



# Contra Costa School of Performing Arts

## Regular Board Meeting

**Date and Time**

Monday September 13, 2021 at 5:30 PM PDT

**Location**

Meeting ID

[meet.google.com/rab-trsr-gdu](https://meet.google.com/rab-trsr-gdu)

Phone Numbers

(US)+1 541-623-0963

PIN: 164 183 463#

*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 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. 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](http://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 48 hours notice is provided by contacting the Executive Director’s Office at (925) 235-1130.*

**Agenda**

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>5:30 PM</b>
Opening Items			

	Purpose	Presenter	Time
<b>A. Record Attendance</b>		Deborah Padberg	1 m
<b>B. Call the Meeting to Order</b>		Deborah Padberg	1 m
<b>C. Approve Minutes</b>	Approve Minutes	Deborah Padberg	2 m
Approve minutes for Regular Board of Director Meeting on August 4, 2021			
<b>D. Agenda Review and Adoption</b>	Vote	Deborah Padberg	2 m

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

**II. Public Comment 5:36 PM**

<b>A. Items on the Agenda</b>	FYI	Deborah Padberg	10 m
<b>B. Items Not on the Agenda</b>	FYI	Deborah Padberg	5 m

**III. Standing Committees 5:51 PM**

<b>A. Academic Excellence</b>	FYI	Tamara Gerlach	5 m
-------------------------------	-----	----------------	-----

The Board will hear a report from this standing committee.

<b>B. Outreach and Enrollment Committee</b>	FYI	Marie Gil	5 m
---	-----	-----------	-----

The Board will hear a report from this standing committee.

<b>C. Governance Committee</b>	FYI	Heather Vega	5 m
--------------------------------	-----	--------------	-----

The Board will hear a report from this standing committee.

<b>D. Development Committee</b>	FYI	Deborah Padberg	5 m
---------------------------------	-----	-----------------	-----

The Board will hear a report from this standing committee.

<b>E. Finance Committee</b>	FYI	David Wendt	5 m
-----------------------------	-----	-------------	-----

The Board will hear a report from this standing committee.

**IV. Information Items 6:16 PM**

<b>A. Reopening Update</b>	FYI	Dr. Robert Chalwell	10 m
----------------------------	-----	---------------------	------

The Board will receive an update from the Executive Director on the ongoing school reopening process and progress.

<b>B. Board Retreat 2021-2022</b>	FYI	Dr. Robert Chalwell	5 m
-----------------------------------	-----	---------------------	-----

	Purpose	Presenter	Time
The Board will hear an update on the planned 2021-2022 Board Retreat scheduled for September 21, 2021.			

**V. Action Items 6:31 PM**

A. Staffing - Declaration of Need 2021-2022	Vote	Dr. Robert Chalwell	15 m
---	------	---------------------	------

The Board will consider for approval the amended petition to the CCCOE to recognize the existence of special circumstances in the recruitment of credentialed/certificated staff in the 2021-2022 school year.

**VI. Staff Reports 6:46 PM**

A. Executive Director	FYI	Dr. Robert Chalwell	15 m
-----------------------	-----	---------------------	------

The Executive Director will update the Board on school business.

B. EdTec	FYI	EdTec Client Mgr.	15 m
----------	-----	-------------------	------

The EdTec Client Manager will present the monthly financial reports.

**VII. Closed Session 7:16 PM**

A. Public Employment	15 m
----------------------	------

Title:

- Administration
- Teachers
- Classified

B. Public Employee Discipline/Dismissal/Release	10 m
---	------

C. Conference with Legal Counsel: Anticipated Litigation Significant exposure to litigation pursuant to § 54956.9(b): 1 case	10 m
---	------

**VIII. Reconvene Open Session 7:51 PM**

A. Report Out	FYI	Deborah Padberg	5 m
---------------	-----	-----------------	-----

The Board will report out any action taken in Closed Session, if any.

**IX. Board Reports 7:56 PM**

A. Trustee	FYI	Deborah Padberg	5 m
------------	-----	-----------------	-----

Trustees make announcements or reports of their activities.

