

Capital Area School for the Arts Charter School  
Meeting of Board of Trustees  
March 14, 2016  
5:30 P.M.

## Minutes

The Capital Area School for the Arts Charter School Board of Trustees held a board meeting on Monday, March 14, 2016 at 5:30 p.m. at 150 Strawberry Square, Harrisburg, PA.

Board members in attendance: Elizabeth Mullaugh, David Skerpon, Sean Galloway, Frank Fleishman, Connie Kindler, Audrey Sanders and Glenn Zehner

Board members not in attendance: David Herman, Perrise Hatcher, Christine Pavlakovich and Caryn Watson

Others/public in attendance: Tim Wendling, Sue Hill, Richard Caplan, and Bob Marquet

1. Call to Order – Ms. Mullaugh called the meeting to order at 5:30 p.m.
2. Roll Call/Additions to the Agenda/Announcements/Administrative – Board members in attendance are noted above.
3. Public Comment on Agenda Items – N/A
4. Board Chair Report
  - 4.1. Presentation by Arts to the Core – Local businessman, Richard Caplan, spoke to the board about an arts charter school for K-8. Mr. Caplan is seeking support for the school to be located in the Harrisburg area.
5. Approval of Minutes

*A motion was made by Glenn Zehner and seconded by Audrey Sanders to approve the meeting minutes of February 8, 2016. Motion passed with all members present voting in the affirmative unless otherwise noted. The vote was approved unanimously.*

6. Principal/CEO Report
  - 6.1. Enrollment Update – Tim Wendling stated that current enrollment is at 183 students.
  - 6.2. Other Issues
    - 6.2.1. Approval of Student Club – Gay/Straight Alliance (GSA) Club

*A motion was made by Sean Galloway and seconded by David Skerpon to*

*approve the GSA club. Motion passed with all members present voting in the affirmative unless otherwise noted. The vote was approved unanimously.*

6.2.2. Approval of 2016-2017 School Calendar

*A motion was made by Frank Fleishman and seconded by Audrey Sanders to approve the 2016-2017 School Year Calendar. Motion passed with all members present voting in the affirmative unless otherwise noted. The vote was approved unanimously.*

6.2.3. Interim Policy for Early Entry – Tim Wendling stated that as our school grows and with more interest in our school, we need to have a policy in place for early admittance into the 9<sup>th</sup> grade, i.e., skipping a grade. He is waiting for sample policies and will share with the board as soon as they are received.

7. Treasurer's Report

7.1. Financial Statements – Sean Galloway reviewed the financial statements with the board. He noted that PDE stated that schools are running out of money. That line item veto carried them through half of the school year.

8. Budget Administration

8.1. Line of Credit – Sean Galloway stated to date we are at a \$125,000 balance.

8.2. Bonding of Officers – The bonding of officers has been finalized for Sean Galloway and David Skerpon. The premiums are \$559 each.

*A motion was made by Audrey Sanders and seconded by Frank Fleishman to approve premiums for bonding of officers to the Ohio Casualty Insurance Company. Motion passed with all members present voting in the affirmative unless otherwise noted. The vote was approved unanimously.*

9. Other Fiscal Matters

9.1. Approval of State Museum contract for 2017 Mid-Year performance

*A motion was made by David Skerpon and seconded by Sean Galloway to approve a contract with the State Museum for the 2017 Mid-Year performance. Motion passed with all members present voting in the affirmative unless otherwise noted. The vote was approved unanimously.*

9.2. Annual Financial Disclosure Statements – Ms. Mullaugh reminded board members that the Annual Financial Disclosure Statements are due May 1, 2016.

## 10. Personnel Matters

### 10.1. Approval of Guest Artist/Substitute

*A motion was made by Glenn Zehner and seconded by David Skerpon to approve David Glasgow as a guest artist/substitute teacher. Motion passed with all members present voting in the affirmative unless otherwise noted. The vote was approved unanimously.*

## 11. Committee Reports – N/A

## 12. Policies, Programs and Governing Documents

### 12.1. Revision of Policy – No. 201 – Admission of Students – The policy is being updated to include priority to siblings of current students.

*A motion was made by Audrey Sanders and seconded by Connie Kindler to approve a revision to Board Policy No. 201. Motion passed with all members present voting in the affirmative unless otherwise noted. The vote was approved unanimously.*

### 12.2. First Reading – The following policies were submitted to board members for first reading.

12.2.1. No. 104 - Nondiscrimination in Employment and Contract Practices

12.2.2 No. 108 - Adoption of Textbooks

12.2.3 No. 109 - Resource Materials

12.2.4 No. 143 - Standards for Persistently Dangerous Schools

12.2.5 No. 144 - Standards for Victims of Violent Crimes

12.2.6 No. 313 - Evaluation of Administrative Employees

12.2.7 No. 314 - Physical Examination for Administrative Employees

## 13. Information Items

### 13.1 CRAE Update – Audrey Sanders gave an update.

13.1.1 Annual appeal – Audrey gave an update. The annual appeal raised \$33,350. Discussions are being held in regards to having another appeal in the Spring.

13.1.2 EITC – EITC letters are being worked on and getting ready for mailing.

13.1.3 CASALive! – Invitations to CASALive! will be mailed the week of March 21, 2016.

13.1.4. Grants – The following grants have been received: Jewish Community Foundation, Peggy Grove, and the Annual Children's Home Appeal.

13.1.4.1. Pollock Foundation – A \$15,000 request to support the integrated arts process was submitted in February.

13.1.4.2. McCormick Foundation – A \$15,000 request to support the integrated arts process was recently submitted.

13.1.5. LHA Project – Mr. Wendling noted no new updates. Staff will assist with updating student information.

13.2. 2016 Graduation – Mr. Wendling stated that we are in good shape with our current venue. Seating the staff on stage frees up seats in the audience.

13.2.1. Sponsor – Ms. Mullaugh stated that David Volkman has agreed to cover the cost of graduation at the state museum.

13.2.2. Speaker – Ms. Mullaugh will be meeting with Mr. Wendling to discuss a graduation speaker.

14. Public Comment on Non-Agenda Items – N/A

15. Next Board Meeting Date

The next meeting of the CASA Charter School Board of Trustees is scheduled for Monday, April 11, 2016 beginning at 5:30 P.M. at CASA Charter School, 150 Strawberry Square, Harrisburg, PA.

16. Adjourn Meeting – The meeting was adjourned at 6:36 p.m.

The schedule of regular meetings of the CASA Charter School Board of Trustees for the balance of the 2015-16 fiscal year is as follows.

<u>Date</u>	<u>Day</u>	<u>Start Time</u>	<u>Meeting Location</u>
April 11, 2016	Monday	5:30 P.M.	CASA Charter School
May 9, 2016	Monday	5:30 P.M.	CASA Charter School
June 13, 2016	Monday	5:30 P.M.	CASA Charter School