

Capital Area School for the Arts Charter School  
Meeting of the Board of Trustees  
Monday, September 21, 2020

Minutes

The Capital Area School for the Arts Charter School Board of Trustees held a board meeting on Monday, September 21, 2020 at 6:30 p.m. at 150 Strawberry Square, Harrisburg, PA.

Board members in attendance: Karen Degenhart, Frank Fleishman, Brian Griffith, Cathy Harlow, Christopher Healy, Connie Kindler, Dawn Mull, Fina Salvo

Others/public in attendance: Tim Wendling and Sue Hill

Board members not in attendance: Elizabeth Mullaugh

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 August 17, 2020

*A motion was made by Connie Kindler and seconded by Frank Fleishman to approve the board meeting minutes of August 17, 2020. Motion passed with all members present voting in the affirmative.*

5. **Principal/CEO Report**

5.1. Seniors of the Month – Brooke Barowski –Music Student – Central Dauphin School District

Bruno Hernandez Cruz – Theatre – Harrisburg School District

5.2. Enrollment and School Opening Update – We currently have 195 students enrolled. To date, the hybrid schedules are working out and online learning with Canvas and CAOLA are going well.

5.3. Construction Update – Tim Wendling noted that there are a few minor electrical updates and furniture assembly still in progress. The new space is amazing. Students and staff are thrilled.

5.4. Items for Approval

5.4.1. Approval of Construction Project Change Orders

*A motion was made by Brian Griffith and seconded by Frank Fleishman to approve the Construction Project Change Orders as noted above. Motion passed with all members present voting in the affirmative.*

5.4.2. Application for Lease Reimbursement

*A motion was made by Frank Fleishman and seconded by Dawn Mull to approve the Application for Lease Reimbursement as noted above. Motion passed with all members present voting in the affirmative.*

5.4.3. IDEA Subcontract

*A motion was made by Connie Kindler and seconded by Frank Fleishman to approve the IDEA Subcontract with the Capital Area Intermediate Unit as noted above. Motion passed with all members present voting in the affirmative and one abstention by Brian Griffith.*

5.4.4. Musical Production Team – Weary Arts Group Contract

*A motion was made by Chris Healy and seconded by Frank Fleishman to approve a contract with Weary Arts Group as CASA’s musical production team. Motion passed with all members present voting in the affirmative.*

5.4.5. Field Trip Request – Europe 2022

Connie Kindler expressed concerns with students that may be eligible to go on the field trip but cannot due to financial hardship. Brian Griffith asked how many students do not attend because of the financial cost. Tim Wendling stated we have no data on how many students do not attend for this reason. The trips are held every other year, so that allows two years to fundraise. Mr. Griffith said he agrees with Ms. Kindler and would like to come up with a way to fund these students so that they can attend this type of field trip. Last year’s trip was scheduled to have 15 students attend. We usually have 10-20 students per trip. Mr. Griffith asked what the criteria was to attend the trip. Mr. Wendling stated the trip is open for grades 9-12 with parents that may also want to attend. Connie stated ultimately, it is up to the board, and she has many concerns that it does present inequities for many students. She feels we need to look into this further.

Brian Griffith recommended we put this off and look into other options in terms of fundraising. Chris Healy stated there may be a more equitable way to make this work.

Fina Salvo stated the board will table any decisions on this field trip until next month, allowing us to get more information.

5.4.6. Field Trip Price Quote/Proposal – Europe 2022 – Tabled until the October meeting.

5.4.7. Updates to CASA Health and Safety Plan – Mr. Wendling noted there are two new additions for approval. The first addition is that face coverings be worn all day unless students are eating lunch. Also, we have received new updates from PDE. The second

addition is to recommend that if any student/staff travel to the hot zone states, we highly recommend they quarantine for two weeks before returning to school.

*A motion was made by Brian Griffith and seconded by Connie Kindler to approve the additions to the Health and Safety Plan as noted above. Motion passed with all members present voting in the affirmative.*

## **6. Board President's Report**

- 6.1. Board Committees – Fina Salvo distributed copies of the board committees. Please review to make sure you are on the committee requested.

## **7. Treasurer's Report**

- 7.1. August Financial Statement – Dawn Mull presented the report.
- 7.2. Budget Adjustment Request – Mrs. Mull noted the budget adjustment movement in monies between commercial insurance and unemployment.

*A motion was made by Chris Healy and seconded by Frank Fleishman to approve the budget adjustment request noted above. Motion passed with all members present voting in the affirmative.*

## **8. Other Fiscal Matters** – N/A

## **9. Budget Administration** – N/A

## **10. Personnel Matters**

- 10.1. Approval of School Physician – Tim Wendling is requesting the board approve Dr. Sheryl Ryan as our school physician. In the past, we have not had to use a physician very often for physicals, etc., however, we wanted to have a physician this year to assist with any Covid issues. Dr. Ryan is willing to take this on knowing we will not be using her much.

*A motion was made by Cathy Harlow and seconded by Connie Kindler to approve Dr. Sheryl Ryan as our school physician for the 2020-2021 school year. Motion passed with all members present voting in the affirmative.*

- 10.2. Supplemental Contract – Student Council Advisor – Kimberly Dickerson  
10.3. Supplemental Contract – Student Council Advisor – Kenna Ryder  
10.4. Supplemental Contract – Fall Play Video Manager – Mick Corman  
10.5. Supplemental Contract – Fall Play Director – Robert Campbell

*A motion was made by Frank Fleishman and seconded by Brian Griffith to approve the above mentioned supplemental contracts for Kim Dickerson, Kenna Ryder, Mick Corman and Robert Campbell. Motion passed with all members present voting in the affirmative.*

- 10.6. Approval of Substitute Teacher – Hailey Lockner
- 10.7. Approval of Substitute Receptionist – Rose Hutchinson

*A motion was made by Connie Kindler and seconded by Frank Fleishman to approve Hailey Lockner as a substitute teacher and Rose Hutchinson as a substitute receptionist for the 2020-2021 school year. Motion passed with all members present voting in the affirmative.*

- 10.8. Approval to advertise for a Long-Term Substitute Teacher – Mr. Wendling is requesting permission to advertise for a Mathematics Long-Term Substitute Teacher to fill in for a staff member while on childrearing leave.

*A motion was made by Chris Healy and seconded by Frank Fleishman to approve advertising for a Mathematics Long-Term Substitute Teacher. Motion passed with all members present voting in the affirmative.*

**11. Committee Reports – N/A**

**12. Policies, Programs, and Governing Documents – N/A**

**13. Information Items**

- 13.1. CASA Charter School Foundation Report – N/A

**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, October 19, 2020 at 6:30 p.m.

- 16. **Adjourn Meeting** – The meeting was adjourned at 7:07 p.m.

*A motion was made by Brian Griffith and seconded by Frank Fleishman to adjourn the meeting. Motion passed with all members present voting in the affirmative.*

**Upcoming Board Meeting Dates**

- Monday, October 19, 2020
- Monday, November 16, 2020
- Monday, December 21, 2020
- Tuesday**, January 19, 2021 (note different day)
- Tuesday**, February 16, 2021 (note different day)
- Tuesday**, March 16, 2021 (note different day)
- Monday, April 19, 2021
- Monday May 17, 2021
- Monday, June 21, 2021