



ADVOCATES FOR SCIENCE & MATHEMATICS EDUCATION, INC.

MEETING MINUTES

June 17, 2021 3:30 P. M.

Zoom Link:

<https://noscighorg.zoom.us/j/88650696485?pwd=MzNCT1B5TXRrRWxLdWHiN21IM1ViUT09>

Meeting ID: 886 5069 6485

Passcode: 154843

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- Present: Tap Bui, Jennifer Fallon, Elizabeth Landry, Ruby Board
- Absent: Dr. Monique Cola
- Public: None.

I. Tap Bui called the meeting to order at 3:42PM.

II. Approval of April 2021 Meeting Minutes

The HOS Committee will vote on the April 2021 at the August 2021 meeting.

III. Follow-up of February Faculty/Staff Satisfaction Survey Action Plan

The follow-up action plan was sent to all staff and faculty of the school. No other feedback has been received. We need to ensure that the action plan is consistently followed up on and communicated.

IV. HOS Committee Annual Goals

The HOS Committee discussed its annual goals which included: Editing the CEO Dashboard; Implementing Annual staff surveys; updating staff surveys as necessary with continuous monitoring of items in follow-up action plan; Working ahead to develop annual HOS goals and follow through; and Implementing annual Head of School 360 Evaluation.

V. Review of HOS Evaluation Report completed by BoardSource

The HOS Committee reviewed the annual Head of School 360 Evaluation Report which was completed by BoardSource. The committee discussed unsatisfactory areas, any major discrepancies between the board/staff and Head of School, and included major takeaways and areas for improvement. The HOS Committee will meet with Dr. Cola in August to discuss the evaluation report and develop any action items or follow-up plans as necessary.

VI. Additional Comments:

The HOS Committee shared additional comments for future considerations that included: Looking at near-term strategic goals versus long-term to identify things that can be worked on in the next 1-2 years; the full Advocates board need to discuss strategic planning; Reviewing compensation structure and retention policies; and Identifying professional development in terms of career ladders and movement opportunities

VII. Tap Bui moved the meeting to adjourn and Jennifer Fallon seconded. Meeting adjourned at 6:10PM.