

**Contra Costa County Board of Education
Charter Committee Meeting
MINUTES
August 21, 2025**

MEMBERS

Sarah Butler, Area 2 Trustee – Committee Chair

Mike Maxwell, Area 4 Trustee

1. CALL TO ORDER

1.1 Call to Order

Trustee Sarah Butler called the meeting to order at 9:30 a.m.

1.2 Roll Call

All Committee Members were present

Neil McChesney, Coordinator, Charter Oversight, was 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 was approved as presented.

4.2 Approval of Minutes – July 15, 2025

Meeting minutes approved as presented.

4.3 DRAFT MOU, AMPS Richmond Charter Academy - DISCUSSION

The Committee reviewed a draft of the Memorandum of Understanding (MOU) template for charter schools for AMPS Richmond Academy Charter School. Proposed changes from the committee, staff, legal counsel and school administrators were discussed.

4.4 Charter Board Appointment – Amethod Board of Directors - DISCUSSION

The Charter Committee had planned to discuss recommending beginning the process of appointing a charter school board member to the Amethod Board of Directors as allowed by Board Policy 0420.41 and Ed Code 47604.

4.5 Epicenter Report – DISCUSSION

The Charter Committee had planned to discuss the latest Epicenter Report.

4.5 Future Agenda Items

Items 4.4 and 4.5 will be carried over to the next meeting

Email agenda items

4.6 Future Meeting Dates

Will be scheduled at a later time

5. ADJOURNMENT

5.1 The Chair will adjourn the meeting.

Committee Chair, Sarah Butler adjourned the meeting at 10:42 a.m.