Capital Area School for the Arts Charter School
Meeting of the Board of Trustees
Monday, June 23, 2025, at 6:30 PM

Meeting Minutes

The Capital Area School for the Arts Charter School Board of Trustees met on Monday, June 23, 2025, at 6:30 p.m. at 150 Strawberry Square, Harrisburg, PA 17101.

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

Not in attendance: Christine Pavlakovich

Others/public in attendance: George Ioannidis, Erica Leonard, Matthew, O'Connor, Lucy Tibbs, Max Valego, Sophia

1. **Call to Order** *Alicia McDonald called the meeting to order at 6:29 p.m.*

2. **Roll Call/Additions to the Agenda/Administrative**

   2.1. Announcement of Executive Session held on May 19, 2025, for personnel matters

3. **Public Comment on Agenda Items**

No public comment on agenda items.

4. **Approval of Minutes**

   4.1. Approval of the Minutes of May 19, 2025 (Attachment)

A motion was made by Elizabeth Reusswig and seconded by Elizabeth Mullaugh to approve the meeting minutes from May 19, 2025. The motion passed unanimously.

5. **CEO Report**

   5.1. Enrollment update (2024-2025)

      5.1.1. Enrolled students as of June 5, 2025: **192**

George Ioannidis reported that student enrollment peaked at 197 this school year. Some students transferred or returned to their home school districts, and the year ended with a total enrollment of 192 students.

   5.2. Information Items

5.2.1. Review of student enrollment for 2025-2026 school year

Erica Leonard shared that enrollment for the upcoming school year is currently at 205, with 15 students on the waitlist. This information is being shared with the Harrisburg School District to support increasing the charter cap to 210 for the 2026–27 school year.

5.2.2. Items being prepared for review by the Board

5.2.2.1. Student Handbook

5.2.2.2. Employee Handbook

5.2.2.3. Calendar of Events for the 2025-26 School Year

5.2.2.4. School Safety and Security Update – to be presented at executive session

George Ioannidis stated that the student handbook, employee handbook, and 2025–26 calendar of events will be presented to the board for review at the August board meeting. The School Safety and Security Update will be discussed in an executive session following today's regularly scheduled board meeting.

5.3. Items Recommended for Approval

5.3.1. Approval of engagement with Brown Plus for the audit of the 2024-2025 school year (Attachment)

5.3.2. Approval of engagement with Diana M. Reed and Associates for the 2025-2026 school year (Attachment)

5.3.3. Approval of engagement with Lawson by Design for marketing/communications services for the fiscal year 2025-2026 year (Attachment)

Items 5.3.1, 5.3.2, and 5.3.3—renewals of current agreements—were approved concurrently. George Ioannidis noted an increase in fees from Brown Plus but expressed satisfaction with the services provided by all three firms.

A motion was made by Jennifer Mariacher and seconded by Elizabeth Mullaugh to approve items 5.3.1 through 5.3.3. The motion passed unanimously.

5.3.4. Approval of CEO contract with Dr. George W. Ioannidis, Halkidon Associates LLC for the 2025-2026 fiscal year (Attachment)

Alicia McDonald proposed continuing the CEO contract with Halkidon Associates LLC for the upcoming school year. A new focus added to the contract includes developing transitional activities for the incoming *administration. George Ioannidis will serve one final year as CEO. It was noted that there has been no formal response from PSERS regarding the agreement; however, their approval is not required, and it will not affect George's role, as the contract falls under a private LLC.*

A motion was made by Elizabeth Mullaugh and seconded by Richard Fry to approve the CEO contract with Dr. George W. Ioannidis, Halkidon Associates LLC. The motion passed unanimously.

Elizabeth Mullaugh noted that Brian Griffith's name will need to be replaced with Alicia McDonald's on the contract.

5.3.5. Approval of Memorandum of Understanding with Junior Achievement to provide the JA REAL Life program to our upperclassmen (Attachment)

George Ioannidis shared that Alexis Bonham facilitated a connection with Junior Achievement. The JA REAL Life program will support the school in meeting personal finance literacy requirements. Erica Leonard added that the program will be a half-day activity, with all juniors participating in a budgeting simulation. The school will host the program on-site, which may lead to additional partnership opportunities with Junior Achievement.

5.3.6. Approval of proposal to organize and deliver the 2026 CASA Musical (attachment)

George Ioannidis presented a proposal for organizing and delivering the 2026 CASA Musical, submitted by Brian Massey, to the board for review and approval. Having Mr. Massey lead the production will create more opportunities for student and teacher engagement in extracurricular activities. He will actively recruit student participants. He has directed this show previously and shared that production costs will be lower in comparison to prior years, as there are fewer technical and set needs. Additionally, his connection to Middletown School District provides access to rehearsal and performance space.

George also shared that he met with Cal Weary to inform him that the school will be moving in a different direction for next year's musical production.

The board discussed concerns about student participation and budget feasibility. The selected show's simplicity is expected to lower production costs, and the plan includes three performances with access to the venue during tech week.

A motion was made by Emily Sullivan and seconded by Richard Fry to approve the proposal to organize and deliver the 2026 CASA Musical. The motion passed unanimously.

5.3.7. Authorization of the CEO and Principal to transact necessary business on behalf of the CASA Board of Trustees during the summer recess period, when regular board meetings are not scheduled. The CEO shall report on all actions taken under this authority at the first regular board meeting following summer recess and shall present any items that require ratification.

The board authorized the CEO and Principal to transact necessary business on behalf of the CASA Board of Trustees during the summer recess, allowing the board to forgo a July meeting.

