

Capital Area School for the Arts Charter School

Meeting of Board of Trustees

May 12, 2014 – 10:00 A.M.

Reconvened

Held at CASA Charter School

150 Strawberry Square, Harrisburg, PA

Minutes

The CASA Charter School Board of Trustees held a Board meeting on May 12, 2014, at the CASA Charter School in Harrisburg, PA.

Board members in attendance were: David Skerpon, Lois Lehrman Grass, David Herman, Elizabeth Mullaugh, Christine Pavlakovich, Perrise Hatcher, Caryn Watson, Audrey Sanders, Sean Galloway and Glenn Zehner.

Others/public in attendance were: Timothy Wendling, Principal of CASA; Sue Hill, CASA; and Joshua Pollak, Latsha, Davis & McKenna, P.C.

1. Call to Order - At 10:00 a.m., Mr. Skerpon called the meeting to order.
2. Roll Call/Additions to Agenda/Announcements
 - 2.1 Roll Call – Board members in attendance are noted above.
 - 2.2 Additions to Agenda – No additions.
 - 2.3 Announcements – Nothing to report.
3. Public Comments on Agenda Items – There were no public comments.
4. Approval of Minutes
 - 4.1 *A motion was made by _____ and seconded by _____ to accept the minutes from the Board meeting of March 10, 2014. Motion passed with all members present voting in the affirmative unless otherwise noted. The vote was approved unanimously.*
5. Administrative
6. Principal's Report
 - 6.1 Enrollment Update – We currently have 132 students.
 - 6.2 Staff Update – We had two teachers out on leave this week. Both of their wives delivered sons within twelve hours of each other.

6.4 Federal Funding – Cindy Mortzfeldt, Capital Area Intermediate Unit (CAIU)

Cindy Mortzfeldt and Brian Griffith of the CAIU met with Tim Wendling regarding federal dollars being allocated to CASA Charter School. When a new charter school opens, federal dollars do not flow immediately. Mid-year, when other school districts receive amendments, CASA was included in those final allocations.

Ms. Mortzfeldt explained the background of these federal dollars. These federal dollars comes from No Child Left Behind. The purpose of these funds is to level the playing field – assist low income, poverty ridden schools/households. Title I funds are for the purpose of assisting the disadvantaged. Title II is to provide professional development to teachers. Title I is predominately for student use. Title I-A is predominately used to assist students in achieving better scores in meeting the state standards. It also provides those students with additional services. The monies can be used for any student with academic need – not only with low-income eligibility. This is our first year with Keystone Exams. Teachers could identify students with needs. Record keeping is very significant with federal dollars. You must keep thorough records maintaining what the funds are being allocated and used for. The funds may not be used to supplant what you are already doing. These funds must be used to supplement what is already in place. There is only one exception, if we have an elimination of a position (not a core subject). All students must receive the core academic classes. It would be in addition to.

Instructional programs could be extended day, take home resources, etc. We would need to have significant parent involvement. Resources based upon how you use parents. You can use Title I-A dollars for supplies for supporting those students who have needs. Supplemental Education Services can be used out of Title I dollars. We do not have that designation from the state yet.

Title I - \$22,000 is available to CASA for the 13-14 school year. Federal dollars will carry over for 27 months. July 1, 2013 – September 30, 2014. A school or district can request carryover. There is a restriction of how much you can carry over. They allow one time within three years to request a carry over.

Title II - \$4,000 – Many districts use these funds for promoting professional development. We are all core academic. There are some strings attached.: How the school is equally distributing students among teachers; annual local needs assessment; and parent involvement. It is very limited.

Cindy's recommendation to the board is that we do not take the funds for this year. It is a great source to assist students needing academic support, but we do not know our students' scores yet. At this point, the scores we have are for our 11th graders and we haven't had any input with this. There are charter schools in this region who do not accept the funds. It is a lot additional work and feels it would be an extra burden on the current staff. If you don't accept funds this year, you can take funds next year.

7. Executive Session – Break for Executive Session to discuss 2014-15 salaries

7.1 A motion was made by Christine Pavlakovich and seconded by Sean Galloway to accept the 2014-15 employee salary scale. Motion passed with all members present voting in the affirmative unless otherwise noted. The vote was approved unanimously.

7.2 A motion was made by Lois Lehrman Grass and seconded by Parrise Hatcher to approve the 2014-15 employee salaries and new hires. Motion passed with all members present voting in the affirmative unless otherwise noted. The vote was approved unanimously.

8. Board Chair's Report

Mr. Skerpon referred to Mrs. Mullaugh who in turn stated that all board members have agreed to run again. An update will be provided at the June board meeting.

9. Treasurer's Report

Sean Galloway handed out the April financial report. We are set up with PSERS as of April 30, 2014. On May 2, 2014, we made our first payment. We are eligible to receive a subsidy now.

10. Budget Administration

Mr. Galloway handed out the proposed budget for review. A meeting will be scheduled to approve the budget. Mr. Pollack noted that the budget needs to be approved and submitted by June 30, 2014.

David Herman stated that a meeting will be scheduled for Friday, June 20, 2014 at 10 a.m. to approve the final budget.

11. Other Fiscal Matters

11.1 *A motion was made by Audrey Sanders and seconded by Elizabeth Mullaugh to approve the contract with the CAIU for speech and language services in the amount of \$2,160 for the 2014-2015 school year. Motion passed with all members present voting in the affirmative unless otherwise noted. The vote was approved unanimously.*

11.2 *A motion was made by Lois Lehrman Grass and seconded by Elizabeth Mullaugh to approve the PA state Museum Rental Contract for the 9th and 10th Grade End of Year Program and Graduation. Motion passed with all members present voting in the affirmative unless otherwise noted. The vote was approved unanimously.*

12. Personnel Matters

12.1 Staff Health Insurance Update – Benefits are in place and are effective May 1, 2014.

13. Committee Reports

- 13.1 Curriculum Committee – Audrey Sanders stated that Tim Wendling will submit a text book proposal for the next meeting.
- 13.2 Community Outreach Committee – Meetings are scheduled. Parrise Hatcher and Caryn Watson have been diligently recruiting.
14. Policies, Programs and Governing Documents
 - 14.1 700 Series Board Policies

A motion was made by Dr. Glen Zehner and seconded by Elizabeth Mullaugh to approve the adoption of the 700 series board policies. Motion passed with all members present voting in the affirmative unless otherwise noted. The vote was approved unanimously.
 - 14.2 First Reading of Board Policies

The following policies were presented for a first reading:

 - 14.2.1 Policy #203 – Communicable Diseases & Immunization
 - 14.2.2 Policy #222 – Tobacco Use
 - 14.2.3 Policy #251 – Homeless Students
 - 14.2.4 Policy #435 – Professional Employees - FMLA
 - 14.2.5 Policy #535 – Support Employees – FMLA
 - 14.2.6 Policy #535.1 – Support Employees – Childrearing Leave
15. Informational Items
 - 15.1 CRAE Update

Lois Lehrman Grass gave an update on CRAE. There is a fundraising brunch coming up on June 22, 2014 and is asking each board member to purchase a ticket.
16. Public Comment on Non-Agenda Items
17. Next Board Meeting Date

