

Hill View Montessori

Board of Trustees Meeting

Published on September 22, 2025 at 7:38 PM EDT

Date and Time

Thursday September 25, 2025 at 6:30 PM EDT

Location

Hill View Montessori Charter Public School 75 Foundation Ave. Haverhill, MA 01835

Agenda

		Purpose	Presenter	Time
I.	Opening Items			6:30 PM
	A. Record Attendance		Jeff Hood	1 m
	B. Call the Meeting to Order		Jeff Hood	
	C. Public Comment		Jeff Hood	
	D. Approve Minutes	Approve Minutes	Jeff Hood	1 m
II.	Updates			6:32 PM
	A. Faculty Liaison	FYI	Jeff Landry	5 m

		Purpose	Presenter	Time
	-Introduction of Carla Vaugh, Patsy Murphy and Natali Mercedes as rotating Liaisons.			
В.	Board Goals	Discuss	Jeff Hood	10 m
C.	Wellness Policy Review	Discuss	Ginger Whitson	3 m
	Wellness Policy requires Board approval every th 2022.	ree years. Last <i>l</i>	Approved in May,	
D.	PTO Update	FYI	Jeff Hood	3 m
E.	Co-Leadership Model: Charter Amendment Request, By-Law Amendment & Evaluation	Vote	Jeff Landry	10 m
	 -Vote to formally approve the implementation of the Director of Finance & Administration and Director of Faculty & Student Services roles to share leadership and report to the Board. -Vote to allow Jeff Landry to send request letter to the DESE Commissioner. -Develop plan to amend by-laws by 12/31/2025. Discuss status of DFA & DSAA as ex officio board members. -Discuss Board strategy to evaluate Director's performance 			
F.	Strategic Planning Committee	Vote	Jeff Hood	5 m
	Vote to create ad-hoc committee to begin working on Strategic Planning Initiative.			
G.	New Business	Discuss	Jeff Hood	5 m
Н.	Directors Report	FYI	Ginger Whitson	10 m
	Ginger and Marc present			
I.	Accountability	FYI	Kristin Laureano	5 m
J.	Development	FYI	Sarah Brush	5 m
K.	Finance	FYI	Ganesh Kumar	10 m
Closing Items 7:43 PM				7:43 PM
A.	Next Meeting	Discuss	Jeff Hood	1 m
	-Scheduled for the fourth Thursday of the month: 10/23/2025 -Discuss meeting cadence for November & December, which will need to be adjusted based on holidays			

III.

	Purpose	Presenter	Time
B. Adjourn Meeting	Vote	Jeff Hood	

Coversheet

Approve Minutes

Section:
Item:
D. Approve Minutes
Purpose:
Approve Minutes

Submitted by:

Related Material: MINUTES August 2025 Board Meeting.pdf

MINUTES June 2025 Board Meeting.pdf



Hill View Montessori

Minutes

Board of Trustees Meeting

Date and Time

Wednesday August 27, 2025 at 6:00 PM

Location

Hood Residence 6 Wildwood Lane Haverhill MA 01830

Trustees Present

G. Kumar, J. Hood, J. Landry, J. Rocker, P. Carelis, S. Brush, V. Guzman

Trustees Absent

K. Laureano

Ex Officio Members Present

G. Whitson, M. Wright

Non Voting Members Present

G. Whitson, M. Wright

Guests Present

Dennis, H. Herklotz, N. Dolan

I. Opening Items

A.

Record Attendance

B. Call the Meeting to Order

J. Hood called a meeting of the board of trustees of Hill View Montessori to order on Wednesday Aug 27, 2025 at 6:31 PM.

C. Approve Minutes

II. SY 25/26 Goals Planning & Brainstorming

A. Maintenance

Dennis spoke about a proposed maintenance plan for the HVAC and suggested that it was a crucial service for the school.

Also proposed a change in cleaning companies with quotes.

The board appreciated these important items being brought up. These were however determined to not be a board issue and it was referred back to Marc and finance team.

B. Board Performance

Question in terms of what we can improve upon

Jeff Landry: A lot of things we can do better but need more people (members) and resources

Ginger: How can we recruit outside of the school? Perhaps Haverhill Chamber event.

Jeff Hood: Would like to challenge each current board member to recruit a new member

Goal: to develop strategic plan over the course of this school year.

Jeannette: Better onboarding for new board members. New member orientation would be helpful.

Veronica: Repository of policies that board is responsible for accessible to board members

Jeff H: Add accountability calendar. Will review in next board meeting

Niamh advised that DESE accountability team will be visiting the school in the Spring (Date TBD)

Jeff and Veronica: We need to amend bylaws for DESE

Hannah: Should she and Niamh still attend board meetings and participate? Jeff Hood: Like their presence based on our focus to improving academics.

C. Performance Goals for the School

Jeff H: Asks for board-level summary of reasonable performance goals and expectations for this year at the next board meeting (Hannah and school leadership team). Feel free to bring plan as well

Question: How close our we to the current published goals? Some measures are close now, will look at everything ahead of report

Ginger: We are in agreement that scores need to improve, but it is not easy and there isn't a simple solution, How much is in our control? Some factors: Hiring credentialed staff, data literate staff, etc. The addition of mental health staff should help as well.

Ginger question: Where its hard to predict things like MCAS scores, if we list 20 or so things that we will do (The things in our control) that we believe will lead to better outcomes, is that a reasonable goal? Paul: Leading vs Lagging indicators, would prefer test score goals with controllable things as action items.

Niamh: Prefer goals around STAR and Dibels scores vs MCAS. These feel more in our control and achievable. Jeff L: Will increased Star and Dibels scores lead to better MCAS? Niamh: Yes, it should, we also need to teach how to take the tests successfully. Hannah: Practicing how to take MCAS test should be one of our Montessori Practical Life activities. Other Montessori schools have had success with this.

Hannah: Looking at raw MCAS data, ELA scores from Spring are up about 7 percentage points. Haven't seen math yet.

D. Establishing Multi-Year Strategic Plan for the school

Jeff H feels that this is an important initiative. Would like the plan in place by June 2026

Jeff L did some work on this last year and should be a good starting point for this project.

Board will create a subcommittee dedicated to this.

Most recent review showed that school "met" in many areas. What would it take to exceed?

