

**Capital Area School for the Arts Charter School
Meeting of the Board of Trustees
Monday, August 19, 2024, at 6:30 PM**

Agenda

- 1. Call to Order**
- 2. Roll Call/Additions to the Agenda/Administrative**
- 3. Public Comment on Agenda Items**
- 4. Approval of Minutes**
 - 4.1. Approval of the Minutes of July 15, 2024
- 5. CEO Report**
 - 5.1. Enrollment update
 - 5.1.1. Enrolled students as 8/13/2024: 196
 - 5.2. Information Items
 - 5.2.1. Staffing Update (Attachment)
 - 5.2.2. Consideration of update to Policy/Procedures related to Title IX (Attachment)
 - 5.3. Items Recommended for Approval
 - 5.3.1. Student Handbook for SY 2024-25 (Attachment)
 - 5.3.2. Staff Handbook for SY 2024-25 (Attachment)
 - 5.3.3. Calendar of Events for the 2024-25 School year (Attachment)
 - 5.3.4. Engagement of BrownPlus for the audit of the fiscal year ended June 30, 2024 (Attachment)
 - 5.3.5. Engagement of Diana M. Reed Associates for accounting services for the fiscal year ending June 30, 2025 (Attachment)
 - 5.3.6. Contract with Weary Arts Group for the 2025 Musical: Jesus Christ Superstar (Attachment)
 - 5.3.7. Approval to Submit Annual Charter Report with Board Affirmations (Attachment)

5.3.8. Approval of Agreement for the Lunch Program with Harrisburg SD for Nutrition Services

(Attachment)

5.3.9. Approval of Agreement with Doceo for the provision of multi-function copiers and to terminate

lease with Capital Business Systems – Xerox (Attachment)

5.3.10. Approval of contract with Care Solace for student counseling services to be funded through

the PCCD Grant (Attachment)

5.3.11. Approval of contract with Kelly Services, in cooperation with Harrisburg SD, for the provision of

substitute teachers for the SY 2024-2025 (Attachment)

5.3.12. Approval of contract with PA Lifesharing, LLC for the provision of school nurse services for the

SY 2024-2025 (Attachment)

5.3.13. Approval of contract with Kades-Margolis for the administration of a 403(b) plan (Attachment)

6. Board President's Report

7. Treasurer's Report

7.1. Financials (Attachment)

7.2. Invoices for Payment (Attachment)

8. Other Fiscal Matters

8.1. As needed

9. Budget Administration

10. Personnel Matters

10.1. Personnel Report

10.1.1. Employment Recommendations

10.1.1.1. Approve employment offers (Attachment)

10.1.2. Searches-in-Progress

10.1.2.1. Science Teacher, School Operations Manager

10.1.3. Resignations

10.1.3.1. Accept staff resignation – Dan Cook, Visual Arts grades 9 – 12

10.1.4. Substitute Staff

10.1.4.1. Approve List of Substitute Staff (Attachment)

10.2. Future Planning

10.2.1. Mid-day coverage

11. Committee Reports

12. CASA Charter School Foundation Report

13. Policies, Programs, and Governing Documents

14. Information Items

14.1. Upcoming Dates:

14.1.1. August 20 – All Staff (New teachers report on August 19)

14.1.2. August 26 – Opening Day for Students

15. Public Comment on Non-Agenda Items

16. Next Board Meeting Date

The next CASA Charter School Board of Trustees meeting is **Monday, September 16, 2024.**