

APPROVED



# 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-nrqq-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**

Janice Pamphile Absent

David Potter Aye

Maggie Solis Aye

Ben Sandri Aye

Avital Nathman Aye

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,  
David Potter