

**Capital Area School for the Arts Charter School
Meeting of the Board of Trustees
Monday, October 21, 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 September 16, 2024 (Attachment)
- 5. CEO Report**
 - 5.1. Enrollment update
 - 5.1.1. Enrolled students as of October 9, 2024: 195
 - 5.2. Information Items
 - 5.2.1. Staffing Update (if needed)
 - 5.2.2. Update on Alumni Association (verbal report)
 - 5.2.3. Care Solace Utilization (verbal report)
 - 5.3. Items Recommended for Approval
 - 5.3.1. Board Policy Updates (Attachments)
 - 5.3.1.1. 626.1 – Procurement Policy Using Federal Funds (new)
 - 5.3.1.2. 626.2 – Cash Management Policy (new)
 - 5.3.1.3. 626.3 – Allowability for Costs Policy for Federal Funds (new)
 - 5.3.1.4. 013 – Conflict of Interest (edits)
 - 5.3.1.5. Policy 626 – Federal Fiscal Compliance (new language)
 - 5.3.1.6. 830.1 – Attachment of Records Retention Schedule (affirmation)
 - 5.3.1.7. 103.2 – Title IX (new language)
 - 5.3.1.8. 103.2 – Grievance Procedures Title IX (new language)

5.3.2. Contract with Commonwealth of Pennsylvania for use of State Museum for 2025 Graduation
(Attachment)

5.3.3. Contract with Harrisburg Area Community College for use of Lehrman Center for 2025 Musical
and CASALive! (Attachment)

5.3.4. Contract with Keystone Human Services to provide Student Assistance Program (SAP) services at
Capital Area School for the Arts Charter School. (Attachment)

5.3.5. Agreement with CAIU for IDEA Part B – Subgrant Services (Attachment)

5.3.6. Senior Trip Proposal (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. Procurement (Credit) Card with Mid Penn Bank (verbal report)

9. Budget Administration

10. Personnel Matters

10.1. Personnel Report

10.1.1. Employment Recommendations

10.1.1.1. None

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. Approve substitute staff as listed (Attachment)

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

14.1. Application link is live! Mixer scheduled on October 17.

14.2. Upcoming Dates:

15. Public Comment on Non-Agenda Items

16. Next Board Meeting Date

The next CASA Charter School Board of Trustees meeting is **Monday, November 18, 2024**.