

APPROVED



## Pioneer Valley Performing Arts Charter Public School

### Minutes

#### October Board of Trustees Meeting

---

**Date and Time**

Tuesday October 9, 2018 at 6:00 PM

**Location**

PVPA, Ladenheim Library, 15 Mulligan Dr, S. Hadley, MA

---

**Trustees Present**

Deborah Jacobson, Donovan Arthen, Gary Huggett, Jorge Rodriguez, Marcus McLaurin, Melinda Winter, Shubhada Rella-Brooks, Stephen Therrien

**Trustees Absent**

Keith Black, Sean Moore

**Trustees Arrived Late**

Jorge Rodriguez, Stephen Therrien

**Trustees Left Early**

Deborah Jacobson

**Ex-Officio Members Present**

Marc Kenen, Marcy Conner

**Non Voting Members Present**

Marc Kenen, Marcy Conner

---

**I. Opening Items****A. Record Attendance and Guests**

**B. Call the Meeting to Order**

Melinda Winter called a meeting of the board of trustees of Pioneer Valley Performing Arts Charter Public School to order on Tuesday Oct 9, 2018 @ 6:00 PM at PVPA, Ladenheim Library, 15 Mulligan Dr, S. Hadley, MA.

**C. Read Mission Statement**

Read by Gary Huggett

**D. Public Comments**

**E. Approve Minutes**

Gary Huggett made a motion to approve minutes from the Annual Retreat on 08-21-18.  
Donovan Arthen seconded the motion.  
The board **VOTED** to approve the motion.  
Jorge Rodriguez arrived late.

**II. Finance**

**A. Report from Treasurer**

**B. Auditor's Report**

Deb reporting that the Auditor report is completed and that there are no findings in the Audit

Donovan - Moving to Accept the Auditor's report from the MP Group with a clear Audit.

Discussion:

- Can not table the Audit acceptance because the report has to be submitted to DESE by Nov 1st
- Audit is in Draft form now what is needed -
  - Letter needs to be sent to each Legal Entity that we use within the year and ask about future Litigation that is pending, those letters are outstanding.
- The Audit will be available when Finalized

New Motion: Accept the Auditors report from the MP Group with a clear Audit and for the Treasurer to sign the Accept the Audit.

Stephen Therrien arrived late.

Donovan Arthen made a motion to To accept and move forward with the Audit, Clear Audit from the MP Group and direct the Treasurer to sign the Audit as soon as possible.

Gary Huggett seconded the motion.

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

**Roll Call**

Donovan Arthen	Aye
Marcus McLaurin	Aye
Jorge Rodriguez	Aye
Gary Huggett	Aye
Keith Black	Absent
Deborah Jacobson	Aye

Melinda Winter	Aye
Sean Moore	Absent
Shubhada Rella-Brooks	Aye
Stephen Therrien	Abstain

### III. Governance

#### A. Election of Andrea Nathanson, David Potter, and Lori Leistyna

Donovan Arthen made a motion to To elect Andrea Nathanson, David Potter, and Lori Leistyna to the board, each to serve a 2 year term.

Deborah Jacobson seconded the motion.

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

##### Roll Call

Shubhada Rella-Brooks	Aye
Deborah Jacobson	Aye
Jorge Rodriguez	Aye
Keith Black	Absent
Sean Moore	Absent
Marcus McLaurin	Abstain
Donovan Arthen	Aye
Stephen Therrien	Aye
Gary Huggett	Aye
Melinda Winter	Aye

#### B. Election of Clerk

Gary Huggett made a motion to Elect Shubuhada Rella-Brooks to a Term as Clerk.

Deborah Jacobson seconded the motion.

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

### IV. Executive Director's Report

#### A. ED Report

Deborah Jacobson left early.

Marc gave the highlights of his ED report.

### V. Community Outreach

#### A. Alumni Association updates

Encourage Board members to attend Alumni event in November.

### VI. Leadership Performance Evaluation

#### A. ED Evaluation Update

Donovan and Melinda did the first round of the Performance Appraisal.

Next steps will be for the entire Board to evaluate ED then a smaller contingent of questions, to be used to send to entire Community.

### VII. 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 8:00 PM.

Respectfully Submitted,  
Melinda Winter