

Capital Area School for the Arts Charter School  
Meeting of the Board of Trustees  
October 18, 2021

## Minutes

The Capital Area School for the Arts Charter School Board of Trustees held a board meeting on Monday, October 18, 2021 at 6:30 p.m. at 150 Strawberry Square, Harrisburg, PA.

Board members in attendance: Karen Degenhart, Richard Fry, Brian Griffith, Cathy Harlow (on phone), Dawn Mull, Fina Salvo and Emily Klauer Sullivan

Others/public in attendance: Tim Wendling, Sue Hill and Cheryl Howard (CASA Charter School Foundation)

Board members not in attendance: 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. Approval of Minutes
  - 4.1. Board Meeting Minutes for September 20, 2021

*A motion was made by Richard Fry and seconded by Dawn Mull to approve the board meeting minutes of September 20, 2021. Motion passed with all members present voting in the affirmative unless otherwise noted.*

5. Principal/CEO Report
  - 5.1. Seniors of the Month

Gavin Meckes – Film/Video student residing in Susquehanna Township School District

Sophie Verrecchia – Dance student residing in Cumberland Valley School District
  - 5.2. Enrollment Update – Currently 192 students are enrolled. We expect two to three more enrollments by next month.
  - 5.3. COVID Operations Update – We have had five confirmed cases in the CASA community. All protocols have been followed.
  - 5.4. Europe Trip Update – Students have paid for the 2020 trip. The trip has been rescheduled for 2022 due to COVID related travel concerns. For future trips like this, Richard Fry suggested

we incorporate a new approval process. Mr. Wendling noted that after this trip, we will take a break from travelling

## 5.5. Items for Approval

### 5.5.1. Change in Advisor – GSA Club Approval for New Advisor

*A motion was made by Brian Griffith and seconded by Richard Fry to approve William Hicklin as the GSA Club advisor. Motion passed with all members present voting in the affirmative unless otherwise noted.*

## 6. Board President's Report

6.1. Board Member Training – Fina Salvo discussed requirements for Act 55 training. She suggested, the board as a whole, complete the trainings together to ensure all have equal training. Brian Griffith agreed and stated there are great talking points that can be discussed while participating as a group. Mr. Griffith has put together a schedule and will forward more information members.

7. Treasurer's Report – Dawn Mull distributed and discussed the August Financial Statements.

8. Other Fiscal Matters – N/A

9. Budget Administration – N/A

## 10. Personnel Matters

10.1. Resignation – Lauren King has submitted her letter of resignation due to unexpected family circumstances. Her last day as our part-time Pre-Algebra teacher will be November 3, 2021. Mr. Hicklin will be the support teacher until a new teacher is hired. Permission to post the position is requested.

*A motion was made by Karen Degenhart and seconded by Emily Klauer Sullivan to approve posting the position of part-time Pre-Algebra teacher. Motion passed with all members present voting in the affirmative unless otherwise noted.*

10.2. Tuition Reimbursement – Erica Leonard

*A motion was made by Brian Griffith and seconded by Dawn Mull to approve the above mentioned tuition reimbursement in the amount of \$2,115.00 for Erica Leonard. Motion passed with all members present voting in the affirmative unless otherwise noted.*

## 11. Committee Reports – N/A

12. Policies, Programs, and Governing Documents – A curriculum committee meeting is scheduled for next month. The following policies came directly from our school solicitor and are being presented as a first reading.

12.1. Policy 113.5 – Assistive Technology – First Reading

12.2. Policy 217 – Graduation Requirements – First Reading

12.3. Policy 236 – Threat Assessment – First Reading

12.4. Policy 807 – Opening Exercises – First Reading

13. Information Items

13.1. CASA Charter School Foundation – Cheryl Howard gave an update. The foundation is \$90,000 short of the \$2 million goal. They are focusing on gathering pledges made from the soiree a few year ago. There were a few pledges who gave a three to five year promise. She is looking forward to next year to get back to normal fundraising.

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 15, 2021 at 6:30 p.m.

The meeting was adjourned at 6:58 p.m.

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Upcoming Board Meeting Dates

Monday, November 15, 2021

Monday, December 20, 2021

Tuesday, January 18, 2022 – note different day

Tuesday, February 22, 2022 – note different day

Tuesday, March 22, 2022 – note different day

Tuesday, April 19, 2022 – note different day

Monday May 16, 2022

Monday, June 20, 2022