

**Capital Area School for the Arts Charter School
Meeting of the Board of Trustees
Monday, September 16, 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 August 19, 2024 (Attachment)
- 5. CEO Report**
 - 5.1. Enrollment update
 - 5.1.1. Enrolled students as of September 9, 2024: 194 (Attachment)
 - 5.1.1.1. Special Education numbers as of September 9, 2024: 19 – IEPs; 20 – 504 Plans; 4 – under evaluation
 - 5.1.2. List of Sending School Districts (Attachment)
 - 5.2. Information Items
 - 5.2.1. Staffing Update (if needed)

Nurse services via PA Lifesharing and Maureen O’Toole
 - 5.2.2. CASA Newsletter

Student proposal to compose a Newsletter as part of the Creative Writing program.
 - 5.2.3. Whitaker Center Agreement (Attachment)

FYI – looking at alternatives
 - 5.3. Items Recommended for Approval
 - 5.3.1. Student Request for Early Release (Attachment)
 - 5.3.2. PDE Form 418 – Rental Subsidy Reimbursement Application (Attachment)

5.3.3.Creative Writing Book Project Proposal: K. Werner (Attachment)

5.3.4.Request to Conduct Research: Ryan Taylor, West Chester University (Attachment)

5.3.5.Field Trip Requests (Attachment)

5.3.5.1. Math

5.3.5.2. International Tour with EF – Trip to Greece, June 2026 (Attachment)

5.3.6.Updated Emergency Operations Plan (Attachment)

5.3.7.Contract with CAIU for Agreement for ELD/ESL Services (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. Visa Credit Card with Mid Penn Bank

9. Budget Administration

9.1. Information – purchases of updated materials and supplies were needed for the Visual Arts and Science classes, including curricular materials. Also, an order for 25 more Chromebooks was placed to start school and we need another 6 for new enrollees.

10. Personnel Matters

10.1. Personnel Report

10.1.1. Employment Recommendations

10.1.1.1. Approve employment offer (Attachment)

10.1.2. Searches-in-Progress

10.1.2.1. Science Teacher (ongoing via Shippensburg and other State Schools)

10.1.3. Resignations

10.1.3.1. None

10.1.4. Substitute Staff

10.1.4.1. None

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

Upcoming Dates:

10/17 - POSSIBLE CASA Mixer 6-7:30 PM

10/24 - POSSIBLE CASA Alumni Event; time TBD

11/7 - Open House for prospective students 6:00-7:00 PM

1/16 - Open House for prospective students 6:00-7:00 PM

3/6 - Open House for prospective students 6:00-7:00 PM

5/7 - Senior awards 8:30-10:30 AM

15. Public Comment on Non-Agenda Items

16. Next Board Meeting Date

The next CASA Charter School Board of Trustees meeting is **Monday, October 21, 2024.**

17. Request for Executive Session regarding student matter (no action needed)