WESTINGHOUSE ARTS ACADEMY CHARTER SCHOOL

BOARD OF DIRECTORS MEETING

AGENDA & MEETING MINUTES TEMPLATE

Thursday, November 19, 2026 | 6:30 PM
Location: Virtual Meeting via Zoom

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1. CALL TO ORDER

- Call to Order by Board President
- Roll Call by Board Secretary
- Confirmation of Quorum

Time Called to Order: _____

Board Members Present: _____

Board Members Absent: _____

2. PUBLIC COMMENT

The Board will provide an opportunity for public comment in accordance with the Pennsylvania Sunshine Act and applicable Board policy.

Public comments should relate to matters that are or may be before the Board or otherwise concern the operations and governance of Westinghouse Arts Academy Charter School.

Public Comment Time Limit: Three (3) minutes per speaker.

Written comments or advance notice of intent to speak may be submitted to aclark@westinghousearts.org.

Confidential student information, protected personnel information, attorney-client privileged matters, and other information protected from public disclosure should not be presented during public comment.

Public Comments Received:

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3. APPROVAL OF PREVIOUS MEETING MINUTES

Motion: Approve the Board of Directors Meeting Minutes from October 22, 2026, as presented or amended.

Motion by: _____
Seconded by: _____
Vote: _____
Motion: ☐ Passed ☐ Failed ☐ Tabled

4. FINANCIAL REPORT

Financial and Operational Update

The Administration will present or provide updates regarding:

- September Financial Statement
- October Financial Statement

Motion: Accept the Financial Report as presented.

Motion by: _____
Seconded by: _____
Vote: _____
Motion: ☐ Passed ☐ Failed ☐ Tabled

5. CHIEF SCHOOL ADMINISTRATOR / SUPERINTENDENT REPORT

Presented by Dr. Anne Clark

- Leadership Report
- Marketing Plan for 2027-2028 beginning November 2026

6. BOARD APPROVALS AND ACTION ITEMS

A. Personnel Actions

WESTINGHOUSE ARTS ACADEMY CHARTER SCHOOL

Board of Directors Meeting – Personnel Action Items
November 19, 2026

1. Employee #16021 – Resignation

Proposed Motion:
Approve the resignation of Employee #16021 from Westinghouse Arts Academy Charter School.

Motion by: _____
Seconded by: _____
Vote: _____
Motion Status: ☐ Passed ☐ Failed ☐ Tabled

2. Employee #16151 – Resignation

Proposed Motion:
Approve the resignation of Employee #16151 from Westinghouse Arts Academy Charter School.

Motion by: _____
Seconded by: _____
Vote: _____
Motion Status: ☐ Passed ☐ Failed ☐ Tabled

3. Employee #16152 – Resignation

Proposed Motion:
Approve the resignation of Employee #16152 from Westinghouse Arts Academy Charter School.

Motion by: _____
Seconded by: _____
Vote: _____
Motion Status: ☐ Passed ☐ Failed ☐ Tabled

Motion by: _____
Seconded by: _____
Vote: _____
Motion Status: ☐ Passed ☐ Failed ☐ Tabled

6. Employee #16153 – Hire (Food Service Worker)

Proposed Motion:
Approve the employment of Employee #16153 as Food Service Worker for Westinghouse Arts Academy Charter School, effective on a date determined by the administration, subject to required clearances, applicable certification requirements, and the terms and conditions of employment established by the administration.

Motion by: _____
Seconded by: _____
Vote: _____
Motion Status: ☐ Passed ☐ Failed ☐ Tabled

7. Employee #16154 – Hire (Food Service Worker)

Proposed Motion:
Approve the employment of Employee #16154 as Food Service Worker for Westinghouse Arts Academy Charter School, effective on a date determined by the administration, subject to required clearances, applicable certification requirements, and the terms and conditions of employment established by the administration.

Motion by: _____
Seconded by: _____
Vote: _____
Motion Status: ☐ Passed ☐ Failed ☐ Tabled

8. Employee #16155 – Hire (Vocal Teacher)

Proposed Motion:
Approve the employment of Employee #16155 as Vocal Teacher for Westinghouse Arts Academy Charter School, effective November 16, 2026, subject to required clearances, applicable certification requirements, and the terms and conditions of employment established by the administration.

Motion by: _____
Seconded by: _____
Vote: _____
Motion Status: ☐ Passed ☐ Failed ☐ Tabled

Approval of ADA-Accessible Bus Transportation – Pennsylvania Thespian Festival

Proposed Motion:

Approve the cost of ADA-accessible bus transportation for Westinghouse Arts Academy Charter School students attending the Pennsylvania Thespian Festival. The school will initially cover the transportation expense to ensure accessibility and student participation. Students will conduct fundraising activities to reimburse the school for a portion of the transportation costs. The remaining balance will be covered by the school, subject to administrative oversight and applicable purchasing procedures.

Motion by: _____
Seconded by: _____
Vote: _____
Motion Status: ☐ Passed ☐ Failed ☐ Tabled

7. EXECUTIVE SESSION — IF NECESSARY

The Board may enter Executive Session for purposes authorized under the Pennsylvania Sunshine Act.

Permissible matters may include:

- Personnel Matters
- Attorney Consultation and Privileged Legal Matters
- Collective Bargaining or Labor Relations
- Purchase or Lease of Real Property
- Other Matters Authorized by Applicable Law

The specific reason for Executive Session will be publicly announced in accordance with applicable law.

No official Board action will be taken during Executive Session.

Executive Session Entered: _____
Executive Session Concluded: _____
Purpose Announced: _____

9. RETURN TO PUBLIC SESSION

Following Executive Session, if applicable, the Board will return to public session.

Any official action, if necessary, will be considered and voted upon during the public meeting in accordance with applicable law.

10. NEW BUSINESS

Additional matters properly brought before the Board.

Discussion / Action:

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11. ADJOURNMENT

Motion: Adjourn the meeting.

Motion by: _____
Seconded by: _____
Vote: _____
Motion: ☐ Passed ☐ Failed

Time Adjourned: _____

12. UPCOMING BOARD MEETING

Next Meeting: Thursday, December 17, 2026, at 6:30 p.m. (proposed, subject to confirmation)

Location: Virtual Meeting via Zoom

PUBLIC PARTICIPATION NOTICE

Westinghouse Arts Academy Charter School provides a reasonable opportunity for public participation at its public Board meetings in accordance with the Pennsylvania Sunshine Act and applicable Board policy.

Public comment may be subject to reasonable rules governing the time, place, and manner of participation.

Public Comment Time Limit: Three (3) minutes per speaker.

Written comments and advance requests to speak may be submitted to:

aclark@westinghousearts.org

Dr. Anne Clark
Chief School Administrator / Superintendent
Westinghouse Arts Academy Charter School

Minutes Recorded By: _____

Date Approved by Board: _____