



Pioneer Valley Performing Arts Charter Public School

Executive Evaluation Committee

Amended on October 21, 2021 at 7:10 PM EDT

Date and Time

Thursday October 21, 2021 at 7:00 PM EDT

Location

Zoom Account is inviting you to a scheduled Zoom meeting.

Topic: Executive Evaluation Committee

Time: Oct 21, 2021 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/85952665703?pwd=aUlRQ2NnOTI4djc1anVxaW54T3RpUT09>

Meeting ID: 859 5266 5703

Passcode: BTd8Db

One tap mobile

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Dial by your location

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+1 253 215 8782 US (Tacoma)

Meeting ID: 859 5266 5703

Passcode: 881772

Find your local number: <https://us02web.zoom.us/j/85952665703?pwd=aUlRQ2NnOTI4djc1anVxaW54T3RpUT09>

Agenda

	Purpose	Presenter	Time
I. Opening Items			7:00 PM

	Purpose	Presenter	Time
Opening Items			
A. Record Attendance and Guests			2 m
B. Call the Meeting to Order			2 m
II. New Business			7:04 PM
A. Approve Minutes	Vote	David Potter	10 m
Review and approve the Minutes from September meeting.			
III. Timeline and Manner of Current Search			7:14 PM
A. Discussion	Discuss	David Potter	20 m
IV. Next Steps			7:34 PM
A. Take-aways and Scheduling	Discuss	David Potter	10 m
V. Closing Items			7:44 PM
A. Adjourn Meeting	Vote		2 m

Cover Sheet

Approve Minutes

Section: II. New Business
Item: A. Approve Minutes
Purpose: Vote
Submitted by:
Related Material: 2021_09_13_executive_evaluation_committee_minutes.pdf

DRAFT



Pioneer Valley Performing Arts Charter Public School

Minutes

Executive Evaluation Committee

Date and Time

Monday September 13, 2021 at 7:15 PM

Location

Google Meet Remote Meeting

<https://us02web.zoom.us/j/84246014978?pwd=RitBUy9JdUVwY0lteHBZOC9EWXpSZz09>

Trustees Present

David Potter (remote), Melinda Winter (remote), Shannon Materka (remote)

Trustees Absent

None

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

David Potter called a meeting to order on Monday Sep 13, 2021 at 7:26 PM.

II. New Business

A. Prior Executive Evaluation Tools and Processes

Mindi - a number of methods in the past. most recent used board on track, has ceo eval tool build in , is a head of school exec dir eval inside , used it for marc's first year, we did like the results, the community like it based on SAP - take the matrix, the measurable pieces, load it in to the board on track, calling it the ceo is practical

3 questions per section of SAP is recommended
Self ASsessment - done first, multiple choice and short answer, - Oct/Nov, could be more mid0year for a first year
Entire community answers a questionnaire, more multiple choice, 3 questions win each section of SAP, coming directly from SAP
This process was decided upon by the BoT for Marcs
Not every issue can e examined each year, nor should they be
Prior community survey/input was minimal because the document was endless, so targeting

Eval process at end of the first semester - written evaluation and then focus groups - invite people to provide verbal feedback as well - surveys - a few open focus groups w different populations - community and parents, teachers

Board on TRack tool has improved - it can be shared with everyone for survey purposes

Review of Process related to MKenen eval - Shannon cant see it , DP would like to create access

Evaluation must be shared publicly at a board meeting

Behind closed doors ok to talk about - disciplinary action that involves another employee, if that employee wants it to be confidential

We need to educate our colleagues, meet with Bd on Tr

We need to develop questions at this point to assess measurable pieces - segment the work into 2 meetings, 4 sections each -

III. Timeline and Manner of Current Search

A. Discussion

This section was included erroneously and does not apply to the business of this committee

IV. Next Steps

A. Take-aways and Scheduling

Next meeting date: October 18th @ 7pm

Report to Board: Mindi will report

V. 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 8:22 PM.

Respectfully Submitted,

David Potter