E. Other goals

Jeff H: We need a formal review document for Marc and Ginger. Veronica will assist with this.

2 virtual listening sessions proposed for families and greater familiarity with board. At least one of these virtual

Ganesh: Would it be useful to have a staff listening session as well? Let's wait and see how things go with liaison role first. Jeannette: Big jump in staff survey regarding effective board leadership last year

Ginger: 3 staff interested in staff liaison position, can we have a rotation? Yes

Paul: Would be ideal to have new board member with marketing forte to help with all of the above initiatives and fundraising as well.

Jeff H: Lets send out an email to our alumni parent list to help recruit.

Jeff H: State goal that 100% of teachers have MTEL 1 year after starting at school We need to improve this. Paul: Does this apply only to lead teachers? School leadership will verify

Jeff: Create a transparent performance evaluation system for teachers and data literate school culture as a goal. Let's have consistent, data-driven relationship between teachers and parents

Jeff H: When consuming data of test results, create framework for board to have proper summary (Hannah) . Veronica what tests can we separate data by classroom? Not MCAS

III. 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 8:00 PM.

Respectfully Submitted,

P. Carelis



Hill View Montessori

Minutes

Board of Trustees Meeting

Date and Time

Thursday June 26, 2025 at 6:30 PM

Location

Hill View Montessori Charter Public School 75 Foundation Ave. Haverhill, MA 01835

Trustees Present

A. Roth, G. Kumar, J. Edokpolor, J. Hood, J. Landry, P. Carelis, R. Turner, V. Guzman

Trustees Absent

J. Rocker, K. Laureano, S. Brush

Guests Present

G. Whitson (remote), H. Herklotz (remote), N. Dolan (remote), dennis, erin warren (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

J. Hood called a meeting of the board of trustees of Hill View Montessori to order on Thursday Jun 26, 2025 at 6:30 PM.

C.

Public Comment

D. Approve Minutes

- R. Turner made a motion to approve the minutes from Board of Trustees Meeting on 05-22-25.
- V. Guzman seconded the motion.

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

II. Updates

A. Disaggregated Data Review

Hannah joined the meeting remotely to review the accountability data that she had furnished. Specifically analyzed the Dibels data as the state recognizes this to properly compare against other schools. Scores were modestly improved in each period this year vs the same period last year.

43.6% of HVM K-2 students are considered on track (MA average is 56%). Hannah feels that we are starting to close the gap and is hopeful for continued progress towards that.

We took a look at the data across the different LE classrooms (can be found in agenda packet)

Board will be strategically scheduling quarterly review of the data starting next year

Question: Why does the number of students tested vary? A: Hadn't previously been testing incoming Kindergartners (will be next school year), some students missed school and weren't able to be tracked down to retake.

Q: Is there the option for students to opt out? A: Not able to opt out of assessments.

Q: Are you able to pinpoint specific practices in the most successful classroom(s)? A: Yes, with a fair amount of certainty.

B. PTO Update

Candice has been elected as the new chair of the PTO for the next school year, with a plan for organizing PTO meetings and initiating new activities, including a gratitude video or book from kids to teachers.

Note

- participate in the five guys fundraiser
- · participate in the ski club fundraiser

- · look out for more details on ski club fundraiser
- Attend PTO meetings
- participate in the cottage gardens fundraiser
- · plan for community events throughout the year
- · participate in the crescent farms event
- · participate in the ginger bread event
- prepare for yearbooks

C. Leadership Update - Director of Finance & Admin Candidates

Leadership candidates

70 applicants

19 interviews

5 2nd round

2 finalists

Currently requesting references and availability. Working on getting them here in person in coming weeks.

D. Capital Project Update

One of the roof hvac units is broken, Deciding on repair vs replace (\$7k vs \$20k). Also need to make decision on roof as it has issues creating an emergency situation.

Dennis: \$168K roof with 15 year warranty. He recommends going with this vendor vs the other quotes received. This is under the \$300k threshold necessitating more steps in the process.

Trying to track down the accounting firm we use to discuss financial items

Discussion on HVAC. We have 15 units currently. May make most sense to replace 2-3 per year.

- J. Landry made a motion to Vote to approve roof replacement pending at least 2 positive vendor references.
- J. Hood seconded the motion.

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

E. New Business

Jeff Hood: New slate for next school year

Jeff Hood: Board Chair

New roles:

Paul: Committee on Trustees

Jeff L: Vice Chair Ganesh: Treasurer

Discussion on staff liason as suggested in staff survey. Jeff H will create outline on what that would look like. May have a rotation so that 1 person doesn't have to commit all year. Many staff don't fully understand what board does, so this should help with that.

F. Interim Executive Director Report

11 staff & faculty not returning for fall. Ginger sent an email to families to provide explanation and transparency.

Not concerned about the turnover, creates some opportunity to try new things and elevate learning.

Largest portion of turnover was building substitutes (5 people). Changing comp model to be more efficient and cost conscious.

Coach Drew was very popular school-wide, but had to leave in order to be able to get his masters (required oversight from certified PE teacher).

We have filled PE, nurse, and front desk positions as well as 2 substitutes

Kim is also leaving, but Tai will have her role restructured to do many of those tasks.

Zoe will be moving from K to lead Juniper room. Lena Cox LE to K

Lots of fantastic things happened over the course of school year (Detailed in ED report)

G. Accountability

Staff survey discussion: 72% participation (a bit lower that last year) but survey was released later and there were also people exiting.

In future would launch sooner, maybe before April break. Also recommend taking out individual staff evaluations and fold them into 360 performance review process as the survey is public information and that may not be appropriate.

Assigning folks accountability for certain sections of survey and determining appropriate action items.

Need to determine how performance will be measured for leadership a year from now. Jeff, Veronica and Paul will look at board on track and other resources.

Want to seek approval from DESE to amend accountability plan

H. Development

Ryan: Shoutout to Tai for securing \$150k grant from Cummings.

I. Finance

Veronica: Not much difference from May. Question on dollars vs rate regarding tuition

A couple of overages, but made up in other areas.

Grant from Cummings will be reflected in Foundation in 2025. We will be looking very good heading into next year.

Have some questions on Foundation budget that we are waiting to hear back on. Will need these resolved prior to audit.

Review of new budget for consideration. Discussion about grant money and where it will show up for accounting purposes.

