



## Contra Costa School of Performing Arts

### Minutes

#### Board Meeting

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**Date and Time**

Friday July 1, 2016 at 3:30 PM

**Location**

150 N. Wiget Lane, Suite 201, 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 CharHouse 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.charhousepublicschools.org](http://www.charhousepublicschools.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 ([charhousepublicschools@gmail.com](mailto:charhousepublicschools@gmail.com)).*

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**Directors Present**

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

**Directors Absent**

M. Rigau

**Directors who arrived after the meeting opened**

G. Rowland

**Ex Officio Members Present**

N. McChesney

**Non Voting Members Present**

N. McChesney

**Guests Present**

Lisa Kingsbury, V. Townsend-Crosby

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**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 Friday Jul 1, 2016 at 3:39 PM.

**II. Closed Session**

**A. Public Employment**

G. Rowland arrived.

**B. Conference with Legal Counsel - Existing Litigation**

**III. Reconvene Open Session**

**A. Report Out**

With reference to Closed Session Agenda Item No. III-A, the Board approved the following employment contracts:

Melissa Kirmsse, Administrative Assistant  
Vaishali Patel, Teacher

With reference to Closed Session Agenda Item No. III-B, the Board took the following action and approved a settlement of the existing appeal in Mt. Diablo Unified School District v. Contra Costa School of Performing Arts, Case No. A147995.

Board members 4 voted "Yes" to approve the settlement.

Board members 0 voted "No" to reject the settlement.

Board members 0 abstained.

#### IV. Information Items

##### A. Academic Program

The Director of Curriculum and Integration, Lisa Kingsbury made a presentation on the SPA academic program.

##### B. Email Training

The Board received a brief training on the new e-mail system.

#### V. Action Items

##### A. Regular Board Meeting Dates

M. Lynch made a motion to establish the first Monday of each month at 5:30pm as the reoccurring monthly date for regular board meetings in the 2016-17 fiscal year.

G. Rowland seconded the motion.

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

###### Roll Call

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

##### B. IT Services

S. Sarna made a motion to approve the IT services proposal from CTS as presented.

G. Rowland seconded the motion.

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

###### Roll Call

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

##### C.

### **Facilities Lease**

M. Lynch made a motion to authorize the Executive Director to execute the lease for the Shadelands property.

S. Sarna seconded the motion.

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

#### **Roll Call**

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

### **D. CSFA Revolving Loan**

M. Lynch made a motion to approve the resolution accepting the terms and conditions of the revolving loan and authorize the Executive Director to execute the loan agreement.

S. Sarna seconded the motion.

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

#### **Roll Call**

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

## **VI. Staff Reports**

### **A. Executive Director**

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

## **VII. 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 5:34 PM.

Respectfully Submitted,  
V. Townsend-Crosby