

Capital Area School for the Arts Charter School
Meeting of the Board of Trustees
May 16, 2022

Minutes

The Capital Area School for the Arts Charter School Board of Trustees held a board meeting on Monday, May 16, 2022 at 6:30 p.m. at 150 Strawberry Square, Harrisburg, PA.

Board members in attendance: Richard Fry, Brian Griffith, Cathy Harlow, Emily Klauer Sullivan, Dawn Mull, and Fina Salvo

Others/public in attendance: Tim Wendling
Cheryl Howard

Board Members not in attendance: Karen Degenhart, Chris Healy

1. Call to Order – Fina Salvo called the meeting to order at 6:30 p.m.

2. Roll Call/Additions to the Agenda/Administrative – N/A

3. Public Comment on Agenda Items – N/A

4. Executive Session – N/A

5. Approval of Minutes

5.1. Board Meeting Minutes for April 19, 2022 – will be submitted for approval at the June meeting.

6. Principal/CEO Report

6.1. Seniors of the Month

Wyatt McKenna – Film & Video student residing in the Middletown Area School District

Sarah Roland – Music student residing in the East Pennsboro Area School District

6.2. Enrollment Update 2021-2022 – Mr. Wendling stated CASA currently has 191 students enrolled and that enrollment/placement is currently under way for the 22/23 school year.

6.3. COVID Operations Update – Mr. Wendling reported that all is going well in terms of COVID operations with a very limited number of positive cases in recent weeks.

6.4. CASA Live Update – Mr. Wendling provided an update on the upcoming CASA Live performance and reminded board members of the CASA Live Preview being hosted by the Foundation.

- 6.5. Comprehensive Planning – Mr. Wending noted they have completed approximately 75% of the required components for the Comprehensive plan.. He will share with the board of trustees in June for review prior to posting on the CASA website.
- 6.6. Notice of Anticipated Job Openings: Mr. Wendling reported that he will be posting to hire teachers for English, Special Education and Creative Writing.
- 6.7. Healthcare. Mr. Wendling presenting healthcare cost comparisons along with the recommendation of the finance committee to select the Capital Blue Gold PPO proposal. The new healthcare contract will result in a 34% increase in healthcare costs and this increase has been reflected in the new budget.
- 6.8. Approval of items from the 4-19-22 board meeting.

A motion was made by Brian Griffith and seconded by Rich Fry to approve items discussed at the 4-19-22 board meeting including the 22-23 Course Selection Guide, the 22-23 Musical selection of “Rent”, the CAIU Agreement for Special Education Services for 22-23 and the approval of Erin Shellenberger as substitute teacher and office assistant. Motion passed with all members present voting in the affirmative.

6.9 Items for approval:

6.9.1 New Club – School Newspaper

A motion was made by Emily Klauer Sullivan and seconded by Rich Fry to approve the school newspaper club. Motion passed with all members present voting in the affirmative.

6.9.2 Approval to change 5/27/22 to a virtual day

A motion was made by Rich Fry and seconded by Emily Klauer Sullivan to change 5/27/22 to a virtual instruction day.. Motion passed with all members present voting in the affirmative.

7. Board President’s Report

7.1 Nominating Committee

Ms. Salvo reminded the board of the need to meet to discuss recruiting and bringing on new board members.

8. Treasurer’s Report – Dawn Mull distributed and discussed the April Financial Statement.

9. Other Fiscal Matters – N/A

10. Budget Administration

10.1 2022-23 Draft Budget (First Reading) – Tim Wendling gave a highlight of the major changes.

11. Personnel Matters

11.1. Permission to Enroll – Law and Policy for School Leaders – Erica Leonard

11.2. Kenna Ryder Resignation effective at the end of the 22/23 school year

11.3. Maria Thiaw Termination effective April 25, 2022

A motion was made by Brian Griffith and seconded by Rich Fry to approve items 11.1 through 11.3. Motion passed with all members present voting in the affirmative.

12. Committee Reports – N/A

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

14. Information Items

14.1. CASA Charter School Foundation – Cheryl Howard provided an update on the planning for the upcoming CASA Live Preview event. She also shared that the foundation currently has just over \$500K in the bank and that the foundation is currently looking for 2 or 3 new board members.

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, June 20th at 6:30 PM

The meeting was adjourned at 7:00 p.m.