Highlights of budget:

Decreases in professional development

Salary in general less of an increase (2.5% vs 3%)

Student on waitlist may need specialized para

Money set aside for facilities including IT needs, building reserve

Utilities increase, Maintenace increase due to full year of vendor vs in-house staff

Question on tuition rates: Still being discussed and finalized at state level, going off of what they are publishing/recommending to use

J. FY26 Budget

P. Carelis made a motion to Approve budget with 50k adjustment due to Cummings grant.

R. Turner seconded the motion.

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

III. Closing Items

A. Next Meeting

No July meeting. Would like to have retreat, tentatively August 21.

Thank you to Jennifer, Ryan and Allysha for their service on the board.

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:12 PM.

Respectfully Submitted,

R. Turner

Coversheet

Co-Leadership Model: Charter Amendment Request, By-Law Amendment & Evaluation

Section: II. Updates

Item: E. Co-Leadership Model: Charter Amendment Request, By-Law

Amendment & Evaluation **Purpose:** Vote

Submitted by:

Related Material: Charter Amendment Request Draft Letter.pdf

Charter Amendment Request

Hill View Montessori Charter Public School 75 Foundation Ave, Haverhill MA 01835 September 26th, 2025

Commissioner of Elementary and Secondary Education Massachusetts Department of Elementary and Secondary Education 135 Santilli Highway Everett, MA 02149

Dear Commissioner,

On behalf of the Hill View Montessori Charter Public School's Board of Trustees, I respectfully request your approval of an amendment to change our charter to reflect a change to our school's leadership structure. We would like to replace the singular Executive Director role with a dual-leadership model with both a Director of Finance & Administration and a Director of Faculty & Student Services reporting to the Board of Trustees. These changes to our charter will be effective upon the approval of the Commissioner of Elementary and Secondary Education.

The Hill View Montessori Charter Public School Board of Trustees wishes to make this change as a means to better serve the unique needs of our school. As we moved away from our previous Executive Director during the 2024-25 school year and conducted a thorough search process for a replacement, we determined that the role, as currently constituted, required such a variated array of skills and expertise (i.e. financial acumen, business management, academic direction, community engagement, and tangible interpersonal leadership) that it was onerous ask for one individual, and vastly limited our candidate pool.

After our previous Executive Director left in February, 2025, our Interim Executive Director employed an interim Business Manager to manage administrative and business matters, while she oversaw school operations. The model worked to tremendous success, and the Board of Trustees saw a path forward to establish a shared leadership model that presented a wider pool of eminently qualified candidates for each role.

Our interim Executive Director, Ginger Whitson will, pending Commissioner approval, transition into the Director of Faculty & Student Services role and oversee academic staff and student matters. We have hired Marc Wright, an experienced finance professional, to serve as our Director of Finance & Administration and manage the business side of school operations. We believe both roles sharing leadership and reporting to the Board represents a best-case scenario for the school.

The Hill View Montessori Charter Public School Board of Trustees voted to approve this request on September 25, 2025 at a meeting held in compliance with Massachusetts Open Meeting Law G.L. c. 30A, §§ 18-25. At that meeting, the Board of Trustees authorized me to submit this request on their behalf.

The Hill View Montessori Charter Public School Board of Trustees also authorized the school to work with the Department of Elementary and Secondary Education (Department) to make minor technical changes to the amendment request if such changes are necessary to meet the requirements of statute or regulations, and are codified in Department guidance that was not followed in our submission. The Hill View Montessori Charter Public School Board of Trustees agrees to permit such minor technical changes to the policy submitted for approval, and to support any additional consultation and coordination with the Department that will be required to align our policy with requirements.

The Hill View Montessori Charter Public School is an academic success, is a viable organization, and is faithful to the terms of its charter. In 2024, our school's charter was successfully renewed without conditions, and our 2024 Accountability Report classifies our school as making Substantial Progress Towards Targets. Organizationally, we consistently operate at full enrollment of 306 students, with a waiting list that generally equals or exceeds 300 students. Financially, the school is on solid footing, reporting a positive net change in asset in FY25, and consistently boasting Low rankings on the DESE Financial Matrix Risk Benchmarks. Additionally, in June 2025 HVM was named a recipient of the prestigious Cumming Award, which will further serve to aid us on our mission to provide a public Montessori education to our community.

The Hill View Montessori Charter Public School Board of Trustees requests your approval of this amendment as soon as possible.

Please contact Vice-Chair Jeff Landry at <u>ilandry@hvmcps.org</u> or (646) 761-9477 if you have any questions about this request.

Sincerely,

Jeff Landry

C: [Jeffery Hood, Board Chair, Hill View Montessori Charter Public School] [Alyssa Hopkins, Assistant Director of the Office of Charter Schools and School Redesign, Alyssa.K.Hopkins@mass.gov]

Enclosures

Coversheet

Directors Report

Section: II. Updates

Item: H. Directors Report

Purpose: FYI

Submitted by: Related Material:

BOT Mtg - 9_25_25 _ Director of Faculty & Student Services' Report (1).pdf

Director of Faculty & Student Services' Report

September 25th, 2025

Ginger Whitson, LCSW

Agenda:

- 1.) MA Legislature, DESE & MCPSA News
- 2.) Goals Update: Accountability + Ginger's 2025 Goals
- 3.) Leadership Focus Areas
- 4.) Enrollment Update
- 5.) Faculty Update
- 6.) DIBELS & Star Update
- 7.) Special Education Update
- 8.) Calendar of Events

Update from Marc

Food Services contract

InSource

Website

Massachusetts Legislature, DESE & MCPSA News

- MA Legislature: School Closure & Cap Reduction Bills
 - MPCSA encouraging charter schools to lobby local representatives
- DESE: HVM's Annual Report approved
- MCPSA <u>Board Resource Center</u> PD sessions & workshops

Accountability Plan - Keep Goals, Amend Measures

Objective for KDE 1 - HVM will provide an authentic Montessori learning environment that reflects best practices for public Montessori education.

Objective for KDE 2 - Learning experiences at HVM will ensure that all students meet rigorous academic, personal, and social achievement objectives.

Objective for KDE 3 - HVM will hire and sustain high-quality Montessori staff by providing training for Montessori certification, hiring certified Montessori teachers, and by providing Montessori-focused professional development in all curricular areas.

