

APPROVED



# Contra Costa School of Performing Arts

## Minutes

### Board of Directors

#### Regular Meeting - AGENDA

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#### **Date and Time**

Tuesday October 25, 2022 at 5:30 PM

#### **Location**

Contra Costa School of Performing Arts

Classroom 101

Closed Session: Conference Room

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 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.

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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 at least 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, F. Bani-Taba, H. Vega, M. Gil

**Directors Absent**

*None*

**Ex Officio Members Present**

B. Byers

**Non Voting Members Present**

B. Byers

**Guests Present**

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

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**I. Opening Items**

**A. 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 Tuesday Oct 25, 2022 at 5:31 PM.

**B. Record Attendance**

Attendance recorded.

**C. Establishment of Quorum**

Quorum present.

**D. Agenda Review and Adoption**

H. Vega made a motion to accept the agenda as written, with the addition to take a break after the completion of Agenda Item V. Committees.

F. Bani-Taba seconded the motion.

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

**E. Approve Minutes**

H. Vega made a motion to approve the minutes from Regular Board Meeting on 09-19-22.

D. Wendt seconded the motion.

A motion was made to accept the minutes of September 19, 2022, with minor amendment to add clarification under Item I. A. Record Attendance and Guests.

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

## **II. PUBLIC COMMENTS**

### **A. Items on the Agenda**

No public comments.

### **B. Items not on the Agenda**

No public comments.

## **III. BOARD OF DIRECTOR MEMBERSHIP**

### **A. Interviews of Prospective Candidates for the Board of Directors**

The Board conducted interviews of prospective candidates for membership on the Board of Directors.

## **IV. Informational Items**

### **A. SPA's Potential Contribution Toward Credentialing**

The Board discussed development of a board policy to address SPA's potential contribution toward individuals attaining their teaching credentials and establishing parameters to follow.

## **V. COMMITTEES**

### **A. C3/CTE Advisory Committee**

No action taken. The Board will continue discussion of this item at the Annual Board Retreat on November 18, followed by an action vote its regular board meeting on November 29.

### **B. Fundraising Ad Hoc Committee**

The Board heard a presentation and report from the Fundraising Ad Hoc Committee Chair Bani-Taba.

### **C. Facilities Ad Hoc Committee**

Dr. Byers provided the Board with a presentation and report from the Facilities Ad Hoc Committee.

## **VI. FISCAL REPORTS**

**A. Monthly Financial Report**

The Board heard a presentation from EdTec Managers on the monthly financial reports.

**B. Approval of Revised Budget**

No action taken. This will be an action item on the Regular Board of Directors November 29 meeting.

**C. Financial and Enrollment Data Update with Decision Points**

No action taken. This will be an action item on the Regular Board of Directors November 29 meeting.

**VII. BOARD ITEMS**

**A. Appointment(s) to the Board of Directors**

H. Vega made a motion to appoint Charles A. Hill, term ending 12/31/23; to appoint Adiagha Mbonisi, term ending 6/30/24; and to appoint Dr. Lynnā McPhatter Harris, term ending 6/30/24, effective today for membership to the Board of Directors of ChartHouse Public Schools.

F. Bani-Taba seconded the motion.

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

**B. Revised Organization Chart with Job Description for Associate Principal**

D. Wendt made a motion to approve the revised Organization Chart with the job description for Associate Principal as presented.

H. Vega seconded the motion.

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

**VIII. ADMINISTRATIVE ITEMS AND ANNOUNCEMENTS**

**A. Executive Director Report**

H. Vega made a motion to approve the out of state field trip, Taste of Denver (Mar/Apr 2023), with a credentialed staff chaperone ratio of 1/12.

F. Bani-Taba seconded the motion.

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

H. Vega made a motion to approve an out of state field trip, National High School Dance Festival, Pittsburg, Pennsylvania (Mar/Apr 2023), with a credentialed staff ratio of 1/12.

D. Wendt seconded the motion.

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

**IX. CLOSED SESSION**

**A.**

**Public Employment (§ 54957)**

The Board of Directors entered into Closed Session.

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

The Board of Directors entered into Closed Session.

**C. Student Placement Discussion**

The Board of Directors entered into Closed Session.

**D. Facilities Contract Discussion**

The Board of Directors entered into Closed Session.

**X. RECONVENE TO OPEN SESSION**

**A. Report Out**

The Board of Directors reconvened to Open Session with Chairperson Gil reporting that no action was taken in Closed Session.

**XI. Closing Items**

**A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 10:37 PM.

Respectfully Submitted,  
M. Gil