Bentley Academy Charter School

Board of Trustees Meeting Minutes

August 30th

**Present:** Ryan Lovell (Chair), Sarah Toce, Angel Donahue-Rodriguez, Dick Pabich, George Atkins, Jonathan Bailey, Carli Kusiolek

**Also Present:** Marlena Afonso (Head of School)

**Call to order:** 6:04pm

**Motion** to approve the minutes, moved by DP, seconded by ST, CK, and ADR– accepted by voice vote

**Head of School report:**

* Enrollment update
* HR update.
* Academic Update:
	+ Professional Development prior to the start of school was successful. New teachers feel supported.
	+ Teachers will be giving baseline assessments in reading during September.
* Family and Community update:
	+ Family picnic was last Saturday and had the highest attendance of events of this type before.
	+ Home-visits have begun- goal of 200 during school year.
	+ 1st day of Kindergarten- families were invited to stay after the homeroom ceremony.

**Financial Update:**

* Explanation of first deposit of 50% of discretionary funds.

**Strategic Planning Update:**

* Recap of meeting with John Tarvin from Claremont Consulting.
* Strategic planning committee formed.
* Strategic planning committee meeting planned for 9/12.
	+ Strategic Planning committee consists of HOS, Board Chair Ryan Lovell, Sarah Toce and Carli Kusiolek.

**Head of School Evaluation:**

* Summative Evaluation was completed from 2016-2017
* Shared Summative Evaluation Report
* 2016-2017 SMART goals and planning for 2017-2018 goals.
* The board is going to manage the evaluation of the head of school process with input from Salem Public schools.
* How observations will be conducted during the 2017-2018 school year.
	+ Education committee of Board will manage and conduct Head of School evaluation, with use of data from the following:
		- Assessment data
		- Board observations of HOS
		- SPS Superintendent observations and site visits
		- Site visits and observations conducted by external team TBD
		- Other data sources as determined by Board, in conjunction with HOS
* **Motion** to accept summative evaluation from 2016-2017 school year, moved by ADR, seconded by ST and DP by voice vote.

**Committee Updates:**

* Facilities:
	+ Playground update
	+ Room ventilation and air condition
* Strategic Planning Meeting Committee
	+ SPS involvement

**Motion** to adjourn at 7:22 moved by CK and DP, seconded by ST and ARD by voice-vote.