



## Contra Costa School of Performing Arts

### Minutes

#### Board Meeting

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##### **Date and Time**

Thursday November 10, 2016 at 4:30 PM

##### **Location**

150 N. Wiget Lane, Suite 212, Walnut Creek, CA 94598

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*The public may address the Board regarding any item within the jurisdiction of the Board of Directors of CharterHouse 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 [www.charthousepublicschools.org](http://www.charthousepublicschools.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 via email ([charthousepublicschools@gmail.com](mailto:charthousepublicschools@gmail.com)).*

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##### **Directors Present**

A. Bacigalupo, G. Rowland, M. Lynch

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**Directors Absent**

M. Rigau, S. Sarna

**Ex Officio Members Present**

N. McChesney

**Non Voting Members Present**

N. McChesney

**Guests Present**

V. Townsend-Crosby

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**I. Opening Items**

**A. Record Attendance and Guests**

**B. Call the Meeting to Order**

A. Bacigalupo called a meeting of the board of directors of Contra Costa School of Performing Arts to order on Thursday Nov 10, 2016 at 4:47 PM.

**C. Approve Minutes**

M. Lynch made a motion to approve minutes from the Board Meeting on 10-03-16 Board Meeting on 10-03-16.

G. Rowland seconded the motion.

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

**Roll Call**

G. Rowland     Aye

S. Sarna        No

M. Rigau        No

A. Bacigalupo Aye

M. Lynch        Aye

**D. Agenda Review and Adoption**

M. Lynch made a motion to adopt the agenda as presented.

A. Bacigalupo seconded the motion.

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

**II. Reconvene Open Session**

**A. Report Out**

With reference to Closed Session Agenda Item No. III-B, the Board approved the following employment contracts:

- Judy Malley, Administrative Assistant
- Erica Wiley, Instructional Assistant
- AeJay Mitchell, Instructional Assistant
- Christopher Totah, Instructional Assistant
- Colleen Darling, Instructional Assistant
- Mirko Danilovic, Teacher

With reference to Closed Session Agenda Item No. III-A, the Board approved the termination of Michael Berry, Artistic Director.

### **III. Information Items**

#### **A. Board Fundraising Event**

The Board discussed plans for a potential fundraising event to be held in late winter.

### **IV. Action Items**

#### **A. Odysseyware**

G. Rowland made a motion to approve the Odysseyware contract.

M. Lynch seconded the motion.

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

#### **B. Month to Month Leases/Rentals**

M. Lynch made a motion to approve the month to month lease/rent agreements for 150 N Wiget Lane Suite 203 & 212, Farwest Comfort Stations, and Mobile Modular Classroom Rentals.

G. Rowland seconded the motion.

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

### **V. Staff Reports**

#### **A. Executive Director**

The Executive Director updated the Board on the previous month's school business.

#### **B. CSMC**

A representative from Charter School Management Corporation provided a budget update then answered fiscal questions posed by the Board.

### **VI. Board Reports**

#### **A.**

**Trustee**

No trustee comments were made.

**VII. 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 6:08 PM.

Respectfully Submitted,  
V. Townsend-Crosby