

**Capital Area School for the Arts Charter School  
Meeting of the Board of Trustees  
May 17, 2021**

**Minutes**

The Capital Area School for the Arts Charter School Board of Trustees held an in-person and virtual board meeting on Monday May 17, 2021 at 6:30 p.m.

Board members in attendance: Karen Degenhart, Frank Fleishman, Brian Griffith, Christopher Healy, Connie Kindler, Dawn Mull, Elizabeth Mullaugh and Fina Salvo

Board members not in attendance: Cathy Harlow

Others/public in attendance: Tim Wendling, Sue Hill

1. **Call to Order** – Fina Salvo called the meeting to order at 6:32 p.m.
2. **Roll Call/Additions to the Agenda/Administrative** – N/A
3. **Public Comment on Agenda Items** – N/A
4. **Executive Session**

4.1. Legal Matter

*A motion was made by Christopher Healy and seconded by Brian Griffith to move to an executive session. Motion passed with all members present voting in the affirmative.*

*A motion was made by Frank Fleishman and seconded by Connie Kindler to exit the executive session and return to the regular monthly board meeting. Motion passed with all members present voting in the affirmative.*

*A motion was made by Frank Fleishman and seconded by Dawn Mull to allow Timothy Wendling, CEO/Principal, the authority to negotiate the legal matter up to \$5,000.00. Motion passed with all members present in the affirmative.*

5. **Approval of Minutes**

5.1. Board Meeting Minutes for April 19, 2021

*A motion was made by Connie Kindler and seconded by Dawn Mull to approve the minutes from the April 19, 2021 board meeting. Motion passed with all members present voting in the affirmative.*

6. **Principal/CEO Report**

6.1. Seniors of the Month

Najuma Norman - Theatre student residing in the Harrisburg School District

Lane Swanger - Creative Writing student residing in Mechanicsburg Area School District

- 6.2. Enrollment and Audition Update – Mr. Wendling stated there are 187 students enrolled. With the first round of auditions completed, most offered have accepted. We are scheduled to audition 22 students this Saturday, May 22, 2021.
- 6.3. COVID Related Operations Update – Mr. Wendling stated our masking policies are staying status quo through the end of this school year.
- 6.4. CASA Live! Update – This year CASA Live! will be completely different as previous years. Students are recording scenes at The Whitaker Center. The show will be presented in six different stories on-line.
- 6.5. 2021 Graduation Update – Staff and Students are excited to be at The Whitaker Center for this year’s graduation. Attendees will be sitting in pods in five. Any board members interested on attending, please let Mr. Wendling know by the end of this week, if possible, as we are currently working on the seating chart.

6.6. Items for Approval

- 6.6.1. Approval of 2022 Musical – Mr. Wendling presented three musicals to the board for review and approval - “Heathers,” “Legally Blonde,” or “Jesus Christ Superstar.” The musical director and staff will choose one of the three musicals.

*A motion was made by Christopher Healy and seconded by Connie Kindler to approve the selection of musicals to choose from for CASA’s 2021-2022 school year musical.*

- 6.6.2. Approval to Adjust Graduation Credits – Mr. Wendling is requesting permission to allow a student to graduate one theatre credit shy because of moving out of state in the beginning of the school year and returning a week ago.

*A motion was made by Frank Fleishman and seconded by Connie Kindler to approve the graduation request for a senior student shy of one theatre credit. Motion passed with all members present voting in the affirmative.*

- 6.6.3 Wilson Reading Tutor Services Agreement – Mr. Wendling is requesting approval of an agreement with a Wilson Reading Tutor for five hours of tutoring per week. We have a teacher training to become certified as a Wilson Reading Tutor by the middle of next school year. The contract was prepared by our solicitor.

*A motion was made by Dawn Mull and seconded by Frank Fleishman to approve the Wilson Reading Tutor Services Agreement. Motion passed with all members present voting in the affirmative.*

7. **Board President’s Report** – N/A

## **8. Treasurer's Report**

8.1. Financial Statements - Dawn Mull presented the April Financial Statements.

## **9. Other Fiscal Matters** – N/A

## **10. Budget Administration**

10.1. Draft 21-22 CASA Budget – A draft of the 21-22 CASA Budget was presented to the board for review.

10.2. Revised Budget Narrative – Mr. Wendling noted small changes in four teachers' salaries, which included missed credits. There is a large reduction in insurance costs. Our current plan with UPMC is no longer offered. Our broker sent us three choices and we have decided to stay with a similar plan with UPMC. The main difference is a larger copay for employees.

*A motion was made by Christopher Healy and seconded by Karen Degenhart to approve the tentative proposed budget. Motion passed with all members present voting in the affirmative.*

## **11. Personnel Matters**

11.1. Permission to Enroll – Kenna Ryder - Reading Specialist Certification

11.2. Permission to Enroll – Maria Thiaw - English Certification

11.3. Permission to Enroll – William Hicklin - AP English Certification

11.4. Tuition Reimbursement – Mick Corman - Final reimbursement request for obtaining his Pre-K-12 Art Certification.

*A motion was made by Dawn Mull and seconded by Connie Kindler to approve a Tuition Reimbursement Request from Mick Corman and Permission to Enroll Requests from Kenna Ryder, Maria Thiaw and William Hicklin (as noted above). Motion passed with all members present voting in the affirmative.*

## **12. Committee Reports**

12.1. Curriculum Committee Meeting – A handout from the committee was distributed. It provided information on an advisory committee plan that the team is looking to implement in the next school year. One staff member will be assigned 8 - 10 students who will meet once a week and move through the grades with these students. The committee is also looking at mathematics course sequencing. They are checking out what other districts are doing and then will make some determinations regarding CASA's needs.

## **13. Policies, Programs, and Governing Documents**

13.1. Policy 210 – Use of Medications – Second Reading

*A motion was made by Brian Griffith and seconded by Frank Fleishman to approve Policy No. 210 - Use of Medications. Motion passed with all members present voting in the affirmative.*

**14. Information Items**

14.1. CASA Charter School Foundation Report – N/A

**15. Public Comment on Non-Agenda Items** – N/A

16. **Next Board Meeting Date** - The next CASA Charter School Board of Trustees meeting is Monday, June 21, 2021 at 6:30 p.m. The meeting was adjourned at 7:03 p.m.