George Ioannidis shared upcoming items requiring ratification, including a proposal to strip and wax the cafeteria floor and the start of interviews next month for the visual arts teaching position, with the goal of onboarding that individual promptly.

A motion was made by Elizabeth Reusswig and seconded by Christopher Healy to authorize the CEO and Principal to transact business on behalf of the CASA Board of Trustees during the summer recess period. The motion passed unanimously.

6. Board President's Report

6.1. Acceptance of resignation of Dr. Richard Fry, effective June 30, 2025, from the Board of Trustees

Alicia McDonald expressed gratitude for Rich's contributions during the school's transformation, noting that his experience has been invaluable.

6.2. Appointment of Dr. Michele Balliet to the Board of Trustees, effective July 1, 2025

Alicia McDonald recommended the appointment of Dr. Michelle Balliet to fill Richard Fry's vacant board seat. An experienced superintendent now working in professional development for school administrators, Dr. Balliet will join the board effective July 1, if approved.

A motion was made by Elizabeth Mullaugh and seconded by Cheryl Rudawski to approve the appointment of Dr. Michelle Balliet to the CASA Board of Trustees. The motion passed unanimously.

Alicia McDonald shared that Darby Valego, the parent of a current CASA student, is a potential new board candidate. She has a background in fiscal roles and data analytics and is interested in supporting CASA. Alicia will share her information over the summer for consideration at the August meeting.

With Richard Fry's departure, the board will also reorganize the slate of officers. Alicia McDonald is willing to continue as president for another year but plans to step down in 2026–27. Board members were asked to consider candidates for the open vice president role over the summer.

7. Treasurer's Report

7.1. Financial Reports (Attachment)

7.2. Invoices for Payment (Attachment)

George Ioannidis reported another strong month, ending with a surplus of revenue over expenditures. Year-to-date, the organization is showing a $255,000 net over expenses. Jennifer Mariacher added that, as of today, the negative fund balance has been fully covered, and there is optimism about breaking even for the year.

Invoices to be paid were reviewed. The financial outlook is positive, with sufficient funding to cover this month's invoices, July payroll, and anticipated expenditures including PSERS. A remaining balance of $40,000 is projected for the end of July.

George shared that Matthew O'Connor is working with Vertex to reconcile outstanding invoices with school districts. Moving forward, invoices will be sent out earlier, addressing delays experienced earlier in the school year.

A motion was made by Elizabeth Mullaugh and seconded by Cheryl Rudawski to approve the invoices for payment. The motion passed unanimously.

8. Budget Administration

8.1. Final Approval of Proposed Budget for FY 2025-2026 (Attachment)

George Ioannidis presented the final approved budget for FY 2025–2026, noting no changes since the last review aside from cash flow updates. The budget is based on a conservative enrollment estimate of 195 students.

A motion was made by Elizabeth Reusswig and seconded by Christopher Healy to approve the proposed budget for FY 2025-2026. The motion passed unanimously.

9. Other Fiscal Matters

10. Personnel Matters

10.1. Personnel Report

10.1.1. Recommendations

10.1.1.1. Approval of 2025-2026 Salary Schedule (Attachment)

George Ioannidis presented the 2025–2026 teacher salary schedule, previously reviewed with the Finance and Executive Committees. The budget includes a 3% increase for all staff. Although Step 16 on the schedule reflects a 1.6% increase, those at the top step will still receive the full 3%. George noted the need to work with the Personnel Committee to evaluate the long-term use of the salary schedule and develop a process for supporting staff who have reached the top step.

A motion was made by Elizabeth Mullaugh and seconded by Richard Fry to approve the 2025-2026 salary schedule. The motion passed unanimously.

10.1.2. Resignations/Non-renewals

10.1.2.1. Corrine Webster, Visual Arts Teacher, effective at the conclusion of the 2024-2025 school year

A motion was made by Elizabeth Reusswig and seconded by Elizabeth Mullaugh to approve the non-renewal of Corrine Webster at the conclusion of the 2024-25 school year. The motion passed unanimously.

10.1.3. Searches-in-Progress

10.1.3.1. Visual Arts Teacher

George Ioannidis shared that the search process is currently underway and there are already four potential candidates for the visual arts teaching position. He expressed satisfaction with the level of interest and early outreach. Erica Leonard is assembling an interview team and coordinating student participation for test lessons. The goal is to have the position filled by the start of the next school year.

10.1.4. Substitute Staff

10.1.4.1. None

10.2. Future Planning

11. Committee Reports

11.1. Committee discussions

12. CASA Charter School Foundation Report

There was no report from David Skerpon. Elizabeth Reusswig shared that the Taste of the Arts event grossed $58,000, with expenses around $8,000—$3,000 of which were covered by a donor—resulting in an expected net of approximately $53,000.

David Skerpon and George Ioannidis are in discussions with a potential grant writer who may be able to produce one to two grant applications for the school per month.

13. Policies, Programs, and Governing Documents

14. Information Items

14.1. Upcoming Dates:

August 19 - Opening Day In-Service with staff

August 25 – First Day with Students

15. Public Comment on Non-Agenda Items

Lucy Tibbs confirmed there will be no board meeting in July. Max Valega suggested exploring the refinishing of the art room floors, to which George responded that the project is already underway.

16. Next Board Meeting Date

The next CASA Charter School Board of Trustees meeting is Monday, August 18, 2025.

A motion was made by Elizabeth Mullaugh and seconded by Cheryl Rudawski to end the regularly scheduled board meeting and move into executive session at 7:23 p.m. The motion passed unanimously.