

Capital Area School for the Arts Charter School
Meeting of the Board of Trustees
February 9, 2015 – 5:30 PM
Held at CASA Charter School
150 Strawberry Square

MINUTES

The CASA Charter School Board of Trustees held a Board meeting on February 9, 2015 at CASA Charter School in Harrisburg, PA.

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

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

1. Call to Order – At 5:30 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

Approval of the minutes for the January meeting will be done at the March 9, 2015 Board meeting.

5. Administrative –

5.1. Conflict of Interest Policy Affirmation -- Ms. Mullaugh stated that this policy was done last summer. It was drafted by our counsel and must be reviewed annually and affirmed. Each board member should sign and affirm the form and return to Mrs. Hill.

5.2. PA Statement of Financial Interest -- Ms. Mullaugh also reminded board members about filing their statement of financial interests with Mrs. Hill.

6. Principal's Report

- 6.1. Enrollment Update -- Mr. Wendling stated that we currently have 179 full-time students.
- 6.2. Audition Update – Mr. Wendling stated that to date there are 93 applicants for Fall 2015 enrollment.
- 6.3. PDE Keystone Exam Monitoring Visit – Mr. Wendling reported that PDE conducted a monitoring visit of CASA's administration of Keystone Exams. PDE was pleased with CASA's testing protocol and offered no recommendations.
- 6.4. Musical Update – Mr. Wendling updated the Board on preparations for the Spring Musical. To date, \$18,500 has been raised.
- 6.5. Special Education Teacher Update – Mr. Wendling reported that Julie Segarra, special education teacher, will be returning from maternity leave.
- 6.6. 2015-2016 School Calendar – Mr. Wendling presented the 2015-2016 school calendar for Board approval.

A motion was made by Ms. Mullaugh and seconded by Mr. Herman to approve the 2015-2016 school calendar as presented. Motion passed with all members present voting in the affirmative unless otherwise noted. The motion was approved unanimously.

- 6.7. 2015-2016 Budget – Mr. Wendling reported that he started working on the 2015-2016 budget.

7. Board Chair's Report

No report was presented.

8. Treasurer's Report

Mr. Galloway presented financial reports.

9. Budget Administration

- 9.1. Ratify contract with State Museum for spring musical – Mr. Herman discussed the ratification of the contract with the State Museum for the Spring Musical. It is the same type contract as our graduation contract with them.

A motion was made by Dr. Zehner and seconded by Ms. Pavlakovich that the State Museum Contract for the Spring Musical be ratified. Motion passed with all members present voting in the affirmative unless otherwise noted. The motion was approved unanimously.

- 9.2. Approve PA Council of the Arts Facility Rental—Mr. Wendling presented a contract for the PA Council of the Arts to rent the school in July 2015 for \$2,500.

A motion was made by Dr. Zehner and seconded by Ms. Pavlakovich to approve the facility rental. Motion passed with all members present voting in the affirmative unless otherwise noted. The motion was approved unanimously.

10. Other Fiscal Matters

No items were presented.

11. Personnel Matters

No items were presented.

12. Committee Reports

12.1. Curriculum Committee – The curriculum committee will meet February 26, 2015.

13. Policies, programs and Governing Documents

No policies were presented.

14. Information Items

14.1. CRAE Update – Mrs. Sanders updated the Board on CRAE activities.

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, March 9, 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 5:56 p.m.