

**PVPA Board of Trustees Meeting
15 Mulligan Drive, South Hadley, Ma 01075
Ladenheim Library**

Meeting Minutes

June 14, 2016

Present: Jim Barnhill, Rachel Dionne, Kim Hicks, Gary Huggett, Noah Hornick, Deborah Jacobson, Berri Jacque, Sean Moore, Gary Smith, Geoff Sumi

Staff Present: Erica Foley, Scott Goldman

Absent: Will Decherd, Rachel Huggett, Trace McLaurin

Next meeting: September 13, 2016; 6:00pm; Library

Meeting called to order at 6:02pm with quorum.

Mission Statement:

- Read by Kim Hicks

Public Comment:

- No public comment

Approval of Minutes:

- May Minutes were approved as presented
- April Minutes that were not approved at May Meeting were tabled until the September meeting.

President's Business:

Head of School Evaluation

- Letter went out to staff and faculty regarding the NCCJ Focus Groups and the work that they will perform.
- The Head of School (HoS) Evaluation was distributed to members. Board President requested that the meeting be suspended for a short period so that members could read the evaluation.
- Motion was made and seconded to suspend meeting for ten minutes to read HoS Evaluation. All members were in favor.
- Once meeting reconvened, Geoff Sumi inquired whether the EPW dots on Figure 1 on Page 7 represent individual votes. Berri Jacque explained that Table 1 is incorrect and evaluation will be updated with correct table. He also explained the rationale behind Standard Deviations

- Kim Hicks continues to be impressed with Scott's ability to bring all SAP items to fruition.
- Gary Smith addressed that although there have been some growing pains, the re-chartering process, educational growth, and theater completion have all occurred.
- Outsiders remain impressed by caliber of students and staff at PVPA.
- Scott Goldman indicated that the people who work at PVPA are fully committed to the school and passionate about its success.
- A motion was made and seconded to accept the evaluation, pending the correction to the table. All members were in favor.

Strategic Action Plan (SAP) Update: (presented by Erica Foley in Will Decherd's absence)

- Appreciation was extended by the Board for all the hard work placed in the SAP.
- Erica Foley asked if there were any additional questions that needed to be addressed.
- A motion was made and seconded to accept the Strategic Action Plan as presented. All were in favor.

Finance:

- Capital Budget – After further discussion with Finance Committee members it was decided to remove the parking lot lighting from the budget however the server will remain. A motion was made and seconded to accept the Capital Budget with the change. All members were in favor.

Governance:

- Slate of candidates for (re)election were approved as presented during the May meeting
- Board Retreat/Annual Meeting will be held on June 18 from 9am to 12pm
- Faculty Membership on Finance Committee was discussed
 - May become a conflict of interest when voting on budgetary items
 - As Finance meetings are open, any faculty member is able to sit in the meeting and provide commentary during public comment.
 - Traditionally, members who are selected based on their financial/business acumen.
 - Administration will facilitate the ability for a faculty member or two, who would like to represent the teachers, to attend the meetings.
 - Although Gary Huggett is concerned with having a voice early on in the budget process, Deb explained that administration prepares the budget that is then brought to the Finance Committee for discussion and approval
 - Discussion occurred with regards to an ex officio member sitting on the Finance Committee. By-Laws state that the President can appoint an

individual to sub-committees. Gary Huggett will bring this information to faculty to see if there is any interest.

- Item will be placed on the September Agenda.
- Revision of By-Laws will be tabled again until September.

Development / Head of School:

- Sunday morning Scott Goldman received notification that a 2014 PVPA graduate committed suicide. Parents have been informed and continuously updated with discussion and services being provided to the students and staff.
- Crisis counseling has been available to students and staff this week for both the Orlando Massacre and suicide.
- There was a chalk out session held outside today at 12:15pm.
- A memorial gathering for Julian will be held this Thursday from 4:30pm to 6pm at school.
- A larger memorial service is currently being organized for June 26. A request has been made to have the event held in the new theatre.
- Noah Hornick stated that there has been adequate support for students over the past two days and Gary Huggett agreed.
- The Whole Foods Fundraiser was very successful.
- Scott was asked to elaborate on the Grant Writing bullet within his HoS Report for which Scott indicated that, given the school's landscape, it would be better to sub-contract a grant writer who would be paid based on a percentage obtained in grants.

Students:

- Noah Hornick indicates that the general consensus among students is that they would like school to be done for the year.

Staff: (presented by Gary Huggett)

- Graduation was great albeit the longest one yet.
- Would like to create a Personnel Committee to investigate and collect salary and benefit comparables from other Charter Schools in Western and Central MA.
- Scott Goldman stated that schools, by law, must comply with any formal request made to them for such information.
- Members of the board request the following
 - Change committee name to Salary Task Force
 - Function as an Ad Hoc Committee with three year review
 - Must document methodology and collection of information
 - Must adhere to Open Meeting Law
 - Members will be appointed by Board President
 - Review time will be tabled until first cycle has been completed

- A motion was made and seconded to approve committee as presented. All members were in favor.

Open Session:

- Keith Black (participating remotely), who was introduced to the board by Geoff Sumi, provided some information as to why he would like to become a member of the board.
- A motion was made and seconded to elect Keith Black as a Parent Representative for a two year term and to re-elect Gary Huggett for a two year term as a Faculty Representative. All members were in favor.

Public Comment:

No public comment

Kim Hicks requested that an executive session be called to order: *To discuss complaints brought against a public officer, employee, staff member or individual and to conduct a strategy session in preparation for contract negotiations with nonunion personnel.*

In a roll call vote each Board Member present voted to go into Executive session.

Jim Barnhill—aye
Rachel Dionne—aye
Kim Hicks—aye
Gary Huggett—aye
Deborah Jacobson—aye
Berri Jacque—aye
Sean Moore—aye
Gary Smith—aye
Geoff Sumi—aye

Regular session adjourned and Executive Session called to order at 7:45pm.

Respectfully submitted by,

Rachel D. Dionne