

Capital Area School for the Arts Charter School
Meeting of the Board of Trustees
Monday, August 18, 2025, at 6:30 PM

Agenda

1. Call to Order

2. Roll Call/Additions to the Agenda/Administrative

- 2.1. Announcement of Executive Session held on June 23, 2025, for School Safety and Security Report

3. Public Comment on Agenda Items

4. Approval of Minutes

- 4.1. Approval of the Minutes of June 23, 2025, meeting (**Attachment**)

5. Board President's Report

- 5.1. Election of Darby Valego to the Board of Trustees, effective immediately (**Attachment**)
- 5.2. Election of Christopher Healy as Vice-President of the Board
- 5.3. Establishment of the following Committee of the Board, replacing the prior Committees, with membership to be determined:

Executive

Finance

Personnel

Community Communications

Strategic Planning & Curriculum

6. CEO Report

- 6.1. Enrollment update (2025-2026)
 - 6.1.1. Enrolled students as of August 1, 2025: **205 (Attachment)**
- 6.2. Information Items
 - 6.2.1. Items being prepared for review by the Board
 - 6.2.1.1. Calendar of Events for the 2025-26 School Year

6.3. Items Recommended for Approval

6.3.1. Approval of Student Handbook for the 2025-2026 school year (**Attachment**)

6.3.2. Approval of Employee Handbook for the 2025-2026 school year (**Attachment**)

6.3.3. Approval of Emergency Operations Handbook for the 2025-2026 school year (**Attachment**)

6.3.4. Approval to Submit Annual Charter Report with Board Affirmations (**Attachment**)

6.3.5. Approval of contract with PA Lifesharing, LLC for the provision of school nurse services for the SY 2025-2026 (**Attachment**)

6.3.6. Approval of Agreement for staffing services related with the Lunch Program with Southwest Foodservice Excellence for Nutrition Services for the SY 2025-2026 (**Attachment**)

6.3.7. Approval of the five-year Memorandum of Understanding (MOU) between Capital Area School for the Arts and the Dauphin County Department of Drug and Alcohol Services (**Attachment**)

6.3.8. Approval/ratification of placement of property & liability, educators legal liability, and workers compensation insurance coverages (**Attachment**)

6.3.9. Approval of Memorandum of Understanding with York College of PA to provide college-level courses within our School (**Attachment**)

6.3.10. Approval of Contract with Ehrlich for pest control services (**Attachment**)

6.3.11. Approval of contract with CAIU for the provision of English Language Development (ELD)/English as a Second Language (ESL) services for the SY 2025-2026 (**Attachment**)

6.3.12. Approval to pay Navigate360 in accordance with instructions discussed with the company to end the contracted agreement (**Attachment**)

7. Treasurer's Report

7.1. Financial Reports

7.1.1. June 2025 (**Attachment**)

7.1.2. July 2025 (**Attachment**)

7.2. Invoices for Payment (**Attachment**)

8. Budget Administration

8.1. Update on State Budget Impasse

9. Other Fiscal Matters

10. Personnel Matters

10.1. Personnel Report

10.1.1. Review of staffing for the 2025-2026 school year (**Attachment**)

10.1.2. Recommendations

10.1.2.1. Approval of Jovana Sarver for the position of Visual Arts teacher.

Jovana attended CASA during her high school years as a participant in the magnet programs for Visual Art and Film and Video. She earned a Bachelor of Fine Arts from the Tyler School of Art in 2011 and is currently enrolled in a Master of Art Education program at Kutztown University. She has experience teaching arts and crafts through various community organizations, is the owner and creative director of Dirt Petal, and currently serves as the Marketing and Events Assistant Manager for the City of Harrisburg.

10.1.3. Resignations

10.1.3.1. None

10.1.4. Searches-in-Progress

10.1.4.1. None

10.1.5. Substitute Staff

10.1.5.1. Approval of Substitute Staff for the 2025-2026 School year (**Attachment**)

10.2. Future Planning

11. Committee Reports

11.1. Committee discussions / Future Items

11.1.1. Venues – CASALive! and Graduation 2026

11.1.2. Strategic Planning

11.1.3. Personnel Compensation Plan

12. CASA Charter School Foundation Report

13. Policies, Programs, and Governing Documents

14. Information Items

14.1. Upcoming Dates:

August 19 - Opening Day In-Service with staff

August 21 – Back-to-School Bash with students and families

August 25 – First Day with Students

15. Public Comment on Non-Agenda Items

16. Next Board Meeting Date

The next CASA Charter School Board of Trustees meeting is **Monday, September 15, 2025.**