



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), Mindi 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 buildt 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