



## Contra Costa School of Performing Arts

### Minutes

#### Regular Board Meeting

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**Date and Time**

Monday March 4, 2019 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, M. Gil, T. Gerlach

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**Directors Absent**

D. Padberg

**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 Mar 4, 2019 at 5:32 PM.

**C. Approve Minutes**

M. Gil made a motion to approve minutes from the Regular Board Meeting on 02-04-19 Regular Board Meeting on 02-04-19.

T. Gerlach seconded the motion.

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

**Roll Call**

M. Gil	Aye
A. Bacigalupo	Abstain
T. Gerlach	Aye
D. Padberg	Absent

**D. Agenda Review and Adoption**

A. Bacigalupo made a motion to adopt the agenda as presented.

T. Gerlach seconded the motion.

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

**Roll Call**

D. Padberg	Absent
T. Gerlach	Aye
A. Bacigalupo	Aye
M. Gil	Aye

## II. Reconvene Open Session

### A. Report Out

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

- Kaitlyn Rose, Instructional Assistant

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

- Shellee Harris, Substitute Teacher
- Elisha Horton, Instructional Assistant

## III. Information Items

### A. Committee Updates

No updates were made at this time.

## IV. Action Items

### A. Second Interim Budget

M. Gil made a motion to approve the Second Interim Budget as presented.

T. Gerlach seconded the motion.

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

#### Roll Call

T. Gerlach	Aye
M. Gil	Aye
A. Bacigalupo	Aye
D. Padberg	Absent

### B. Board Standing Committees

No action taken at this time.

## V. Staff Reports

### A. Executive Director

The Executive Director made updates in regards to progress in the ongoing construction project on campus, philanthropic outreach efforts and grant writing, board member recruitment, the results of student/parent satisfaction surveys, and potential revisions to the existing independent study program at SPA.

### B.

## **CSMC**

No further report made at this time.

## **VI. Closing Items**

### **A. Adjourn Meeting**

A. Bacigalupo made a motion to adjourn the meeting.

M. Gil seconded the motion.

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

#### **Roll Call**

D. Padberg     Absent

M. Gil           Aye

A. Bacigalupo   Aye

T. Gerlach       Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:38 PM.

Respectfully Submitted,

V. Townsend-Crosby