

**Capital Area School for the Arts Charter School**  
**Meeting of the Board of Trustees**  
**Monday, September 18, 2023 at 6:30 PM**

**Agenda**

The Capital Area School for the Arts Charter School Board of Trustees held a board meeting on Monday, September 18, 2023 at 6:30 p.m. at 150 Strawberry Square, Harrisburg, PA 17101.

Board members in attendance: Brian Griffith, Dawn Mull, Richard Fry (zoom), Elizabeth Mullaugh, Jennifer Mariacher, Christy Pavlakovich, Rhonda Brunner, Alicia McDonald (Zoom), Emily Klauer-Sullivan, and Elizabeth Reusswig.

Board members not in attendance: Karen Degenhart

Others/public in attendance: Tim Wendling, Destinie Hills, Dan Cook, and Kaleigh Killian from CASA; Howard Pollman from CASA Charter School Foundation

**Call to Order-** Brian Griffith called the meeting to order at 6:38 p.m.

**1. Roll Call/Additions to the Agenda/Administrative**

- 1.1. Recognition of New Staff Members – *Tim Wendling recognized two new staff members – Dan Cook, and Kaleigh Killian.*

**2. Public Comment on Agenda Items – N/A**

**3. Approval of Minutes**

- 3.1. Board Meeting Minutes from June 19, July 24, and August 21, 2023 Meeting Minutes

*A motion was made by Christy Pavlakovich and seconded by Rhonda Brunner to approve board meeting minutes from June 19, July 24, and August 21, 2023. Motion passed with all members voting in the affirmative unless noted otherwise.*

**4. Principal/CEO Report**

- 4.1. Enrollment update

4.1.1. Tim Wendling noted that 169 students are fully enrolled. Anticipated enrollment to hover around 170. All art areas have openings except for visual arts.

- 4.2. Items for Approval

4.2.1. Weary Arts Independent Contractor for Musical (attached)

*A motion was made by Richard Fry and seconded by Elizabeth Mullaugh to adjust terms of contract allowing for first payment in October 2023 instead of September. Motion passed with all members voting in the affirmative unless noted otherwise.*

4.2.2. Contract with Keystone Human Services for SAP Services (attached)

*A motion was made by Christy Pavlakovich and seconded by Alicia McDonald to approve the contract with Keystone Human Services for SAP mental health services. Motion passed with all members voting in the affirmative unless noted otherwise.*

**5. Board President's Report**

- 5.1. Brian Griffith met with the 3 new board members and discussed orientation requirements and their assigned committees.

**6. Treasurer's Report**

- 6.1. Dawn Mull noted the income, expenses, as well as net loss for July 2023. The finance committee continues to meet to analyze expenses and funding sources.

**7. Other Fiscal Matters**

- 7.1. Mid Penn Bank Loan Update

7.1.1. A loan was approved from Mid Penn Bank. Terms need to be revisited because they will not work for CASA's needs. The finance committee will meet with Mid Penn Bank, and others, to discuss needed loan.

**8. Budget Administration – N/A**

**9. Personnel Matters**

- 9.1. Shickley Permission to Enroll (attached)

*A motion was made by Jennifer Mariacher and seconded by Rhonda Brunner to approve Adam Shickley's permission to enroll in college course. Motion was passed with all members in the affirmative unless listed otherwise.*

**10. Committee Reports - N/A**

**11. CASA Charter School Foundation Report**

- 11.1. Howard Pollman discussed the upcoming "Homecoming" event for September 28, 2023.

**12. Policies, Programs, and Governing Documents – N/A**

**13. Information Items – N/A**

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

**15. Next Board Meeting Date**

The next CASA Charter School Board of Trustees meeting is Monday, October 16, 2023 beginning at 6:30 p.m. at CASA Charter School.