



HILL VIEW MONTESSORI CHARTER PUBLIC SCHOOL

Meeting Minutes Board of Trustees

7:00 pm @ 75 Foundation Ave., Haverhill MA 01835

Members present; *Veronica Guzman, Treasurer/Finance; Allysha Roth, Trustee/Accountability; Jennifer Edokpolor Trustee/Committee on Trustees; Sarah Brush, Trustee/Development; Kristin Laureano, Trustee/Accountability; Phil Arnold, Executive Director, ex officio*

Members not present; *Jeff Hood, Chair; Ryan Turner, Vice Chair*

Public in attendance; *Mike Mizzoni, Jeff Landry (Trustee-elect), Paul Carelis (Trustee-elect, clerk)*

1) The meeting was called to order at 6:35 p.m.

2) Public comment: No public comment

3) Meeting Minutes Review

August meeting minutes voted to approve.

Motion: Veronica Guzman 2nd Sarah Brush

Approved: All present.

Accountability and Enrollment Plans:

Phil presented the accountability plan as reviewed by DESE (Ester at DESE, Hannah from HVM). This included the required Objectives and Measures

-DERS Assessment scores of 4 or higher by all classrooms/grade levels

-Enrolling at least 6 community members from underserved communities into Montessori orientation course

-100% of 7th grade students at or above 50th percentile on Star Math Assessment

-Questions: Allysha: Should 8th grade also be included? Questions surrounding if middle school reading should also be measured under the plan

- 36% students in grades 1-6 scoring “low-risk” on DIBELS assessment

-100% of lead teachers receive full coaching cycle

- Staff Survey with 80% response rate, 90% agreement on satisfaction with support received

-2 montessori development trainings per year

-Montessori literacy lesson for selected teachers and personnel Haverhill Public School district

-Montessori Numeracy lesson to teachers, academic personnel in Haverhill Public School District

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Vote on approval of 2024-2029 Accountability Plan

Motion to conditionally accept plan based on clarification of KDE 2, Measure 1 to include 8th grade in data gathered. If not, approve as is

Motion: Sarah Bruch

Seconded: Kristen Laureano

Approved: All in attendance

Review of HVMCPS Revised Enrollment Policy

Phil reviewed changes recommended by DESE in regards to Enrollment Policy. These changes included clarification on language regarding homelessness, sibling relationships, and grounds for rescinding offers of admission, timelines for substantiating proof of residency

Questions: Veronica: Who is HVM's homelessness liaison? Answer: It is Phil. Definition of homelessness is defined federally. Have not had many instances.

Vote to approve

Motion Allysha 2nd Sarah

Approved: All present

4) New Business

Email from PTO: Fundraiser at River St Café Today, Pumpkin event at Crescent Farm 10/4, donation of 14 trees to school.

Brief discussion surrounding board goals and bylaws. Discussed succession plan and whether it is standalone or part of the general bylaws. Tabling discussion until Chair and Vice Chair are present

Roof update

Phil provided update from professional assessment. Roof is in great shape and under warranty. Small moisture issue that can be addressed, other normal wear & tear. Some amendments to roof recommended to avoid pooling and other concerns. 2 options to address issues and new HVAC system
1) New roof replacement, 2) Roof resealing. Foundation voted for resealing based on warranty, timeline, expense, and time remaining on building mortgage.

5) ED Report:

Phil spoke to importance of the ED report speaking to DESE priorities

-Tuition budgeting was very close to what was forecast.

-Enrolled at 306 students, 1 withdrawn,

- MCAS scores released last Tuesday. DESE webinar: Scores did not show as much improvement as they had hoped. DESE chalked this up to continuing effects of remote learning.

-International Day of Peace was a successful event. Mayor Barrett was present and spent time with the children afterwards, also visited some classrooms and read a book. Mayor also received a tour of the building. Sarah Brush was at event and confirmed that it was an impressive event.

Post Charter renewal monitoring: State is making sure that school is not taking eye off of the ball, several of the items have been accomplished already and all is on track.

Foundation approved planting trees. They have been selected and ordered.
7TH graders will be attending a 4 day, 3-night overnight trip in Vermont.

Questions Jeff Landry: How is fundraising going? Phil will check with team

7) Committee on Trustees Update: Jeff will remain as chair, Ryan as Vice chair (term is ending mid-year), other positions remaining as-is. Sandra resigned.

VOTE to approve assignments

Motion: Sarah Brush 2nd Veronica

Approved: all present

Jeff Hood sent an email reminding board of expectations regarding professionalism, especially at parties and public events. Reminder to not disclose confidential board matters

Request to donate to foundation

8) Development Update

Sarah: Working on an Alumni group formation; May be able to help with anniversary recognition/party as well. Researching options on participation in chamber of commerce events

Anniversary party: Spoke with city about options. Winnekinni park is a strong option; Targeting May 2025. Trying to keep low/no-cost

Veronica suggested exploring NECC as well.

9) Finance Update

Veronica: Highlights of fiscal year thus far:

-Timing is causing any variances with budget vs forecast

- Accounting company looking to take over grant writing (cost savings)

-Increased cost in teacher trainings due to new vendor

-Rent will increase in December, but improving interest rate should mitigate

-Cashflow: Tight, running deficit when not factoring in ERTC funds. Recommended pushing discretionary spending until end of year if possible.

\$700 in donations offset \$880 teacher recognition lunch.

10) Next Meeting October 24 at 6:30

11) Adjourn Meeting

Motion to adjourn: Kristen, 2nd Sarah

Approved: All in attendance

List of Documents and/or Exhibits Presented as Part of the Digital Board Packet for this Meeting:

- September 2024 Board Meeting Agenda
- August 2024 Meeting Minutes for review and vote to approve
- 2024-2029 Accountability Plan
- Revised HVMCPS Enrollment Policy
- ED Report
- Financials