

APPROVED



# Contra Costa School of Performing Arts

## Minutes

### Regular Board Meeting

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#### Date and Time

Wednesday December 14, 2022 at 5:30 PM

#### Location

Contra Costa School of Performing Arts  
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.

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, F. Bani-Taba, H. Vega

### **Directors Absent**

L. McPhatter-Harris

### **Ex Officio Members Present**

B. Byers

### **Non Voting Members Present**

B. Byers

### **Guests Present**

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

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## **I. Opening Items**

### **A. Call the Meeting to Order**

H. Vega called a meeting of the board of directors of Contra Costa School of Performing Arts to order on Wednesday Dec 14, 2022 at 5:39 PM.

### **B. Record Attendance**

Attendance recorded.

### **C. Establishment of Quorum**

Quorum present.

### **D. Agenda Review and Adoption**

D. Wendt made a motion to accept the agenda as presented as amended.

F. Bani-Taba seconded the motion.

Finance Committee remove David. Add Charles

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

### **E. Approve Minutes**

D. Wendt made a motion to approve the minutes from Regular Board Meeting on 11-29-22.

A. Mbonisi seconded the motion.

Abstained from vote: Trustee Bani-Taba

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. COMMITTEES

### A. Finance Committee

Finance Committee met with EdTec and Interim Executive Director to review pertinent matters, with the results presented later in this meeting in Fiscal Reports.

### B. Fundraising Ad Hoc Committee

Chairperson Bani-Taba provided the board with a committee update.

### C. Facilities Ad Hoc Committee

Chairperson Byers provided the board with a report on the progress this committee has made in the last month.

### D. Long Term Planning Ad Hoc Committee

A committee update report was provided by Chairperson Hill.

### E. Enrollment Ad Hoc Committee

This committee has not met since the last meeting, yet much work has taken place. Details will be presented during the Executive Director's report later in the meeting.

## IV. FISCAL REPORTS

### A. Monthly Financial Report

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

### B. Approval of Revised Budget

C. Hill made a motion to approve the revised budget as presented.

D. Wendt seconded the motion.

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

## V. Employee Handbook

### A.

### **Employee Handbook**

D. Wendt made a motion to approve the updated Employee Handbook 2022-2023.

A. Mbonisi seconded the motion.

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

## **VI. Board Policies**

### **A. BP 3 Complaints**

C. Hill made a motion to approve the revised BP 3, Complaints.

D. Wendt seconded the motion.

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

### **B. BP 18 Section 504**

F. Bani-Taba made a motion to approve BP 18 Section 504.

D. Wendt seconded the motion.

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

### **C. BP 19 Title IX**

D. Wendt made a motion to approve BP 19 Title IX.

A. Mbonisi seconded the motion.

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

### **D. BP 20 Title II**

D. Wendt made a motion to approve BP 20 Title II.

A. Mbonisi seconded the motion.

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

### **E. BP 21 Anti Harassment, Discrimination, Intimidation and Bullying Prevention Policy**

D. Wendt made a motion to approve BP 21 Anti Harassment, Discrimination, Intimidation and Bullying Prevention Policy.

F. Bani-Taba seconded the motion.

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

### **F. BP 22 Complaint Regarding Pupil Nutrition**

D. Wendt made a motion to approve BP 22 Complaint Regarding Pupil Nutrition.

C. Hill seconded the motion.

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

### **G. BP 23 Complaint about Special Education**

C. Hill made a motion to approve BP 23 Complaint about Special Education.

D. Wendt seconded the motion.

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

**H. BP 24 Board Policy Harassment, Discrimination, and Retaliation Prevention Policy**

C. Hill made a motion to approve BP 24 Board Policy Harassment, Discrimination, and Retaliation Prevention Policy (employee).

F. Bani-Taba seconded the motion.

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

**VII. ADMINISTRATIVE ITEMS AND ANNOUNCEMENTS**

**A. Executive Director Report**

Dr. Byers updated the Board on school business.

**VIII. CLOSED SESSION**

**A. Public Employment (§ 54957)**

The Board entered into Closed Session.

**B. Public Employee Appointment (§ 54957)**

The Board entered into Closed Session.

**C. Public Employee Performance Evaluation (§ 54957)**

The Board entered into Closed Session.

**D. 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 that no action was 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 9:48 PM.

Respectfully Submitted,

B. Byers

C. Hill made a motion to adjourn the meeting.

F. Bani-Taba seconded the motion.

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