



# Contra Costa School of Performing Arts

## Board Meeting

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### Date and Time

Friday July 7, 2023 at 9:00 AM PDT

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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](https://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.

Location: In person.

2730 Mitchell Dr. Walnut Creek, CA 94598 - Conference Room

Online:

Board member Charles Hill

30 Celebration Dr. Rochester, NY 14620

Zoom: <https://us06web.zoom.us/j/85151342259?pwd=MkMvSXliSTAwRHpxcGNUcGJmeGxyUT09>

Meeting ID: 851 5134 2259

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Passcode: 310424

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
<b>I. Opening Items</b>			<b>9:00 AM</b>
Opening Items			
<b>A.</b> Call the Meeting to Order		Lynna McPhatter-Harris	
<b>B.</b> Record Attendance		Lynna McPhatter-Harris	
<b>C.</b> Establishment of Quorum		Lynna McPhatter-Harris	
<b>D.</b> Agenda Review and Adoption	Vote	Lynna McPhatter-Harris	5 m

The Board will review the agenda and adopt as presented or take action to change the order of items.

## II. PUBLIC COMMENTS **9:05 AM**

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.

	Purpose	Presenter	Time
<b>A.</b>	Items on the Agenda	Lynna McPhatter-Harris	
<b>B.</b>	Items not on the Agenda	Lynna McPhatter-Harris	
<b>III.</b>	<b>CONSENT AGENDA</b>		<b>9:05 AM</b>
<p>Items listed under consent agenda are considered routine and will be approved/adopted in one single motion. There will be no separate discussion of these items; however, any item may be removed from the consent agenda upon request by any member of the Board and acted upon separately.</p>			
<b>A.</b>	Approve Minutes	Approve Minutes Lynna McPhatter-Harris	5 m
<p>The Board will consider the approval of the minutes from the Regular Board of Directors annual retreat held on June 13, 2023.</p> <p>Approve minutes for Regular Board Meeting on June 13, 2023</p>			
<b>B.</b>	Approve Minutes	Approve Minutes Lynna McPhatter-Harris	
<p>The Board will consider the approval of the minutes from the Special Board of Directors meeting held on June 22, 2023.</p> <p>Approve minutes for Special Board Meeting on June 22, 2023</p>			
<b>IV.</b>	<b>Leveled Proposal for CBO Search</b>		<b>9:10 AM</b>
<b>A.</b>	Leveled Proposal	Vote Brandy Byers	15 m
<p>The board will review the proposal from Leveled regarding a possible Chief Business Officer search.</p>			
<b>V.</b>	<b>Compensation Study</b>		<b>9:25 AM</b>
<b>A.</b>	Comparable Compensation Data	Vote Lynna McPhatter-Harris	5 m
<p>Review of and Possible Approval of Comparable Compensation Data for Charter School Executive Director/CEO</p>			
<b>VI.</b>	<b>CLOSED SESSION</b>		<b>9:30 AM</b>

	Purpose	Presenter	Time
The Board will move to Closed Session.			
<b>A.</b> Public Employee Employment/Discipline/Dismissal Release (§ 54957)	Vote	Brandy Byers	15 m
Board will be updated regarding personnel hired and approve any Public Employee Discipline/Dismissal/Releases.			
<b>B.</b> Public Employment	Vote	Lynna McPhatter- Harris	15 m
Public Employment Title: Executive Director/CEO			
<b>VII. RECONVENE TO OPEN SESSION</b>			<b>10:00 AM</b>
<b>A.</b> Report Out	FYI	Lynna McPhatter- Harris	3 m
The Board will report out on actions taken in Closed Session, if any.			
<b>B.</b> Executive Director Salary and Compensation	FYI	Lynna McPhatter- Harris	5 m
Oral report of salary, salary schedule, or compensation paid in the form of fringe benefits to Executive Director/CEO			
<b>C.</b> Employment Agreement	Vote	Lynna McPhatter- Harris	5 m
Review and Possible Approval of Fixed Term Employment Agreement for Executive Director/CEO			
<b>D.</b> Transition Plan	Vote	Lynna McPhatter- Harris	15 m
Board will discuss the leadership transition plan and make any votes necessary on decisions made.			
<b>VIII. Closing Items</b>			<b>10:28 AM</b>

	Purpose	Presenter	Time
<b>A.</b>	Adjourn Meeting	Lynna McPhatter-Harris	1 m