Ginger's Annual Goals

- Elevate teaching & learning practices to raise student academic achievement
- II. Oversee the schoolwide implementation of a consistent, trauma-informed, equitable student discipline system that supports optimal conditions for student achievement
- III. Build Family & Community Engagement
- IV. Increase the Professional Standards of the School

Focus Areas

Goal 1: Elevate Teaching & Learning

- Improving hiring and new employee orientation processes
- Implementing transparent teacher evaluation system
- Improving teacher mentoring program
- Increasing Montessori-focused professional development

Goal 3: Improving family & community engagement

- Implementing educational outreach activities such as SEPAC, ELPAC and Parent Education events
- Implementing Community Liaison role to increase connections between families and local resources
- Increasing multilingual communication strategies to reach diverse families
- Partnering with the PTO to provide inclusive events for students, families, and the community

Goal 4: Improve the professional standards of the school

- Building a data-literate culture
- Working toward 100% compliance with DESE standards on credentialing
- Improving student attendance and on-time arrivals
- Fully implementing equitable pay scale for all professional disciplines
- Contribute to long-term strategic planning
- Meeting charter-mandated dissemination goals owner goals

Enrollment Update

Grade	# of Students
K	36
1	36
2	34
3	37
4	35
5	34
6	31
7	33
8	31
Total	307

- 4 student withdrawals since BOY
 - 2 moved out of district
 - 2 returned to home school, citing difficulty adjusting to Montessori learning environment

3 new students added since BOY

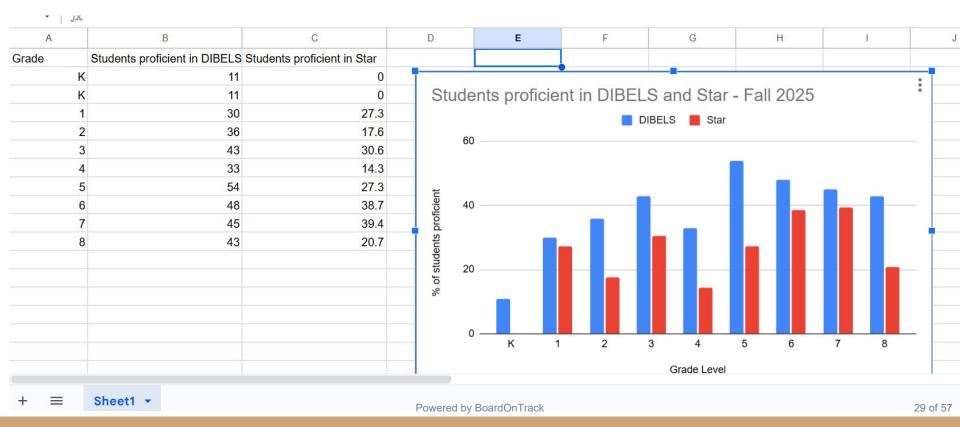
Faculty Update

- Update on teacher participation on Board
 - Three faculty members to share Staff-Board Liaison position

- Reading Specialist hired: Sept 9th start
 - Kelsey Hogan

- School Nurse hired: Sept 15th start
 - Mindy Rameau

DIBELS and Star Math Update



Special Education Updates

- We started the year with 54 students already on IEPs
- We received 5 Kindergarten students on IEPs, 2 third graders, 1 fourth grader, 2 fifth graders for a total of 10 additional IEPs
- As of 9/22, we will have 64 students on IEPs
- Testing 3 students for Initial IEPs, 4 students for reevaluation/1 of whom is a new incoming student
- 7 students have already been referred for SST intervention with the teachers pursuing potential testing

Calendar

September 10 and 24th: Back to School Nights

September 22: International Day of Peace

September 30: MCAS scores released to public

October 21-24: 7th grade trip to VT

October 31: LE & UE Mystery History Day

November 25: Gratitude Feast



Coversheet

Accountability

Section: II. Updates Item: I. Accountability

Purpose: FYI

Submitted by: Related Material:

HVM_2024-2029_Accountability_Plan_DESE_Formally_Approved.102324 (2).pdf

Proposed Updates to HVM_2024-2029_Accountability Plan (1).pdf

ACCOUNTABILITY PLAN HILL VIEW MONTESSORI CHARTER PUBLIC SCHOOL

Hill View Montessori Public Charter School (HVM)			
Type of Charter	Commonwealth	Location	Haverhill
(Commonwealth or			
Horace Mann)			
Regional or Non- Regional	Non-Regional	Districts in Region	N/A
Year Opened	2004	Year(s) Renewed	2009, 2014, 2019, 2024
Maximum Enrollment	306	Chartered Grade Span	K-8

Mission Statement:

The mission of Hill View Montessori Charter Public School is to provide a grade K-8 public education that promotes academic excellence using the Montessori philosophy. In partnership with teachers and parents, children will attain high levels of academic, personal and social achievement and so prepared, become constructive contributors to our community.

Key Design Elements (with parenthetical citations to pages from the charter application or charter amendment):

- 1. An educational program based on the Montessori philosophy (p. 1)
- 2. To ensure that all students meet rigorous academic, personal, and social achievement objectives. (p.1)
- 3. To hire and sustain high-quality Montessori staff by providing training for Montessori certification, hiring certified Montessori teachers, and by providing Montessori-focused professional development in all curricular areas (p.1)

The charter school commits to meeting Criteria 1 through 10 as outlined in the Charter School Performance Criteria.

Date of Preliminary Department Approval:	8/22/2024	
Date of Board Approval:	9/26/2024	
Date of Department Approval:		

Massachusetts Department of Elementary and Secondary Education Page 1

Objectives and Measures related to Mission and Key Design Elements (required):

Objective (for KDE 1): HVM will provide an authentic Montessori learning environment that reflects best practices for public Montessori education.

Measure:

By year three of the charter term, 90% of HVM's K, Lower EL, and Upper EL classes (11 classrooms in total) will score a 4 or higher on the <u>DERS assessment</u> (<u>Developmental Environment Rating Scale</u>). This assessment is created by the National Center for Montessori in the Public Sector. The DERS assessment will be conducted two times per year by the Montessori Pedagogical Director. This will show growth across each individual year as well as overall growth over three years.

