month of July 2024.</u>			
1st: John Hsiro		2nd: Greg Jakub	
YEA: All	NAY: 0	ABSTAINING: 0	MOTION: Carried

4. Report from the School Administration – Dr. Debra Lehew

Dr. Lehew reported that Dr. Lombard is sorry she could not join us tonight. We are excited and ready for the start of school!

5. Recruitment/Marketing Report – Dr. Debra Lehew

a. Current Enrollment Data

Total Currently Enrolled: 237

New Students Totally Enrolled 43

Total: 280

Special Education Total out of 280 is 59

New Students: Partially Enrolled: 3 with WAA Enrollment Paperwork all in, but we are waiting for Home School District Records and verification following providing them with residency

Total Possible: 283

Students lost due to transportation: 1 New Student from Penn Hills

Board Member Gloria Rayman asked to speak. Gloria offered that we had \$15,000.00 in marketing funding, and we needed to plan and continue to plan to use that effectively. She shared that printed marketing was \$5,000.00 with a proposal out for digital marketing. She feels that this is not an effective approach and that we need to do more. We need to add at least 40 additional students. We need to have the students and the money. Actions needed to be taken last year and this is not a board issue. Would like to see how we are going to move forward here. We need to target people that will attract students. We need to use data and follow the habits of people and meet them where they are. We need to move this type of marketing plan forward. We need to do commercials and 15 seconds is recommended. I do not know what the hold up is.

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

The scheduling process is moving forward, and we are getting ready to greet students. We currently have 59 students with IEPs and 28 students with 504 Agreements.

7. Personnel-

Consent motion: Motion made by John Hsiro with a Second by Linda Kirk with All in favor

- a. Motion to accept the resignation of Stephanie Tolbert-King (effective August 1, 2024).
- b. Motion to accept the resignation of Jacob Berger (effective July 15, 2024).
- c. Motion to hire Joann Yost for the position of cafeteria personnel (effective August 12, 2024)
- d. Motion to hire Rebecca Black for the position of Long-Term School Counselor (effective August 12, 2024)

8. Parent/Family/Community Outreach

a. Report from the FTO

Marian Sefcik-June and July-worked Open Houses-very well attended—Danielle did balloon arches—patched walls and painted...Community Day in Vandergriff
Biggest concern is transportation—parents not able to bring
Monies to have grand piano into the school—FTO provided the monies
Musical Theatre parents-plan—\$20.00 a ticket for Night at the Races-Christ of the Divine Shepherd
We need to come together for the kids—all
\$30,000 and 40,000.00 seed monies-10,000 is the minimum we would like to have—want to have a surplus
Transportation situation is the biggest concern we have. Westinghouse needs to advocate and go to the state representatives. Propel got bus routes from Penn Hills. Matt shared that he will call Propel's Solicitor. Districts do get reimbursement for transportation.
Marian shared that there has been outreach to Marty Griffin, State Representatives, and Solicitor
Marian shared that the removal of the Route 30 and South Hills bus routes has caused issues for parents as well. We would like to see a revised budget. We are working to get donations from Penguins and other vendors as well for fundraising.

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

a. Report from the School Administrator – Ms. Anna Very

Ready to go back! Cafe -waiting to push button on what we are going to do

Cafe-first truck comes in on Tuesday....

Tech-Moving forward to class sets-huge issue with individual computers

MAC lab

Check out from Advisory classroom computers

Question poised about Homework and computers- Ms. Very stated that there would be more Independent work in the classroom

Go Bags/Safety Manual and Emergency Clipboards are ready for classrooms

10. Adjournment

Linda Kirk motioned to adjourn the general meeting, and this motion was seconded by Greg Jakub.

Mr. Pricener adjourned the general meeting at 7:45 PM

11. Executive Session

An executive session was held at the conclusion of the August Board of Directors /Trustees meeting.

Upcoming Events

Monthly Board Work Session Meeting – August 28 , 2024 @ 6:30pm

Monthly Board Meeting – September 4, 2024 @ 6:30pm

Teacher Professional Development Days=August 12-16, 2024

Student and Family Orientatioin-August 15, 2024 4:00 PM-8:00 PM

Students First Day of School-Monday, August 19, 2024

Date

9/9/2024

Date

Board Secretary

Board President



