

Capital Area School for the Arts Charter School

Meeting of Board of Trustees

May 11, 2015 – 5:30 P.M.

CASA Charter School

150 Strawberry Square, Harrisburg, PA

MINUTES

The CASA Charter School Board of Trustees held a Board meeting on Monday, May 11, 2015 at 5:30 p.m. in the CASA Charter School in Harrisburg, PA.

Board members in attendance were: Sean Galloway, Lois Lehrman Grass, David Herman, Elizabeth Mullaugh, Audrey Sanders, David Skerpon, Caryn Watson, Glen Zehner and Vicki Chambers.

Others/public in attendance were: Connie Kindler, Timothy Wendling and Sue Hill.

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
 - 2.2. Additions to the Agenda – None
 - 2.3. Announcements – Mr. Skerpon welcomed Connie Kindler who will be nominated as a trustee at the June Board meeting. Mrs. Kindler said she was happy to be a part of CASA and has always been a big supporter of the arts and the school.
3. **Public Comment on Agenda Items** - None
4. **Approval of Minutes** – Minutes will be discussed and voted on at the June 8, 2015 board meeting.
5. **Administrative** - None
6. **Principal's Report**
 - 6.1. Enrollment update – Mr. Wendling stated that our current school year enrollment is 174.
 - 6.2. Admission 2015-16 update - All students have been notified of acceptance, and a letter regarding course selection, placement testing and registration is being mailed May 15, 2015.
 - 6.3. Upcoming Events - Mr. Wendling stated that Keystone testing starts on Wednesday, May 13, 2015 along with AP testing. **CASALive!** is in the works – everyone will enjoy. Midtown Cinema times for film/video student work is scheduled for May 31, 2015 at 6:00 p.m. and June 9, 2015 at 6:00 p.m. June 4, 2015 is graduation.

6.4. Other Issues - Currently our students are taking a full credit of physical education online and a ½ credit of health. Fit bit – Mr. Wendling recommended he would like to keep the ½ credit of health and use Fit-Bit. CASA would need to link this to a certified physical education teacher. Students would be required to have 36,000 moves for the week. This would be a pass-fail credit. It would save us a lot of money and get the students up and moving. A representative from the CAIU is reviewing the cost and effectiveness of using this new technology for us. Mr. Wendling has also looked into the gym in Strawberry Square which is extremely expensive.

7. **Board Chair’s Report** – Mr. Skerpon reminded the trustees of his upcoming reception.

8. **Treasurer’s Report** – Mr. Galloway passed out a monthly financial statement. No specific remarks regarding line items. We will not need funding from CRAE until July.

9. **Budget Administration**

9.1. State Museum Contract

A motion was made by Glenn Zehner and seconded by Lois Lehrman Grass to approve a contract with the State Museum for the 2016 end-of-year performance and graduation. Motion passed with all members present voting in the affirmative unless otherwise noted.

9.2. CAIU 2015-16 Contract

A motion was made by Glenn Zehner and seconded by Elizabeth Mullaugh to approve a contract with the CAIU for special education services. Motion passed with all members present voting in the affirmative unless otherwise noted.

9.3. CAOLA 3-Year Contract

A motion was made by Lois Lehrman Grass and seconded by Audrey Sanders to approve a 3-year contract with the CAIU for CAOLA. Motion passed with all members present voting in the affirmative unless otherwise noted.

9.4. 2015-16 Budget – The tentative budget must be on public display for 30 days. A phone conference will be held by June 30, 2015 to approve the final budget.

A motion was made by Elizabeth Mullaugh and seconded by Lois Lehrman Grass to approve a tentative budget for 2015-2015. Motion passed with all members present voting in the affirmative unless otherwise noted.

10. **Other Fiscal Matters** - None

11. **Personnel Matters**

11.1. 2015-16 Hiring – Mr. Wendling stated that we have one candidate for the French teacher and eight for the administrative assistant position.

12. **Nominating Committee Report** - Mrs. Lehrman Grass passed out a handout regarding the nominating committee. The committee has been unable to secure a board member to

serve as secretary. The committee is continuing to recruit and is open for discussion or candidates. It is a commitment of two meetings a month. Ms. Mullaugh will be the President, Mr. Herman, Vice President and Mr. Galloway, Treasurer.

- 13. Policies, Programs and Governing Documents** – Mr. Skerpon stated that Mrs. Hatcher sent the report to him and gave her regrets for not being able to attend the meeting. The committee is reviewing the 400 series and will be ready for a first reading in June. Also, the committee will write a suicide prevention policy for the 15-16 school year.

14. Information Items

14.1. CRAE Update – Mrs. Sanders stated CRAE needs to raise about \$50,000. CRAE is also applying for three grants thanks to Mrs. Mullaugh.

14.2. **CASALive!** – Ticket sales are going well. Look forward to an excellent performance.

- 15. Public Comment on Non-Agenda Items** - None

- 16. EXECUTIVE SESSION** - Personnel Matter - Break

17. Next Board Meeting Date

The next meeting of the CASA Charter School Board of Trustees is scheduled for **Monday June 8, 2015** beginning at 5:30 PM at CASA Charter School, 150 Strawberry Square, Harrisburg, PA.

18. Adjournment

The schedule of regular meetings of the CASA Charter School Board of Trustees for the remainder of the 2014-15 fiscal year is as follows.

<u>Date</u>	<u>Day</u>	<u>Start Time</u>	<u>Meeting Location</u>
June 8, 2015	Monday	5:30 PM	CASA Charter School