

Meeting started at 7:04 with Pledge of Allegiance

Roll Call

- Attending onsite:
 - Board Members: Michele Gutman, Ellen Szczerba
 - Administration: Matthew Erickson, John Zahorchak
 - School Staff: Brandon Chabola, Amber Simcic, Christine Venturini
 - Members of the Public: Tammy Goda
- Attending via Google Meet:
 - Board Members: Arleen Wheat, Barb Bain, Seana Banks, Dorice Tharp
 - School Staff: Natalie Picone

Minutes from the board meetings of March 14 and March 30 2023 - Ellen Szczerba moved, Barb Bain seconds - all approve

New Board Member - Tammy Goda - Arleen Wheat moved / Seana Banks seconded and all approved

CEO Principal report

- CEO of PA Coalition of Charter Schools, Ann Clark is planning a site visit on the afternoon of May 18th
- Physical Education - Westinghouse Arts Charter Academy has been providing services for a few weeks with positive results to date;
 - AW asks if there is a curriculum for students and are there activities that would carry forward to adulthood?
 - Initial interactions are stretching and movement exercises that can be carried forward
 - Looking to add health instruction to curriculum in fall
- Open House - April 25 2023
 - Gifts will be available with our logo (stress balls, etc.)
 - Student crafts will be on display
 - External visitors have been invited such as Gateway, AIU representatives, Special Education Directors from School Districts we pull from, Monroeville City Council, Constant Contacts
 - Catered by Battleship subs and fruit/veggie trays
- Movie Night - April 14, 2023
 - Cancelled due to low participation;
 - Ellen does not recall receiving an email which may be why low attendance (Matt will check)
- Disability and Mental Health Summit - May 11 2023
 - Matt Erickson and Ellen Szczerba are waitlisted
 - Matt will follow up with Summit
- Carnival - May 12, 2023
 - Will be held in the school and expected to be well attended
- Prom - May 20, 2023
 - Steam Punk Theme
 - Holding it at the Gateway Firehall
- Advertising Update
 - Holding on engagement with iHeart as there is a surge in enrollment
- Enrollment Update
 - Currently track to be above planned enrollment (12 strong yes's, 3 touring this week, 4 during the open house)
 - Surge is attributed to the website, outreach to school districts, charter schools
 - Keeping in touch with families that have expressed interest

Personnel Committee Agenda Items

- Motion to approve the personnel report - DT move, BB second and all approved

Academic Committee Agenda Items

- Art/Music/Physical Education
 - Westinghouse now providing phys ed; they are proposing to also provide art & music
 - Would like to enter into discussions and contract negotiations for that to start in fall
 - Phys Ed teacher will be out in the fall and proposal is to substitute art/music during that absence and would resume phys ed when teacher returns
 - Board requests to look into keeping phys ed and adding art/music courses
- ESY
 - 17 students with one coming from Woodland Hills
 - Exploring additional offerings outside of existing school enrollment
- Transition Department presentation
 - Review of Transition services timeline, services provided, which will be presented at the Open House
 - Proposal to become an OVR (Office of Vocational Rehabilitation) provider for "Pre-employment transition services" (PETS)
 - Board is supportive of continued exploration of this activity

Finance Committee Agenda Items

- Monthly Financial Reports - positioned where we expected to be this time of year
- Tuition Aging Report - Nothing to be escalated at this point
- Expense Report - expenses related to getting ready for open house (improvements to admin building) are on this month's report; ; first payment for the security system made and awaiting PCCD reimbursement
 - Cash Flow monthly statement - PNC fees decreased to \$5/month
 - Dollar Bank asserts that 100% of our funds are secured at 102% as a public school entity - John will obtain this in writing
- Approval to pay bills due through May - Dorice Tharp moves, Ellen Szczerba seconds all approve
- Access Reimbursement
 - \$2500 annual fee
 - Records to date are not supporting continued participation
 - Time for additional paperwork to support this may be better used by staff elsewhere
 - Recommend to not renew the contract (when it comes up in June)
 - Board approves to not pursue renewing the contract at this time - Dorice Tharp moves, Ellen Szczerba seconds all approve
- Budget Presentation
 - Preliminary budget by May 31 and Final in June 20
 - Presentation of budget with no major issues and some additional work to be done
 - Interim budget meeting to be held prior to the May board meeting
 - Plan is to approve the preliminary budget in May
- Fundraising Grants / Committee Agenda
 - PA Coalition- submitted
 - Highmark Grant submitted
 - Raise Right - continuing to push use

Facilities Report

- Modular options
 - No space in current building if enrollment goes up to 53
 - Continuing to search for architects
 - Determine best approach between lease / buy
 - Explore funding sources
- Spectrum Garden
 - Special thank you to Zodiac Motorcycle Club
 - Amanda Knotts - shout out for organizing
- Entryway update

- Carpeting for the rest of the building to be installed in summer
 - Pursuing additional contribution from BNY Mellon
 - Exploring 'mouse-trap' entrance for school building
- House - Access Points / Emergency Devices
 - Access Points to install internet between two buildings - summer project
 - Emergency Devices - ADE for in the house, fire extinguishers along with fire marshal inspection
- Initial Facility Inspection
 - Reviewed following areas
 - Life safety equipment
 - Security maintenance
 - Preventative maintenance
 - Issues / opportunities identified with:
 - Batteries
 - Windows
 - Roof
 - Boiler
 - HVAC systems
 - Creating a Preventative Maintenance Binder
 - Schedules
 - Checklists
 - Equipment descriptions

Public Comments - none

Announcements -

- Graduation to be held on May 26 at Firehall - 6 graduates to accommodate friends and family
- Prom to be held on May 20 and planning to have a grand march (parents take pictures)

Next Meeting: May 16 2023 at 7:00pm at Spectrum Charter School and Google Meet for General Meeting; Executive sessions to be scheduled at beginning of May and

Motion to Adjourn – Ellen Szczerba moves, Arleen Wheat second

Meeting adjourned at 9:43pm