

APPROVED



## Contra Costa School of Performing Arts

### Minutes

#### Board Meeting

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#### **Date and Time**

Monday December 5, 2016 at 5:30 PM

#### **Location**

150 N. Wiget Lane, Suite 212, Walnut Creek, CA 94598; Dial-in Locations: Avenue Plaza 2111, St. Charles Avenue, New Orleans, LA (Trustees Bacigalupo and Sarna) and Rosewood Sand Hill Resort, Ballroom, 2825 Sand Hill Road, Menlo Park, CA (Trustee Lynch)

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

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#### **Directors Present**

A. Bacigalupo (remote), G. Rowland, M. Lynch (remote), M. Rigau, S. Sarna (remote)

**Directors Absent**

*None*

**Directors who left before the meeting adjourned**

M. Lynch

**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 Monday Dec 5, 2016 at 5:36 PM.

**C. Approve Minutes**

G. Rowland made a motion to approve minutes from the Board Meeting on 11-10-16 Board Meeting on 11-10-16.

M. Rigau seconded the motion.

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

**Roll Call**

M. Rigau     Aye

M. Lynch     Aye

A. Bacigalupo   Aye

S. Sarna     Aye

G. Rowland   Aye

**D. Agenda Review and Adoption**

G. Rowland made a motion to adopt the agenda as presented.

M. Rigau seconded the motion.

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

**Roll Call**

S. Sarna Aye  
M. Lynch Aye  
M. Rigau Aye  
G. Rowland Aye  
A. Bacigalupo Aye

**II. Reconvene Open Session**

**A. Report Out**

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

- Blake Hiatt, Substitute Teacher

**III. Information Items**

**A. Board Fundraising Event**

The Board provided an update on in-progress plans for fundraising event.

**B. BoardOnTrack**

The Board discussed the effectiveness of the BoardOnTrack program and the potential to renew for 2017.

M. Lynch left.

**IV. Action Items**

**A. CSMC Loan**

S. Sarna made a motion to authorize the Executive Director to execute the CSMC Promissory Note and Loan Agreement.

G. Rowland seconded the motion.

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

**Roll Call**

A. Bacigalupo Aye  
S. Sarna Aye  
G. Rowland Aye  
M. Rigau Aye  
M. Lynch Absent

**B. First Interim Budget**

G. Rowland made a motion to approve the first interim budget.

M. Rigau seconded the motion.

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

**Roll Call**

G. Rowland Aye  
M. Rigau Aye  
S. Sarna Aye  
A. Bacigalupo Aye  
M. Lynch Absent

**V. Staff Reports**

**A. Executive Director**

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

**B. CSMC**

Charter School Management Corporation provided the Board a budget update and answered fiscal questions.

**VI. Closing Items**

**A. Adjourn Meeting**

G. Rowland made a motion to adjourn the meeting.

M. Rigau seconded the motion.

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

**Roll Call**

G. Rowland Aye  
M. Rigau Aye  
A. Bacigalupo Aye  
M. Lynch Absent  
S. Sarna Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:46 PM.

Respectfully Submitted,  
V. Townsend-Crosby