

Capital Area School for the Arts Charter School
Meeting of the Board of Trustees
Monday, March 18, 2024 at 6:30 PM

Minutes

The Capital Area School for the Arts Charter School Board of Trustees held a board meeting on Monday, March 18, 2024 at 6:30 p.m. at 150 Strawberry Square, Harrisburg, PA 17101.

Board members in attendance: Brian Griffith, Dawn Mull, Elizabeth Mullaugh, Richard Fry, Alicia McDonald, Jennifer Mariacher, Christy Pavlakovich, Emily Sullivan, Elizabeth Reusswig (Zoom).

Board members not in attendance:

Others/public in attendance: Rhonda Brunner, Erica Leonard, and Alan Vandrew from CASA, and George Ioannidis, Spring Grove Area School District superintendent.

1. Call to Order – Brian Griffith called the meeting to order at 6:30 PM

2. Roll Call/Additions to the Agenda/Administrative

3. Public Comment on Agenda Items

4. Approval of Minutes

4.1. Board Meeting Minutes from February 20, 2024 (handout)

The February 20, 2024 board meeting minutes were not provided as a handout to the board. The minutes will be shared and approved at the April 15, 2024 board meeting.

5. CEO Report

5.1. Enrollment Update

Rhonda Brunner shared that 169 students are fully enrolled. CASA gained 3 students last month, and 1 student decided not to come to CASA for personal reasons.

There was discussion around frontloading freshmen admission to make up for lower enrollment numbers. This is the lowest enrollment CASA has seen in years.

5.2. Senior of the Month – Amani Weary. Bio read.

Amani Weary is the senior of the month. Amani is a dancer and has attended CASA all 4 years. She comes to CASA from the Dallastown School District. She plans on attending college to pursue a degree in musical theater, perform professionally for a few years, and eventually take over her father's business.

5.3. Items for Approval:

5.3.1. Field Trip Request – Diary of Anne Frank (handout)

The 9th grade English class will be attending the performance at the Scottish Rite Cathedral. A motion was made by Elizabeth Mullaugh and seconded by Richard Fry to approve the field trip.

5.3.2. Fund Raiser Requests (handout) – *Selling crafts. Christy made motion and Jen second.*

5.3.2.1. Friendship Bracelets – Crafting Club

5.3.2.2. Painted Candles – Crafting Club

5.3.2.3. Bookmarks – Crafting Club

A motion was made by Christy Pavlakovich and seconded by Jennifer Mariacher to approve the students selling these crafts to assist with fundraising efforts.

5.3.3. 2024-25 Academic Calendar (handout)

A plan to add three virtual learning days to the academic calendar was presented to the Board. The additional virtual learning days will be used for planning and for the staff coming together as a team.

A motion was made by Christy Pavlakovich and seconded by Alicia McDonald to approve the additional of three virtual learning days to the academic calendar.

5.3.4. Revised Graduation Requirements

A plan to revise graduation requirement was presented to the board. CASA will now require students to have few credits in order to graduate. This will change the schools KOLA usage. The new graduation requirements will be reflected in the course selection handbook.

A motion was made by Alicia McDonald and seconded by Richard Fry to approve the new graduation requirements.

5.3.5. 2024-25 Course Selection Handbook (handout)

There was a discussion about updating the course selection handbook to remove electives that are not related to the students' art areas of study. Students will schedule the courses themselves. This will result in better class sizes.

Conversation was had about requiring internships and/or dual enrollment for students.

6. Board President's Report

6.1. Statement of Financial Interests

Brian Griffith reminded the Board to turn in their Statement of Financial Interests form.

6.2. Board Composition / Transition for 24/25

Brian Griffith asked the Board to start thinking about new board members for the coming year. He mentioned that Chris Healy may be interested in returning to the Board.

7. Treasurer's Report

7.1. February Financials (handout)

Dawn Mull reviewed February 2024 financials. Adjustments were made or Title 1 expenses.

8. Other Fiscal Matters

9. Budget Administration

Alan Vandrew gave an informal update on changes that are being made to the budget to improve the schools financial position for the remainder of the 23-24 school year and upcoming school year.

Executive Session

Brian Griffith requested a pause on the regular board meeting to move into executive session for the purpose of discussing personnel matters.

A motion was made by Elizabeth Mullaugh and seconded by Christy Pavlakovich to enter executive session.

Following the executive session, a motion was made by Elizabeth Mullaugh and seconded by Christy Pavlakovich to exit executive session and resume the regular board meeting.

10. Personnel Matters

10.1. Reimbursement Request – Adam Shickley (handout)

A motion was made by Christy Pavlakovich and seconded by Elizabeth Mullaugh to approve Adam Shickley's request for tuition reimbursement for educational credits completed.

10.2. Request to waive tuition repayment

A motion was made by Christy Pavlakovich and seconded by Elizabeth Ruesswig to deny Amanda Rhinehart's request to have her tuition repayment waived.

10.3. Hire Erica Leonard as Principal beginning in 2024-25 Academic Year

A motion was made by Elizabeth Mullaugh and seconded by Alicia McDonald to approve the hire of Erica Leonard as CASA Principal beginning in the 2024-2025 academic year.

Rhonda Brunner mentioned that Erica will be a great fit for the position and that she is already viewed as a leader by the other staff.

11. Committee Reports – N/A (Report given by Howard Pollman at joint CASA Board and Foundation Board Meeting prior to regular Board meeting)

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

13. CASA Charter School Foundation Report – N/A

14. Information Items – N/A

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

16. Next Board Meeting Date

The next CASA board meeting will be held on April 15, 2024 at 6:30 pm.

A motion was made by Christy Pavlakovich and seconded by Alicia McDonald to adjourn the board meeting. The meeting adjourned at 7:35 PM