APPROVED

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