

APPROVED



Contra Costa School of Performing Arts

Minutes

Board Meeting

Date and Time

Tuesday February 27, 2024 at 5:30 PM

Location

CCSPA Conference Room

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Contra Costa School of Performing Arts

Board Meeting

Date and Time:

Tuesday, February 27, 2024 at 5:30 PM PDT

Location:

2730 Mitchell Dr.
Walnut Creek, CA 94598

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

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. 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.

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.

Directors Present

A. Mbonisi, C. Hill, G. Ponikvar, H. Vega, L. McPhatter-Harris, M. Hennessy

Directors Absent

None

Ex Officio Members Present

C. Foster

Non Voting Members Present

C. Foster

Guests Present

C. Phillips, C. Tirlia

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 Feb 27, 2024 at 5:36 PM.

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

Established Quorum by Heather Vega at 5:36pm

D. Agenda Review and Adoption

L. McPhatter-Harris made a motion to Move Executive Summary to After Consent Agenda and before Finance. The Agenda will be adopted as edited.

A. Mbonisi seconded the motion.

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

II. PUBLIC COMMENTS

A. Items on the Agenda

No items off the agenda were spoken about at this time.

B. Items Not on the Agenda

No items off the agenda were spoken about at this time.

III. CONSENT AGENDA

A. Approve Minutes

This item was changed from November 28th 2023 to January 23rd 2024.

M. Hennessy made a motion to approve the minutes from Board Meeting on 01-23-24.

L. McPhatter-Harris seconded the motion.

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

IV. FINANCE

A. CBO Updates

The CBO update was presented after Catherine Foster's Executive Summary. Candice Phillips presented her CBO updates to the board.

There is no current update on Prop 39.

Candice is working diligently to complete grant applications for more funding.

The board discussed the progression timeline for completing the Prop 39 requests.

B. 2nd Interim Budget

Debbie Howard began presenting the 2nd Interim Budget.

Candice assisted Debbie with the 2nd Interim Budget.

Debbie explained in detail the changes in revenue and changes in expenses to the board. The board discussed the data and how to move forward with the given budget report information.

M. Hennessy made a motion to Approve the 2nd Interim Budget.

C. Hill seconded the motion.

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

C. Contract Discussion

Candice presented a brief update on the Contracts.

V. OTHER BUSINESS

A. Executive Summary

Catherine Presented the Executive Summary after III. Consent Agenda and before IV. Finance.

Student population is currently at 347. Attendance is at a 93% rate.

Catherine started to address the 24-25 School Safety Plan that will be presented later in the board meeting.

Students will be doing their 3rd Diagnostic iReady testing starting March 13.

Ensemble presented their fundraising updates.

Charles Hill entered the board meeting at 6:01pm.

B. LCAP Mid-Year Update

Catherine presented the Mid-Year Outcome Data for the 2023-2024 Local Control and Accountability Plan (LCAP).

M. Hennessy made a motion to Approve the LCAP Mid-Year Update.

G. Ponikvar seconded the motion.

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

C. COCOSPA Safety Plan 23-24

Catherine presented the 2024-2025 Comprehensive School Safety Plan.

Catherine presented the Emergency Response Guidelines with complete steps for identifying the emergency, identifying the level of emergency and determining the immediate response action.

Catherine presented the guidelines for a Parent/Staff exchange to reflect the event that occurred previously within the year.

C. Hill made a motion to Approve the 2024-2025 Safety Plans with revisions as directed.

G. Ponikvar seconded the motion.

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

VI. CLOSED SESSION

A. Public Employee Employment/Discipline/Dismissal Release (§ 54957)

G. Ponikvar made a motion to Approve resignation of employee 462207.

A. Mbonisi seconded the motion.

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

B. Authorizer Update

C. Facility Update

D. Executive Director Evaluation

VII. RECONVENE TO OPEN SESSION

A. Report Out

Reconvening from closed session at 9:02pm.

Action was taken on item A.

VIII. 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 9:02 PM.

Respectfully Submitted,

H. Vega

Put Executive Summary after Consent Agenda and before the Financial CBO update.