

APPROVED



# Contra Costa School of Performing Arts

## Minutes

### Board Meeting

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#### Date and Time

Tuesday December 12, 2023 at 5:30 PM

#### Location

CCSPA Conference Room

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Contra Costa School of Performing Arts

#### Board Meeting

#### Date and Time:

Tuesday December 12, 2023 at 5:30 PM PDT

#### Location:

2730 Mitchell Dr.  
Walnut Creek, CA 94598

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 Chair/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.

When translation services are utilized to support the participation of a primary Speaker, the translator will be afforded the same duration of time as the primary Speaker. 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 [cocospa.org](https://cocospa.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.

Zoom: <https://us06web.zoom.us/j/82316354168>

The Board of Directors will provide reasonable accommodations for persons with disabilities planning to attend Board meetings so long as notice is provided at least one hour prior to the start of the meeting by contacting the Executive Director's Office at (925) 235-1130.

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**Directors Present**

A. Mbonisi, C. Hill, D. Wendt, G. Ponikvar, H. Vega, L. McPhatter-Harris

**Directors Absent**

M. Hennessy

**Ex Officio Members Present**

C. Foster

**Non Voting Members Present**

C. Foster

**Guests Present**

C. Phillips (remote), C. Tirlia

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**I. Opening Items****A. Call the Meeting to Order**

H. Vega called a meeting of the board of directors of Contra Costa School of Performing Arts to order on Tuesday Dec 12, 2023 at 5:47 PM.

**B. Record Attendance****C. Establish a Quorum**

Quorum established at 5:47 by Heather Vega

**D. Agenda Review and Adoption**

D. Wendt made a motion to Approve the Agenda.

G. Ponikvar seconded the motion.

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

**II. PUBLIC COMMENTS**

**A. Items on the Agenda**

No public comments were made at this time.

**B. Items Not on the Agenda**

No public comments were made at this time.

**III. CONSENT AGENDA**

**A. Approve Minutes**

The agenda is missing the Closed Session portion of the agenda. Agenda is missing the fact that no action was taken at the time of closed session. Heather should be the one to sign off, not David.

D. Wendt made a motion to approve the minutes from Board Meeting on 11-28-23.

C. Hill seconded the motion.

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

**IV. FINANCE**

**A. Financial and CBO Report**

No Financial and CBO Report given.

Adiagha Mbonisi entered the meeting at 5:54pm

**B. Interim Budget**

Debbie Howard began presenting the first interim budget report at 5:56.

Debbie reviewed the first interim budget summary and spending reports.

Debbie and Candice reviewed the current budget detail and prior year comparison.

Lynna McPhatter-Harris entered the meeting at 6:19pm.

The board wants Candice and Debbie to remove overinflated spending items.

The board decided to remove money from the Substitute Budget to reduce the negative spending budget.

Debbie presented the Multi-Year Projection Summary.

D. Wendt made a motion to To approve the First Interim Budget as Amended.

C. Hill seconded the motion.

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

**Roll Call**

H. Vega	Aye
A. Mbonisi	Aye
G. Ponikvar	Aye
M. Hennessy	Absent
C. Hill	Aye
L. McPhatter-Harris	Abstain
D. Wendt	Aye

**V. OTHER BUSINESS**

**A. Executive Summary**

Catherine began presenting the Executive Summary.

Candice proposed adding a 5th grade level school.

The board believes giving more attention to High School and offering more High School classes will attract more kids to CoCoSPA.

The board wants the Agenda to be posted on the CoCoSPA website for better transparency.

The board looked over a proposed 24-25 school year calendar.

The board and Candice reviewed the follow-up with the relators and the bonds.

**B. Board Term**

D. Wendt made a motion to Extend Charles Hill's board position for a year (ending in December 2024).

G. Ponikvar seconded the motion.

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

**VI. RECONVENE TO OPEN SESSION**

**A.**

## **Report Out**

Reopened meeting at 7:25pm

The board approved the Public Employee/Discipline/Dismissal and Release Report

## **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 7:27 PM.

Respectfully Submitted,  
D. Wendt