Data to be reported:

• Number and percentage of students in K, Lower EL, and Upper EL classes that score a 4 or higher on the DERS assessment

Data collection plan:

- Montessori Pedagogical Director collects data and reviews with the administrative team
- Fall and Spring of each year
- Administrative and coaching files

Measure:

By the end of the charter term, HVM will have enrolled at least 6 community members from underserved populations — communities of color — in the greater Haverhill community into [a] Montessori orientation course[s]. HVM will partner with an AMS— or AMI-affiliated training organization to provide [a] Montessori orientation course[s] for global majority populations in the greater Haverhill community. (The outcome of a successful partnership will be to open the doors to a deeper understanding of Montessori education in the Haverhill community and to use the orientation course[s] for creating a sustainable employment program committed to providing viable employment opportunities at HVM for low-income and/or ethnically-diverse populations and culturally-rooted communities and neighborhoods.)

Data to be reported:

- Number of community members enrolled in a Montessori orientation course
- The racial/ethnic identities of these community members

Data collection plan:

- Annually
- School administrative team

<u>Objective (for KDE 2)</u>: Learning experiences at HVM will ensure that all students meet rigorous academic, personal, and social achievement objectives.

Measure:

For each year of the charter term, 100% of 7th grade students will achieve an annual growth rate that places them at or above the 50th percentile in Student Growth Percentile (SGP) on the Star Math Assessment.

Data to be reported:

 Number and percentage of 7th grade students who achieved an SGP at or above the 50th percentile

Data collection plan:

- 7th and 8th grade Math teachers
- End of each school year
- Star Assessment data collection/Open Architects data warehouse/ Middle school admin server

Massachusetts Department of Elementary and Secondary Education Page 3

Measure:

By the end of the charter term, 36% of all students in grades 1-6 will be scoring at low risk on their DIBELS assessments, which would indicate a 10% increase from their 2023-24 scores.

HVM will implement a uniform, consistent, school-wide reading instruction program based on the Science of Reading and aligned with the Montessori curriculum (the Montessori Reading Acceleration Pathway provided through Montessori for All). The efficacy of this program will be measured through the regular administration of the Reading Acceleration Pathway assessments as well as the DIBELS assessment 3x per year.

Data to be reported:

 Number and percentage of students in grades 1-6 who score at low risk on their DIBELS assessment

Data collection plan:

- Title I reading specialists
- 3 times per year
- Open Architects (data storage warehouse; data review platform)

Objective (for KDE 3): HVM will hire and sustain high-quality Montessori staff by providing training for Montessori certification, hiring certified Montessori teachers, and by providing Montessori-focused professional development in all curricular areas.

Measure:

100% of lead teachers will receive a full coaching cycle every month (as defined by <u>Public Montessori in Action</u>). This allows each teacher, regardless of their experience, to receive tailored, individualized feedback.

Data to be reported:

 Number and percentage of teachers who received a full coaching cycle each month

Data collection plan:

 Montessori Pedagogical Director will track these meetings and will use survey data to monitor the efficacy of the coaching process

Massachusetts Department of Elementary and Secondary Education Page 4

Measure: The surveys will have an 80% response rate with 90% of staff marking "agree or strongly agree" that they are satisfied with the level of support received. This survey will be conducted yearly.

Data to be reported:

- Number and percentage of staff who agreed or strongly agreed that they are satisfied with the level of support they received
- Number and percentage of staff who took the annual staff survey

Data collection plan:

 Montessori Pedagogical Director will track these meetings and will use survey data to monitor the efficacy of the coaching process

Measure:

HVM will offer two Montessori-focused professional development trainings per year, with AMS- or AMI-trained specialists. These trainings will provide in-depth and rigorous training that will allow staff to reflect deeply on their Montessori pedagogy.

Data to be reported:

 Number of professional development trainings offered per year with AMS or AMI-trained specialists

Data collection plan:

- Administrative staff to maintain file of Montessori professional development trainings provided
- At each professional development training

Objective and Measures related to Dissemination (required):

Objective: HVM will disseminate information regarding public and/or instructional methods.	c school Montessori education philosophy, theory, curriculum, pedagogy,
Measure: On an annual basis, HVM will arrange to demonstrate a Montessori literacy lesson to identified teachers or academic	Data to be reported:
personnel in Haverhill Public School district.	Number of teachers from Haverhill Public School district who were in attendance
	Data collection plan:
Measure:	 Administrative team to keep record of dissemination activity Data to be reported:
On an annual basis, HVM will arrange to demonstrate a Montessori numeracy lesson to identified teachers or academic personnel in Haverhill Public School district.	 Brief description of numeracy lesson information shared Date and time of information disseminated Number of teachers from Haverhill Public School district who were in attendance
	Data collection plan:

ACCOUNTABILITY PLAN HILL VIEW MONTESSORI CHARTER PUBLIC SCHOOL

Hill View Montessori Public Charter School (HVM)					
Type of Charter	Commonwealth	Location	Haverhill		
(Commonwealth or					
Horace Mann)					
Regional or Non- Regional	Non-Regional	Districts in Region	N/A		
Year Opened	2004	Year(s) Renewed	2009, 2014, 2019, 2024		
Maximum Enrollment	306	Chartered Grade Span	K-8		

Mission Statement:

The mission of Hill View Montessori Charter Public School is to provide a grade K-8 public education that promotes academic excellence using the Montessori philosophy. In partnership with teachers and parents, children will attain high levels of academic, personal and social achievement and so prepared, become constructive contributors to our community.

Key Design Elements (with parenthetical citations to pages from the charter application or charter amendment):

- 1. An educational program based on the Montessori philosophy (p. 1)
- 2. To ensure that all students meet rigorous academic, personal, and social achievement objectives. (p.1)
- 3. To hire and sustain high-quality Montessori staff by providing training for Montessori certification, hiring certified Montessori teachers, and by providing Montessori-focused professional development in all curricular areas (p.1)

The charter school commits to meeting Criteria 1 through 10 as outlined in the Charter School Performance Criteria.

Date of Preliminary Department Approval:	8/22/2024
Date of Board Approval:	9/26/2024
Date of Department Approval:	10/23/2024

Objectives and Measures related to Mission and Key Design Elements (required):

Objective (for KDE 1): HVM will provide an authentic Montessori learning environment that reflects best practices for public Montessori education.

