

Capital Area School for the Arts Charter School
Meeting of the Board of Trustees
August 21, 2023 at 6:30 pm

Minutes

The Capital Area School for the Arts Charter School Board of Trustees held a board meeting on Monday, August 21, 2023 at 6:30 p.m. at 150 Strawberry Square, Harrisburg, PA 17101

Board members in attendance: Brian Griffith, Dawn Mull, Richard Fry, Elizabeth Mullaugh, Jennifer Mariacher, Christy Pavlakovich, Rhonda Brunner, and Elizabeth Reusswig.

Board members not in attendance: Karen Degenhart, Emily Klauer-Sullivan, and Alicia McDonald

Others/public in attendance: Tim Wendling, Destinie Hills from CASA; Howard Pollman from CASA Charter School Foundation

1. Call to Order – Brian Griffith called the meeting to order at 6:33 p.m.
2. Roll Call/Additions to the Agenda/Administrative –
 - 2.1. Recognition of outgoing board members –

Brian Griffith recognized two outgoing board members - Chris Healy and Fina Salvo.
 - 2.2. Vote to add new CASA board members/officers-

A motion was made by Elizabeth Mullaugh and seconded by Richard Fry to add new CASA board members Dr. Rhonda Brunner, Jennifer Mariacher, and Elizabeth Reusswig. Motion passed with all members voting in the affirmative unless noted otherwise.
3. Public Comment on Agenda Items – N/A
4. Principal/CEO Report
 - 4.1. Upcoming Enrollment/Art Area Openings – Tim Wendling noted that 170 students are fully enrolled. We have a few students not fully enrolled and a couple to be auditioned. Anticipated enrollment to be at 175-180 by October 2023. All art areas have openings except for visual art.
 - 4.2.1 New Handbook -

A motion was made by Richard Fry and seconded by Elizabeth Reusswig to approve the new student handbook for the 2023-24 school year. Motion passed with all members voting in the affirmative unless otherwise noted.
5. Board President’s Report – N/A
6. Treasurer’s Report – N/A
7. Other Fiscal Matters
 - 7.1 Tim noted an application was submitted for a loan from Mid Penn Bank to increase cash flow until receivables roll in. A meeting will be called to approve and go over the terms of the loan, if necessary. Tim noted that we are in good standing for this upcoming payroll. Brian noted that we would start this process earlier if this situation was to arise in the future.

8. Budget Administration – N/A

9. Personnel Matters

9.1. Substitute Teacher List

Mr. Wendling presented the current substitute teacher list and made the board aware that we are looking for additional subs to add.

A motion was made by Elizabeth Mullaugh and seconded by Jennifer Mariacher to approve the 2023-2024 school year substitute list. Motion passed with all members voting in the affirmative unless noted otherwise.

9.2. Personnel Report

Mr. Wendling presented the personnel report and discussed staffing. The school is fully staffed for the 2023-2024 school year.

9.3-9.5 Resignations and Job Offers

Emily Rudy Resignation, School Counselor
Tonya Resto Offer, School Counselor – Beginning Mid- October – Prorated Salary of \$75,818
Baker Offer, Temporary School Counselor through Mid-October - \$72,892

A motion was made by Elizabeth Reusswig and seconded by Elizabeth Mullaugh to approve Emily Rudy's resignation, Tonya Resto's job offer, and Tina Baker's job offer. Motion passed with all members voting in the affirmative unless otherwise noted.

9.6.–9.7. Tuition Reimbursements

A motion was made by Rhonda Brunner and seconded by Elizabeth Mullaugh to approve Erica Leonard's and Amanda Rhinehart's tuition reimbursements. Motion was passed with all members voting in the affirmative unless listed otherwise.

9.8. Permission to Enroll

A motion was made by Elizabeth Mullaugh and seconded by Elizabeth Reusswig to approve Erica Leonard's permission to enroll. Motion was passed with all members in the affirmative unless listed otherwise.

10. Committee Reports – N/A

11. CASA Charter School Foundation Report

Howard Pollman stated there will be a fall Homecoming Event on September 28th at the Gamut Theatre- from 6-8pm. The tickets will be \$100 per person.

The Foundation is in the process of looking for members for a host committee, along with new funds/grants.

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

13. Information Items – 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, September 18, 2023 at 6:30 p.m.

Upcoming Board Meeting Dates

Monday, October 16

Monday, November 20

Monday, December 18

Tuesday, January 16 – note different day due to MLK Holiday on 16th

Tuesday, February 20 – note different day due to President's Day on the 20th

Monday, March 18

Monday, April 15

Monday May 20

Monday, June 17