APPROVED

Hill View Montessori

Minutes

Board of Trustees Meeting

Date and Time
Thursday May 22, 2025 at 6:30 PM

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

Trustees Present
J. Edokpolor, J. Hood, J. Landry, J. Rocker, K. Laureano, P. Carelis, R. Turner, V. Guzman

Trustees Absent
A. Roth, G. Kumar, S. Brush

Guests Present
Dennis, G. Whitson, 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 Thursday May 22, 2025 at 6:30 PM.

C.

Public Comment

D. Approve Minutes

V. Guzman made a motion to approve the minutes from Board of Trustees Meeting on 05-01-25.
J. Hood seconded the motion.
The board **VOTED** to approve the motion.

II. Updates

A. PTO Update

Our final PTO meeting for this current school year will be Tuesday, June 3rd at 5:00 at the school.

The PTO is donating $150 for the middle school dance per request

The PTO is sponsoring a ice cream truck for field day at the school

As for next year, the PTO meetings will be the first Tuesday of every month at 5:00

We are hoping to donate a sound system to Miss Abigail before the end of the year

I'm not sure if it needs to be addressed, but I'm hoping that the school pays for the cancellation fee for a Bradford swim club to end this year in good faith as a community.

Jeff Landry: PTO is looking for an undisclosed cancelation fee; He feels contract does not require a fee of any sort. He has told them no.

B. New Business

Paul: Would like to create a school mascot for next year. Folks in attendance were in support. Ginger will work on this.

C. Board Chair Update

Looking at board survey.

Suggested action item from survey: Framework for 25/26 creation of strategic improvement plan. Jeff H will take this on.

D.

Interim Executive Director Report

Update from Ginger:

1 staff member contract not being renewed

5 departing by choice: Drew: Due to graduate degree requirements
Nurse Jen: Going to Whittier Tech (Better hours & pay)
Carol Sasso and Warren Turner both retiring
1 substitute going back to private sector.

Nancy Adams moving towards retirement, will have reduced schedule, job sharing with Tatum

Reconfigured math staffing: Taylor moving to special ed. Math interventionist moving to teaching role. 6th grade math rolling back to upper elementary.

3rd mental health support person being added. Nathan Marks coming on full time for this. Will have outside mental health services available 1 day a week (may become 2) from Northeast Behavioral health. Carla's role will be more specialized.

Substitutes moving to hourly pay from salary. Hoping to add an additional special from cost savings (Computer science). Will also experiment with Spanish as a middle school special.

Theresa Barbieri Irwin returning to the school to lead the Juniper room.

Question from Ryan Turner: Do you anticipate issues with hourly subs? A: Still expect to have 2 subs with 40 hour schedules, won't have to pay over summer, and utilization will be more efficient.

Q: Have we had any examination of exempt/non exempt classifications? Jeff L: Yes

E. Accountability

Staff survey went out. Only 20 responses thus far. Will encourage participation and results will be reviewed in June board meeting.

Family survey: Kim sent last year, we will ask her to do that again.

F. Development

Picnic was a great event with several founders present.

G. Finance

Tuition is running ahead of budget

Nutrition is netting favorable

Payroll is over budget due to additional positions, but has improved over the course of the year

A few additional expenses this year related to ERTC funds (auditors, accountants, etc), so committee discussed putting these costs below the line. Will be reflected on June financials

Furniture over budget due to some unexpected purchases

Non employee insurance coming in higher than budgeted.

Bingo event was a huge success this year. Estimating $12k at the moment (net), was expecting $10k

Budget-wise, no changes from last meeting but will have changes in June: Small per pupil increase from DESE. Contract and tuition reimbursement changes will be discussed next month.

Potential that facilities per pupil reimbursement from state will increase next year, but not yet official.

Health insurance renewal came down to a smaller increase with some small modifications.

H. Capital Project Update

Salem Five has backed out of financing

Tara Salvi attempted to go back to previous potential funding source but has not heard back.

Jeff spoke with a plumber with extensive HVM experience. Suggested running HVAC system to failure as that allows a different strategy to resolve that could be a better and

more affordable solution. Suggested considering a mini split system. Some larger areas would still need a roof system. Supports idea of coming up with a full plan to address.

Dennis got a couple of quotes for roof repairs and different options.

May be some much more affordable options to address our issues.

Ryant Turner questions: What projects require bidding process: Repair vs replace

Jeff H and Dennis will look into these projects further.

Q from Jeannette: Would tech schools in the area provide any value or cost savings? Will look into

I. Executive Director / Leadership Update

Jeff Landry put out a job description for a bookkeeper to replace himself and cost would be offset by other cost savings.

Executive Director: Current staff ok in interim capacity only. We should not wait on resuming recruiting. Will look to pare down the effort this time around for the sake of efficiency. Deciding on what to post in terms of roles: ED, Business manager, etc.

Using a leadership team would be onerous on the board because of DESE requirements. Co-leader model may be viable.

Thought of 2 roles: Ginger as Director of Students and Faculty, and new role of Director of Finance and Administration. JDs will be drafted for both. Weekly call proposed to keep on track with interested parties. Jeff, Jeff and Veronica will head this effort.

III. Closing Items

A. Next Meeting

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:22 PM.

Respectfully Submitted,
J. Hood