

Capital Area School for the Arts Charter School
Meeting of Board of Trustees
September 9, 2013 – 10:00 AM
CASA Charter School
150 Strawberry Square, Harrisburg, PA

Minutes

The CASA Charter School Board of Trustees held a Board meeting on September 9, 2013 at the CASA Charter School in Harrisburg, PA.

Board members in attendance were: David Skerpon, Lois Lehrman Grass, Sean Galloway, David Herman, Elizabeth Mullaugh, Christine Pavlakovich, Perrise Hatcher, Caryn Watson, Audrey Sanders and Glenn Zehner.

1. Call to Order – Mr. Skerpon called the meeting to order at 10:00 a.m.
2. Roll Call/Additions to Agenda/Announcements
 - 2.1 Roll Call – Board members in attendance are noted above.
 - 2.2 Additions to the Agenda – N/A
 - 2.3 Announcements – N/A
3. Public Comment on Agenda Items – N/A
4. Approval of Minutes

A motion was made by Elizabeth Mullaugh and seconded by Christy Pavlakovich to accept the minutes from the Board meetings of August 8, 2013 and August 12, 2013. Motion passed with all members present voting in the affirmative unless otherwise noted. The vote was approved unanimously.
5. Administrative – N/A
6. Principal's Report
 - 6.1 Enrollment Update – Current enrollment is 132 full-time and 12 ½ day students.
 - 6.2 Report to Harrisburg SD – Harrisburg School District has 24 full-time students and 4 ½ day students enrolled.
7. Reports and Presentations from Board Chair, Committees and Management – N/A
8. Treasurer's Report – Mr. Galloway updated the board on the budget vs. actual monthly report that was distributed.

9. Budget Administration – Nothing to report.
10. Other Fiscal Matters
 - 10.1 The Reinvestment Fund (TRF) – No updates to report.
 - 10.1.1 Bridge Loan – No updates to report
 - 10.1.2 Grant Agreement – No updates to report.
 - 10.2 Approval of CRAE Funding Agreement

A motion was made by Christy Pavlakovich and seconded by Glenn Zehner to approve the Agreement of Funding and Support with Capital Region Arts and Education (CRAE). Motion passed with all members present voting in the affirmative unless otherwise noted. The vote was approved unanimously.
 - 10.3 Approval of Lunch Contract

A motion was made by Elizabeth Mullaugh and seconded by Caryn Watson to approve the lunch contract with Harrisburg School District for the 2013-2014 school year. Motion passed with all members present voting in the affirmative unless otherwise noted. The vote was approved unanimously.
11. Personnel Matters
 - 11.1 Hiring Update – Mr. Wendling gave the board an update of the status of faculty and staffing.
 - 11.1.1 Administrative Assistant

A motion was made by David Herman and seconded by Glenn Zehner to approve the appointment of Lynda Hess-Moore as an administrative assistant effective September 16, 2013. Motion passed with all members present voting in the affirmative unless otherwise noted. The vote was approved unanimously.
12. Policies, Programs and Governing Documents - There are no policies to be introduced or approved.
13. Information Items – N/A
14. Public Comment on Non-Agenda Items – N/A
15. Next Board Meeting Date

The next meeting of the CASA Charter School Board of Trustees is scheduled for Monday, October 14, 2013 beginning at 10:00 a.m. at CASA Charter School, 150 Strawberry Square, Harrisburg.
16. Adjournment – The meeting was adjourned at 11:00 a.m.

The schedule of regular meetings of the CASA Charter School Board of Trustees for the 2013-14 fiscal year is as follows:

<u>Date</u>	<u>Day</u>	<u>Start Time</u>	<u>Meeting Location</u>
October 14, 2013	Monday	10:00 am	CASA Charter School
November 11, 2013	Monday	10:00 am	CASA Charter School
December 9, 2013	Monday	10:00 am	CASA Charter School
January 13, 2014	Monday	10:00 am	CASA Charter School
February 10, 2014	Monday	10:00 am	CASA Charter School
March 10, 2014	Monday	10:00 am	CASA Charter School
April 14, 2014	Monday	10:00 am	CASA Charter School
May 12, 2014	Monday	10:00 am	CASA Charter School
June 9, 2014	Monday	10:00 am	CASA Charter School