



## Contra Costa School of Performing Arts

### Minutes

#### Regular Board Meeting

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

Monday June 4, 2018 at 5:30 PM

##### **Location**

2730 Mitchell Drive, 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, D. Padberg, G. Rowland, M. Gil, S. Sarna

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### **Directors Absent**

*None*

### **Directors who arrived after the meeting opened**

D. Padberg

### **Ex Officio Members Present**

N. McChesney, V. Townsend-Crosby

### **Non Voting Members Present**

N. McChesney, 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 Jun 4, 2018 at 5:33 PM.

### **C. Approve Minutes**

M. Gil made a motion to approve minutes from the Regular Board Meeting on 05-07-18 as ammended Regular Board Meeting on 05-07-18.

G. Rowland seconded the motion.

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

#### **Roll Call**

D. Padberg     Absent

S. Sarna        Aye

A. Bacigalupo Aye

M. Gil          Aye

G. Rowland    Aye

### **D. Agenda Review and Adoption**

S. Sarna made a motion to accept the agenda as presented.

G. Rowland seconded the motion.

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

#### **Roll Call**

A. Bacigalupo Aye

M. Gil          Aye

D. Padberg     Absent

**Roll Call**

G. Rowland     Aye

S. Sarna        Aye

**II. Closed Session**

**A. Public Employment**

D. Padberg arrived.

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

**III. Reconvene Open Session**

**A. Report Out**

Report Out

In reference to agenda item III.A, the board approved the following new employment contracts:

- Bianca Contreras, Summer School Teacher
- Cyntra Evans, English Teacher
- Fabian Gutierrez, Instructional Assistant
- Joe Lim, Vocal Music Teacher
- Jason Pollock, Substitute Teacher
- Brittany Shankle, Instrumental Music Teacher
- Chris Totah, Summer School Teacher

In reference to agenda item III.A, the board approved the following employment contract renewals:

- Cristina Ballard, Spanish Teacher
- Staci Coy, Campus Supervisor
- Cameron Doorn, Instructional Assistant
- Patrick Gaffney, Director
- Deveney Gibbons, Math Teacher
- Elisha Horton, Instructional Assistant
- Kayla Knowles, Teaching Artist
- Hratch Melkonian, Math Teacher
- Katherine Orloff, Dance Teacher
- Hillary Peters, Social Science Teacher
- Christopher Totah, Instructional Assistant

In reference to agenda item III.B, the board approved the release of the following employment agreements:

- Mark Stone, Teacher

#### IV. Information Items

##### A. Board Assessments

The Board on Track assessments were re-issued so that recently added Board member Marie Gil could participate.

#### V. Action Items

##### A. Local Control Accountability Plan

G. Rowland made a motion to to LCCAPP as presented.

S. Sarna seconded the motion.

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

###### Roll Call

S. Sarna       Aye  
G. Rowland    Aye  
M. Gil         Aye  
A. Bacigalupo Aye  
D. Padberg     Aye

##### B. 2018-19 Budget

M. Gil made a motion to approve the 2018-19 budget.

D. Padberg seconded the motion.

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

###### Roll Call

G. Rowland    Aye  
M. Gil         Aye  
S. Sarna       Aye  
D. Padberg     Aye  
A. Bacigalupo Aye

##### C. EPA

D. Padberg made a motion to approve Education Protection Account (EPA) resolution, which states that funds to be received by the school in FY 2018-2019 in the estimated amount of \$100,000, will be used solely for instructional non-administrative expenses.

S. Sarna seconded the motion.

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

###### Roll Call

D. Padberg     Aye  
A. Bacigalupo Aye

**Roll Call**

M. Gil            Aye  
S. Sarna         Aye  
G. Rowland     Aye

**D. School Visitation Policy**

A. Bacigalupo made a motion to approve the school visitation policy with amendments as needed by the Executive Director.

G. Rowland seconded the motion.

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

**Roll Call**

G. Rowland     Aye  
M. Gil            Aye  
A. Bacigalupo   Aye  
S. Sarna         Aye  
D. Padberg      Aye

**VI. Staff Reports**

**A. Executive Director**

The Executive Director made updates on school business, including the conclusion of the production season, hiring for 2018-2019, plans for summer school, updates to the summer construction schedule, and the Director's Awards ceremony and 8th Grade Promotion ceremony.

**B. CSMC**

A Charter School Management Corporation representative presented the monthly financial reports to the Board and answered questions posed by Board members.

**VII. Board Reports**

**A. Trustee**

Marie Gil commented on a recent visit to the Walnut Creek Art and Wine Festival to view student performances and expressed thoughts about using SPA presence at these events as potential outreach opportunities.

**VIII. Closing Items**

**A. Adjourn Meeting**

A. Bacigalupo made a motion to adjourn the meeting.

G. Rowland seconded the motion.

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

**Roll Call**

D. Padberg     Aye

M. Gil           Aye

S. Sarna         Aye

A. Bacigalupo Aye

G. Rowland     Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:57 PM.

Respectfully Submitted,

V. Townsend-Crosby