

**Capital Area School for the Arts Charter School
Meeting of the Board of Trustees
Tuesday, January 19, 2021**

Minutes

The Capital Area School for the Arts Charter School Board of Trustees held a board meeting on Tuesday, January 19, 2021 at 6:30 p.m. at 150 Strawberry Square, Harrisburg, PA and via Zoom.

Board members in attendance: Karen Degenhart, Frank Fleishman, Brian Griffith, Cathy Harlow, Christopher Healy, Connie Kindler, Elizabeth Mullaugh, Dawn Mull, and Fina Salvo

Others/public in attendance: Tim Wendling and Sue Hill, CASA; Cheryl Howard, CASA Charter School Foundation

1. **Call to Order** – Fina Salvo called the meeting to order at 6:31 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 for December 21, 2020 – Will be approved at February’s meeting.
5. **Principal/CEO Report**
 - 5.1. Seniors of the Month

Sophie Reusswig, Music student residing in East Pennsboro School District

Chloe Tubbs, Creative Writing student residing in Derry Township School District
 - 5.2. Enrollment Update - There are currently 191 students enrolled at CASA. Tim Wendling noted a few students from the waitlist may be added this month. Auditions for the 2021-2022 school year will begin on February 27, 2021.
 - 5.3. COVID-Related Operations Update – Mr. Wendling noted that students will be back to hybrid on January 25, 2021. He met with staff and all are good with bringing students back into the building. We hope to get the staff their first dose of the vaccine within the next week. We are teaming with the CAIU on this--thanks to the CAIU and Brian Griffith.
 - 5.4. Items for Approval:
 - 5.4.1 Proposed 21-22 Calendar

A motion was made by Elizabeth Mullaugh and seconded by Connie Kindler to approve the proposed 2021-2022 School Year Calendar. Motion passed with all members present voting in the affirmative.
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

10.1 Proposed Salary Schedule for 2021-2025– Tim Wendling discussed the salary schedule. Raises are similar to the last few years. Cathy Harlow asked what the percentage was. Mr. Wendling stated roughly 3.3%. Elizabeth Mullaugh stated when the new budget is proposed, Tim will show the percentage increase compared to the salary schedule. Ms. Harlow asked if we have difficulties attracting staff. Mr. Wendling noted no complaints or issues. Teachers are appreciative that in the last seven years, we haven't frozen any salaries. Brian Griffith asked if there is staff input in the salary schedule. Mr. Wendling stated there is no staff input, but when reviewed with staff, they are accepting. Mr. Wendling stated we can approve as a draft salary schedule now and approve as a final when the final budget is approved.

A motion was made by Brian Griffith and seconded by Elizabeth Mullaugh to approve a Draft Salary Schedule for 2021-2025. Motion passed with all members present voting in the affirmative.

10.2 Permission to Enroll – Stef Adlon

10.3 Tuition Reimbursement Request – Stef Adlon

A motion was made by Brian Griffith and seconded by Connie Kindler to approve a Permission to Enroll Request and a Request for Tuition Reimbursement as noted above for Stef Adlon. Motion passed with all members present voting in the affirmative.

NOTE: Mr. Wendling noted the new Special Education Teacher will start on February 4, 2021. Mrs. Shellenberger, our new Administrative Assistant has been a great asset so far.

11. Committee Reports – N/A

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

13. Information Items

13.1. CASA Charter School Foundation Report – N/A

Brian Griffith informed the board of his discussion with a superintendent who uses videos for trauma courses for board members. He forwarded a packet of orientation for new board members for review. Elizabeth Mullaugh asked for input for discussions at orientation. Also, please let her know and if you have potential candidates for board members. She stated there have been a few significant departures at the end of last school year and we have room for new members. Mr. Griffith stated he has a new name for a potential member. Connie Kindler stated she has an orientation packet to share.

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

15. Next Board Meeting Date - The next CASA Charter School Board of Trustees meeting is Tuesday, February 16, 2021 at 6:30 p.m. The meeting was adjourned at 6:48 p.m.

Upcoming Board Meeting Dates

Tuesday, February 16, 2021 (note different day)

Tuesday, March 16, 2021 (note different day)

Monday, April 19, 2021

Monday May 17, 2021

Monday, June 21, 2021