

Capital Area School for the Arts Charter School
Meeting of the Board of Trustees
Tuesday, January 21, 2025, at 6:30 PM

Minutes

The Capital Area School for the Arts Charter School Board of Trustees met on Tuesday, January 21, 2025, at 6:30 p.m. at 150 Strawberry Square, Harrisburg, PA 17101.

Board members in attendance: Richard Fry (zoom), Christopher Healy (zoom), Jennifer Mariacher, Alicia McDonald, Elizabeth Reusswig (zoom), Cheryl Rudawski, Emily Sullivan (zoom).

Not in attendance: Elizabeth Mullaugh, Christine Pavlakovich.

Others/public in attendance: Erica Leonard, Matt Connors, George Ioannidis, Scott Henry and Kyle Bushong (Brown Plus).

1. Call to Order *Alicia McDonald called the meeting to order at 6:32 PM.*

2. Roll Call/Additions to the Agenda/Administrative

George Ioannidis shared that he will be adding agenda item 5.3.8 under Items Recommended for Approval, and agenda item 9 will be moved to the top of the agenda following the minutes approval.

3. Public Comment on Agenda Items

4. Approval of Minutes

4.1. Approval of the Minutes of December 16, 2024 (Attachment)

A motion was made by Jennifer Mariacher and seconded by Richard Fry to approve the minutes from December 16, 2024. The motion passed unanimously.

5. Other Fiscal Matters (moved to this part of the agenda)

5.1. Presentation of Audited Financial Statements for the Year Ended June 30, 2024 (Attachments)

Scott Henry from Brown Plus presented the audited financial statements to the board. Kule Bushong and he reviewed the financial highlights and key notes related to CASA's operations.

5.2. Acceptance of Auditor's Report for the Year Ended June 30, 2024

A motion was made by Elizabeth Reusswig and seconded by Christopher Healy to accept the auditor's report for the year ended June 30, 2024. The motion passed unanimously.

6. CEO Report

6.1. Enrollment update

6.1.1. Enrolled students as of January 13, 2025: 194

George Ioannidis reported that there has been some fluctuation in enrollment, with a mix of student withdrawals as well as midyear additions.

6.2. Information Items

6.2.1. Student Achievement Scores (Attachment)

Erica Leonard shared Keystone scores from last year and the prior year, highlighting an increase in math and algebra scores, but a drop in literature. She compared CASA students' performance to statewide data, showing that CASA outperformed the state average across the board and outpaced many local schools. The data on total tested versus total proficient or advanced was promising, especially considering the challenges faced last year.

George Ioannidis expressed pride in the staff and students, noting the uncertainty and staffing challenges faced last year, but emphasizing that they have still managed to provide a solid academic experience.

6.2.2. Staffing Update (actions later in the agenda)

George Ioannidis shared that Amy Lane, Food Service Associate, has submitted her resignation. He also shared that he is now working on identifying candidates for the science position for next year.

6.2.3. Review of student enrollment for 2025-2026 school year (Attachment)

Erica Leonard shared with the Board that, based on acceptances and commitments so far, there will be 190 students for the upcoming year. Additionally, 30 students are scheduled for the next round of auditions, with only 15 spots available, which will bring the total to 205 students.

6.3. Items Recommended for Approval

6.3.1. Approval of School Calendar for the 2025-2026 school year (Attachment)

George Ioannidis shared the proposed calendar for next school year. It is the same calendar as this year.

A motion was made by Cheryl Rudawski and seconded by Richard Fry to approve the school calendar for the 2025-2026 school year. The motion passed unanimously.

6.3.2. Approval of Dual Enrollment Agreement with the Pennsylvania College of Art and Design (Attachment)

6.3.3. Approval of Educational Services Agreement with Commonwealth Connections Academy (Attachment)

A motion was made by Jennifer Mariacher and seconded by Emily Sullivan to approve the dual enrollment agreement with the Pennsylvania College of Art and Design and the education services agreement with Commonwealth Charter Academy. The motion passed unanimously.

6.3.4. Approval of Fundraiser for Music Mid-years – retroactive (Attachment)

The approval of the fundraiser for the music mid-year was brought back to the Board for ratification.

A motion was made by Jennifer Mariacher and seconded by Christopher Healy to approve the fundraiser for the music mid-year. The motion passed unanimously.

