

Capital Area School for the Arts Charter School
Meeting of the Board of Trustees
April 17, 2023

Minutes

The Capital Area School for the Arts Charter School Board of Trustees held a board meeting on Monday, April 17, 2023 at 6:30 p.m. at 150 Strawberry Square, Harrisburg, PA 17101

Board members in attendance: Karen Degenhart, Richard Fry, Brian Griffith, Alicia McDonald, Dawn Mull (zoom/phone), Elizabeth Mullaugh, Fina Salvo and Emily Sullivan (zoom/phone)

Board members not in attendance: Christopher Healy and Christy Pavlakovich

Others/public in attendance: Tim Wendling and Sue Hill (zoom/phone) from CASA; Howard Pollman from CASA Charter Foundation and Dr. Marisol Craig, Assistant Superintendent, Harrisburg School District

1. Call to Order – Brian Griffith called the meeting to order at 6:30 p.m.
2. Roll Call/Additions to the Agenda/Administrative – N/A
3. Public Comment on Agenda Items – N/A
4. Approval of Minutes
 - 4.1. Board Meeting Minutes from March 20, 2023

A motion was made by Alicia McDonald and seconded by Fina Salvo to approve the board meeting minutes of March 20, 2023. Motion passed with all members present voting in the affirmative unless otherwise noted.

5. Principal/CEO Report
 - 5.1. Enrollment/Auditions Update – Tim Wendling noted that there are currently 183 students enrolled. Round one of auditions is completed and there is no need for a lottery. Second round auditions are currently being scheduled.
 - 5.2. Senior of the Month – Casey Kopetchny is our senior of the month. Casey comes from the Central Dauphin School District and has been a Film/Video student since 9th grade.
 - 5.3. Upcoming Events – Brian Griffith requested information about graduation. Mr. Wendling informed the board that graduation is at 6:30 p.m. on Thursday, June 8, 2023 at Whitaker Center. Mr. Wendling also noted that an Open House for prospective students is scheduled for April 27, 2023.
 - 5.4. Updated Job Descriptions – First Reading

Copies of updated job descriptions for the Administrative/Executive Assistant, Assistant Principal, Principal and CEO were distributed to the board for a first reading.

5.5. Draft Budget – First Reading

Copies of the draft budget were distributed to the board for a first reading.

5.6. Administrative Assistant Appointment

A motion was made by Brian Griffith and seconded by Alicia McDonald to approve the appointment of Destinie Hills to the position of Administrative Assistant for a salary of \$47,500 per year, pro-rated, effective April 17, 2023. Motion passed with all members present voting in the affirmative unless otherwise noted.

5.7. Lead Testing Report Update – Tim Wendling shared the lead testing report presented from Strawberry Square. As a practice, because all of our water is supplied via public water systems, and our facility was either built or substantially remodeled after the 1970’s when lead was banned from use in plumbing systems, we do not do our own testing, but rely upon the annual water quality and lead testing reports as provided by our public water supplier. There is a high level of confidence in the safety and quality of the water at CASA after reviewing the most recent reports from Capital Region Water.

5.8. Charter Renewal Update – Mr. Wendling informed the board that Harrisburg School District requested a few more items for our charter renewal. All requested items were emailed per their request.

6. Board President’s Report – N/A

7. Treasurer’s Report – N/A

8. Other Fiscal Matters – N/A

9. Budget Administration – N/A

10. Personnel Matters – N/A

11. Committee Reports - N/A

12. CASA Charter School Foundation Report – Howard Pollman provided an update regarding the reception before CASALive!. He also discussed that the Board is focused on raising more funds and that the school’s budget will be of great assistance as the Foundation Board develops their budget.

13. Policies, Programs, and Governing Documents – N/A

14. Information Items – N/A

15. Public Comment on Non-Agenda Items – N/A

16. Next Board Meeting Date

The next CASA Charter School Board of Trustees meeting is Monday, May 15, 2023.

Upcoming Board Meetings

Monday, May 15, 2023 @6:30 p.m. @ CASA Charter School

Monday, June 19, 2023 @ 6:30 p.m. @ CASA Charter School