

先锋中英双语学校

Pioneer Valley Chinese Immersion Charter School

Board of Trustees Meeting Minutes

June 3, 2021 at 6:00 PM

School Location: PVCICS, 317 Russell Street, Hadley, MA 01035

This meeting was held via Zoom and Telephone access due to the current State mandated regulations and closures from the Coronavirus pandemic. The host for this meeting was Executive Director Richard Alcorn.

In attendance: Board Chair Cynthia Farmer, Peter Wood, Elizabeth “Betty” Larivee, A. Juliet Larke, Mina Liang, Student Representative Sebastian English, and Faculty Representative Hannah Treworgy.

Absent: Lian Duan, Dan O’Shea, Vice-Chair Edison Santana, and Ying “Elaine” Wang.

Others in attendance: Executive Director Richard Alcorn, Principal Kathy Wang, Past Board Member Charles “Nick” Bagley, and, Prospective Board Member Frank Soleimani.

Meeting was officially called to order by the Chair at 6:02 PM. Roll call was done for attendance of Board members.

Betty mentioned that Prospective Board Member Frank Soleimani was attending this meeting. ED Richard said that Frank had arrived at school for the meeting not knowing that it was a Zoom session. Chair Cynthia welcomed Frank and had all Board members introduce themselves.

Public Comment: None

Administrative Items: Minutes of Previous Meeting(s): Minutes of the May 6, 2021 Meeting were presented for review. No corrections were noted. Peter made a motion to approve the minutes; seconded by Hannah. Roll call vote for approval: Betty, Hannah, Peter, Juliet, Mina, and Cynthia; no abstentions.

Committee and Task Force Reports:

Finance Committee: Chairperson Elaine was absent so ED Richard reported:

- ✓ The committee has not met so there is no report.
- ✓ A committee meeting will be scheduled for June 17th to review the FY’22 Budget.
- ✓ The Board must meet in Special Session to review and approve the Budget so it can be submitted by June 30th. After a discussion of options, the Board agreed to meet on Thursday, June 24th for this Special Meeting regarding the FY’22 Budget.

Personnel and Grievance Committee: Chairperson Peter reported:

- ✓ The committee report will be covered in the Executive Session after tonight’s Regular Board Meeting.

Trusteeship Committee: Chairperson Betty reported:

- ✓ Recruitment for new Board Trustees has been completed and five applications have been submitted by ED Richard to DESE. As of this date, no approvals have been received from the Commissioner.

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Board of Trustees Meeting Minutes of May 6, 2021

Page 2 of 3

Principal's Report: Principal Kathy reported:

- ❖ Kathy shared a PowerPoint presentation regarding: (a) updated guidelines from DESE regarding the end of remote learning, vaccinations for students age 12 and older, and revisions to the FAQ document regarding masks and group size; (b) updated guidelines from DPH regarding contact tracing for indoor and outdoor exposure to Covid-19; and, (c) timelines to close out the current school year regarding end of year activities, testing programs, and graduations. Also mentioned were the DESE Focused Monitoring Review of the English Learners Program, Special Education Program, and Civil Rights as well as the ongoing planning for Summer Programs and School Year '22.
- ❖ She showed photos of the Senior Class "Parade" as held around the school parking lot and the senior Class "Prank" which decorated classrooms with streamers and balloons.
- ❖ She wished all members of the Senior Class a very fond farewell and best of luck for their future endeavors.
- ❖ Chair Cynthia said that the current bus schedule with an earlier dismissal time is very advantageous to students because they are arriving in Springfield closer to 4pm rather than 5pm and fighting the traffic for even later arrivals. Kathy said this time change is allowed by DESE for this year as students re-entered school programs but probably will not be available next year.

Executive Director's Update: ED Richard reported:

- The Annual Budget is in the process of being developed and will be reviewed by the Finance Committee prior to submission to the Board.
- Staff contracts are being reviewed and developed and will be completed by June 15th.
- As of this date, the school finances are in good shape.
- Covid Relief Funds from the Federal Government have been received as a \$50,000 grant which was used for the purchase of cameras and related video equipment. This grant also mandated \$10,000 be used for mental health services. A second grant of \$300,000 will be used for technology, upgrades to bathroom faucets, HVAC replacement for the gym, and possibly a bus for school activities. This second grant required that 20% be used for Academic Recovery Programs. There is also the possibility of a third round of grant funding at \$600,000 which could be used for facility improvements.
- The Annual Plan as well as the Charter Renewal Application are both due to DESE by July 30th. These documents must be approved by the Board prior to submission. ED Richard asked to have the July 1st Board meeting moved to later in the month to allow for preparation of the documents and review/approval from the Board. After consideration of dates, the Board determined that July 22nd would be the date of this meeting.

New Business:

- Betty mentioned that this would be Mina's last meeting as a Board member. She will be returning to her studies at Columbia. Everyone said good-bye to her, thanked her for her participation as a Board member, and wished her well.

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Board of Trustees Meeting Minutes of May 6, 2021

Page 3 of 3

- Student Rep. Sebastian indicated that he would like to continue to attend Board meetings during the summer months even though his term has officially ended. ED Richard said that he would continue to include him in summer e-mails.
- Cynthia reminded the Board that DESE has sent out the 2020 Financial Disclosure Form which needs to be signed and returned.

Having no further business, Chair Cynthia read the following statement:

The PVCICS Board of Trustees will enter into Executive Session (1) per Chapter 30A Section 21(a) 6 – To consider the purchase, exchange, lease or value of real property, and, (2) per Chapter 30A Section 21(a) 2 – To conduct a strategy session in preparation for negotiations with the Principal. Open session will not reconvene at the conclusion of the Executive Session.

Chair Cynthia called for a motion to adjourn. Hannah made a motion to adjourn the Regular Board Meeting and go into Executive Session; motion seconded by Peter. Roll call vote was unanimous approval: Betty, Juliet, Mina, Hannah, Peter and Cynthia.

Meeting adjourned at 6:47 pm.

Minutes approved by Board of Trustees on July 22, 2021

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