

APPROVED



Contra Costa School of Performing Arts

Minutes

Regular Board Meeting

Date and Time

Tuesday November 29, 2022 at 5:30 PM

Location

Contra Costa School of Performing Arts
2730 Mitchell Drive
Walnut Creek, CA 94598

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. 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 at least one hour prior to the start of the meeting by contacting the Executive Director's Office at (925) 235-1130.

Directors Present

A. Mbonisi, C. Hill, D. Wendt, H. Vega, L. McPhatter-Harris, M. Gil

Directors Absent

F. Bani-Taba

Ex Officio Members Present

B. Byers

Non Voting Members Present

B. Byers

Guests Present

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

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 Nov 29, 2022 at 5:33 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 presented.

C. Hill seconded the motion.

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

E. Approve Minutes

H. Vega made a motion to approve the minutes from Board of Directors on 10-25-22.

D. Wendt seconded the motion.

Trustees Charles Hill and Lynna McPhatter-Harris abstained from the vote.

The board **VOTED** 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 Nomination for Officers

A. Board will review and approve officers.

H. Vega made a motion to approve officers as discussed.

L. McPhatter-Harris seconded the motion.

Chair: Heather Vega

Vice Chair: Lynna McPhatter-Harris

Secretary: Adiagha Mbonisi

Treasurer: Charles Hill

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

IV. COMMITTEES

A. Finance Committee

Chairperson Wendt provided the Board with a brief overview of the function of the Finance Committee and offered his help familiarizing the new treasurer, Trustee Charles Hill, to the position.

B. Fundraising Ad Hoc Committee

Trustee Hill updated the Board with the recent fundraising activities.

C. Facilities Ad Hoc Committee

Interim Executive Director Brandy Byers provided the Board with an update on the recent developments of the Facilities Ad Hoc Committee.

D. C3/CTE Advisory Committee

C. Hill made a motion to approve the creation of a C3/CTE Advisory Committee.

H. Vega seconded the motion.

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

E. Long Term Planning Ad Hoc Committee

C. Hill made a motion to approve the creation of a Long Term Planning Ad Hoc Committee.

A. Mbonisi seconded the motion.

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

C. Hill made a motion to appoint the members as discussed to the Long Term Planning Ad Hoc Committee.

D. Wendt seconded the motion.

Appoint:

Charles Hill

David Wendt

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

F. Enrollment Ad Hoc Committee

No report.

V. 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.

VI. Board Policies

A. Board Policy 15

D. Wendt made a motion to approve the adoption of Board Policy 15 regarding Administration of Medications, Anti-Seizure Medication, Emergencies, and Head Lice as recommended by the Charter Schools Development Center.

L. McPhatter-Harris seconded the motion.

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

B. Board Policy 16

L. McPhatter-Harris made a motion to approve the adoption of Board Policy 16 regarding Injury and Illness prevention Program Guidance per the recommendation of the Charter School Development Center.

D. Wendt seconded the motion.

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

C. Board Policy 17

D. Wendt made a motion to approve the adoption of Board Policy 17 regarding Health Examination and Immunizations as recommended by the Charter School Development Center.

L. McPhatter-Harris seconded the motion.

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

VII. ADMINISTRATIVE ITEMS AND ANNOUNCEMENTS

A. Executive Director Report

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

VIII. CLOSED SESSION

A. Public Employment (§ 54957)

The Board entered into Closed Session.

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

The Board entered into Closed Session.

IX. RECONVENE TO OPEN SESSION

A. Report Out

The Board exited Closed Session and rejoined the open meeting. Chairperson Vega reported out that no actions were taken in Closed Session.

X. 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 7:47 PM.

Respectfully Submitted,
M. Gil