

**Capital Area School for the Arts Charter School  
Meeting of the Board of Trustees  
Monday, November 18, 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 October 21, 2024 (Attachment)
- 5. CEO Report**
  - 5.1. Enrollment update
    - 5.1.1. Enrolled students as of November 11, 2024: **195**
  - 5.2. Information Items
    - 5.2.1. Staffing Update (actions later in the agenda)
    - 5.2.2. PCCD Grant Application
    - 5.2.3. Major/minor (student proposal)
  - 5.3. Items Recommended for Approval
    - 5.3.1. Establish Steering Committee for the Comprehensive Plan Development
    - 5.3.2. Contract with CAIU for Comprehensive Plan Development Services (Attachment)
    - 5.3.3. Request to Conduct Research, Brian Robinson (Attachment)
- 6. Board President's Report**
- 7. Treasurer's Report**
  - 7.1. Financials (Attachment)
  - 7.2. Invoices for Payment (Attachment)
- 8. Budget Administration**
- 9. Other Fiscal Matters**

## **10. Personnel Matters**

### 10.1. Personnel Report

#### 10.1.1. Employment Recommendations

- 10.1.1.1. Approve Sara Palmer as Science Teacher for the second semester at a pro-rated salary of \$55,748 and an additional 5 days of compensation at the current daily rate of \$261.69, payable over the course of the school year.

#### 10.1.2. Resignations

- 10.1.2.1. Tonya Resto, School Counselor, on or about January 8, 2025.

#### 10.1.3. Searches-in-Progress

- 10.1.3.1. Science Teacher, School Counselor

#### 10.1.4. Substitute Staff

- 10.1.4.1. None at this time

### 10.2. Future Planning

- 10.2.1. None at this time

## **11. Committee Reports**

- 11.1. Committee discussions – function, meeting schedule, membership

## **12. CASA Charter School Foundation Report**

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

## **14. Information Items**

- 14.1. Open

- 14.2. Upcoming Dates:

- 14.2.1. Leadership Harrisburg Area Visit on December 4, 2024

## **15. Public Comment on Non-Agenda Items**

## **16. Next Board Meeting Date**

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