



# Contra Costa School of Performing Arts

## Minutes

### Finance Committee

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#### Date and Time

Tuesday February 8, 2022 at 7:00 PM

#### Location

Meeting ID

[meet.google.com/qbg-gpzj-zqp](https://meet.google.com/qbg-gpzj-zqp)

#### Phone Numbers

(US)+1 208-615-5701

PIN: 750 054 058#

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#### Committee Members Present

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A. Porter (remote), D. Wendt (remote), R. Chalwell (remote)

**Committee Members Absent**

*None*

**Guests Present**

J. Flaner (remote), K. Aozasa (remote), M. Muppidi (remote)

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**I. Opening Items**

**A. Record Attendance and Guests**

**B. Call the Meeting to Order**

D. Wendt called a meeting of the Finance Committee of Contra Costa School of Performing Arts to order on Tuesday Feb 8, 2022 at 7:01 PM.

**II. Public Comments**

**A. Items on the Agenda**

No public comments.

**B. Items Not on the Agenda**

No public comments.

**III. Discussion Items**

**A. Strategic Planning for Proposed Budgets**

Chairman David Wendt highlighted that the items on tonight's agenda are all interrelated and that he expects the overall discussion to flow in no particular order. The Committee concurred with his assessment.

Dr. Chalwell summarized the focus for tonight's meeting is to discuss strategic planning strategies for the proposed multi-year budget projections. With the drop in enrollment and unforeseen higher expenses in staff retention and staffing, a shortfall of approximately -\$750,000 for this SY is projected.

EdTec Manager Madhulikha Muppidi reviewed the draft multi-year projections with the committee, explaining key areas.

**B. Strategies for Increasing ADA and Better ADA Predictions**

Dr. Chalwell stated that one of the contributing factors leading to the projected budget deficit is surrounding ADA calculations and funding. The Committee engaged in a discussion on strategies to increase ADA and ways to better ADA predictions. Dr. Chalwell indicated that a moderate approach strategy will be undertaken.

**C. Bond Covenants: Long Term Concerns**

The Committee discussed the long term concerns of not meeting the 2020 Bond Covenant Debt Service Coverage Ratio requirement for this reporting period. The Committee focused its discussion on approaches to take to understand the factors leading to this situation and strategies to avoid this situation in the future.

**D. Financial Update**

No formal financial update presentation was made as this agenda item was discussed throughout tonight's meeting.

**E. Committee Agenda Items**

The Committee had no specific agenda items to place on the agenda at its next quarterly meeting in May.

**IV. 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 7:48 PM.

Respectfully Submitted,  
D. Wendt