

Capital Area School for the Arts Charter School
Meeting of the Board of Trustees
October 17, 2022

Minutes

The Capital Area School for the Arts Charter School Board of Trustees held a board meeting on Monday, October 17, 2022 at 6:30 p.m. at 150 Strawberry Square, Harrisburg, PA.

Board members in attendance: Karen Degenhart (on phone), Richard Fry, Brian Griffith, Christopher Healy, Alicia McDonald, Dawn Mull, Elizabeth Mulluagh, Christy Palakovich (on phone), Fina Salvo and Emily Sullivan.

Others/public in attendance: Tim Wendling, Michelle Shellenberger

Board members not in attendance: Howard Pollman, Foundation Representative

1. Call to Order – Brian Griffith called the meeting to order at 6:30 p.m. Mr. Griffith 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 September 19, 2022

A motion was made by Fina Salvo and seconded by Richard Fry to approve the board meeting minutes of September 19, 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 also reported that all new teachers are settling in nicely.

5.2. Senior of the Month – Kailynn Bardo is the September Student of the Month. She has been at CASA since 9th grade and is involved in a variety of clubs.

5.3. Items for approval:

5.3.1. Substitute teacher – Mr. Stillwater (handout)

A motion was made by Christy Palakovich and seconded by Elizabeth Mulluagh to approve J. D. Stillwater as a substitute teacher. Motion passed with all members present voting in the affirmative unless otherwise noted.

5.3.2. Cafeteria Aide Position – Mrs. Lane (\$15.00/hour, 3 hours/day) (handout)

A motion was made by Alicia McDonald and seconded by Fina Salvo to approve Amy Lane as the Cafeteria Aid. Motion passed with all members present voting in the affirmative unless otherwise noted.

5.3.3. Keystone Human Services agreement – SAP (handout)

A motion was made by Elizabeth Mulluagh and seconded by Christopher Healy to approve the Keystone Human Service agreement. Motion passed with all members present voting in the affirmative unless otherwise noted.

5.3.4. Facility Use – Open Stage (handout)

A motion was made by Karen Degenhart and seconded by Fina Salvo to approve Open Stage using our facilities. Motion passed with all members present voting in the affirmative unless otherwise noted.

5.3.5. EF Tours – Summer 2024 (handout)

A motion was made by Christopher Healy and seconded by Elizabeth Mulluagh to approve the EF Tour Trip – Summer 2024. Motion passed with all members present voting in the affirmative unless otherwise noted.

5.3.6. Professional Development Agreement – YWCA (handout)

A motion was made by Alicia McDonald and seconded by Christopher Healy to approve the Professional Development Agreement with YWCA. Motion passed with all members present voting in the affirmative unless otherwise noted.

5.3.7. Charter renewal narrative (handout)

A motion was made by Richard Fry and seconded by Christy Palakovich to approve the Charter Renewal narrative to include any recommendations from the solicitor. Motion passed with all members present voting in the affirmative unless otherwise noted.

5.4. New club request

5.4.1 Hand crafts club (handout)

A motion was made by Fina Salvo and seconded by Elizabeth Mulluagh to approve the application for the Hand Crafts club. Motion passed with all members present voting in the affirmative unless otherwise noted.

6. Board President's Report

6.1. Board Committees – Brian distributed a revised list of committees and members. All board members should review it and let Brian know if they have any changes.

7. Treasurer's Report – Treasurer, Dawn Mull, gave a financial overview.

8. Other Fiscal Matters – N/A

9. Budget Administration – N/A

10. Personnel Matters

10.1. Acceptance of resignation – Ms. Frias (handout)

A motion was made by Elizabeth Mulluagh and seconded by Christy Palakovich to accept the resignation of Ms. Frias. Motion passed with all members present voting in the affirmative unless otherwise noted.

11. Committee Reports – Communications Committee met prior to the board meeting and will present a fully report at the November Board meeting.

12. Policies, Programs, and Governing Documents – NA

13. Information Items

13.1. CASA Charter School Foundation Report – The board discussed the details about the Donor Appreciation Open House on October 26, 2022 here at CASA.

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, November 21, 2022 at 6:30 p.m.

16.

A motion was made by Fina Salvo and 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