

APPROVED



# Contra Costa School of Performing Arts

## Minutes

### Board Meeting

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#### **Date and Time**

Wednesday December 17, 2025 at 4:00 PM

#### **Location**

[meet.google.com/afg-jusr-tds](https://meet.google.com/afg-jusr-tds)

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Contra Costa School of Performing Arts

#### **Board Meeting**

#### **Date and Time:**

Wednesday, December 17, 2025; 4:00 PM

#### **Location:**

Google Meet Link: CCSPA/ChartHouse Board of Directors Meeting

[meet.google.com/ddi-swfq-nym](https://meet.google.com/ddi-swfq-nym)

505 Allegheny Drive

Walnut Creek, CA 94598

4040 Hope Avenue

Concord, CA 94521

4320 E. Summer Lake Drive

Oakley, CA 94561

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](http://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 [catherine.foster@cocospa.org](mailto:catherine.foster@cocospa.org).

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**Directors Present**

G. Ponikvar (remote), H. Vega (remote)

**Directors Absent**

*None*

**Ex Officio Members Present**

C. Foster (remote)

**Non Voting Members Present**

C. Foster (remote)

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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 Wednesday Dec 17, 2025 at 4:11 PM.

**B. Record Attendance**

**C. Establish a Quorum**

**D. Agenda Review and Adoption**

H. Vega made a motion to Approve agenda.

G. Ponikvar seconded the motion.

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

**Roll Call**

G. Ponikvar Aye

H. Vega Aye

**II. Consent Agenda**

**A. Consent Agenda Items**

H. Vega made a motion to approve the minutes from Special Board Meeting on 10-22-25.

G. Ponikvar seconded the motion.

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

**Roll Call**

G. Ponikvar Aye

H. Vega Aye

H. Vega made a motion to approve the minutes from Special Board Meeting on 10-22-25.

G. Ponikvar seconded the motion.

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

**Roll Call**

H. Vega Aye

G. Ponikvar Aye

**III. Finance**

**A. Audit**

H. Vega made a motion to Approve the audit as presented.

G. Ponikvar seconded the motion.

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

**Roll Call**

H. Vega Aye

G. Ponikvar Aye

**IV. Other Business**

**A. Dissolution Resolution**

H. Vega made a motion to To approve the ChartHouse Public Schools and 2730 Mitchell Drive LLC Dissolution.

G. Ponikvar seconded the motion.

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

**Roll Call**

G. Ponikvar Aye

H. Vega Aye

**B. Executive Director Contract and Compensation**

H. Vega made a motion to Approve the extension of the contract for the Executive Director through March 31, 2026 at the rate of \$10,000 flat rate payable by December 31, 2025.

G. Ponikvar seconded the motion.

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

**Roll Call**

G. Ponikvar Aye

H. Vega Aye

**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 4:43 PM.

Respectfully Submitted,

H. Vega