



# Contra Costa School of Performing Arts

## Minutes

### Regular Board Meeting

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#### Date and Time

Monday August 22, 2022 at 5:30 PM

#### Location

Join Zoom Meeting

<https://us06web.zoom.us/j/81207821413?pwd=Y0INV01MaS8vbll3ZExHTjdiMzZRdz09>

Meeting ID: 812 0782 1413

Passcode: 539893

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*The public may address the Board regarding any item within the jurisdiction of the Board of Directors of ChartHouse 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. When translation services are utilized to support the participation of a primary Speaker, the translator will be afforded the same duration of time as the primary Speaker. 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 [cocospa.org](http://cocospa.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.*

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*The Board of Directors will provide reasonable accommodations for persons with disabilities planning to attend Board meetings so long as notice is provided one hour prior to the start of the meeting by contacting the Executive Director's Office at (925) 235-1130*

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**Directors Present**

D. Wendt (remote), F. Bani-Taba, H. Vega (remote), M. Gil (remote)

**Directors Absent**

None

**Directors who arrived after the meeting opened**

F. Bani-Taba

**Ex Officio Members Present**

R. Chalwell (remote)

**Non Voting Members Present**

R. Chalwell (remote)

**Guests Present**

B. Byers (remote), B. Fleming (remote), Chanette Josa (remote), J. Flaner, K. Aozasa (remote)

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**I. Opening Items**

**A. Record Attendance and Guests**

Attendance recorded. Quorum present.

**B. Call the Meeting to Order**

M. Gil called a meeting of the board of directors of Contra Costa School of Performing Arts to order on Monday Aug 22, 2022 at 5:30 PM.

**C. Approve Minutes - Regular Board Meeting August 17, 2022**

H. Vega made a motion to approve the minutes from Regular Board Meeting on 08-17-22.

D. Wendt seconded the motion.

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

**Roll Call**

F. Bani-Taba Absent

M. Gil Aye

H. Vega Aye

**Roll Call**

D. Wendt      Aye

**D. Agenda Review and Adoption**

H. Vega made a motion to approve and adopt the agenda, as proposed with reordering items V Informational Items and VI Staff Reports.

D. Wendt seconded the motion.

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

**Roll Call**

H. Vega      Aye

F. Bani-Taba   Absent

D. Wendt      Aye

**II. Public Comments**

**A. Items on the Agenda**

No public comment.

**B. Items not on the Agenda**

No public comment.

**III. ACTION ITEMS**

**A. Interim Executive Director**

H. Vega made a motion to to approve the appointment of Interim Executive Director, Dr. Brandy Byers.

D. Wendt seconded the motion.

Chairperson Gil introduced the candidate, Brandy Byers, and the steps the Board took to nominate this candidate. Dr. Byers addressed the Board with her desire to accept this appointment, August 26th, 2022 through July 30th, 2023.

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

**Roll Call**

H. Vega      Aye

M. Gil      Aye

F. Bani-Taba   Aye

D. Wendt      Aye

F. Bani-Taba arrived.

**B. Signatories**

H. Vega made a motion to approve the assignment of Interim Board Chair Gil and Interim Executive Director Byers as new signatories to conduct the necessary business

transactions of ChartHouse Public Schools and the Contra Costa School of the Performing Arts.

F. Bani-Taba seconded the motion.

motion to add Interim Gil Interim Byers as signatories

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

**Roll Call**

F. Bani-Taba Aye

H. Vega Aye

D. Wendt Aye

M. Gil Aye

**C. Independent Study**

D. Wendt made a motion to to approve the updated and revised SPA Independent Study Policy Number 5.08.2022 for the 2022-2023 school year.

H. Vega seconded the motion.

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

**Roll Call**

D. Wendt Aye

F. Bani-Taba Aye

M. Gil Aye

H. Vega Aye

**D. CTE Policy**

H. Vega made a motion to approve the new SPA Career & Technical Education (CTE) Policy Number 14.82022 for the 2022-2023 school year, as amended.

F. Bani-Taba seconded the motion.

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

**Roll Call**

D. Wendt Aye

M. Gil Aye

H. Vega Aye

F. Bani-Taba Aye

**E. Facilities Management**

H. Vega made a motion to approve authorizing the Interim Executive Director to begin an Open Bid Process for obtaining a one year agreement for outsourced facilities management services.

D. Wendt seconded the motion.

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

**Roll Call**

D. Wendt Aye

F. Bani-Taba Aye

**Roll Call**

|         |     |
|---------|-----|
| M. Gil  | Aye |
| H. Vega | Aye |

**IV. Standing Committees**

**A. Finance Committee**

Committee Chairman Wendt informed the Board that the Finance Committee has not held a meeting recently, however he met recently with EdTec.

**V. STAFF REPORTS**

**A. Executive Director Report**

The Board heard an update on school activities and school business from Dr. Chalwell.

**VI. Informational Items**

**A. Financial Report and Update from EdTec**

The Board heard a presentation from EdTec Client Managers on the monthly financial report and other important updates.

**VII. CLOSED SESSION**

**A. Public Employment**

The Board entered Closed Session.

**B. Public Employment**

The Board entered Closed Session.

**C. Public Employment**

The Board entered Closed Session.

**VIII. RECONVENE TO OPEN SESSION**

**A. Report Out**

The Board reentered into open session. Chairman Gil reported that no actions were taken during closed session.

**IX. Closing Items**

**A. Adjourn Meeting**

D. Wendt made a motion to adjourn the meeting.

F. Bani-Taba seconded the motion.

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

**Roll Call**

H. Vega        Aye

M. Gil         Aye

D. Wendt      Aye

F. Bani-Taba   Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:45 PM.

Respectfully Submitted,

M. Gil