Measure:

By year three of the charter term, 90% of HVM's K, Lower EL, and Upper EL classes (11 classrooms in total) will score in the optimal range in all five domains on the <u>DERS assessment</u> (<u>Developmental Environment Rating Scale</u>). This assessment is created by the National Center for Montessori in the Public Sector. The DERS assessment will be conducted two times per year by the Montessori Pedagogical Director. This will show growth across each individual year as well as overall growth over three years.

Data to be reported:

 Number and percentage of students in K, Lower EL, and Upper EL classes that score in the optimal range in all five domains on the DERS assessment

Data collection plan:

- Montessori Pedagogical Director collects data and reviews with the administrative team
- Fall and Spring of each year
- Administrative and coaching files

Measure:

By the end of the charter term, HVM will have enrolled at least 6 community members from underserved populations — communities of color — in the greater Haverhill community into a series of Montessori-related workshops or talks. HVM will partner with an AMS— or AMI-affiliated training organization to provide [a] series of Montessori-related workshops or talks for global majority populations in the greater Haverhill community. (The outcome of a successful partnership will be to open the doors to a deeper understanding of Montessori education in the Haverhill community and to use the workshops or talks for creating a sustainable employment program committed to providing viable employment opportunities at HVM for low-income and/or ethnically-diverse populations and culturally-rooted communities and neighborhoods.)

Data to be reported:

- Number of community members enrolled in a series of Montessorirelated workshops or talks.
- The racial/ethnic identities of these community members

Data collection plan:

- Annually
- School administrative team

<u>Objective (for KDE 2)</u>: Learning experiences at HVM will ensure that all students meet rigorous academic, personal, and social achievement objectives.

Measure:

For each year of the charter term, 60% of students in Grades 1-6 grade students will achieve an annual growth rate that places them at or above the 50th percentile in Student Growth Percentile (SGP) on the Star Math Assessment.

Data to be reported:

 Number and percentage ofstudents in Grades 1-6 who achieved an SGP at or above the 50th percentile

Data collection plan:

- Math teachers for Grades 1-6
- End of each school year
- Star Assessment data collection/Open Architects data warehouse/ admin server

Measure:

By the end of the charter term, 36% of all students in grades 1-6 will be scoring at low risk on their DIBELS assessments, which would indicate a 10% increase from their 2023-24 scores.

HVM will implement a uniform, consistent, school-wide reading instruction program based on the Science of Reading and aligned with the Montessori curriculum (the Montessori Reading Acceleration Pathway provided through Montessori for All). The efficacy of this program will be measured through the regular administration of the Reading Acceleration Pathway assessments as well as the DIBELS assessment 3x per year.

Data to be reported:

 Number and percentage of students in grades 1-6 who score at low risk on their DIBELS assessment

Data collection plan:

- Title I reading specialists
- 3 times per year
- Open Architects (data storage warehouse; data review platform)

Objective (for KDE 3): HVM will hire and sustain high-quality Montessori staff by providing training for Montessori certification, hiring certified Montessori teachers, and by providing Montessori-focused professional development in all curricular areas.

Measure:

100% of lead teachers will receive a full coaching cycle every month (as defined by <u>Public Montessori in Action</u>). This allows each teacher, regardless of their experience, to receive tailored, individualized feedback.

Data to be reported:

 Number and percentage of teachers who received a full coaching cycle each month

Data collection plan:

 Montessori Pedagogical Director will track these meetings and will use survey data to monitor the efficacy of the coaching process

Measure: 70% of faculty members will mark "agree or strongly agree" that they are satisfied with the school's commitment to support faculty's professional developmentThis survey will be conducted yearly.

Data to be reported:

- Number and percentage of faculty members who agreed or strongly agreed that they are satisfied with the school's commitment to support faculty's professional development.
- Number and percentage of faculty members who took the annual staff survey

Data collection plan:

 Montessori Pedagogical Director will track these meetings and will use survey data to monitor the efficacy of the school's professional development program.

Measure:

HVM will offer two Montessori-focused professional development trainings per year, with AMS- or AMI-trained specialists. These trainings will provide in-depth and rigorous training that will allow staff to reflect deeply on their Montessori pedagogy.

Data to be reported:

• Number of professional development trainings offered per year with AMS or AMI-trained specialists

Data collection plan:

- Administrative staff to maintain file of Montessori professional development trainings provided
- At each professional development training

Objective and Measures related to Dissemination (required):

c school Montessori education philosophy, theory, curriculum, pedagogy,
 Data to be reported: Brief description of literacy lesson information shared Date and time of information disseminated Number of teachers from Haverhill Public School district who were invited Data collection plan:
Administrative team to keep record of dissemination activity Data to be reported:
 Brief description of numeracy lesson information shared Date and time of information disseminated Number of teachers from Haverhill Public School district who were invited. Data collection plan: Administrative team to keep record of dissemination activity

Coversheet

Finance

Section: II. Updates Item: K. Finance

Purpose: FYI

Submitted by:

