

**Capital Area School for the Arts Charter School
Meeting of the Board of Trustees
Monday, November 20th, 2023, at 6:30 PM**

Board Meeting Minutes

The Capital Area School for the Arts Charter School Board of Trustees held a board meeting on Monday, November 20, 2023 at 6:30 p.m. at 150 Strawberry Square, Harrisburg, PA 17101.

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

Board members not in attendance: N/A

Others/public in attendance: Tim Wendling and Destinie Hills from CASA

1. Call to Order - Brian Griffith called the meeting to order at 6:30 pm

2. Roll Call/Additions to the Agenda/Administrative

3. Public Comment on Agenda Items- N/A

4. Approval of Minutes

4.1. Board meeting minutes from October 16, 2023 (handout)

A motion was made by Rhonda Brunner, and seconded by Christy Pavlakovich to approve board meeting minutes from October 16, 2023. Motion passed with all members voting in the affirmative unless noted otherwise.

5. Principal/CEO Report

5.1. Enrollment update

Tim Wendling noted that 169 students are fully enrolled. Anticipated enrollment to hover around 170. All art areas have openings. CASA is still currently accepting student for the 23-24 school year.

5.2. Senior of the month

Tim Wendling noted that John Ames is the student of month for the October. He has been at CASA all four years and is thankful for his time at the school.

5.3. Academic update – Tim Wendling reported to the board the Keystone Exam scores for the 22-23 school year. Scores were at or above the state average.

5.4. Permission for lease reimbursement application (handout)

A motion was made by Elizabeth Mullaugh and seconded by Jennifer Mariacher to approve the permission for lease reimbursement application. Motion passed with all members voting in the affirmative unless noted otherwise.

5.5. Fundraiser request (handout)

A motion was made by Alicia McDonald and seconded by Dawn Mull to approve the Gertrude Hawk fundraiser for the 2024 Europe trip. Motion passed with all members voting in the affirmative unless noted otherwise.

5.6. Parking

A motion was made by Richard Fry and seconded by Elizabeth Reusswig to approve a \$100.00 stipend added to faculty members' paychecks for parking. Faculty will be responsible for their own parking location. Motion passed with all members voting in the affirmative unless noted otherwise.

5.7. Contract for PIMS reporting (handout)

A motion was made by Richard Fry and seconded by Elizabeth Reusswig to approve a contract for PIMS reporting. Tim Wendling was given the task of looking into another option other than Charter Choices and decide. He was given permission to move forward with Charter Choices if that is the best option. Motion passed with all members voting in the affirmative unless noted otherwise.

6. Board President's Report – N/A

7. Treasurer's Report

7.1. October financials

Dawn Mull went over the final numbers for October financials.

8. Other Fiscal Matters – N/A

9. Budget Administration – N/A

10. Personnel Matters

10.1. Substitute teacher approvals

A motion was made by Rhonda Brunner and seconded by Elizabeth Reusswig to approve two new substitutes for the 2023-2024 school year. They are Vivian Harris and Dreahna Lewis. Motion passed with all members voting in the affirmative unless noted otherwise.

10.2. Resto permission to enroll (handout)

A motion was made by Rhonda Brunner and seconded by Christy Pavlakovich to approve Mrs. Resto's enrollment of college courses. Motion passed with all members voting in the affirmative unless noted otherwise.

10.3. Leonard tuition reimbursement (handout)

A motion was made by Christy Pavlakovich and seconded by Jennifer Mariacher to approve Mrs. Leonard reimbursement. Motion passed with all members voting in the affirmative unless noted otherwise.

10.4. Resignation – Cirillo-Creekmore

A motion was made by Rhonda Brunner and seconded by Alicia McDonald to approve Mrs. Cirillo-Creekmore's resignation effective 12/08/2023. Motion passed with all members voting in the affirmative unless noted otherwise.

11. Committee Reports

Curriculum Committee- Tim Wendling, Amanda Rhinehart, 4 teachers, and a board member

The committee discussed flexible Fridays and block/hybrid scheduling.

CASA Charter School Foundation Report – Elizabeth Mullaugh spoke on behalf of Howard Pollman. The social media campaign is underway. The foundation is asking for support. The Annual Appeal has been sent out via mail, email, and social media outlets.

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

13. Information Items- N/A

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

15. Executive Session

A motion was made by Elizabeth Reusswig and seconded by Christy Pavlakovich to end the regular board meeting and transition into executive session for the purpose of confidential personnel discussions at 6:56 pm. Motion passed with all members voting in the affirmative unless noted otherwise.

At conclusion of executive session, a motion was made by Elizabeth Mullaugh and seconded by Elizabeth Reusswig to exit the executive session and return to the regular board meeting. Motion passed with all members voting in the affirmative unless noted otherwise.

A motion to adjourn the board meeting at 8:02 pm was made by Alicia McDonald and Seconded by Jennifer Mariacher. Motion passed with all members voting in the affirmative unless noted otherwise.

16. Next Board Meeting Date

The next CASA Charter School Board of Trustees meeting is Monday, December 18, 2023.