

Capital Area School for the Arts Charter School
Meeting of the Board of Trustees
November 21, 2022

Minutes

The Capital Area School for the Arts Charter School Board of Trustees held a board meeting on Monday, November 21, 2022 at 6:30 p.m. at 150 Strawberry Square, Harrisburg, PA.

Board members in attendance: Richard Fry, Christopher Healy, Alicia McDonald (on phone), Dawn Mull (on phone), Elizabeth Mulluagh, Christy Palakovich (on phone), Fina Salvo (on phone) and Emily Sullivan. Howard Pollman (on phone) Foundation Representative

Others/public in attendance: Tim Wendling, Michelle Shellenberger

Board members not in attendance: Karen Degenhart, Brian Griffith

1. Call to Order – In Brian Griffith’s absence, VP Christopher Healy called the meeting to order at 6:30 p.m. Mr. Healy welcomed all in attendance.
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 October 17, 2022

A motion was made by Elizabeth Mulluagh and seconded by Emily Sullivan to approve the board meeting minutes of October 17, 2022. Motion passed with all members present voting in the affirmative unless otherwise noted.

5. Principal/CEO Report

- 5.1. Enrollment Update - Tim shared enrollment is at 186 students. Tim shared over 74 families attended the Admission’s Open House on November 17, 2022. Largest turnout since COVID.
- 5.2. Senior of the Month – Atlas Ritter is the October Student of the Month. She has been at CASA since 9th grade and is involved in a variety of clubs including the Chameleon Mascot Committee.
- 5.3. Data Update – Tim shared the recent Future Ready Index Report. CASA continues to be ahead of the state averages.
- 5.4. Dual Enrollment Guidelines (handout) – Tim shared the guidelines for the new dual enrollment process starting in spring 2023.
- 5.5. Items for Approval:

5.5.1. Substitute teacher – Hailey Lockner (handout)

A motion was made by Richard Fry and seconded by Elizabeth Mulluagh to approve Hailey Lockner as a substitute teacher. Motion passed with all members present voting in the affirmative unless otherwise noted.

5.5.2. Johnson – Play Director (handout)

A motion was made by Christy Palakovich and seconded by Alicia McDonald to approve Ms. Johnson as the Play Director. Motion passed with all members present voting in the affirmative unless otherwise noted.

5.5.3. Baker – NHS Contract (handout)

5.5.4. Boyer – NHS Contract (handout)

A motion was made by Fina Salvo and seconded by Christy Palakovich to approve Ms. Baker and Mr. Boyer as advisors for the National Honor Society. Motion passed with all members present voting in the affirmative unless otherwise noted.

5.5.5. Custodial Agreement with Harrisburg Property Services (handout)

A motion was made by Elizabeth Mulluagh and seconded by Richard Fry to approve the custodial agreement with Harrisburg Property Services. Motion passed with all members present voting in the affirmative unless otherwise noted.

5.5.6. Attendance Policy (handout)

This is the first read of the new attendance policy. Please send all feedback to Timothy Wendling.

5.5.7. Wendling Professional Development Request (handout)

A motion was made by Fina Salvo and seconded by Richard Fry to approve the Professional Development Request for Timothy Wendling. Motion passed with all members present voting in the affirmative unless otherwise noted.

5.6. New club request

5.6.1 Environmental Club (handout)

A motion was made by Christy Palakovich and seconded by Alicia McDonald to approve the application for the Environmental Club. Motion passed with all members present voting in the affirmative unless otherwise noted.

6. Board President's Report – No Report

7. Treasurer's Report – Treasurer, Dawn Mull, gave a financial overview. Please refer to the financials sent with the board packet.

8. Other Fiscal Matters – N/A

9. Budget Administration – N/A

10. Personnel Matters

10.1. Acceptance of resignation – Mills (handout)

A motion was made by Elizabeth Mulluagh and seconded by Richard Fry to accept the resignation of Mrs. Mills. Motion passed with all members present voting in the affirmative unless otherwise noted.

11. Committee Reports – None

12. Policies, Programs, and Governing Documents – NA

13. Information Items

13.1. CASA Charter School Foundation Report – Howard thanked everyone who attended and helped with the Donor Open House. It was a huge success. Shannon Lawson is working on the annual appeal. The Board discussed the importance of family giving.

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, December 19, 2022 at 6:30 p.m.

16.

A motion was made by Richard Fry and seconded by Emily Sullivan. 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