Related Material: Hill View_Aug 2025_Financial Statements.pdf

Hill View Montessori FY2025 Budget to Actual Aug-25

Aug-25				100 A			
	FY26 Approved Budget	YTD Budget	August YTD Actuals	YTD \$ variance Budget to Actual	YTD % variance Budget to Actual	%	Notes
Enrollment Tuition Rate	306 17,434		306 17,334				
REVENUE							
Tuition	5,334,804	889,134	884,008	(5,126)	-1%		
Federal Funds				-	0%		Montessori Global Grant Fund
Grants	229,509	-	4,500	4,500	0%		ESSA/IDEA grants in process
ERATE Private Grants (Foundation)	13,560 10,000	2,260 -	-	(2,260)	-100% 0%		
Nutrition	155,000	7,381	3,416	(3,965)	-54%		
Fundraiser Income Interest Income	10,000 2,500	909 417	1,050 1,484	141 1,067	16% 256%		Worcester Cultural Academy
Miscellaneous Income Total Revenue	5,755,373	900,101	2,747 897,204	2,747 (2,896)	0% 0%	-84%	
EXPENSES			100%				
Employee Benefits	378,068	63,011	56,467	(6,544)	-10%		
Workers Comp. Insurance	32,000	5,333	2,507	(2,826)	-53%		
Salaries & Wages Payroll Tax	3,780,682 130,262	630,114 21,710	521,477 18,656	(108,637) (3,054)	-17% -14%		
Total Personnel	4,321,012	720,169	599,107	(121,062)	-17%	-86%	
Advertising/Recruitment	5,000	833	182	(651)	-78%		
Contracted Services Technology Supplies & Materials Adm	55,000 12,500	9,167 2,083	9,809 1,509	642 (574)	7% -28%		
Supplies & Materials Adm Supplies & Materials IT	12,000	2,003	200	(1,800)	-90%		
Dues, Subscriptions & Other Exp -Admin	61,994	10,332	1,840	(8,492)	-82%		
Contracted Services Audit	21,825	-	-	- (E00)	0%		
Contr Serv - Legal Contracted Services Human Resources	500 50,980	500 8,497	- 15,732	(500) 7,236	-100% 85%		Payroll Fees
Contr Serv - Business & Finance	65,000	10,833	10,300	(533)	-5%		
Total Admin	284,799	44,246	39,572	(4,674)	-11%	-85%	
Contr Serv - Other Teaching	147,863	24,644	9,919	(14,725)	-60%		Northeast Rehab - lower billing in Jul-Aug
Furniture & Equipment	9,240	9,240	2,362	(6,878)	-74%		
Instructional Copier Lease Supplies (General, Montessori, SPED)	12,000 60,000	2,000 10,000	770 12,637	(1,230) 2,637	-62% 26%		
Contr Serv - Prof. Development	77,243	12,874	13,037	164	1%		
Contr Serv - Montessori Teacher Training	22,000	3,667	162	(3,505)	-96%		
PD Travel & Other Exp. Instructional Software Expense	2,500 14,316	417 2,386	- 854	(417)	-100% -64%		
Instructional Software Expense	7,500	2,360 1,250	-	(1,532) (1,250)	-100%		
Total Instructional	352,662	66,477	39,742	(26,735)	-40%	-90%	
Field Trips/Student Activities - (net)	20,000	3,333	11,495	8,162	245%		Music Theater, Camp Jewell, YMCA 8th grade
Nurse/Athletic/Food/Other Activities	10,000	3,333 -	11,495 340	340	245%		masic meater, camp sewell, fivica our grade
Nutrition Program	165,000	7,500	5,400	(2,100)	-28%		
Fundraising	2,000	-		-	0%		
Total Student Services	197,000	10,833	17,235	6,402	59%	-91%	
Maint. of Buildings & Permits	83,700	13,950	9,988	(3,962)	-28%		
Utilities Maintenance supplies	115,000 25,000	19,167 4,167	11,493 7,149	(7,674) 2,983	-40% 72%		missing National Grid August
Capital Lease-Bld Rent Interest	126,000	21,000	14,978	(6,022)	-29%		budgeted w/o Birch Hill Credit
Insurance (Non-Employee)	61,037	10,173	970	(9,202)	-90%		waiting on billing from Hanover
Networking & Communications Total Facility & Other Fixed Costs	19,347 430,084	3,225 71,681	5,154 49,732	1,930 (21,949)	-31%	-86%	
Total Expenses	5,585,556	913,405	745,388	(168,017)	-18%	-86%	
Net Operating Income	169,817	(13,305)	151,816 82%	165,121	-1241%		
ERTC Funds	- -	-	-				
Total Other Income	-	-	-	-			
Roof Project	75,000	75,000	73,031	(1,969)	-3%		
Depreciation Total Other Expenses	80,000 155,000	13,333 88,333	11,995 85,027	(1,338) (3,307)	-10% -4%		
Net Income	14,817	(101,638)	66,789	168,427			

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View Montessori :ement of Financial Position

	Aug-25
ASSETS	
Current Assets	
1072 Bill.com Money Out Clearing	9,339
1010 Pentucket Checking 3361	1,657,910
1031 Playground Reserve Fund 9259	96
1040 Petty Cash	620
1045 Pentucket Money Market 9346	269,741
Total Bank Accounts	1,937,706
TreasuryDirect	21,394
Total Invesments	21,394
1200 Accounts Receivable	12,381
1201 Grants Receivable	-
1210 Due from HVM Foundation	6,925
Total Accounts Receivable	19,305
1352 Prepaid Rent	14,864
1353 Prepaid Expense	36,808
Total Prepaid Expenses	51,672
Total Other Current Assets	51,672
Total Current Assets	2,030,077
Total Fixed Assets	462,414
1900 Security Deposits	-
Total Other Assets	-
TOTAL ASSETS	2,492,491
IABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
2000 Accounts Payable	38,705
Total Accounts Payable	38,705
1055 Visa Chase Credit Card - 7068	10,271
Total Credit Cards	10,271
Other Current Liabilities	
2019 Current Lease Liability	76,932
Total Payroll Liabilities	43,004
2301 Accrued Salaries and Wages	6,127
· ·	
2305 Accrued expense	10,550
Total Accrued Expenses 2400 Deferred Revenue	16,677
	403,788
2700 PTO pass through	11,461
2701 Due to Foundation	-
Other Current Liabilities	4,941
Total Other Current Liabilities	556,803
Total Current Liabilities	605,779
Long-Term Liabilities	
2021 Capital Lease Payable-Principal	50,176
Total Long-Term Liabilities	50,176
Total Liabilities	655,955
Equity	
3300 Retained Earnings	1,769,746
Net Income	66,789
Total Equity TOTAL LIABILITIES AND EQUITY	1,836,535 2,492,490

Financial Dashboard Based on FY2025 Financials and Projections

Financial Metric

1. Current Ratio (based on current actuals)

measures operational efficiency and short-term financial health CR is calculated as current assests divided by current liabilities

2. Unrestricted Days Cash (based on current cash/forecasted YE expenses)

indicates how many days a school can pay its expenses without another inflow of cash Calculated as Cash and Cash Equivalents divided by ([Total Expenses-Depreciation]/365)

3. Percentage of Program Paid by Tuition

measures the percentage of the school's total expenses that are funded entirely by tuition Calculated as (Tuition + In Kind Contributions) divided by Total Expenses

4. Percentage of Profram Paid by Tution and Federal Grants

measures the percentage of the school's total expenses that are funded by tuition and Federal Grants Calculated as (Tuition + In Kind Contributions + Federal Grants) divided by Total Expenses

