

Capital Area School for the Arts Charter School
Meeting of the Board of Trustees
Monday, November 16, 2020

Minutes

The Capital Area School for the Arts Charter School Board of Trustees held a board meeting on Monday, November 16, 2020 at 6:30 p.m. at 150 Strawberry Square, Harrisburg, PA and via Zoom.

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

Others/public in attendance: Tim Wendling and Sue Hill

Board members not in attendance: Karen Degenhart

1. **Call to Order** – Fina 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**

4.1. Board Meeting Minutes for October 19, 2020

A motion was made by Chris Healy and seconded by Frank Fleishman to approve the board meeting minutes of October 19, 2020. Motion passed with all members present voting in the affirmative.

5. **Principal/CEO Report**

- 5.1. October Seniors of the Month – Kira Phillips is a senior dance student who has been with CASA since the 9th grade. She comes to us from Central Dauphin School District. Jake Myers is a senior music student who is in his second year at CASA. He comes to us from Cumberland Valley School District. More on both seniors can be found on our website.
- 5.2. Enrollment Update – There are currently 194 students enrolled at CASA. Our first virtual open house went well with approximately 40 families in chat rooms with staff.
- 5.3. COVID-Related Operations Update – We held on as long as possible and with five students and one teacher positive and after Friday’s numbers, it was time to follow PDE’s guidelines. Teachers teaching from classrooms. Following exact same schedule as when we were on hybrid. Staff have been planning and practicing since the 1st marking period. Wednesday’s teachers will zoom and private one on one to assist students needing help. We will follow the data in assisting with plans to return to the classroom. Tim Wendling thanked the board for their assistance and guidance with this process. Connie Kindler stated he did a nice job with planning.

5.4. Act 84 – Signed by the Governor and establishes notice that board members must have school issued email addresses notated on the school website. Mr. Wendling will resend email to board members and reset all passwords.

5.5. Items for Approval:

5.5.1. Approval of Field Trip Request – Surgery Live (tentative due to COVID restrictions)

A motion was made by Frank Fleishman and seconded by Dawn Mull to approve the Surgery Live field trip to the Whitaker Center. Motion passed with all members present voting in the affirmative.

6. **Board President’s Report** – N/A

7. **Treasurer’s Report**

7.1. October Financial Statement – Dawn Mull presented the October financial statement. Frank Fleishman inquired what amount is being withheld for the reserve fund per month. Mrs. Mull stated we are not doing reserve holding this year due to the loan.

8. **Other Fiscal Matters** – N/A

9. **Budget Administration** – N/A

10. **Personnel Matters**

10.1. Acceptance of Resignation of Julie Segarra – Mrs. Segarra, Special Education Teacher, is resigning effective December 23, 2020 to start a new venture with her family.

A motion was made by Chris Healy and seconded by Brian Griffith to accept Mrs. Segarra’s resignation effective December 23, 2020. Motion passed with all members present voting in the affirmative.

11. **Committee Reports** – N/A

12. **Policies, Programs, and Governing Documents**

12.1. Policy 237.1 – Student Electronic Device Policy – First Reading

12.2. Policy 805 – Emergency Preparedness – First Reading

Connie Kindler stated that the emergency preparedness policy is a replacement policy provided by our solicitor. The student electronic device is a new policy that addresses the usage and assignment of laptops due to Covid.

13. **Information Items**

13.1. CASA Charter School Foundation Report – Fina Salvo noted the following update from Cheryl Howard.

- The Foundation's checking account balance is \$256,671.20 as of 11/12/2020.
- The Parent Campaign has raised \$3,080, with 22 donations to date.
- A grant (\$25,000) from Glatfelter for CASA Campaign. (Approval Received 11/2020).
- A grant (\$5,000) from TFEC/Arts for All for Master Classes. (Approval Received 11/2020).
- Several other grant applications in the works with total asks of over \$300,000.
- Letters are being distributed to supporters with updates on the school and asking for support.

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 21, 2020 at 6:30 p.m. The meeting was adjourned at 6:56 p.m.

Upcoming Board Meeting Dates

Monday, December 21, 2020
Tuesday, January 19, 2021 (note different day)
Tuesday, February 16, 2021 (note different day)
Tuesday, March 16, 2021 (note different day)
 Monday, April 19, 2021
 Monday May 17, 2021
 Monday, June 21, 2021