PVPA Charter Public School

Board of Trustees

Meeting Minutes

# **April 10, 2018**

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| Present: | Donovan Arthen, Ian Bard, James Barnhill, Rachel Dionne, Gary Huggett, Deborah Jacobson, Marcus McLaurin, Sean Moore, Alison Noyes, Shubhada Rella-Brooks, Jorge Rodriguez, Stephen Therrien |
| Absent: | Mary Ahlstrom, Keith Black, Melinda Winter |
| Staff Present: | Marcy Conner, Marc Kenen |
| Next meeting: | May 8, 2018; 6:00pm; Library |

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

**Mission Statement:**

Read by Gary Huggett

**Public Comment:**

None

**Approval of Minutes:**

* Minutes of the March 21, 2018 meeting were approved as amended to reflect correct meeting date (9 in favor; no opposed; 2 abstentions – Rachel Dionne and Alison Noyes)
* Minutes from the April 5, 2018 Special Boarding meeting were tabled until the next meeting as the minutes were not distributed for review.

**President’s Business:** (presented by Donovan Arthen on behalf of Melinda Winter)

* Zevey Steinitz resigned from the Board effective April 9, 2018. We are thankful for her contributions to the Board during her time as a member.
* Request that a motion be made to change the order of the meeting to allow for Governance to be presented next as presenter is feeling under the weather. Motion was made and approved by consensus.

**Governance:** (presented by James Barnhill and Donovan Arthen)

Governance had a special meeting last Thursday to create a policy to allow an option of a stipend to the Board President. Some questions that came from the meeting entailed (1) Has there been enough discussion on the topic prior to submission to the Board, (2) Is it right to offset duties of the Board President with monetary compensation, (3) Is this recommendation legal or a conflict of interest, and finally (4) How will it be perceived.

Much deliberation occurred on the subject matter. Comments included: This should be done to reciprocate a good deed done; How would this payment be perceived by the school community; Perhaps there are other non-monetary ways to acknowledge going beyond the call; Optics remain a concern.

A motion was made and approved by consensus to table the discussion until the next meeting. (7 in favor; 3 opposed; 1 abstention – Rachel Dionne)

**Interim Executive Director:** (presented by Marc Kenen)

* Update on the first days.
  + Jennifer Chassman gave her notice effective May 11, 2018. Ann Biddle is leaving at year end. Shakia Johnson will also be leaving at year end to pursue an opportunity at Mount Holyoke College. We are currently posting for a theatre position, a High School Math position, as well as a Middle School Math position.
  + I met with some staff on Monday as well as the instructional leadership team.
* The Short Term Plan – No teacher evaluations have been performed this year. 41 evaluations need to be completed. Jenn Chassman and Llama Maynard, on a part time basis, will assist with completing the evaluations. Zevey Steinitz has been contracted to assist with the evaluations as well. Contracts need to be renewed and aligned with union negotiations.
* The Long Term Plan – We need to hire a lead academic person (Principal) to begin on 7/1, as Jenn Chassman is leaving and Llama’s long-term plans are still unknown. The union bargaining process begins tomorrow. I hope to have open bargaining sessions. There are currently nine members representing the union in negotiations, seven of which are comprised of faculty and staff and two who are UAW members.
* The Master Schedule will be placed on the bargaining table for 2019/2020 school year.

**Students:** (presented by Ian Bard)

* Some students attended the Restorative Justice Forum where Peer Mediation was discussed. Peer Mediation will be adopted at PVPA through student counsel and slated to begin in the fall.

**Staff:** (presented by Gary Huggett and Jorge Rodriguez)

* Catalyst show takes place this weekend at PVPA. A Dance for Every Child also takes place this weekend at the Academy of Music in Northampton.
* There has been some slight apprehension with how things will move forward. The mindset throughout the community revolves around rebuilding.
* Audition season begins after April break. Spotlight Theatre Festival will be held at PVPA this year and occurs on May 12.

**Finance:** (presented by Marcy Conner)

* The Finance Committee approved a stipend of up to $2,500 for the potential policy presented by Governance for the Board President.
* Members also discussed FY19 Budget. The Salary Matrix calls for a 3% uniform increase for teaching staff and a 2% COLA increase for non-teaching staff. This amounts to $4.8 million or 84% of Gross Profit. Budget will need to include legal fees associated with collective bargaining attorneys. Budget will also include additional FTEs to accommodate a FT Adjustment Counselor as we only currently have a PT. We also would like to hire a FT Facilities Technician that would be a hybrid of security and IT.
* Current YTD financials reflect VHS costs to the school of $20,000 for this year and legal fees for the month amounted to $25,000.

**Open Session:**

None

**Public Comment:**

None

**Adjournment:**

A motion to adjourn was made and approved by consensus at 8:10pm.

(10 in favor; no opposed; no abstentions)

Respectfully submitted by,

Rachel D. Dionne, Board Secretary