5. Percentage of Total Revenue Expended on Facilities

measures the percentage of Total Revenue spent on operations & maintenance and Non-Operating Financing expenses of Plant

calculated as Operation & Maintenance plus Non-Operating Financing Expenses of Plant divided by Total Revenues

6. Debt to Asset Ratio

measures the extent to which the school relies on borrowed funds to finance its operations calcuated as Total Liabilities divided by Total Assets

Change in Net Assets Add: Depreciation Add: Interest

Adjusted Change in NA

Cash Available for Debt Service

Debt Service for Period

7. Debt Covenant Ratio (1.2 required)

Enrollment
Total Revenues
Total Expenditures
Total Net Position
Net Position Percentage

measures a school's cash management efficiency
. Calculated as Total Net Assets Divided by Total Expenditures

FY26	FY25	FY24	FY23	FY22	FY21
3.4	4.8	1.6	1.5	8.5	6.4
*127.8 w/o ERC deferred r	evenue				
128	128	64	69	81	77
96%	95%	90%	92%	90%	88%
98%	97%	90%	99%	98%	98%
7%	6%	4%	9%	9%	10%
0.26	0.26	0.77	0.78	0.7	0.71
14,817	603,231	2,459	9,856	3851	
233,601	163,601	204,254	187,007	171737	
120,686	105,495	80,678	83,644	87061	
369,104	872,327	287,391	280,507	262,649	
369,104	872,327	287,391	280,507	262,649	
212,568	199,721	181,735	181,979	181,979	
			·		
1.74	4.37	1.39	1.54	1.44	1.52
306	306	306	306	304	306
5,755,373	5,464,446	5,541,809	5,274,110	4,758,272	4,166,366
5,665,556	5,407,083	5,539,350	5,267,687	4,691,192	4,008,540
89,817	57,363	2,459	6,422	67,080	157,826
1.59%	1.06%	0.04%	0.1%	1.4%	3.9%

DESE Risk Benchmarks

Low	Medium
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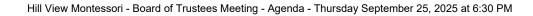
>/=1.6	1.0 to 1.6
>/= 60 days	30-60 days
>/=90%	75% to 90%
>/= 90%	75% to 90%
= 16%</td <td>16% to 30%</td>	16% to 30%
= 0.9</td <td>0.9 to 1.0</td>	0.9 to 1.0
Positve%	

FY20	
4.3	*as of current financials
109	*current cash/forecasted exp
95%	*forecasted FY24
98%	*forecasted FY24
12%	*forecasted FY24
0.76	*as of current financials

306 3,816,239 3,846,566 (30,327) -0.8% *forecasted FY24

Hill View Montessori Foundation Statement of Activities

	Aug 2025 YTD	Aug 2024 YTD	<u>Variance</u>
Income			
4100 Fundraising Revenues			
4160 Events			
4165 Events Expense			-
Total 4160 Events	-	-	-
4170 Donations	239	80	159
Total 4100 Fundraising Revenues	239	80	159
4500 Rental Income	5,600	5,500	100
4520 Rental Income - Gym	-	-	-
4550 Interest Income- HVMS Cap Lease	20,478	13,260	7,218
Total Income	26,317	18,840	7,477
Gross Profit	26,317	18,840	7,477
Expenses			-
5201 School Support	-	180	(180)
5351 Interest Expense on Loan	20,826	13,036	7,790
5703 Legal Expenses	-		
5402 Filing Fees -990	-		-
5601 Supplies		-	-
5605 Bank/PayPal Fees	-	-	-
8500 Misc expenses	935	2,750	(1,815)
Total Expenses	21,761	15,966	5,795
Net Operating Income	4,556	2,874	1,683
Other Income			-
7010 Interest on savings acct.	142	115	26
7012 Other Income	-	-	
Total Other Income	142	115	26
8001 Depreciation-Building	21,037		21,037
9990 School Credit Offset-Rental Inc	5,500	5,500	
Total Other Expenses	26,537		26,537
Net Other Income	(26,395)	(5,385)	(21,011)
Net Income	(21,839)	(2,511)	(19,328)



ATM Withdrawal

Aug-25

Jun-25

Variance

Hill View Montessori Foundation Statement of Financial Position

	Aug-20	0u11-20	Variance
SETS			
Current Assets			
Bank Accounts			
1010 Checking Main Account 8071	93,170	96,615	(3,444)
1020 Money Market 7059	55,062	54,922	140
Total Bank Accounts	148,232	151,536	(3,304)
Accounts Receivable			-
1200 Accounts Receivable	2,800	-	2,800
1210 AR-HVM	1,000	1,000	-
1220 Principal Note Inc-HVMSCapLease	127,108	142,058	(14,950)
Total 1200 Accounts Receivable	130,908	143,058	(12,150)
Total Accounts Receivable	130,908	143,058	(12,150)
Total Other Current Assets	-	-	-
Total Current Assets	279,139	294,594	(15,454)
Fixed Assets			-
1500 Building & Renovations			-
1501 Building	3,786,775	3,786,775	-
1601A/D - Building	(1,961,070)	(1,940,033)	(21,037)
Total 1500 Building & Renovations	1,825,705	1,846,742	(21,037)
Total Fixed Assets	1,825,705	1,846,742	(21,037)
Total Other Assets	-	-	-
TOTAL ASSETS	2,104,845	2,141,336	(36,491)
LIABILITIES AND EQUITY			-
Liabilities			-
Other Current Liabilities			-
2100 Due to HVM Charter School	6,924	6,924	-
2200 Security Deposit	2,783	2,783	-
2300 Accrued Expenses	-	-	-
2400 Deferred Revenue	17,714	17,764	(50)
Total Other Current Liabilities	27,421	27,471	(50)
Total Current Liabilities	27,421	20,547	6,874
Long-Term Liabilities			-
2710 Building Bonds - Loan Principal	2,099,722	2,114,325	(14,602)
Total Long-Term Liabilities	2,099,722	2,114,325	(14,602)
Total Liabilities	2,127,143	2,141,795	(14,652)
Equity			-
3400 Unrestrict (retained earnings)	(459)	76,517	(76,976)

	Hill View Montessori	- Board of Trustees	Meeting - Agenda -	Thursday September 25,	2025 at 6:30 PM
Increased in June w/ July re	nt payment				
Aug payments from HVMCF	PS and Birch				