

Capital Area School for the Arts (CASA) Charter School
Meeting of Board of Trustees
April 13, 2015 – 5:30 PM
at CASA Charter School
at 150 Strawberry Square, Harrisburg, PA

Minutes

The CASA Charter School Board of Trustees held a Board meeting on April 13, 2015, at the CASA Charter School in Harrisburg, PA.

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

Others/public in attendance were: Tim Wendling, CASA

1. **Call to Order** – At 5:37 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 the Agenda - No
 - 2.3. Announcements - No
3. **Public Comment on Agenda Items** - None
4. **Approval of Minutes** – Approval of the minutes for the January, February, March and April meetings will be done at the May 11, 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.
6. **Principal's Report**
 - 6.1. Enrollment update – Mr. Wendling stated that we currently have 174 full-time students.
 - 6.2. Admission 2015-16 update – Accepted 190 students for 2015-16

- 6.3. Musical update – Mr. Wendling noted budget made \$3,345.
 - 6.4. Substitute Principal – Mr. Wendling informed the Board that he has interviewed a substitute principal if he needs to take family leave.
 - 6.5. End of Year Performances – Mr. Wendling reviewed end of year performances.
 - 6.6. Student Incident – Mr. Wendling informed the Board about a student disciplinary incident. He is following school policies in consultation with Board solicitor.
- 7. Board Chair’s Report –**
- 7.1. Part-time Students – Mr. Skerpon shared he was contacted by Dr. Knight-Burney. He and Ms. Mullaugh spoke with Dr. Knight-Burney to explain the history and interdisciplinary education model.
 - 7.2. Harrisburg University — Mr. Skerpon reported that he and Ms. Mullaugh met with Harrisburg University. It was a very successful meeting. Harrisburg University has offered biology lab time and will write a letter of support for Whitaker Foundation grant. Mr. Skerpon and Ms. Mullaugh stated that dual enrollment works as long as no written agreement
- 8. Treasurer’s Report –** Mr. Galloway presented financial reports.
- 9. Budget Administration**
- 9.1. Budget 2015-16 – Mr. Galloway presented the draft 2015-2016 budget for Board review.
- 10. Other Fiscal Matters -** None
- 11. Personnel Matters -** None
- 12. Committee Report**
- There were no committee reports.
- 13. Policies, Programs and Governing Documents –** None
- 14. Information Items**
- 14.1. CRAE Update – Ms. Sanders stated that CRAE is behind on its fundraising goal. **CASALive!** and a fundraising dinner are being planned.
- 15. Public Comment on Non-Agenda Items -** None
- 16. Next Board Meeting Date**
- The next meeting of the CASA Charter School Board of Trustees is scheduled for **Monday May 11, 2015** beginning at 5:30 PM at CASA Charter School, 150 Strawberry

Square, Harrisburg, PA.

17. Adjournment

A motion was made by Mr. Herman and seconded by Ms. Watson that the meeting be adjourned. Motion passed with all members present voting in the affirmative unless otherwise noted. The motion was approved unanimously.

The meeting adjourned at 6:00 p.m.