

PVPA BOARD OF TRUSTEES
April 14, 2015
Meeting Agenda
School Library
15 Mulligan Drive, South Hadley, Massachusetts

Attendance:

PVPA Mission Statement

Public Comment (10 minutes allowed)

Approval of Minutes from 3.10.15 meeting

- Motion to approve the minutes was submitted and approved unanimously.

President's Business—Kim Hicks

- Update on Head of School evaluation process
- Survey monkey account has been updated to keep a confidential survey. The survey will go out in the next few days.
- Discussion about changing the head of school evaluation date:
 - Should it be changed to more naturally match the school year?
 - How would any needed improvement be implemented if the evaluation was extended?
 - Next Step: Kim will call the lawyer to see how big the impact would be to change the date of the evaluation.
 - Should head of school have more than one point of evaluation mid-year?
 - If there is a problem in a review, what happens?
 - Next Step: Governance will discuss and report back

Finance – Robert Brainin, Deborah Jacobson

- Discussion of proposed budget
- Looking through the highlights, next meeting is the expected time for the vote on the budget.
- Projections: revenue decrease by .3% expenses increase by .2%. This reflects a salary increase to help the step catch up to the bench marks within a slight surplus.
- 93% of the total revenue is from the tuition. Expenses will drop a bit being able offer the shower at PVPA, in house.

- Will attendance at PVPA events change being here rather than in Northampton?
- Is the tuition trend a projection (Page 6)
 - The trend for tuition increases is 2.59% increase.
 - We are projecting less ???
- One change in the revenue setting districts is more students from South Hadley
 - Average per student 12,700 per student this year, its up a bit from last year.
 - The first year the sending district gets 100% of the tuition, the next four or five years the tuition shifts to 25%.
 - Free or reduced lunch eligibility - 14%, this is around the average over that last few years.
- How does this look next to the state and other sending schools?
 - The major cost is salary, with a 3% average increase this year.
 - Education is consultants for academic support, departmental expenses, grant related expenses.

Proposed salary matrix:

- Shows that there is a discrepancy in the middle steps, this is why there is a proposed increase in the steps that are behind the regional average.
- Why are we reaching for 90% vs 100% of the regional average?
 - Answer - because 90% looked obtainable when putting together the 5-year strategic plan.

Development - Mary Cantler and Sheila Mulholland

Update on the annual fund:

- We are at 45K of a 50K goal for the annual fund.
- Phonathon will be happening soon.
- The library was donated and April Bangs, will be donating to art to the school
- Friday May 1st, Friends Board will be having a gathering to discuss the Arts For All campaign.
 - Students are making short films for this
 - It will be at Jake's - which is owned by an alum
 - What is the donation amount?
 - Any amount would be good.
 - Capital campaign is an investment, looking for building support with donors over time

Governance—Geoff Sumi

Discussion about the board's role in grievances:

- Looked into review of grievance practices. There was once a personnel comity on the board. 3-4 years ago it was requested that this move to the school administration. Governance met with the personnel advisory board (PAB) to see how they are dealing with grievances.

Discussion about documents that the Department of Education requires board members to complete:

- How do we ensure that the proper documents are completed?
 - Certificate of Receipts of open Meeting Law Materials (filled at school)
 - Disclosure of financial interest (filled beyond the school)
 - Summer of conflict of interest law (filled at school)
 - Certificate of the completion of the online conflict of interest law (filled at school)
- Draft and send a letter to the DOE for each new member, with CV.

Next step: Conversations are still ongoing and expect to have a fuller report at the next meeting.

Discussion about the retreat in June: weekends of the 13th or the 20th

- Possible topics for the retreat:
 - leadership planning
 - strategic planning
 - invite teachers to discuss classroom initiatives / innovations etc.

Update on the strategic planning committee:

- things are progressing
- might be good to have this as part of the retreat

Head of School - Scott Goldman

- Head of School report
 - Discussion building update - things are progressing quickly.

Space

- Building Expansion Project Update
 - Discussion nothing in addition to the report.

Students— Michaela Moreau, Emma Fraizer, Kate Nelson, Will Maldonado

Staff - Jeanne Powers, Will Decherd

- Discussion Jeanne will need to be stepping off next year. Idea to have Will step in for the rest of Jeanne's term (one year) and move to elect a

new two year member. This would allow for an overlap of terms in the future.

- Have other faculty expressed interest in the term?
 - Did not check yet

Discussion of how to fill a vacancy of a term - board can elect to fill the vacancy.

- Wait to vote at the next meeting.
- Discussion at the arts integration PD shifted to a discussion of about other topics that are may need to be further addressed.
 - faculty asked to bring to the attention of the board that special ed department might need more support and PD
 - faculty recommendation - create time and space for apprentice teachers gain feedback / evaluation and/or increase academic support staff.
 - Administration is aware of this and wants to hear more to plan next steps.
- Discussion the teachers want the board to be aware of this issue. Robert - maybe Brent Nelson should come to the next meeting to further explore this issue. How can we better move beyond meeting students' legal needs.

Open Session - for topics not reasonably anticipated by the Chair 48 hours in advance of the meeting

- No additions

Public Comment (10 minutes allowed)

- Discussion no public comment

Executive Session (appears whether or not used)

Adjourn

- Motion to adjourn

Attendance 9/14/15

Jeanne Powers
Will Decher
Jim Bunker
Geoff Sumi
Mary Cantler
Janet Arena
Kimberly
Rachel Dionne

Robert Brainin
Berri Jacque
Donovan Arthan
Sean Moore

Jeanne Powers
Will Dechers
Geoff Sumi
Mary Cantler
Janet Arena
Rachel Dionne
Sean Moore
Donovan Arthan
Berri Jacque
Robert Brainan
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