

Capital Area School for the Arts Charter School
Board of Trustees Meeting
April 15, 2019

Minutes

The Capital Area School for the Arts Charter School Board of Trustees held a board meeting on Monday, April 15, 2019 at 6:30 p.m. at 150 Strawberry Square, Harrisburg, PA.

Board members in attendance: Karen Degenhart, Sean Galloway, Brian Griffith, David Herman, Dawn Mull, Elizabeth Mullaugh, Christy Pavlakovich, Fina Salvo, Audrey Sanders, and Glenn Zehner

Others/public in attendance: David Skerpon (on phone), Tim Wendling and Sue Hill

Board members not in attendance: Frank Fleishman, Christopher Healy, and Connie Kindler

1. Call to Order – Sean Galloway 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 – March 18, 2019 and April 5, 2019

A motion was made by David Herman and seconded by Christy Pavlakovich to approve the board meeting minutes of March 18, 2019 and April 5, 2019. Motion passed with all members present voting in the affirmative.

5. Principal/CEO Report

5.1. Seniors of the Month Recognition – “Seniors of the Month” are Kiersten Frantz (Theater) and Jordan Allen (Dance). Neither student was able to attend the meeting. Mr. Wendling read a bio for Kiersten and indicated that he will be sharing Jordan’s bio next month.

5.2. Items for Approval

5.2.1 Updated Substitute Teacher List – Mr. Wendling requested approval of the updated substitute teacher list with the addition of Jillian Galle and Molly Masser.

A motion was made by Glenn Zehner and seconded by Audrey Sanders to approve the updated Substitute Teacher List. Motion passed with all members present voting in the affirmative.

5.2.2 Mr. Wendling requested approval of the following potential musical titles: “Fame,” “Rent,” or “American Idiot.” This does not require a board vote as Mr. Wendling will request final approval once the title has been selected.

Mr. Wendling shared the theme for CASA Live! 2019, “Revolutions: A Lifetime of Repeat.” He also reminded board members of the underclassmen “End of Year Performances” on May 8 and 9, 2019. Mr. Wendling also reported that the recently revised child abuse policy has been submitted to the Auditor General as requested and we have received written confirmation of receipt.

6. Board President’s Report

6.1 Statement of Financial Interests – Mr. Galloway reminded board members to complete and submit their Statement of Financial Interests by May 1, 2019.

Conflict of Interest documents were circulated and signed by board members in accordance with CASA Board policy.

7. Treasurer's Report

7.1 Financial Statements – Dawn Mull distributed copies and discussed the financial statements. As of this month, Revenue = \$1,966,816, Expenses = \$1,714,545 leaving a balance of \$251,271.

7.2 Line of Credit Update – Mrs. Mull stated the line of credit is at a zero balance.

8. Other Fiscal Matters – N/A

9. Budget Administration

9.1 A draft of the 2019-20 budget was distributed, reviewed and discussed. The budget will be voted on for the first time at the May board meeting with final approval at the June meeting.

10. Personnel Matters – N/A

11. Committee Reports

11.1 Curriculum & Professional Development Committee Report - Glenn Zehner reviewed highlights and provided notes from the Curriculum Committee meetings of 1/28/19 and 3/25/19.

12. Policies, Programs, and Governing Documents

12.1. Policy No. 117 – Homebound Instruction – Second Reading

A motion was made by Audrey Sanders and seconded by Elizabeth Mullaugh to approve Board Policy No. 117 – Homebound Instruction. Motion passed with all members present voting in the affirmative.

12.2. Policy No. 249 – Bullying/Cyberbullying – This policy has been revised and is being submitted for a first reading. The policy must be reviewed/revised every three years for the Safe Schools Annual Report.

13. Information Items

13.1 CRAE Report – David Skerpon reported for CRAE. Current balance is \$245,546 with an additional \$200,000 still expected this year. This will bring the current balance to over \$400,000 with an additional \$196,000 already pledged for next year.

Mr. Skerpon indicated that the CRAE board has decided not to solicit donations as part of this year's CASA Live! due to the recent generosity of our donors.

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, May 13, 2019 beginning at 6:30 p.m. at CASA Charter School, 150 Strawberry Square, Harrisburg, PA.

16. Adjourn Meeting - The meeting adjourned at 6:49 p.m.

The schedule of regular meetings of the CASA Charter School Board of Trustees for the 2018 – 2019 fiscal year appears below. All meetings start at 6:30 p.m. on the dates listed, at CASA Charter School, 150 Strawberry Square, Harrisburg, PA, unless otherwise indicated.

<u>Day</u>	<u>Date</u>
Monday	May 13, 2019 (2 nd Monday)
Monday	June 17, 2019