

PVPA Charter Public School
Board of Trustees
Meeting Minutes

November 8, 2016

Present: Mary Ahlstrom, Donovan Arthen, James Barnhill, Danielle Buoniconti, Will Decherd, Rachel Dionne, Iris Ethier, Gary Huggett, Sean Moore, Allison Noyes, Zevey Steinitz, Geoff Sumi, Stephen Therrien, Melinda Winter

Staff Present: Marcy Conner, Scott Goldman, Llama Maynard

Next meeting: November 8, 2016; 6:00pm; Library

Meeting called to order at 6:05pm with quorum.

Mission Statement:

- Read by Stephen Therrien

Public Comment:

- No public comment

Approval of Minutes:

- October 2016 Minutes were approved as presented by consensus

President's Business:

Geoff acknowledged Scott's endeavors during his leadership and expressed appreciation for all his efforts and accomplishments while at PVPA. Gratitude and applause was extended by all board members.

Search Process for new Head of School

- Discussion occurred as to whether a search committee should be convened immediately and move forward with the search process or wait a year to begin search while utilizing an interim Head of School. Motion was made and approved to move forward and convene a search committee. (9 in favor, 1 abstention, 0 nays)
- Search Committee will be comprised of 14 members (4 board members, 4 teachers, 2 staff, 2 students, and 2 parents who are not board members). Geoff indicated that he, Rachel Dionne, Zevey Steinitz, and Melinda Winters will represent the board. Will Decherd and Gary Huggett will provide oversight for the teacher search, Marcy Connor will provide oversight for the staff search, student representatives will provide

oversight for the student search and parent recommendations will be submitted to Geoff for review and selection.

- Committee will be charged with drafting a job posting to be reviewed and posted in December. A timeline must be established for application submission deadline, the first round of prospective applicant interviews, and final interviews. Once the committee membership is finalized, the group will meet to outline the scope and framework of the process. Update will be presented at next Board meeting.

Reporting Timeline for Task Force on Faculty Salary data

- Finance Committee will review information prior to presentation to the full board. Presentation will likely occur in April.

Finance: (presented by Marcy Conner)

- Committee met on November 1, 2016. A prospective member, Bob Haan, was introduced to the members. The Finance committee recommends that Bob Haan be added to the committee. Geoff Sumi appointed Bob Haan to the Finance Committee.
- A new platform from ADP that integrates HR and payroll was discussed on a higher level. More research and discussion to come on that front.
- More discussion occurred on Friends dissolution and its effects on 501c3 status.

Governance: (presented by James Barnhill)

Vote on By-Laws Revision (section 11, indemnification):

- Indemnification language was reviewed and discussed briefly. By-Laws Revision was approved by consensus.

Strategic Action Plan (SAP) Matrix & Implementation: (presented by Llama Maynard and Will Decherd)

- The matrix document is now complete and being utilized by Department leaders. The Strategic Action Plan Matrix will be included with Board documents. The matrix will be reviewed and adjusted for timeline goals as it is a living document.
- The board affirms the efforts of all who put this in place.
- Will Decherd will submit an electronic version to the board for their documentation.

Development / Head of School:

- The State's Expulsion Laws and Procedures were changed approximately a year ago. When PVPA changed its guidelines to be in compliance with these revised laws and procedures, it did not submit the changed

documentation to DESE, as the instructions were not clear. Subsequently, the guidelines were submitted to DESE but not accepted due to the fact that the revision did not include language pertinent to the school's personnel structure. Updated Laws and Procedures were submitted to the board for review and approval. Board voted to approve the Expulsion Policy, as amended by James Barnhill. Policy was approved by consensus.

- Following discussions that took place during the Finance Committee meeting regarding the dissolution of the Friends of PVPA Board, Scott invited Keith Black and Rachel Dionne to take part in a conference call with the attorney retained by the Friends of PVPA Board handling the dissolution. The conference call indicated that more research is needed to answer questions on how to manage the forthcoming dissolution. It has been recommended that the Board of Trustees retain its own legal counsel to advise it on how to manage the transfer of assets and retention of its 501c3 status. The counsel retained by the Board of Trustees will also review any paperwork prepared by the attorney for the Friends of PVPA. James Barnhill will obtain information pertaining to the rate and retainage of the prospective counsel.

Students:

- Stephen Therrien, 12th Grade Student Representative, stated that things are going well. The Off-Campus Privilege Reform is still being reviewed and will be submitted to parents soon for their feedback.
- Mary Ahlstrom and Iris Ethier, 10th Grade Student Representatives, stated that School Spirit week is next week. Verbal violence workshops that were held last week were well attended and informative.

Staff: (presented by Will Decherd and Gary Huggett)

- Teachers just completed Parent/Teacher conferences and mid-semester reports. Overall, teachers received positive feedback from parents.
- Will Dechard will provide oversight at student council meetings during Leigh-Ellen's leave of absence.

Open Session:

- None

Public Comment:

- None

Adjournment:

- A motion to adjourn was made at 7:44pm.

Respectfully submitted by,

Rachel D. Dionne, Board Secretary