

Capital Area School for the Arts Charter School
Meeting of the Board of Trustees
Tuesday, January 22, 2019 – 6:30 PM
150 Strawberry Square, Harrisburg, PA

Minutes

Board members in attendance: Karen Degenhart, Sean Galloway, Brian Griffith, Christopher Healy, David Herman, Connie Kindler, Dawn Mull, Elizabeth Mullaugh, Christine Pavlakovich, Audrey Sanders, and Glenn Zehner

Board members absent: Frank Fleishman

Others present: Liz Reusswig, CRAE; Ashlynn Carey, CASA student

1. Call to Order – Sean Galloway called the meeting to order at 6:30 PM
2. Roll Call/Additions to the Agenda/Administrative – several fund raising requests were added to the agenda for approval. (see items 5.2.2, 5.2.3, and 5.2.4)
3. Public Comment on Agenda Items – N/A
4. Approval of Minutes
A motion was made by Christine Pavlakovich and seconded by Christopher Healy to approve the board meeting minutes of December 17, 2018. Motion passed with all members present voting in the affirmative.
5. Principal/CEO Report
 - 5.1. Seniors of the Month Recognition – Ashlynn Carey and Grace Harrison were recognized this month. Tim Wendling read each student’s bio to the board. Ashlynn was in attendance at the meeting but Grace could not attend.
 - 5.2. Items for Approval
 - 5.2.1. Field Trip Request – APUSH
A motion was made by Fina Salvo and seconded by Elizabeth Mullaugh to approve the APUSH field trip request. Motion passed with all members present voting in the affirmative.
 - 5.2.2. Fund Raiser – R & K Subs for APUSH field trip
 - 5.2.3. Fund Raiser - French club bake sale for field trip to the Kitchen Shoppe
 - 5.2.4. Fund Raiser - Student council art show for poor communities
A motion was made by Christine Pavlakovich and seconded by Connie Kindler to approve the three fund raiser requests (5.2.2, 5.2.3, & 5.2.4. Motion passed with all members present voting in the affirmative.
 - 5.3 Mr. Wendling reported that Enrollment as of today is 189. He also reported that the recent open houses have been very successful and 60 applications have been received for next year.

6. Board President's Report

6.1. Statement of Financial Interests forms were distributed. Please submit by May 1st.

7. Treasurer's Report

7.1. Financial Statements – the monthly financial statement was distributed and discussed by Dawn Mull.

7.2. Line of Credit Update – our line of credit balance is currently at \$0

8. Other Fiscal Matters

8.1. Lease Reimbursement Application – Tim reviewed the reimbursement application.

A motion was made by Elizabeth Mullaugh and seconded by Fina Salvo to approve the Lease Reimbursement Application. Motion passed with all members present voting in the affirmative.

8.2. 990 form – Prepared by Brown, Shultz, Sheridan and Fritz.

A motion was made by Elizabeth Mullaugh and seconded by Connie Kindler to approve the 990 form as presented. Motion passed with all members present voting in the affirmative.

9. Budget Administration – N/A

10. Personnel Matters

10.1. Tuition Reimbursement – Deane

10.2. Tuition Reimbursement – Corman

10.3. Permission to Enroll – Corman

A motion was made by Brian Griffith and seconded by Elizabeth Mullaugh to approve the tuition reimbursements and Permission to Enroll as presented in items 10.1, 10.2, & 10.3. Motion passed with all members present voting in the affirmative.

10.4. Updated Substitute Teacher List - Mr. Wendling noted the addition of Kim Greenawalt to the list.

A motion was made by Christopher Healy and seconded by Glenn Zehner to approve the updated substitute teacher list. Motion passed with all members present voting in the affirmative.

11. Committee Reports – The curriculum committee will meet next week.

12. Policies, Programs, and Governing Documents

12.1. Revised Policy 251 – Homeless Students – *second reading*

12.2. Revised Policy 103 – Nondiscrimination in Educational Programs – *second reading*

12.3. Revised Policy 104 – Nondiscrimination in Employment and Contract Processes –
second reading

A motion was made by Fina Salvo and seconded by Dawn Mull to approve Revised Policies 251, 103, & 104 as presented. Motion passed with all members present voting in the affirmative.

13. Information Items

13.1. CRAE Report – Liz Reusswig reported for CRAE.. As of end of 2018, their fund balance was \$225,534. She also reported that CRAE has received the following grants:

- Arts for All grant in the amount of \$3000 from TFEC
- Free Lunch for All grant in the amount of \$8,000 from Boyd
- Career Readiness grant in the amount of \$3,500 from TFEC.

It was also noted that the funds from Boyd will go directly to CASA rather than CRAE.

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 Tuesday, February 19, 2019 beginning at 6:30 PM at CASA Charter School, 150 Strawberry Square, Harrisburg, PA.

16. Adjourn Meeting . The meeting was adjourned at 6:53 PM. Elizabeth Mullaugh made the motion to adjourn and it was seconded by Fina Salvo.

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

<u>Day</u>	<u>Date</u>
Tuesday	February 19, 2019
Monday	March 18, 2019
Monday	April 15, 2019
Monday	May 13, 2019 (2 nd Monday)
Monday	June 17, 2019