

**Capital Area School for the Arts Charter School
Meeting of the Board of Trustees
Tuesday, February 16, 2021**

Minutes

The Capital Area School for the Arts Charter School Board of Trustees held a virtual board meeting on Tuesday, February 16, 2021 at 6:30 p.m.

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

Others/public in attendance: Tim Wendling and Sue Hill, CASA; Cheryl Howard, CASA Charter School Foundation

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. **Approval of Minutes**
 - 4.1. Board Meeting Minutes for December 21, 2020
 - 4.2. Board Meeting Minutes for January 19, 2021

A motion was made by Frank Fleishman and seconded by Connie Kindler to approve the minutes from the December 21, 2020 and January 19, 2021 board meetings. Motion passed with all members present voting in the affirmative.

5. **Principal/CEO Report**

5.1. Seniors of the Month

Wynne Segal, Film/Video student residing in Central Dauphin School District

Keeley Welsh, Theatre student residing in Cumberland Valley School District

5.2. Enrollment Update – Tim Wendling stated there are 189 students enrolled. Auditions for the 2021-2022 school year are being scheduled for the end of February and early March. We have received many Visual Art and Theatre applications.

5.3. COVID-Related Operations Update – Students came back to school on the hybrid schedule on January 25, 2021. We were back two weeks and had four confirmed and two probable cases. The week of February 22, 2021 we will move back to virtual. We are planning to go back to hybrid the week of March 1, 2021.

UPDATE – Mr. Wendling stated there will be no Spring Musical. Interested students will be recording an online project with streaming capabilities. CASA Live! is in the development stages and more information will follow soon.

5.4. Items for Approval:

- 5.4.1 New Club Request – Dungeons & Dragons Game Club with Mr. Campbell as the advisor

A motion was made by Karen Degenhart and seconded by Connie Kindler to approve the Dungeons & Dragons Game Club. Motion passed with all members present voting in the affirmative.

6. **Board President’s Report**

- 6.1. Statement of Financial Interests Forms (2020) due by May 1, 2021 – Ms. Salvo reminded the board to fill out and return to Sue Hill or complete and submit online.

NOTE: Mandatory training: Act 55 and Trauma informed training. We found a training on YouTube. After watching the training session, each board member will respond with their thoughts on the training through an email statement that will provide proof the training was completed. More information will follow.

7. **Treasurer’s Report**

- 7.1. Financial Statements - Dawn Mull presented December and January financials.

8. **Other Fiscal Matters** – N/A

9. **Budget Administration**

- 9.1. Draft 2021-2022 Budget – Tim Wendling resubmitted the salary schedule with the budget for review and discussion. He noted the schedule was prepared to be comparable to local school districts with attention to Harrisburg School District, who granted our charter.

10. **Personnel Matters**

- 10.1 Salary Schedule for 2021-2024

The Finance Committee suggested the board review and discuss the salary schedule proposed with the Draft 2021-2022 Budget. It will be brought up for approval at a future board meeting.

- 10.2 Permission to Enroll

Mick Corman is requesting permission to enroll in his final course that has awarded him his teaching certificate. He is now fully certified and needs this class to finish his program.

A motion was made by Elizabeth Mullaugh and seconded by Chris Healy to approve a Permission to Enroll in Reimbursable Credits request from Mick Corman, Film/Video teacher. Motion passed with all members present voting in the affirmative.

11. Committee Reports – N/A

12. Policies, Programs, and Governing Documents – N/A

13. Information Items

- 13.1. CASA Charter School Foundation Report – Cheryl Howard gave an update. She stated they have received two grants within the last several weeks. The building campaign is going well. They are looking to gain momentum with regards to fundraising during a pandemic.

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

15. **Next Board Meeting Date** - The next CASA Charter School Board of Trustees meeting is Tuesday, March 16, 2021 at 6:30 p.m. The meeting was adjourned at 6:46 p.m.

Upcoming Board Meeting Dates

Tuesday, March 16, 2021 (note different day)
Monday, April 19, 2021
Monday May 17, 2021
Monday, June 21, 2021