

-- MINUTES --

Regular Meeting

**Board of Directors
ChartHouse Public Schools**

**8001 Kelok Way, Clayton, CA 94517
August 12th, 2015
8:00 PM**

1. CALL TO ORDER

2. OPENING PROCEDURES

- 2.1. Pledge of Allegiance
- 2.2. Roll Call
- 2.3. Agenda Review and Adoption

3. PUBLIC COMMENT

- 3.1. Items on the Agenda
No comments were made
- 3.2. Items not on the Agenda
No comments were made

4. CLOSED SESSION

- 4.1. None

5. CONSENT AGENDA

- 5.1. None

6. INFORMATION ITEMS

- 6.1. None

7. ACTION ITEMS

- 7.1. Consider adoption of Robert's Rules of Order for parliamentary procedure.
The Board listened to an explanation of this agenda item from the Founder.
Motion: Kingsbury – Motion to adopt Robert's Rules of Order for parliamentary procedure..
Second: Sarna
Discussion: None
Vote: 5-0-0
- 7.2. Consider approval and adoption of the ChartHouse Public Schools Articles of Incorporation and establishment of the agent for service of process.
The Board listened to an explanation of this agenda item from the Founder.
Motion: Bacigalupo – Motion to approve and adopt ChartHouse Public Schools Articles of Incorporation and establish the agent for service of process as Neil McChesney..
Second: Kingsbury
Discussion: None
Vote: 5-0-0
- 7.3. Consider acceptance and approval of the Action by Written Consent of Sole Incorporator.
The Board listened to an explanation of this agenda item from the Founder.
Motion: Wickware – Motion to approve the Action by Written Consent of Sole Incorporator.
Second: Bacigalupo
Discussion: None
Vote: 5-0-0
- 7.4. Consider approval and adoption of the ChartHouse Public Schools Bylaws.
The Board listened to an explanation of this agenda item from the Founder.
Motion: Bacigalupo – Motion to approve and adopt the ChartHouse Public Schools Bylaws with amendments pursuant to the SPA/CCCOE MOU.
Second: Rowland
Discussion: None
Vote: 5-0-0
- 7.5. Consider appointment and designation of Officers of the Corporation pursuant to the ChartHouse Public Schools Bylaws.
The Board listened to an explanation of this agenda item from the Founder.
Motion: Sarna – Motion to appoint Alison Bacigalupo as Board Chairperson.
Second: Rowland
Discussion: None
Vote: 5-0-0
Motion: Rowland – Motion to appoint Jim Wickware as Board Vice-chairperson.
Second: Bacigalupo
Discussion: None
Vote: 5-0-0

Motion: Bacigalupo – Motion to appoint Neil McChesney as Board President and Barb Goldsmith as Board Secretary.

Second: Sarna

Discussion: None

Vote: 5-0-0

- 7.6. Consider approval and adoption of the ChartHouse Public Schools Conflict of Interest Code.

The Board listened to an explanation of this agenda item from the Founder.

Motion: Bacigalupo – Motion to approve and adopt the ChartHouse Public Schools Conflict of Interest Code.

Second: Sarna

Discussion: None

Vote: 5-0-0

- 7.7. Consider approval and adoption of the ChartHouse Public Schools Conflict of Interest Policy.

This agenda item was tabled.

- 7.8. Consider adopting an accounting year that begins July 1st and ends June 30th.

The Board listened to an explanation of this agenda item from the Founder.

Motion: Wickware – Motion to adopt an accounting year that begins July 1st and ends June 30th.

Second: Bacigalupo

Discussion: None

Vote: 5-0-0

- 7.9. Consider establishing Contra Costa, California, as the county in which the principal office for the transaction of the business of ChartHouse Public Schools shall be located.

The Board listened to an explanation of this agenda item from the Founder.

Motion: Bacigalupo – Motion to establish Contra Costa, California as the county in which the principal office for the transaction of the business of ChartHouse Public Schools shall be located.

Second: Wickware

Discussion: None

Vote: 5-0-0

- 7.10. Consider authorizing the Chairman or President of ChartHouse Public Schools to pay the expenses of the incorporation and organization of the Corporation.

The Board listened to an explanation of this agenda item from the Founder.

Motion: Bacigalupo – Motion to authorize the Chairman or President of ChartHouse Public schools to pay the expenses of the incorporation and organization of the Corporation.

Second: Wickware

Discussion: None

Vote: 5-0-0

- 7.11. Consider Authorizing the Chairman or President of ChartHouse Public Schools to take all necessary steps to apply for federal and California tax exemptions as a charitable nonprofit organization.

The Board listened to an explanation of this agenda item from the Founder.

Motion: Bacigalupo – Motion to authorize the Chairman or President of ChartHouse Public Schools to take all necessary steps to apply for federal and California tax exemptions as a charitable nonprofit organization.

Second: Rowland

Vote: 5-0-0

- 7.12. Consider approving and retaining Young, Minney & Corr, LLP as legal counsel for the Corporation.

The Board listened to an explanation of this agenda item from the Founder.

Motion: Sarna – Motion to approve and retain Young, Minney & Corr, LLP as legal counsel for the Corporation.

Second: Bacigalupo

Discussion: None

Vote: 5-0-0

- 7.13. Consider adopting the cash method of accounting for all tax reporting requirements, unless otherwise required by law.

The Board listened to an explanation of this agenda item from the Founder.

Motion: Wickware – Motion to adopt the cash method of accounting for all tax reporting requirements, unless otherwise required by law.

Second: Sarna

Discussion: None

Vote: 5-0-0

- 7.14. Consider authorizing the Chairman or President to establish bank accounts as necessary for the Corporation.

The Board listened to an explanation of this agenda item from the Founder.

Motion: Rowland – Motion to authorize the Chairman or President to establish bank accounts as necessary for the Corporation.

Second: Bacigalupo

Discussion: None

Vote: 5-0-0

8. STAFF REPORTS

- 8.1. Staff members will update the Board on events, activities, and issues which do not require discussion or action.

No staff reports were made.

9. BOARD REPORTS

- 9.1. Directors may make announcements or present reports of their activities.

No Director's reports were made.

10. ADJOURNMENT

- 10.1. The Board Chairperson will adjourn the meeting.
The meeting was adjourned at 9:32.