	Purpose	Presenter	Time
<b>X. Closing Items</b>			<b>8:01 PM</b>
<b>A. Adjourn Meeting</b>	Vote	Deborah Padberg	1 m

# Cover Sheet

## Approve Minutes

**Section:** I. Opening Items  
**Item:** C. Approve Minutes  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:**  
Minutes for Regular Board of Director Meeting on August 4, 2021

APPROVED



# Contra Costa School of Performing Arts

## Minutes

### Regular Board of Director Meeting

---

#### Date and Time

Wednesday August 4, 2021 at 5:30 PM

#### Location

Meeting ID

[meet.google.com/hfq-vixw-eua](https://meet.google.com/hfq-vixw-eua)

Phone Numbers

(US)+1 516-415-1203

PIN: 672 998 275#

---

*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 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. 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](http://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 48 hours notice is provided by contacting the Executive Director's Office at (925) 235-1130.*

---

#### Directors Present

D. Padberg (remote), D. Wendt (remote), H. Vega (remote), M. Gil (remote), T. Gerlach (remote)

#### Directors Absent

---

None

**Ex Officio Members Present**

R. Chalwell (remote)

**Non Voting Members Present**

R. Chalwell (remote)

**Guests Present**

J. Flaner (remote), Madhu@edtec.com (remote)

---

**I. Opening Items**

**A. Record Attendance**

**B. Call the Meeting to Order**

D. Padberg called a meeting of the board of directors of Contra Costa School of Performing Arts to order on Wednesday Aug 4, 2021 at 5:34 PM.

**C. Approve Minutes**

D. Wendt made a motion to approve the minutes from Regular Board Meeting on 06-16-21.

H. Vega seconded the motion.

The board **VOTED** unanimously to approve the motion.

**Roll Call**

D. Padberg Aye  
D. Wendt Aye  
T. Gerlach Aye  
M. Gil Abstain  
H. Vega Aye

**D. Agenda Review and Adoption**

H. Vega made a motion to amend the agenda by removing Section V, Item D, 2021-2022 Budget, and to approve the agenda with this amendment.

D. Wendt seconded the motion.

The board **VOTED** unanimously to approve the motion.

**Roll Call**

H. Vega Aye  
M. Gil Aye  
D. Padberg Aye  
T. Gerlach Aye  
D. Wendt Aye

**II. Public Comment**

**A. Items on the Agenda**

No public comment.

**B. Items Not on the Agenda**

No public comment.

### III. Standing Committees

#### A. Academic Excellence

No report.

#### B. Outreach and Enrollment Committee

No report.

#### C. Governance Committee

No report.

#### D. Development Committee

No report.

#### E. Finance Committee

No report.

### IV. Information Items

#### A. Reopening Update

The Executive Director provided the board with an update on the activities that are currently taking place on campus this week and for the 2021-2022 School Year which will have all students back on campus full time and in person.

#### B. Board Retreat

The Executive Director invited the board members to consider hosting a board retreat in September-October. The Governance Committee will be circling dates for consideration.

### V. Action Items

#### A. Homeless Student Policy

D. Wendt made a motion to approve and adopt the SPA Homeless Student Policy as written.

M. Gil seconded the motion.

The board **VOTED** unanimously to approve the motion.

##### Roll Call

D. Wendt Aye

T. Gerlach Aye

M. Gil Aye

H. Vega Aye

D. Padberg Aye

#### B. Independent Study/Extended Independent Study Policy

D. Wendt made a motion to to approve and adopt the updates to the SPA Independent Study/Extended Independent Study Policy for School Year 2021-2022 as written.

T. Gerlach seconded the motion.

The board **VOTED** to approve the motion.

##### Roll Call

T. Gerlach Aye

D. Wendt Aye

H. Vega Aye



**Roll Call**

D. Padberg Aye  
M. Gil Abstain

**C. Declaration of Need for Fully Certified Educators**

H. Vega made a motion to certify the Declaration of Need for Fully Certified Educators as written.

M. Gil seconded the motion.

The board **VOTED** unanimously to approve the motion.

**Roll Call**

T. Gerlach Aye  
D. Wendt Aye  
D. Padberg Aye  
H. Vega Aye  
M. Gil Aye

**D. 2021-2022 Budget**

This item was removed from the agenda, as it was presented and approved at the June 16, 2021 Board of Directors meeting.

**VI. Staff Reports**

**A. Executive Director**

Dr. Chalwell updated the Board on the activities on school business and the readiness activities to bring staff and students back on campus this school year.

**B. EdTec**

EdTec Client Manager apprised the board that there will be no monthly financial report this month and that a report will be presented at next month's meeting.

**VII. Closed Session**

**A. Public Employment**

The board members and Dr. Chalwell entered into Closed Session.

**B. Public Employee Discipline/Dismissal/Release**

The board members and Dr. Chalwell entered into Closed Session.

**VIII. Reconvene Open Session**

**A. Report Out**

No items to report from Closed Session.

**IX. Board Reports**

**A. Trustee**

No Board Reports.

**X. Closing Items**

**A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:52 PM.

Respectfully Submitted,  
D. Padberg