

APPROVED



# Contra Costa School of Performing Arts

## Minutes

### Board Meeting

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#### Date and Time

Monday April 22, 2024 at 5:30 PM

#### Location

CCSPA Conference Room

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Contra Costa School of Performing Arts

#### Board Meeting

#### Date and Time:

Monday, April 22, 2024 at 5:30 PM PDT

#### Location:

2730 Mitchell Dr.  
Walnut Creek, CA 94598

505 Allegheny Drive  
Walnut Creek, CA 94598

4229 20th Street  
San Francisco, CA 94114

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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.

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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, G. Ponikvar, H. Vega, L. McPhatter-Harris, M. Hennessy (remote)

**Directors Absent**

*None*

**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 Monday Apr 22, 2024 at 5:36 PM.

**B. Record Attendance**

**C. Establish a Quorum**

Quorum Established at 5:36PM by Heather Vega

**D. Agenda Review and Adoption**

Heather is proposing to move V-B "Contract Negotiations" to VI-E (below VI-D "Proposed Agreement to Smart Management Schools")

C. Hill made a motion to Approve move V-B "Contract Negotiations" to VI-E (below VI-D "Proposed Agreement to Smart Management Schools").

G. Ponikvar seconded the motion.

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

**Roll Call**

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

**II. Closed Session**

**A. Review Potential Litigation**

Lynna entered the meeting at 5:43pm.

**III. Reconvene to Open Session**

**A. Report out on Action Taken in Closed Session**

Reconvened to Open Session at 6:10pm by Heather Vega

No action taken during closed session.

**IV. Public Comments**

**A. Items on the Agenda**

Tasha Tervalon discussed raising money through Ensemble. Tasha discussed fundraising for the year of 2024-2025 and told the board how parents are hopeful and willing to help take over fundraising aspects for the school. Tasha would like better communication in letting parents know that there is no fund for the departments at the beginning of the school year. Tasha would also like to know a more specific number of

how much the school needs to raise so they know what their overall goal is. Tasha proposed a board-parent liaison to help better the communication between the board and parents.

## **B. Items Not on the Agenda**

No public comments were made during this time.

## **C. Minutes**

L. McPhatter-Harris made a motion to approve the minutes from Board Meeting on 02-27-24.

C. Hill seconded the motion.

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

### **Roll Call**

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

L. McPhatter-Harris made a motion to approve the minutes from Board Meeting on 03-26-24.

C. Hill seconded the motion.

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

### **Roll Call**

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

## **V. Finance**

### **A. CBO Updates**

Debbie began presenting the CBO updates and data reports through March 2024.

## **VI. Other Business**

### **A. Executive Summary**

Catherine presented the Executive Summary.

Student total population 351. Attendance is at 93%.

SPA has multiple different strategies and current plans to recruit new students.

Catherine updated the board in Safety and Security as well as informed the board on the 4/17 county wide bomb threat.

Catherine has events planned for the school to celebrate community and culture within the school.

## **B. Approval of Correction to School Year 24-25 Calendar**

Cathrine edited the calendar for May and June to say 2025 not 2024.

L. McPhatter-Harris made a motion to Approve the 2024-2025 Academic Calendar.

G. Ponikvar seconded the motion.

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

### **Roll Call**

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

## **C. Approval of Employee Work Calendars**

Catherine proposed the three staff calendars for 2024-2025. Catherine proposed a 185 workday calendar, 215 workday calendar and 224 workday calendar.

The board will be taking this information and the proposed calendars to figure out how the proposed calendars will affect SPA going forward.

No action was taken at this time.

## **D. Proposed Agreement with Smart Management Schools**

Tom Torkelson began the presenting the proposed agreement with Smart Management Schools. Tom presented the different ideas and strategies he has to help improve the school and have it performing at its best level.

L. McPhatter-Harris made a motion to support Heather in finalizing the contract with Tom.

C. Hill seconded the motion.

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

**Roll Call**

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

**E. Contract Negotiations**

The board reviewed the contract with Mariposa.

M. Hennessy made a motion to Approve the contract with Mariposa Consulting Group.

L. McPhatter-Harris seconded the motion.

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

**Roll Call**

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

**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 8:16 PM.

Respectfully Submitted,  
H. Vega