

APPROVED



# Contra Costa School of Performing Arts

## Minutes

### Board Meeting

---

**Date and Time**

Monday April 14, 2025 at 5:30 PM

**Location**

2730 Mitchell Drive  
Walnut Creek, CA 94598

---

Contra Costa School of Performing Arts

**Board Meeting****Date and Time:**

Monday, April 14, 2025 at 5:30 PM PDT

**Location:**

Google Meet Link: CCSPA/ChartHouse Board of Directors Meeting

Video call link: <https://meet.google.com/nkf-yvbi-bxv>

4229 20th street  
San Francisco, CA 94114

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**

G. Ponikvar, H. Vega, J. Bridge, L. McPhatter-Harris, M. Hennessy (remote), S. Kulak

**Directors Absent**

*None*

**Directors who arrived after the meeting opened**

L. McPhatter-Harris, S. Kulak

**Guests Present**

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 Monday Apr 14, 2025 at 5:34 PM.

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

Quorum established at 5:34pm by Heather Vega.

**D. Agenda Review and Adoption**

J. Bridge made a motion to accept the agenda as presented.

G. Ponikvar seconded the motion.

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

**Roll Call**

S. Kulak	Absent
M. Hennessy	Aye
L. McPhatter-Harris	Absent
J. Bridge	Aye
H. Vega	Aye
G. Ponikvar	Aye

**II. Public Comments**

**A. Items on the Agenda**

No comments about items on the agenda were made during this time.

**B. Items Not on the Agenda**

No comments about items not on the agenda were made during this time.

**III. Consent Agenda**

**A. Consent Agenda Items**

M. Hennessy made a motion to approve the minutes from Special Board Meeting on 12-11-24.

J. Bridge seconded the motion.

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

**Roll Call**

H. Vega	Aye
S. Kulak	Absent
G. Ponikvar	Abstain
M. Hennessy	Aye
J. Bridge	Aye
L. McPhatter-Harris	Absent

M. Hennessy made a motion to approve the minutes from Board Meeting on 03-04-25.

J. Bridge seconded the motion.

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

**Roll Call**

J. Bridge	Aye
H. Vega	Aye
G. Ponikvar	Abstain
M. Hennessy	Aye
L. McPhatter-Harris	Absent
S. Kulak	Absent

#### IV. Closed Session

##### A. Conference with Real Property Negotiations

S. Kulak arrived at 5:38 PM.

L. McPhatter-Harris arrived at 5:46 PM.

##### B. Public Employee Performance Evaluation (§ 54957) Executive Director

#### V. Reconvene to Open Session

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

Reconvened to open session at 6:05pm.

No action taken during closed session.

#### VI. Finance

##### A. Financial Report

Debbie Howard presented the April financial report to the board.

#### VII. Other Business

##### A. Executive Summary

Catherine presented her April Executive Summary to the board.

##### B. Board Member Terms

L. McPhatter-Harris made a motion to approve the board terms of Jennifer Bridge, Sierra Kulak, and Lynna McPhatter-Harris be amended to conclude on June 30, 2025, instead of the previously established end date.

J. Bridge seconded the motion.

This adjustment is made in accordance with the bylaws/policies of Charthouse Public Schools and will be reflected in the official board records.

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

##### Roll Call

S. Kulak Aye

G. Ponikvar Aye

L. McPhatter-Harris Aye

M. Hennessy Aye

J. Bridge Aye

H. Vega Aye

## **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 6:36 PM.

Respectfully Submitted,  
H. Vega