



Contra Costa School of Performing Arts

Minutes

Board Meeting

Date and Time

Monday May 2, 2016 at 9:00 AM

Location

500 Ygnacio Valley Road, Suite 190 Walnut Creek CA 94596

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. 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 www.charthousepublicschools.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 at the above mentioned website.

The Board of Directors will provide reasonable accommodations for persons with disabilities planning to attend Board meetings so long as 48 hours notice is provided via email (charthousepublicschools@gmail.com).

Directors Present

A. Bacigalupo, G. Rowland, M. Lynch, M. Rigau, S. Sarna

Directors Absent

None

Directors who arrived after the meeting opened

G. Rowland

Ex Officio Members Present

N. McChesney

Non Voting Members Present

N. McChesney

Guests Present

V. Townsend-Crosby

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

A. Bacigalupo called a meeting of the board of directors of Contra Costa School of Performing Arts to order on Monday May 2, 2016 at 9:13 AM.

C. Pledge of Allegiance

D. Approve Minutes

M. Rigau made a motion to approve the April 4th, 2016 minutes.

M. Lynch seconded the motion.

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

Roll Call

M. Lynch Aye

S. Sarna Aye

A. Bacigalupo Aye

M. Rigau Aye

G. Rowland Absent

E. Agenda review and adoption

S. Sarna made a motion to adopt the agenda as presented.

M. Rigau seconded the motion.

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

Roll Call

S. Sarna	Aye
G. Rowland	Absent
A. Bacigalupo	Aye
M. Rigau	Aye
M. Lynch	Aye

II. Board Retreat

A. Governance Training

The Board participated in training on best practices for governance and oversight.

B. Budget Workshop

G. Rowland arrived.

The Board participated in a workshop on the SPA budget, lead by representatives from CSMC.

C. Brown Act and Conflict of Interest Training

The Board was given a presentation and training on the Brown Act and Conflict of Interest Laws provided by legal counsel.

D. Academic Program Overview

Item tabled to be addressed at a later meeting.

III. Action Items

A. Technology Infrastructure, Devices, and IT Management

G. Rowland made a motion to approve the Classroom Smart proposal for technology infrastructure.

S. Sarna seconded the motion.

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

Roll Call

G. Rowland	Aye
S. Sarna	Aye
M. Rigau	Aye
M. Lynch	Aye
A. Bacigalupo	Aye

M. Lynch made a motion to approve Troxell proposal for gear and devices.

S. Sarna seconded the motion.

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

Roll Call

A. Bacigalupo Aye
M. Rigau Aye
M. Lynch Aye
S. Sarna Aye
G. Rowland Aye

B. Facilities Lease

M. Lynch made a motion to approve the lease as stated and provide the Executive Director the ability to complete negotiations on any incomplete items or items of concern.

S. Sarna seconded the motion.

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

Roll Call

S. Sarna Aye
A. Bacigalupo Aye
M. Rigau Aye
M. Lynch Aye
G. Rowland Aye

C. School Furnishings

M. Lynch made a motion to authorize the Executive Director to approve a proposals not to exceed \$83,000 for classroom and office furnishings for SPA.

G. Rowland seconded the motion.

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

Roll Call

M. Rigau Aye
A. Bacigalupo Aye
S. Sarna Aye
M. Lynch Aye
G. Rowland Aye

D. Line of Credit

M. Rigau made a motion to approve a Line of Credit proposal from Pacific Western.

S. Sarna seconded the motion.

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

E. Curriculum and Instructional Materials

Item tabled to be addressed at a later meeting.

F. Enrollment and Admissions Policy

A. Bacigalupo made a motion to approve the proposed policy as presented.

M. Lynch seconded the motion.

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

IV. Staff Reports

A. Executive Director

The Executive Director updated the Board on the SPA planning year progress.

V. 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 2:04 PM.

Respectfully Submitted,
V. Townsend-Crosby