

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, Mindi Winter, Shubhada Rella-Brooks, Stephen Therrien

**Trustees Absent**

Keith Black, Sean Moore

**Trustees who arrived after the meeting opened**

Jorge Rodriguez, Stephen Therrien

**Trustees who left before the meeting adjourned**

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

Mindi Winter called a meeting of the board of trustees of Pioneer Valley Performing Arts Charter Public School to order on Tuesday Oct 9, 2018 at 6:00 PM.

### 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 Annual Retreat on 08-21-18.

Donovan Arthen seconded the motion.

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

Jorge Rodriguez arrived.

## 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.

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**

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

**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**

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

**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.

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,  
Mindi Winter