

**Contra Costa County Board of Education
Charter Committee Meeting
Minutes
November 1, 2023**

MEMBERS

Sarah Butler, Area 2 Trustee – Committee Chair
Annette Lewis, Area 5 Trustee

1. CALL TO ORDER

1.1 Call to Order

Trustee Sarah Butler called the meeting to order at 10:33 a.m.

1.2 Roll Call

All Committee Members were present

2. GENERAL INFORMATION

2.1 The Board of Education will provide reasonable accommodations for persons with disabilities planning to attend Board of Education meetings who contact the County Superintendent's Office assistant at least 24 hours before the meeting at (925) 942-3380.

2.2 Any disclosable public records related to an open session item on an agenda and distributed by the County Superintendent to a majority of the members of the County Committee less than 72 hours before the public hearing are available for public inspection at the Contra Costa County Office of Education, 77 Santa Barbara Road, Pleasant Hill, CA and will be made available at the Public Hearing.

3. PUBLIC COMMENT

3.1 Public Comment

None

4. BUSINESS/ ACTION ITEMS

4.1 Approval of the Agenda

Agenda amended to move 4.4 to 4.3 and approved.

4.2 Approval of Minutes – August 23, 2023

Amended minutes approved.

4.4 BP/EX 0420.41 Oversight of County Charter Schools

The Charter Committee reviewed Board Policy and Exhibit 0420.41 Oversight of County Charter Schools that include Board-approved updates to help guide the discussions in subsequent agenda items.

4.3 Charter Board Appointments

The Charter Committee reviewed documents for appointing a Charter School Board member and discussed feedback received from the full Board at the Dec. 14, 2022, Board meeting. The committee finalized the process, application and timeline, and clarified language in the documents, where needed. The committee recommended referring to the full Board at the next Board meeting.

4.5 Charter School Data Book

The Charter Committee requested the Charter School Data Book to be updated for 2022-23. Neil McChesney, Charter School Oversight Coordinator, told the committee the target publish date for the updated data book is March 2024 when updated information and statistics would be available.

4.6 Summit K2

The Charter Committee reviewed the recent site tour at Summit K2. Trustee Butler expressed concerns related to an incident that occurred during the visit and asked about to ensure measures are taken to correct the issue. Trustee Butler was also concerned about the high chronic absenteeism at Summit K2. Neil McChesney informed the committee that he is scheduling a meeting with Summit K2 Leadership to provide feedback from the site visit. He also reminded the committee that Summit K2 will be making its annual LCAP presentation at the next Board meeting and is an opportunity for all trustees to ask questions at that time about chronic absenteeism or anything related to school performance.

4.7 Schedule A – Documents Accountability

The Charter Committee planned to discuss Schedule A: Required Documentation which is posted on the CCCOE website.

4.6 Future Agenda Items

Requests should be emailed.

5. ADJOURNMENT

5.1 The Chair will adjourn the meeting.

Committee Chair, Sarah Butler adjourned the meeting at 11:58 a.m.