

APPROVED



# Contra Costa School of Performing Arts

## Minutes

### Special Board Meeting

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#### Date and Time

Wednesday December 11, 2024 at 8:30 AM

#### Location

Virtual <https://meet.google.com/nkf-yvbi-bxv>

2220 Piedmont Avenue  
Berkeley, CA 94720

2125 Ahnieta Drive  
Pleasant Hill CA 94523

4040 Hope Avenue  
Concord, CA 94521

505 Allegheny Dr  
Walnut Creek, CA 94598

2730 Mitchell Drive  
Walnut Creek, CA 94598

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*Because this is a Special Board Meeting, the public may only address the Board regarding items on this meeting's agenda. 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 Vice-chairperson prior to the Call to Order. Speakers will be given three minutes for items on the agenda (comments will not be taken for items not on the agenda). 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 [www.charthouseps.org](http://www.charthouseps.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.*

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**Directors Present**

G. Ponikvar (remote), H. Vega (remote), J. Bridge (remote), L. McPhatter-Harris (remote)

**Directors Absent**

M. Hennessy, S. Kulak

**Ex Officio Members Present**

C. Foster (remote)

**Non Voting Members Present**

C. Foster (remote)

**Guests Present**

C. Tirlia (remote)

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**I. Opening Items**

**A. Record Attendance**

**B. Call the Meeting to Order**

H. Vega called a meeting to order on Wednesday Dec 11, 2024 at 8:35 AM.

**C. Establish Quorum**

Quorum established at 8:35am by Heather Vega

**D. Agenda Review and Adoption**

G. Ponikvar made a motion to Approve the agenda with the removal of the Financial portion.

J. Bridge seconded the motion.

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

**Roll Call**

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

**II. Public Comments**

**A. Items on the Agenda**

No public comments were made during this time.

**III. Governance**

**A. Ah Hoc Committee**

The board began discussions of starting the Ad Hoc Committee. Catherine requested that Jennifer Bridge be on the Ad Hoc Committee. Catherine has also suggested Heather Vega or Greg Ponikvar also be on the committee. Heather and Greg discussed their experiences with similar events and situations with different schools. The board discussed the timeline process of events upon getting a notice of violation. Heather and Greg will both be on the committee.

L. McPhatter-Harris made a motion to approve the creation of the Ad Hoc Committee with Heather and Greg as committee members.

J. Bridge seconded the motion.

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

**Roll Call**

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

**IV. Reconvene to Open Session**

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

Reconvened to open session at 9:15. No action was taken during this time.

**V. 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 9:15 AM.

Respectfully Submitted,  
H. Vega