

APPROVED



# Pioneer Valley Performing Arts Charter Public School

## Minutes

### Governance Committee Meeting

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#### Date and Time

Tuesday April 30, 2024 at 7:00 PM

#### Location

[Join Zoom Meeting](#)

ID: 97401706247

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[\(US\) +1 305-224-1968](#)

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Copy phone number to clipboard

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Meeting host: [ldenson@mtholyoke.edu](mailto:ldenson@mtholyoke.edu)

Join Zoom Meeting:

<https://mtholyoke.zoom.us/j/97401706247>

*launch*

[Joining instructions](#)

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#### Committee Members Present

Azizah Yasin (remote), EJ Lafleur (remote), LATRINA DENSON (remote), Shino Pichette (remote), Vanessa Ford (remote)

### **Committee Members Absent**

*None*

### **Committee Members who arrived after the meeting opened**

EJ Lafleur

### **Guests Present**

Brent Nielsen (remote)

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## **I. Opening Items**

### **A. Record Attendance**

### **B. Call the Meeting to Order**

LATRINA DENSON called a meeting of the Governance Committee of Pioneer Valley Performing Arts Charter Public School to order on Tuesday Apr 30, 2024 at 7:10 PM.

### **C. Read Mission Statement**

Latrina read the mission statement.

### **D. Approve April 2, 2024 Governance Meeting Minutes**

LATRINA DENSON made a motion to approve the minutes from Governance Committee Meeting on 04-02-24.

Vanessa Ford seconded the motion.

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

#### **Roll Call**

Shino Pichette	Aye
Vanessa Ford	Aye
LATRINA DENSON	Aye
Azizah Yasin	Aye
EJ Lafleur	Absent

## **II. Governance**

### **A. Review of Employee Handbook Presented by Head of School**

Brent presents:

HR Knowledge (an organization) has given feedback on these, as they do every year. The only changes are typically to state and federal labor laws or union updates.

There were some updates with the union about bereavement and paid family leave. This handbook applies to everyone, not just union folks.

(EJ arrived at 7:15)

PVPA allows two weeks bereavement for immediate family members. Other family members were added to this, but for a shorter time frame.

The amount of money that you can paid for the Paid Family Leave act is based on the four previous quarters you were paid. PVPA doesn't pay this, it's from the state, but it's listed in the handbook so the information is easily accessible. People can also use up their PTO to make it up to full pay. This is all the MA law, just added to this handbook.

Brent also added a piece that is in the original charter about arts integration, but wasn't in the handbook. (Pg. 1 of the handbook) Brent also updated the language and terminology from 1996 language in this section. It had previously been from the "about us" website page.

What was some of the terminology that was changed? References to Proposition 2 and a half.

It might not be necessary to work with HR Knowledge in the future. Now that we have this handbook set up it's only minor changes so we might not need their in depth review.

There will be more updates after these next union contract is established. But the handbook should come to the Governance committee each year to review this and the board should approve it annually.

Is it fair to say the union would approve of all these changes? Yes, because it reflects our contract.

We didn't have this in advance, so we didn't get to read through the whole thing. But based on the representation Brent has illustrated, knowing it has been vetting in all these ways, we feel comfortable with it.

Azizah Yasin made a motion to that the gov committee recommends this handbook for approval by the board.

Vanessa Ford seconded the motion.

Note: We think the lactation section is great!

Brent notes that this is state law.

It's great that it's articulated in here, because often times laws are not, and then people just don't know about them.

Also, great layout.

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

### **Roll Call**

Shino Pichette	Aye
Vanessa Ford	Aye
EJ Lafleur	Aye
Azizah Yasin	Aye
LATRINA DENSON	Aye

### **B. Updates regarding By-Laws**

EJ Lafleur arrived at 7:15 PM.

We found that it's so much easier to work in person than remotely.

The subcommittee will meet again on June 1st.

### **C. Discuss Elections**

Neil is not planning to run for treasurer again. Neil does plan to remain on the board, but not hold the treasurer position.

There are four officer positions: Chair, vice-chair, clerk, treasurer.

Who is eligible to hold office on the board? Vanessa, Azizah, Sasha, Latrina.

The people to talk to about positions? People who could be helpful to talk to, are Brent, Marcy, Neil, David, Shino, Latrina...

Treasurer chairs the Finance Committee. Marcy brings all the info though typically.

Timeline - at the June meeting, the governance committee should put forward the slate of officers. We want to be sure everyone has been given info and opportunity.

This month folks do some research and be ready to put forward a slate in June.

Whatever happened last year didn't go well. What is the process actually like. The Gov Committee should do all the work to establish a slate of candidates. When the Gov Committee brings the slate to the board, the board can nominate new people as appropriate. The Chair of the Governance needs to work as speaker of the house. Azizah's experience has been that it is one or the other - either the gov committee brings a slate, OR there are open elections. Ideally, there are no surprises.

Slate vs elections... we're not super clear on board approach long term.

Term elections should be done before officer elections.

Latrina will do follow up about folks to hold offices.

#### **D. Membership Recruitment Updates**

There are still three people in the pipeline.

One of the people applied for a job at PVPA, who wouldn't then be eligible.

Some people have additional potential recruit. There's a nomination link. Let's try to get new members ready for June approval (so they would need to attend the May meeting).

### **III. Other Business**

#### **A. Next Meeting Date and Time**

May 28 @ 7pm.

### **IV. Closing Items**

#### **A. Adjourn Meeting**

Shino Pichette made a motion to adjourn.

EJ Lafleur seconded the motion.

None

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

#### **Roll Call**

Vanessa Ford      Aye

LATRINA DENSON      Aye

Azizah Yasin      Aye

Shino Pichette      Aye

EJ Lafleur      Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:15 PM.

Respectfully Submitted,  
Shino Pichette