



Pioneer Valley Performing Arts Charter Public School

Head of School Support & Evaluation Committee

Published on February 14, 2024 at 7:14 AM EST

Date and Time

Monday March 11, 2024 at 7:00 PM EDT

Location

VIRTUAL MEETING

HoSSEC Meeting

Monday, March 11 · 7:00 – 8:00pm

Time zone: America/New_York

Google Meet joining info

Video call link: <https://meet.google.com/etk-ajtu-ans>

Or dial: (US) +1 812-558-0638 PIN: 835 243 323#

Agenda

| | Purpose | Presenter | Time |
|-------------------------------------|---------|-----------|----------------|
| I. Opening Items | | | 7:00 PM |
| A. Record Attendance | | | 1 m |
| B. Call the Meeting to Order | | | |

| | Purpose | Presenter | Time |
|---|-----------------|--------------|---------|
| C. Approve Minutes | Approve Minutes | | 5 m |
| II. Documentation of Goals Evidence | | | 7:06 PM |
| A. Documents from the Portal will be shared with committee members prior to the meeting | Discuss | David Potter | 30 m |
| III. Leadership Survey Review | | | 7:36 PM |
| The survey will be shared with Brent and should be completed by March 1. | | | |
| A. Uploading to the Portal | Discuss | David Potter | 10 m |
| IV. Closing Items | | | 7:46 PM |
| A. Adjourn Meeting | Vote | | |

Coversheet

Approve Minutes

Section: I. Opening Items
Item: C. Approve Minutes
Purpose: Approve Minutes
Submitted by:
Related Material:
2024_01_08_head_of_school_support___evaluation_committee_meeting_minutes.pdf
2024_02_12_february_head_of_school_support___evaluation_committee_meeting_minutes.pdf

DRAFT



Pioneer Valley Performing Arts Charter Public School

Minutes

Head of School Support & Evaluation Committee Meeting

Date and Time

Monday January 8, 2024 at 7:00 PM

Location

This meeting will be entirely VIRTUAL.

HoSSEC Meeting

Monday, January 8, 2024 · 7:00 – 8:00pm

Time zone: America/New_York

Google Meet joining info

Video call link: <https://meet.google.com/bgn-ogir-fep>

Or dial: (US) +1 347-704-4244 PIN: 592 545 254#

Committee Members Present

Avital Nathman (remote), Ben Sandri (remote), David Potter (remote), Maggie Solis (remote)

Committee Members Absent

Janice Pamphile

Guests Present

Brent Nielsen (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

David Potter called a meeting of the Head of School Support & Evaluation Committee of Pioneer Valley Performing Arts Charter Public School to order on Monday Jan 8, 2024 at 7:05 PM.

C. Approve Minutes

Maggie Solis made a motion to approve the minutes from 12/11 HoSSEC December Meeting on 12-11-23.

David Potter seconded the motion.

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

Roll Call

| | |
|-----------------|--------|
| David Potter | Aye |
| Janice Pamphile | Absent |
| Avital Nathman | Aye |
| Ben Sandri | Aye |
| Maggie Solis | Aye |

David Potter made a motion to approve the minutes from 11/6 Head of School Support & Evaluation Committee on 11-06-23.

Ben Sandri seconded the motion.

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

Roll Call

| | |
|-----------------|---------|
| David Potter | Aye |
| Maggie Solis | Abstain |
| Ben Sandri | Aye |
| Janice Pamphile | Absent |
| Avital Nathman | Aye |

II. Head of School Goals Discussion

A. Specifying Goals, Evidence, & Timelines

- Brent Nielsen stated that he shared an updated copy of his goals with David Potter.
- Brent Nielsen spoke about the goals written in the document.
- Brent Nielsen Stated that we are waiting to hear back from DESI on grant funding for training mentioned in the goals.
- Maggie Solis asked to what extent keeping data around hiring is paired with retention data.
- Brent Nielsen started a process for exiting staff, including a google forms response sheet for the HR department to process the factors leading to a person leaving and

a sit down interview. this process began when Brent was the interim executive director.

- Brent Nielsen stated that they also take information about incoming hires related to demographics and identity.
- David Potter asked if the template for these forms could be provided to the committee.
- Brent Nielsen stated that there is overwhelming support from teachers, parents, students, and admin for shifting our standards towards more of a traditional-looking format while keeping the most important parts of standards-based grading.
- David Potter asked if we can have evidence of support for this shift in grading methods. Brent Nielsen stated that we do not have this currently. David asked if in the future he could gather this evidence, and Brent suggested agendas from curriculum days where we speak about this topic as a staff. David also suggested that a short survey could be used after the staff participated in a discussion of this.
- David Potter requested that evidence be uploaded on a regular basis, such as on a monthly basis, rather than all at the end of the year.

III. Board on Track Evaluation Portal & Survey Timing

A. Uploading to the Portal

- David Potter and Brent Nielsen will speak to Gina at Boardontrack to make the uploading process accessible for all those involved in uploading.

B. Evaluation Survey Timeline and Recipients

- David Potter suggested April 1st as the date for Brent Nielsen completing the survey.
- Other two groups will take survey after Brent Nielson has.

IV. Closing Items

A. Adjourn Meeting

David Potter made a motion to adjourn.

Avital Nathman seconded the motion.

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

Roll Call

Ben Sandri Aye

Avital Nathman Aye

David Potter Aye

Janice Pamphile Absent

Maggie Solis Absent

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,
Ben Sandri

DRAFT



Pioneer Valley Performing Arts Charter Public School

Minutes

February Head of School Support & Evaluation Committee Meeting

Date and Time

Monday February 12, 2024 at 7:00 PM

Location

This meeting will be VIRTUAL

HoSSEC Meeting

Monday, February 12 · 7:00 – 8:00pm

Time zone: America/New_York

Google Meet joining info

Video call link: <https://meet.google.com/cru-nrgo-niu>

Or dial: (US) +1 901-609-8994 PIN: 931 003 490#

Committee Members Present

Avital Nathman (remote), Ben Sandri (remote), David Potter (remote), Maggie Solis (remote)

Committee Members Absent

Janice Pamphile

I. Opening Items

A. Record Attendance

B.

Call the Meeting to Order

David Potter called a meeting of the Head of School Support & Evaluation Committee of Pioneer Valley Performing Arts Charter Public School to order on Monday Feb 12, 2024 at 7:03 PM.

C. Approve Minutes

The minutes from the previous meeting were not attached to the agenda and will be approved at the next meeting.

II. Head of School Goals Discussion

A. Review Goals, Evidence, & Timelines

Brent has uploaded documents but they are not specific to his progress on current goals.

III. Board on Track Evaluation Portal & Survey Timing

A. Uploading to the Portal

The committee will get the survey out to Brent asap and then it should go to the admin team and the Board.

B. Evaluation Survey Timeline and Recipients

Brent receives survey the week of February 12-16, and it should be completed by February 23.

Then it would go to the admin team to complete by March 1st.

The Board should complete the survey by the March board meeting (March 12).

IV. Closing Items

A. Adjourn Meeting

David Potter made a motion to Adjourn.

Ben Sandri seconded the motion.

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

Roll Call

| | |
|-----------------|--------|
| Ben Sandri | Aye |
| Janice Pamphile | Absent |
| David Potter | Aye |
| Avital Nathman | Aye |
| Maggie Solis | Aye |