



Contra Costa School of Performing Arts

Board Meeting

Date and Time

Tuesday July 25, 2023 at 5:30 PM PDT

Location

2730 Mitchell Dr.
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.

Online

Mackenzie Ayers
1870 Pacific Ave. Apt 705
San Francisco, CA 94109

Zoom: <https://us06web.zoom.us/j/84711225639>

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		Lynna McPhatter-Harris	
B. Record Attendance		Lynna McPhatter-Harris	
C. Establishment of Quorum		Lynna McPhatter-Harris	
D. Agenda Review and Adoption	Vote	Lynna McPhatter-Harris	5 m
<p>The Board will review the agenda and adopt as presented or take action to change the order of items.</p>			
II. PUBLIC COMMENTS			5:35 PM
<p>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.</p> <p>Speakers will be given three (3) minutes for items <i>on</i> the agenda, and two (2) minutes for items <i>not</i> 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.</p>			
A. Items on the Agenda		Lynna McPhatter-Harris	

	Purpose	Presenter	Time
B. Items not on the Agenda		Lynna McPhatter-Harris	
III. CONSENT AGENDA			5:35 PM
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.			
A. Approve Meeting Minutes	Approve Minutes	Catherine Foster	1 m
Board will consider approval of minutes from July 7, 2023.			
Approve minutes for Board Meeting on July 7, 2023			
IV. CLOSED SESSION			5:36 PM
The Board will move to Closed Session.			
A. Executive Director Evaluation	Discuss	Lynna McPhatter-Harris	20 m
Board will discuss the evaluation of the Executive Director.			
B. Public Employee Employment/Discipline/Dismissal Release (§ 54957)	Vote	Catherine Foster	15 m
Board will be updated regarding personnel hired and approve any Public Employee Discipline/Dismissal/Releases.			
C. Public Employment	Vote	Lynna McPhatter-Harris	15 m
Public Employment Title: Executive Director/CEO			
V. RECONVENE TO OPEN SESSION			6:26 PM
A. Report Out	FYI	Lynna McPhatter-Harris	3 m
The Board will report out on actions taken in Closed Session, if any.			

	Purpose	Presenter	Time
VI. Compensation Study			6:29 PM
A. Comparable Compensation Data	Vote	Lynna McPhatter-Harris	5 m
Review of and Possible Approval of Comparable Compensation Data for Charter School Executive Director/CEO			
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			
C. Employment Agreement	Vote	Lynna McPhatter-Harris	5 m
Review and Possible Approval of Fixed Term Employment Agreement for Executive Director/CEO			
D. Transition Plan	Vote	Lynna McPhatter-Harris	15 m
Board will discuss the leadership transition plan and make any votes necessary on decisions made.			
VII. Financial Update and Considerations			6:59 PM
A. Financial Update	Discuss	Catherine Foster	15 m
DMS will give a financial update.			
B. Credit Card	Vote	Catherine Foster	5 m
The Board will consider approving Catherine Foster having a credit card and eliminating the debit card.			
C. Technology/Chromebook Purchase	Discuss	Charles Hill	10 m
Review need for new chromebooks for 23-24 school year. Determine allocation of funds and purchasing options.			

	Purpose	Presenter	Time
VIII. Contract Approvals			7:29 PM
A. CBO Service Proposal	Vote	Catherine Foster	15 m
Board will consider approval of a proposal from Candace Phillips for CBO services.			
B. Food Service Agreement	Vote	Adiagha Mbonisi	5 m
Board will consider the food service at CoCoSPA and vote on any necessary items.			
IX. Board Retreat			7:49 PM
A. Board Retreat	Discuss	Catherine Foster	10 m
Board will discuss any agenda items for the upcoming Board Retreat and training on August 26, 2023.			
X. Closing Items			7:59 PM
A. Adjourn Meeting		Lynna McPhatter-Harris	1 m