

**Capital Area School for the Arts Charter School
Meeting of the Board of Trustees
June 21, 2021**

Minutes

The Capital Area School for the Arts Charter School Board of Trustees held an in-person and virtual board meeting on Monday, June 21, 2021 at 6:30 p.m.

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

Board members not in attendance: Christopher Healy

Others/public in attendance: Tim Wendling, Sue Hill, Cheryl Howard, Jill Seltzer, and Carina Seltzer

1. **Call to Order** – Fina Salvo called the meeting to order at 6:30 p.m.
2. **Roll Call/Additions to the Agenda/Administrative** – Ms. Salvo noted the addition of 6.4.7. Act 44 Safety Report for approval.
3. **Public Comment on Agenda Items** – N/A
4. **Executive Session**

A motion was made by Elizabeth Mullaugh and seconded by Brian Griffith to move to Executive Session. Motion passed with all members present voting in the affirmative.

A motion was made by Karen Degenhart and seconded by Connie Kindler to end the Executive Session and return to the regular board meeting. Motion passed with all members present voting in the affirmative.

5. **Approval of Minutes**

5.1. Board Meeting Minutes for May, 2021 – Will be approved at the next board meeting.

6. **Principal/CEO Report**

6.1. Seniors of the Month

Bella Brown-Nystrom, Music student residing in Lower Dauphin School District

Gisel Saez-Rivera, Music student residing in Central Dauphin School District

Lane Swanger, Creative Writing student residing in Mechanicsburg Area School District

Najuma Norman, Theatre student residing in Harrisburg School District

- 6.2. Enrollment and Audition Update – Tim Wendling stated there are currently 177 students enrolled for the fall. More auditions are currently being scheduled to fill open slots. The 11/12th grade Dance slots are full. Theatre and Visual Arts are both full and have a wait list.
- 6.3. Emergency Instructional Time Template 2021-2022 School Year – Mr. Wendling stated that the handout is much like what we submitted last school year. It gives us the flexibility to move to remote learning should the need arise.

A motion was made by Karen Degenhart and seconded by Frank Fleishman to approve and forward to the PA Department of Education, the Emergency Instructional Time Template, Section 520.1 for the 2021-2022 school year.

6.4. Items for Approval

6.4.1. New Club Application - Debate Club

A motion was made by Cathy Harlow and seconded by Connie Kindler to approve the new club application for a Debate Club with Ms. Flood as the advisor. Motion passed with all members present voting in the affirmative.

6.4.2. 2021-22 Student Handbook

A motion was made by Frank Fleishman and seconded by Dawn Mull to approve the Student Handbook for the 2021-22 school year. Motion passed with all members present voting in the affirmative.

6.4.3. Memorandum of Agreement with Dauphin County Library

A motion was made by Brian Griffith and seconded by Connie Kindler to approve a Memorandum of Agreement with the Dauphin County Library System. Motion passed with all members present voting in the affirmative.

6.4.4. Memorandum of Agreement with Harrisburg City Police

A motion was made by Frank Fleishman and seconded by Cathy Harlow to approve the Memorandum of Agreement with Harrisburg City Police and forward it with the Safe School Report to the PA Department of Education. Motion passed with all members present voting in the affirmative.

6.4.5. Special Education Settlement Agreement

A motion was made by Brian Griffith and seconded by Dawn Mull to approve the Special Education Settlement Agreement as discussed in Executive Session. Motion passed with all members present voting in the affirmative.

6.4.6. Permission to Advertise for Fall Play Director – Mr. Wendling noted that Mr. Campbell is not available to direct the 2021-22 Fall Play. The pay is \$1,000.00.

A motion was made by Cathy Harlow and seconded by Connie Kindler to approve advertising for a Fall Play Director for the 2021-22 school year. Motion passed with all members present voting in the affirmative.

6.4.7. Act 44 Safety Report

A motion was made by Cathy Harlow and seconded by Connie Kindler to approve the Act 44 Safety Report as discussed in Executive Session. Motion passed with all members present voting in the affirmative.

7. Board President's Report

7.1. Board meeting Dates for 2021-22 – Ms. Salvo distributed copies of the board meeting dates for the 2021-22 school year.

8. Treasurer's Report

8.1. Financial Statements - Dawn Mull presented the May financial statements.

9. Other Fiscal Matters – N/A

10. Budget Administration

10.1. 21-22 CASA Budget

A motion was made by Elizabeth Mullaugh and seconded by Frank Fleishman to approve the CASA Budget 2021-22 school year. Motion passed with all members present voting in the affirmative.

11. Personnel Matters – N/A

12. Committee Reports

12.1. CASA Board Nominating Committee – Serving as board members at their last meeting today are Frank Fleishman, Connie Kindler and Elizabeth Mullaugh. Mr. Wendling thanked the members for their service and presented each with a gift of recognition.

Ms. Mullaugh discussed two proposed trustee additions to the board. Dr. Richard Fry and Emily Sullivan's resumes were distributed for review.

A motion was made by Frank Fleishman and seconded by Cathy Harlow to approve the addition of Dr. Fry and Ms. Sullivan as members of the CASA Charter School Board of Trustees. Motion passed with all members present voting in the affirmative.

Ms. Mullaugh also discussed voting on new officers to serve a one year term until June 30, 2022. The proposed officers are as follows:

Fina Salvo, President (third term)
Christopher Healy, Vice President
Brian Griffith, Secretary
Dawn Mull, Treasurer (with special motion to waive two term limit)

A motion was made by Karen Degenhart and seconded by Frank Fleishman to approve the Board of Trustee Officers as noted above. Motion passed with all members present voting in the affirmative.

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

14. Information Items

Cheryl Howard presented an update on the CASA Foundation. The foundation is \$180,000 from their goal, but is confident with two potential donors they are currently working with.

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

16. Next Board Meeting Date - The next CASA Charter School Board of Trustees meeting is Monday, August 16, 2021 at 6:30 p.m. The meeting was adjourned at 6:55 p.m.