

Capital Area School for the Arts Charter School
Meeting of the Board of Trustees
February 21, 2023

Minutes

The Capital Area School for the Arts Charter School Board of Trustees held a board meeting on Tuesday, February 21, 2023 at 6:30 p.m. at 150 Strawberry Square, Harrisburg, PA.

Board members in attendance: Karen Degenhart, Richard Fry (on phone), Christopher Healy, Alicia McDonald (on phone), Dawn Mull (on phone), Elizabeth Mullaugh, and Emily Sullivan (on phone),

Others/public in attendance: Tim Wendling, Michelle Shellenberger

Board members not in attendance: Brian Griffith, Christy Palakovich, Fina Salvo, Howard Pollman - Foundation Representative

1. Call to Order – Vice President Christopher Healy called the meeting to order at 6:31 p.m. Mr. Healy welcomed all in attendance. He reminded all board members to complete the Statement of Financial Interest forms and return them before the April board meeting.

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 January 17, 2023

A motion was made by Elizabeth Mullaugh and seconded by Karen Degenhart to approve the board meeting minutes of January 17, 2023. Motion passed with all members present voting in the affirmative unless otherwise noted.

5. Discussion of the Audit Report

6. Principal/CEO Report

6.1. Enrollment Update - Tim shared enrollment is at 186 students. First Round Applications for 2023-2024 school year are in and the live auditions begin Saturday, February 25, 2023.

6.2. Senior of the Month – Ezra Lane is the Student of the Month. She is a visual art student, a member of Student Council, and very active in the life of the school. She is planning to attend Delaware College of Art and Design.

6.3. Items for Approval

6.3.1. Approval of Form 990 (handout)

A motion was made by Karen Degenhart and seconded by Dawn Mull to approve the Form 990 as sent. Motion passed with all members present voting in the affirmative unless otherwise noted.

7. Board President's Report – No report.

8. Treasurer's Report – No report.
9. Other Fiscal Matters – N/A
10. Budget Administration – Mr. Wendling has completed the draft of the 23-24 budget and it will be presented to the board next month.
11. Personnel Matters
 - 11.1.1. Accept Resignation of Michelle Shellenberger (handout0
A motion was made by Emily Sullivan and seconded by Karen Degenhart to accept the resignation of Michelle Shellenberger, Administrative Assistant. Motion passed with all members present voting in the affirmative unless otherwise noted.
12. Committee Reports
 - 12.1. Curriculum Committee – The committee will meet on March 10 at 3pm at CASA/zoom. They will be discussing course selection materials and the range/mode of instruction.
 - 12.2. Personnel Committee – The committee will meet February 22, 2023.
13. CASA Charter School Foundation Report – Elizabeth Mullaugh gave a report on the activities of the Foundation. The next meeting is February 27, 2023. The Spring Appeal, themed based on “Paying the RENT”, will launch in March. May 18 is the CASA Live Fundraising Reception at the Whitaker Center. A corporate sponsor is being pursued for matching gift.
14. Policies, Programs and Governing Documents
15. Informational Items
16. Public Comment on Non-Agenda Items – N/A
17. Next Board Meeting Date - The next CASA Charter School Board of Trustees meeting is Monday, March 20, 2023 at 6:30 p.m.
A motion was made by Elizabeth Mullaugh and seconded by Alicia McDonald to adjourn. Motion passed with all members present voting in the affirmative unless otherwise noted.

Upcoming Board Meeting Dates

Monday, September 19, 2022
 Monday, October 17, 2022
 Monday, November 21, 2022
 Monday, December 19, 2022
 Tuesday, January 17, 2023 – note different day
 Tuesday, February 21, 2023 – note different day
 Monday, March 22, 2023
 Monday, April 17, 2023
 Monday May 15, 2023
 Monday, June 19, 2023