

APPROVED



# Pioneer Valley Performing Arts Charter Public School

## Minutes

### Head of School Support & Evaluation Committee

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#### Date and Time

Monday March 11, 2024 at 7:00 PM

#### 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#

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#### 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)

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### 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 Mar 11, 2024 at 7:06 PM.

### C. Approve Minutes

David Potter made a motion to approve the minutes from Head of School Support & Evaluation Committee Meeting on 01-08-24.

Avital Nathman seconded the motion.

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

#### Roll Call

Janice Pamphile Absent

David Potter Aye

Avital Nathman Aye

Maggie Solis Aye

Ben Sandri Aye

## II. Documentation of Goals Evidence

### A. Documents from the Portal will be shared with committee members prior to the meeting

Brent explains why there are no documents uploaded because it's been very busy. David asks him to share what things we will be seeing.

Diversifying Workforce Goal: Brent talks about a \$53k grant PVPA was approved for DEI training via Nemnet with dept leaders and admin that is responsible for hiring. There will be 2 different trainings, the first one will be in March. As far as advertising for jobs, they're also using banners to advertise in more diverse areas (like HBCUs) to link to jobs. Brent also talks about retention by paying for college courses and development to help folks get licensed (example of a long term sub). They're also planning to do a \$1k retention stipend for teachers who are still there at 4 years.

Brent brings up the 3/20 Curriculum Day he's been working on. That is where they will get into the new grading system. Brent talks about the process of getting it in done and how teachers can be involved and provide feedback to be a part of these changes. David asks if Ben has any thoughts on the whole process of change (some for it, some resistant, etc...). Ben offers feedback that folks are all over the place when it comes to change, but would like time and space for feedback and how it is exactly implemented - that the emphasis is on communication and how faculty feedback was incorporated. David talks about how transparency of leadership and inclusivity is part of the Strategic Action Plan, so this is all a part of it.

Maggie adds that there are other stakeholders who will be impacted, who would also like information, and that communication with them is important for the transparency piece.

Brent talks about his third goal and documenting the process for implementing their two interventions. They're transitioning to a different IEP and 504 platform (it will be housed in powerschool in the future - and they're looking to see how well they'll work for things like pre-referrals and interventions).

David proposes that Brent imbeds in his goals some sort of feedback loops (survey to staff or parents, etc...) so he can show the committee he's getting input. Especially since some goals are a bit more long term and may not have large outcomes just yet. But there should still be evidence along the way.

### **III. Leadership Survey Review**

#### **A. Uploading to the Portal**

Brent started it but hasn't finished it yet. David asks if he has a projected completion date and Brent says he can complete it by EOD 3/12.

David asks who will get a version of this survey.

Brent says: Marcy Connor, Thom Vreeland, Frank Newton, Emily Niemamn, Alison Miller, Loris Bjorkman Johnson, Tina Ersteen, and Trevor Bond will need to fill them out, as they are his direct reports.

Maggie left meeting at 7:37, Brent leaves meeting at 7:43.

June 11th is the board meeting, so June 10th is the last meeting this committee can have to complete to the review. David explains the process to Ben. He talks about the data we'll receive to create our report for the board and how we translate it.

Deadline: The last day for Brent to submit evidence is May 1st.

### **IV. 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 7:51 PM.

Respectfully Submitted,  
David Potter