

# CREATIVE ARTS

CHARTER SCHOOL

EST · 1994

## Board of Directors Meeting

October 15, 2019 • 6:30pm • Creative Arts Classroom

1601 Turk St. San Francisco, CA

If gate is locked call: 415-672-2366

*Creative Arts Charter School engages K-8 students in an equitable and academically rigorous education through arts integrated and interdisciplinary study. Our public school community cultivates curiosity and joy. Students are empowered to develop a sense of self, responsibility, and advocacy to effect and create change in their communities and the world.*

## Meeting Notice & Agenda

[Note: The Spanish version of this document was translated using Google Translate]

Facilitator: Laura F. Timekeeper: Deniz Secretary Support: Caroline Process Checker: Laura L.

**CACS Board Meeting Norms:** Maintain confidentiality, Step Up/ Step Back, Challenge and discuss issues and ideas, not people, Disrupt inequities/Speak your truth, Keep students at the heart of our work, Reflect and Repair

Item of Business	Time	Facilitator	Supporting Documents & Outline	Desired Outcomes
Welcome & Check In Review of Norms	6:30 - 6:45	Laura F.		Community Building
Rotating Role Reminders	6:45-6:50	Kate		Informational Only
Public Comment on General Matters	6:50-6:55	Laura F.		Receive input from CACS community members with BoD as active listeners
Consent Agenda	6:55-7:00	Laura F.	<ul style="list-style-type: none"><li>• <a href="#">2019-09-22Retreat Minutes &amp; Notes</a></li><li>• 2019-10-15 Meeting Notice &amp; Agenda</li><li>• <a href="#">Accept 18-19 Unaudited actuals</a></li></ul>	Informational and <b>approval of consent agenda and items</b>
Board Leadership Transition, Communication Best Practices, Community Agreements	7:00-7:10	Eric T. /Kate	Board Leadership Transition <ul style="list-style-type: none"><li>• Structural things in place to build capacity and leadership</li></ul> Communication Best Practices <ul style="list-style-type: none"><li>• Check CACS email everyday</li><li>• Respond to CACS email within 48 business hours</li><li>• As board members, be mindful about business hours for staff</li><li>• Per Brown Act: DO NOT</li></ul>	Informational Only

			<ul style="list-style-type: none"> <li>Reply-All to Board Email</li> <li>Parent concerns/complaints brought to the board</li> </ul> <p>Communication Process</p> <ul style="list-style-type: none"> <li>Check in with Board Buddy</li> <li>Check in with any Executive Committee</li> </ul>	
Executive Director Report	7:10-7:40	Fernando		Informational Only
Local Indicators for Dashboard	7:40-7:45	Fernando		Informational and <b>Consideration for Approval</b>
CACS Admissions and Enrollment Policy	7:45-7:50	Fernando		Informational and <b>Consideration for Approval</b>
Finance Presentation	7:50-8:10	Eric/Justin		Informational Only
Strategic Plan Review -Development (5 min) -Educational Data (5 min) -Facilities (5 min) -Finance (5 min) -Governance (5 min) -Outreach/Diversity (5 min) -Strategic Plan (5 min) -Teacher/Staff Support (5 min)	8:10-8:45	All		Informational Only
<b>Closed Session</b>				
Public Employee: Discipline/Dismissal/Release	8:45-9:05	Kate		
<b>Open Session</b>				
Report out from Closed Session	9:05-9:10	Kate		
Process Check & Closing			Reminders: <ul style="list-style-type: none"> <li><a href="#">Process Check Form</a></li> </ul>	Informational Only

Community members are welcome and invited to attend all open sessions of board meetings. At regular meetings, speakers may speak to any item being voted on or may give general public comment during the time reserved for "Public Comment on General Matters."

If you wish to speak on an agenda item, you must sign up in advance: Contact Kate Maselli Zimman via email: [kmasellizimman@creativeartscharter.org](mailto:kmasellizimman@creativeartscharter.org) (x hours in advance of the meeting) or complete a speaker card at the beginning of the meeting and hand it to Kate Maselli Zimman. Speaker cards must be turned in before the agenda item being spoken to is officially "called."

You do not need to sign up in advance to speak during general comments. Members of the public are typically be allowed two minutes to speak, but time given may be shorter if there are a large number of speakers.

This legislative body conducts business under the meeting requirements of the Ralph M. Brown Act.

MEETING AGENDA & RELATED MATERIALS

Agendas for regular board meetings as defined by the Brown Act will be posted at the meeting site and the legislative body's website, if applicable, 72 hours prior to the start of the meeting. Agendas for special meetings as defined by the Brown Act will be posted at the meeting site and the legislative body's website, if applicable, 24 hours prior to the start of the meeting. Materials relating to an agenda topic that is a matter of public record in open session, will be made available for public inspection 72 hours prior to the start of the meeting, or, alternatively, when the materials are distributed to at least a majority of board members.

THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE

Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice.

REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY

The Governing Board's presiding officer reserves the right to impose reasonable time limits on public testimony to ensure that the agenda is completed.

SPECIAL PRESENTATIONS MAY BE MADE

Notice is hereby given that, consistent with the requirements of the *Bagley-Keene Open Meeting Act*, special presentations not mentioned in the agenda may be made at this meeting. However, any such presentation will be for information only.

REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY

Pursuant to the *Rehabilitation Act of 1973* and the *Americans with Disabilities Act of 1990*, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting may request assistance by contacting Creative Arts at 1601 Turk St San Francisco, CA 94115 or at (415) 749-3509

FOR MORE INFORMATION

For more information concerning this agenda or for materials relating to this meeting, please call (415) 749-3509