



Contra Costa School of Performing Arts

Regular Board Meeting

Date and Time

Wednesday December 14, 2022 at 5:30 PM PST

Location

Contra Costa School of Performing Arts
2730 Mitchell Drive
Walnut Creek, CA 94598

The public may address the Board regarding any item within the jurisdiction of the Board of Directors of ChartHouse Public Schools. To ensure an orderly meeting and an equal opportunity for each speaker, persons wishing to address the Board must fill out a speaker's card. Cards should be turned into the Board Chair/Vice Chairperson prior to the Call to Order. Speakers will be given three minutes for items on the agenda, and two minutes for items not on the agenda. When translation services are utilized to support the participation of a primary Speaker, the translator will be afforded the same duration of time as the primary Speaker. Time may not be yielded to other speakers. In compliance with the Brown Act, the Board may listen to comments from speakers and provide direction to staff, but may not engage in discussion or take action on items that are not already on the agenda.

All Board agendas and minutes will be published at cocospa.org. Any disclosable public records related to an open session Board meeting agenda item and distributed by staff to a majority of the Board of Directors shall be available for public inspection.

The Board of Directors will provide reasonable accommodations for persons with disabilities planning to attend Board meetings so long as notice is provided at least one hour prior to the start of the meeting by contacting the Executive Director's Office at (925) 235-1130.

Agenda

	Purpose	Presenter	Time
I. Opening Items			5:30 PM
Opening Items			
A. Call the Meeting to Order		Heather Vega	
B. Record Attendance		Heather Vega	
C. Establishment of Quorum		Heather Vega	
D. Agenda Review and Adoption	Vote	Heather Vega	5 m

The Board will review the agenda and adopt as presented or take action to change the order of items. *Note that should a new Board President be approved, that person will take over any agenda items assigned to Marie Gil.

E. Approve Minutes	Approve Minutes	Heather Vega	5 m
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The Board will consider the approval of the minutes from the Regular Board of Directors meeting held on November 29, 2022.

II. PUBLIC COMMENTS **5:40 PM**

The public may address the Board regarding any item within the jurisdiction of the Board of Directors of ChartHouse Public Schools. To ensure an orderly meeting and an equal opportunity for each speaker, persons wishing to address the Board must fill out a speaker's card. Cards should be turned into the Board Chair/Vice Chairperson prior to the Call to Order.

Speakers will be given three (3) minutes for items *on* the agenda, and two (2) minutes for items *not* on the agenda. When translation services are utilized to support the participation of a primary Speaker, the translator will be afforded the same duration of time as the primary Speaker. Time may not be yielded to other speakers. In compliance with the Brown Act, the Board may listen to comments from speakers and provide direction to staff, but may not engage in discussion or take action on items that are not already on the agenda.

A. Items on the Agenda		Heather Vega	
B. Items not on the Agenda		Heather Vega	

	Purpose	Presenter	Time
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III. COMMITTEES

5:40 PM

The Board will hear reports from its committees.

A. Finance Committee	FYI	David Wendt	5 m
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The Board will hear a report from this committee.

B. Fundraising Ad Hoc Committee	FYI	Fatemeh Bani- Taba	5 m
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The Board will hear a report from this committee.

C. Facilities Ad Hoc Committee	FYI	Brandy Byers	5 m
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The Board will hear a report from this committee.

D. Long Term Planning Ad Hoc Committee	Vote	Charles Hill	5 m
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The Board will hear any updates from the long-term planning committee.

E. Enrollment Ad Hoc Committee	FYI	Heather Vega	5 m
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The Board will hear a report from the enrollment ad hoc committee.

IV. FISCAL REPORTS

6:05 PM

A. Monthly Financial Report	Discuss	EdTec Client Managers	10 m
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The Board will hear a presentation and report from EdTec Client Managers on the monthly financial report, including other important updates. Amended report added 12/14/22 at 10:52 a.m.

B. Approval of Revised Budget	Vote	EdTec Client Managers	10 m
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The Board will consider for approval of the revised budget.

V. Employee Handbook

6:25 PM

The Board will consider approving updated Employee Handbook.

A. Employee Handbook	Vote	Brandy Byers	5 m
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The Board will consider approving the employee handbook.

Purpose Presenter Time

VI. Board Policies **6:30 PM**

The board will consider adopting policies needed for our Civil Rights Review.

A. BP 3 Complaints	Vote	Brandy Byers	5 m
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The board will consider approving a revision of the Universal Complaint Procedure. The proposed revision focuses the policy on Uniform and general complaints.

B. BP 18 Section 504	Vote	Brandy Byers	5 m
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The Board will consider Board Policy 18: Section 504 for approval.

C. BP 19 Title IX	Vote	Brandy Byers	5 m
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The Board will consider for approval Board Policy 19 regarding Title IX.

D. BP 20 Title II	Vote	Brandy Byers	5 m
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The Board will consider for approval Board Policy 20 regarding Title II.

E. BP 21 Anti Harassment, Discrimination, Intimidation and Bullying Prevention Policy	Vote	Brandy Byers	5 m
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The Board will consider approving Board Policy 21 Anti Harassment, Discrimination, Intimidation and Bullying Prevention Policy.

F. BP 22 Complaint Regarding Pupil Nutrition	Vote	Brandy Byers	5 m
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The Board will consider approving Board Policy 22, Complaint about Pupil Nutrition.

G. BP 23 Complaint about Special Education	Vote	Brandy Byers	5 m
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The Board will consider approving Board Policy 23, Complaint about Special Education.

H. BP 24 Board Policy Harassment, Discrimination, and Retaliation Prevention Policy	Vote	Brandy Byers	5 m
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Board will consider approving Board Policy 24: **Harassment, Discrimination, and Retaliation Prevention Policy (employee).**

VII. ADMINISTRATIVE ITEMS AND ANNOUNCEMENTS **7:10 PM**

A. Executive Director Report	FYI	Brandy Byers	15 m
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The Board will hear an update on school business from Dr. Byers.

Purpose Presenter Time

VIII. CLOSED SESSION

7:25 PM

The Board will move to Closed Session.

A. Public Employment (§ 54957)	Vote	Heather Vega	15 m
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Title: Administration
Teachers
Classified

B. Public Employee Appointment (§ 54957)	Vote	Heather Vega	15 m
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Executive Director

C. Public Employee Performance Evaluation (§ 54957)	Vote	Heather Vega	15 m
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Executive Director

D. Public Employee Discipline/Dismissal Release (§ 54957)	Vote	Heather Vega	15 m
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Title: Public Employee Discipline/Dismissal/Release

IX. RECONVENE TO OPEN SESSION

8:25 PM

A. Report Out	FYI	Heather Vega	
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The Board will report out on actions taken in Closed Session, if any.

X. Closing Items

8:25 PM

A. Adjourn Meeting		Heather Vega	1 m
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