

**Capital Area School for the Arts Charter School
Meeting of the Board of Trustees
October 15, 2019**

Minutes

The Capital Area School for the Arts Charter School Board of Trustees held a board meeting on Tuesday, October 15, 2019 at 6:30 p.m. at 150 Strawberry Square, Harrisburg, PA.

Board members in attendance: Karen Degenhart, Frank Fleishman, Sean Galloway, Brian Griffith, Christopher Healy (on phone), David Herman, Connie Kindler, Dawn Mull, Elizabeth Mullaugh, Fina Salvo, Audrey Sanders and Glenn Zehner.

Others/public in attendance: Tim Wendling and Sue Hill

Board members not in attendance: N/A

1. Call to Order – Fina Salvo called the meeting to order at 6:33 p.m.
2. Roll Call/Additions to the Agenda/Administrative – N/A
3. Public Comment on Agenda Items – N/A
4. Approval of Minutes – Board Meeting Minutes of September 16, 2019

A motion was made by Brian Griffith and seconded by Connie Kindler to approve the board meeting minutes of September 16, 2019. Motion passed with all members present voting in the affirmative unless otherwise noted.

5. Principal/CEO Report

5.1. Seniors of the Month Recognition

Alexander Gamse – Creative Writing student who has been attending since 9th grade. His home school district is Susquehanna Township. Xander is an active member of Student Council and the National Honor Society. He also contributes his writing to CASA’s Literary Magazine, *Genre*. Outside of school, he volunteers, participates in a LGBT group and enjoys reading, writing and studying psychology. He plans to continue his education in the field of Psychology.

Helen Hamilton – Visual Art student who has been attending since 9th grade. Her home school district is West Shore. Helen is an active member of Student Council, National Honor Society and French Club. She also submits work to Scholastic’s Art and Writing competitions. Outside of school, she tutors individuals in math, works part-time at Hanna’s Ice Cream Shoppe and participates in Vicki’s Angel Walk. She plans to continue her education in the field of Biochemistry and Public Health or Epidemiology. She hopes to pursue a career as a researcher of large-scale epidemics and diseases.

5.2. Enrollment Update – Mr. Wendling stated we have 200 students enrolled.

He also wanted to update the board on a few items:

- Sixty business leaders from Leadership Harrisburg toured the school. The visitors were split into four groups and given a brief twenty-minute tour of our facility and what we offer. Feedback was extremely positive.
- Twenty-five high school German exchange students were given a tour.
- Mr. Wendling and Mrs. Rhinehart presented as innovative educators at the Pennsylvania Coalition of Charter Schools conference.

5.3. Items for Approval

5.3.1. Tuition Reimbursement

A motion was made by Elizabeth Mullaugh and seconded by Frank Fleishman to approve a tuition reimbursement request in the amount of \$975.00 from Tim Wendling. Motion passed with all members present voting in the affirmative unless otherwise noted.

5.3.2. Sonitrol Security Upgrades – Mr. Wendling requested approval of the purchase of security upgrades from Stanley Security. A copy of the contract is attached. This will be paid with funds received from the Safe Schools/School Safety Grant

A motion was made by Glenn Zehner and seconded by Elizabeth Mullaugh to approve the purchase of security updates with Stanley Security. Motion passed with all members present voting in the affirmative unless otherwise noted.

5.3.3. New Club Request – CASA Coexist Club

A motion was made by Frank Fleishman and seconded by Dawn Mull to approve the CASA Coexist Club. Motion passed with all members present voting in the affirmative unless otherwise noted.

5.3.4. Fundraiser Request – Europe 2020 – Butter Braids and Cake Rolls This fundraiser will assist with the cost of a bus to Philadelphia.

A motion was made by Sean Galloway and seconded by Elizabeth Mullaugh to approve a Butter Braid and Cake Roll fundraiser for the 2020 Europe trip. Motion passed with all members present voting in the affirmative unless otherwise noted.

5.3.5. Fundraiser Request – Fall Play – Bake Sales during Lunch

A motion was made by Brian Griffith and seconded by Glenn Zehner to approve a bake sale fundraiser supporting the Fall Play. Motion passed with all members present voting in the affirmative unless otherwise noted.

6. Board President's Report – Fina Salvo informed the board that she is working on getting the board committee list up to date. If you require any changes, let her know as soon as possible. The list will be distributed at the next board meeting.

7. Treasurer's Report

7.1. Financial Statements – Dawn Mull gave an overview the financial statements.

7.2. Line of Credit Update – Mrs. Mull stated our line of credit is still at \$0.

8. Other Fiscal Matters – N/A

9. Budget Administration-N/A

10. Personnel Matters

10.1. Special Education Staffing – Tim Wendling requested board approval to post a job opening for a Special Education Teacher. Mr. Wendling discussed the need of an additional Special Education Teacher. Over the past 7 years, our special education population has more than doubled. Our current teacher, Julie Segarra is actively monitoring all of these cases. Copies of charts, information and a job description are attached. Mr. Wendling stated that Mrs. Segarra has been amazing the past seven years with zero complaints.

A motion was made by Audrey Sanders and seconded by Connie Kindler to approve posting of an additional Special Education Teacher. Motion passed with all members present voting in the affirmative unless otherwise noted.

11. Committee Reports

11.1. Curriculum and PD Committee - Glenn Zehner gave the following updates:

- Welcomed Mick Corman as a new committee member replacing Rosemary Battista.
- We have five students in internships. The study skills part of the schedule has been put on hold until specifics are worked out.
- We will hold off on making changes regarding future graduation requirements until further information from PDE is received.
- EduPlanet is a good opportunity for staff professional development. The courses are done online and assist the staff with obtaining ACT 48 credit.
- Reports from the staff state a good quality of courses offered on CAOLA and much improved technical support.
- Our current French teacher, Stef Adlon is looking into becoming Spanish certified.
- Brian Griffith noted that a new regulation from PDE will be coming out shortly. Students will now be required to take CPR and AED training before they graduate. Information should be available in the next few weeks.

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

13. Information Items

13.1. CRAE Report – In David Skerpon’s absence, Audrey Sanders gave an update. An installment of \$150,000 from the Alexander Grass Foundation was recently received. CRAE has hired Shannon Lawson as a grant writer/marketer. She will focus on grant applications, market and branding, social media, and the annual appeal.

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

15. Next Board Meeting Date - The next meeting of the CASA Charter School Board of Trustees is Monday, November 18, 2019 at 6:30 p.m.
16. Adjourn Meeting – The meeting was adjourned at 7:05 p.m.

A motion was made by Elizabeth Mullaugh and seconded by Sean Galloway to adjourn the meeting at 7:05 p.m. Motion passed with all members present voting in the affirmative unless otherwise noted.

**Capital Area School for the Arts Charter School
Board of Trustees
Meeting Dates for 2019-2020**

All meetings begin at 6:30 p.m. at
CASA Charter School
150 Strawberry Square
Harrisburg, PA 17101

Monday, November 18, 2019
Monday, December 16, 2019
Tuesday, January 21, 2020
Tuesday, February 18, 2020
Monday, March 16, 2020
Monday, April 20, 2020
Monday, May 18, 2020
Monday June 22, 2020