6.3.5. Approval of agreement-in-principle with Harrisburg School District to provide food service assistant personnel for lunch service at CASA (Attachment-pending)

6.3.6. Appointment of Matthew O'Connor, School Operations Manager, as School Safety and Security

Coordinator, effective February 1, 2025

6.3.7. Appointment of Alexis Bonham, School Counselor, as McKinney-Vento Homeless Liaison, in accordance with the Job Description, effective February 1, 2025 (Attachment)

George Ioannidis shared that due to the departure of their food services staff member, CASA is in need of support for lunch services. The regular substitute cannot fill in every day. However, the Harrisburg School District is willing to provide a staff member through their management company. This service will cost an additional \$4-\$5 per day, but it ensures that there will always be staff available.

Matthew O'Connor is to be appointed as the school safety and security coordinator. He will undergo some training and will provide support with the security system, serving as the main point of contact for security-related matters.

Alexis Bonham, the new school counselor, is to be appointed as the homeless liaison.

Items 5.3.5, 5.3.6, and 5.3.7 were voted on simultaneously. A motion was made by Jennifer Mariacher and seconded by Elizabeth Reusswig Liz to approve the agreement-in-principle with Harrisburg School District, the appointment of Matthew O'Connor as School Safety and Security, and appointment of Alexis Bonham as Homeless Liaison. The motion passed unanimously.

George Ioannidis added item 5.3.8 to the agenda. He discussed changes to be made to Title IX that came from our solicitor. It is recommended that we revert back to the old policy of 2020 and reapprove the policy using the same wording.

A motion was made by Christopher Healy and seconded by Cheryl Rudawski to approve the suggested changes to the Title IX policy. The motion passed unanimously.

7. Board President's Report

Alicia McDonald shared the board meeting times for the upcoming year.

8. Treasurer's Report

8.1. Financials (Attachment)

Jennifer Mariacher provided a profit and loss overview, highlighting a net loss of \$30k. She reviewed the income and expenses. She reiterated that we still have not needed to pull extra funds from the Foundation or draw from the line of credit, though a payment on the line of credit will be made soon. There were no additional questions regarding the financials.

8.2. Invoices for Payment (Attachment)

Jennifer Mariacher reviewed cash activity and invoices for payment. There are only 3 invoices not being taken to the board for approval for payment this month.

A motion was made by Elizabeth Reusswig and seconded by Richard Fry to approve the payment of \$108k in outstanding invoices in January. The motion passed unanimously.

9. Budget Administration

10. Personnel Matters

10.1. Personnel Report

10.1.1. Employment Recommendations

10.1.1.1. None

10.1.2. Resignations

10.1.2.1. Acceptance of the resignation of Amy Lane, Food Service Assistant, effective January
17, 2025

A motion was made by Jennifer Mariacher and seconded by Cheryl Rudawski to accept the resignation of Amy Lane. The motion passed unanimously.

10.1.3. Searches-in-Progress

10.1.3.1. Science Teacher

10.1.4. Substitute Staff

10.1.4.1. None

10.2. Future Planning

11. Committee Reports

11.1. Committee discussions

Elizabeth Reusswig reported that she met with George Ioannidis, Erica Leonard, and Shannon Lawson to establish a procedure for communication requests. A Google form will be used for these requests, and the Foundation will also be included in the new process.

Erica Leonard shared that she intends to get the curriculum committee together soon.

12. CASA Charter School Foundation Report

Alicia McDonald gave a brief update on behalf of David Skerpon and Elizabeth Mullaugh, who were unable to attend the Board meeting. She received confirmation that the Foundation will have an annual event at the Willows. It will be a chef contest. They plan to partner with the alumni association and hope to have art and entertainment provided by alum. She also mentioned that the Foundation could use support from board members to help plan the event, and to reach out to Dave if interested.

Alicia also shared that the end of year appeal netted more than \$15k and they still have approximately \$12k in commitments outstanding.

13. Policies, Programs, and Governing Documents

George Ioannidis and Richard Fry are going to connect to discuss a policy regarding special needs students and the use of AI.

14. Information Items

14.1. 2024-2025 LEA McKinney-Vento Monitoring (Homeless Students) – Virtual Visit scheduled for

February 5, 2025

George Ioannidis shared that Alexis Bonham and Matthew O'Connor will be taking the lead on the LEA McKinney-Vento Monitoring virtual visit and he will keep the Board updated on the results.

14.2. Upcoming Dates: See attached listing

15. Public Comment on Non-Agenda Items

16. Next Board Meeting Date

The next CASA Charter School Board of Trustees meeting is **Tuesday, February 18, 2025.**

Erica Leonard shared mid-year performance updates. So far, they have been happy with the venues and they are receiving positive feedback about each art having their own night.

A motion was made by Jennifer Mariacher and seconded by Cheryl Rudawski to adjourn the board meeting at 7:25 p.m. The motion passed unanimously.