

Capital Area School for the Arts Charter School
Meeting of Board of Trustees
December 8, 2014 – 5:30 P.M.
Held at CASA Charter School
150 Strawberry Square, Harrisburg, PA

Minutes

The CASA Charter School Board of Trustees held a Board meeting on November 10, 2014, at the CASA Charter School in Harrisburg, PA.

Board members in attendance were: Sean Galloway, Lois Lehrman Grass, David Herman, Audrey Sanders and David Skerpon. Caryn Watson and Glenn Zehner were on a conference call.

Others/public in attendance were: Tim Wendling, CASA.

1. Call to Order – At 5:34 p.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 individuals present at the meeting and there were no public comments on the agenda.

4. Approval of Minutes

4.1 *November 10, 2014 – A motion was made by Ms. Sanders and seconded by Mr. Galloway to accept the minutes from the Board meeting on November 10, 2014 as presented. Motion passed with all members present voting in the affirmative unless otherwise noted. The vote was approved unanimously.*

5. Administrative - There were no administrative items.

6. Principal's Report

6.1 Enrollment Update – Mr. Wendling reported that the enrollment is 179 as of December 8. One new student will be starting this month.

- 6.2 Foreign Language Tutor – Mr. Wendling requested approval to hire a French tutor instead of a Spanish tutor for the remainder of the academic year. The approved budget includes hiring a foreign language tutor.

A motion was made by Mr. Herman and seconded by Mr. Galloway to approve hiring the French tutor. Motion passed with all members present voting in the affirmative unless otherwise noted. The vote was approved unanimously.

- 6.3 Musical – Mr. Wendling updated the Board on the spring musical. The location to hold the musical is still being investigated. The musical will be presented Thursday, Friday and Saturday evenings with one matinee Saturday or Sunday.
- 6.4 Special Education Teacher – Mr. Wendling reported that the special education teacher will return from maternity leave on February 2, 2015.
- 6.5 HACC Desktop Computers – Mr. Wendling reported that he is pursuing donation of used desktop computers from HACC. He will keep the Board updated.
- 6.6 World Affairs Council – Mr. Wendling reported that four students are participating with the World Affairs Council.

7. Board Chair's Report

- 7.1 Graduation – Mr. Skerpon asked the Board to consider rescheduling graduation from the current date of Friday, June 5, 2015 to Thursday, June 4, 2015. Mr. Wendling commented that this will not require any adjustment in the amount of class time for seniors. For future planning, the Board recommended that graduation not be scheduled for Friday, Saturday or Sunday.

A motion was made by Ms. Grass and seconded by Ms. Sanders to reschedule graduation from June 5, 2015 to June 4, 2015. Motion passed with all members present voting in the affirmative unless otherwise noted. The vote was approved unanimously.

8. Treasurer's Report

Mr. Galloway presented the current balance sheet and profit and loss statement. He noted that he just received the Audit Report for June 30, 23014.

9. Budget Administration

No items were presented.

10. Other Fiscal Matters

No items were presented.

11. Personnel Matters

There were no personnel matters to discuss.

12. Committee Reports

No committee reports were presented. Dr. Zehner reported that the Curriculum Committee would be meeting before the next Board meeting.

13. Policies, Programs and Governing Documents

13.1 Second Reading – In Ms. Hatcher’s absence, Mr. Herman presented the following polices for a second reading and Board approval:

- 13.1.1 Policy #405-Employment of Substitute Professional Employees
- 13.1.2 Policy #418-Penalties for Tardiness
- 13.1.3 Policy #432-Working Periods
- 13.1.4 Policy #433-Professional Development
- 13.1.5 Policy #434-Sick Leave
- 13.1.6 Policy #436-Personal Necessity Leave

A motion was made by Ms. Sanders and seconded by Ms. Grass to approve the policies as presented. Motion passed with all members present voting in the affirmative. The vote was approved.

14. Information Items

14.1 CRAE Update - Mrs. Sanders updated the Board on CRAE activities. CRAE continues to pursue EITC funding.

15. Public Comment on Non-Agenda Items – There was no public comment.

16. Next Board Meeting Date – The next meeting of the CASA Charter School Board of Trustees is scheduled for Monday, January 12, 2015 beginning at 5:30 p.m. at CASA Charter School, 150 Strawberry Square, Harrisburg, PA.

17. Adjournment

A consensus was made that the meeting be adjourned. Motion passed with all members present voting in the affirmative unless otherwise noted. The vote was approved unanimously.

The meeting adjourned at 6:12 p.m.