

APPROVED



# Contra Costa School of Performing Arts

## Minutes

### Regular Board Meeting

---

#### Date and Time

Monday September 19, 2022 at 5:30 PM

#### Location

Join Zoom Meeting

<https://us06web.zoom.us/j/82641671504?pwd=enBDT1FCelZKbDk5NU9MWTErZSs5dz09>

Meeting ID: 826 4167 1504

Passcode: 883508

---

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 Chair/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. 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.

---

**Directors Present**

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

**Directors Absent**

*None*

**Directors who arrived after the meeting opened**

M. Gil

**Directors who left before the meeting adjourned**

M. Gil

**Ex Officio Members Present**

B. Byers (remote)

**Non Voting Members Present**

B. Byers (remote)

**Guests Present**

B. Fleming (remote), J. Flaner (remote), K. Aozasa (remote)

---

**I. Opening Items**

**A. Record Attendance and Guests**

Attendance recorded. Quorum present.

Note to file: Due to the software used to take meeting minutes, the minutes indicate incorrectly that Board Interim Chairman/Director M. Gill arrived after the meeting opened and left before the meeting adjourned. Board Interim Chairman/Director M. Gill was present to call the meeting to order at 5:31 p.m. then briefly left the meeting at 5:45 p.m., then rejoining the meeting at 6:20 p.m.

**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 Sep 19, 2022 at 5:31 PM.

M. Gil announced that she will need to step out of meeting briefly at 5:45p for approximately 15-30 minutes, then rejoin the meeting.

**C. Approve Minutes**

D. Wendt made a motion to approve the minutes from Regular Board Meeting on 08-22-22.

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

**D. Agenda Review and Adoption**

D. Wendt made a motion to adopt and approve the agenda as presented, noting that the Board will take a brief intermission after Agenda Item III. Informational Items concludes to allow for Trustee Gil to rejoin the meeting.

H. Vega seconded the motion.

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

**Roll Call**

F. Bani-Taba Aye  
H. Vega Aye  
M. Gil Aye  
D. Wendt Aye

**II. Public Comments**

**A. Items on the Agenda**

No public comment.

**B. Items not on the Agenda**

No public comment.

M. Gil left at 5:45 PM.

**III. Informational Items**

**A. CTE Grant**

The Board heard a presentation from Lisa Kingsbury, Director of Community Engagement at SPA, on the work that has been done on preparing for and submitting the Career Technical Education Incentive Grant (CTEIG).

## **B. Board of Directors Annual Training SY 22-23**

Dr. Byers presented to the Board ideas for this year's Annual Training SY 22-23. The Board embraced the training and shared suggestions for potential learning opportunities. Scheduling for this training date will be discussed later in tonight's meeting, agenda item IV. D.

The Board took a short intermission, resuming when Trustee Gil rejoined the meeting.

M. Gil arrived at 6:20 PM.

## **IV. ACTION ITEMS**

### **A. Open Board of Director Recruitment**

H. Vega made a motion to to conduct interviews of board member applicants and to establish a closing date of October 19, 2022, allowing for onsite interviews at the next regular board of directors meeting in October.

D. Wendt seconded the motion.

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

#### **Roll Call**

M. Gil	Aye
F. Bani-Taba	Aye
H. Vega	Aye
D. Wendt	Aye

### **B. Revised Brown Act Requirements on Teleconferencing Rules**

H. Vega made a motion to motion to no longer continue to extend the revised Brown Act requirements for teleconferencing rules.

D. Wendt seconded the motion.

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

#### **Roll Call**

F. Bani-Taba	Aye
H. Vega	Aye
M. Gil	Aye
D. Wendt	Aye

### **C. Board Committees**

H. Vega made a motion to form the C3/CTE Advisory Committee, and two ad hoc committees: 1. Fundraising, and 2. Facilities.

D. Wendt seconded the motion.

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

**Roll Call**

M. Gil        Aye  
H. Vega      Aye  
D. Wendt    Aye  
F. Bani-Taba Aye

**D. Board of Directors Meeting Calendar for SY 22-23**

D. Wendt made a motion to hold the regular monthly meeting of the Board of Directors on the Fourth Tuesday of Every Month, 5:30 p.m. - 8:30 p.m., with accommodating conflict exceptions as noted.

F. Bani-Taba seconded the motion.

**Regular Board Meeting Dates SY 2022-2023**

Monday, July 18, 2022\*  
Monday, August 22, 2022\*  
Monday, September 19, 2022\*  
Tuesday, October 25, 2022  
Friday, November 18, 2022, Board Retreat  
Tuesday, November 29, 2022  
Monday, December 12, 2022\*  
Tuesday, January 24, 2023  
Tuesday, February 28, 2023  
Tuesday, March 28, 2023  
Tuesday, April 25, 2023  
Tuesday, May 23, 2023  
Tuesday, June 27, 2023

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

**Roll Call**

D. Wendt    Aye  
H. Vega      Aye  
F. Bani-Taba Aye  
M. Gil        Aye

**E. Facilities Maintenance and Upkeep**

No vote was taken. Board advised Interim Executive Director to form an ad hoc committee that provides updates to the Board periodically.

**F. Financial and Enrollment Data**

No vote was taken. The Board asked EdTec Managers to provide detailed financial and enrollment data which includes decision points to assist them in decision making at its next meeting in October

### **G. Enrollment and Marketing Contract**

The Board heard a presentation from Ryan Eldridge of Charter School Capitol, on how his company can help our school reach its enrollment capacity.

No vote taken.

### **H. Approval of Unaudited Actuals Data**

D. Wendt made a motion to approve the Unaudited Actuals, as presented.

H. Vega seconded the motion.

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

#### **Roll Call**

F. Bani-Taba Aye

D. Wendt Aye

M. Gil Aye

H. Vega Aye

## **V. STAFF REPORTS**

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

The Board heard an update on school business from Dr. Byers.

## **VI. CLOSED SESSION**

### **A. Public Employment (§ 54957)**

The Board members entered into Closed Session.

### **B. Public Employee Discipline/Dismissal Release (§ 54957)**

The Board members entered into Closed Session.

## **VII. RECONVENE TO OPEN SESSION**

### **A. Report Out**

The Board members reentered into Open Session. The Chairman reported that action was taken in closed session to accept employee discipline/dismissal/release as presented.

## **VIII. Closing Items**

### **A. Adjourn Meeting**

H. Vega 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

F. Bani-Taba   Aye

D. Wendt      Aye

M. Gil         Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:48 PM.

Respectfully Submitted,

M. Gil