APPROVED

Hill View Montessori

Minutes

Board of Trustees Meeting

Date and Time
Thursday October 23, 2025 at 6:30 PM

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

Trustees Present
G. Kumar, J. Landry, K. Laureano, P. Carelis, V. Guzman

Trustees Absent
J. Hood, S. Brush

Ex Officio Members Present
G. Whitson

Guests Present
H. Herklotz, Kruti

I. Opening Items

A. Record Attendance

B.

Call the Meeting to Order

J. Landry called a meeting of the board of trustees of Hill View Montessori to order on Thursday Oct 23, 2025 at 6:32 PM.

C. Public Comment

D. Approve Minutes

P. Carelis made a motion to approve the minutes from Board of Trustees Meeting on 09-25-25.
J. Landry seconded the motion.
The board **VOTED** to approve the motion.

II. Updates

A. Financial Audit Presentation

MP CPAs presented the results of the financial audit. This was their 2nd year performing the audit.. They thanked Marc for his help and contributions.

Charter school office introduced 2 new tests for auditors this year. 1) Inspection of all ed grants. All grants were properly closed (as required). 2) Review of reporting dates/deadlines. 2 years needed to examine any late filings. 2 potential findings of late reports (2024 annual report- 1 day late, Oct sims report- 4 days late). They are verifying with DESE whether these were actually late or not.

Significant accounting policies were reviewed. Financial statements and disclosures were all consistent and clear. Unmodified clean opinion on financial statements

1 non-compliance item, it was not considered a deficiency (this was the late reports previously mentioned)

The are still awaiting a report from the accounting firm for review. Hoping to have this before Monday. Jeff L will follow up with Elizabeth about this.

Question regarding how building lease appears on financials. Auditors will follow up via email.

Questions to board as required regarding fraud, litigation, etc. Answered "no" to all.

Firm will forward results to state auditor as well.

V. Guzman made a motion to Approve draft of audit.
G. Kumar seconded the motion.
The board **VOTED** to approve the motion.

B. Accountability Report Amendment

Ginger presented amendments to the Accountability Plan.

Most of the amendments were to make it factually accurate based on terminology and how tests are measured. Also changed wording regarding inviting community to Montessori talks and workshops rather than Montessori training which would be prohibitively expensive.

Also some updates to the staff survey goals to be more reflective of previous results.

V. Guzman made a motion to Approve amendments to accountability plan.
G. Kumar seconded the motion.
Will be processing this once there is clarity on first amendment sent to state
The board **VOTED** to approve the motion.

C. PTO Update

PTO Looking for trunk or treat volunteers

Upcoming fundraiser at Cottage Gardens

Gingerbread decorating event December 7

Registered for Santa Parade Nov 23

D. Co-Leadership Model: By-Law Amendment & Evaluation

Jeff Landry has submitted this to the State and we are awaiting word. Jeff will follow up with them this week.

Will also reach out to Mike at Board on Track to update bylaws to change Marc and Ginger from Ex officio status and to match the amended charter (once approved)

Veronica spoke about what will be involved with mid-year check in for Marc and Ginger. She has set up the systems in Board on Track. Will use the state framework to create a survey & self-evaluation. Will look into adding individual goals to evaluation. Will do separately via paper if needed.

E. Strategic Planning Committee

Jeff, Jeff and Ginger have met to start strategic planning process. First milestone is snapshot of school performance (testing, financials, etc) by November 21.

There will next be a SWOT and family engagement analysis.

F. Faculty Liaison

Patsy was present. She discussed that Google forms have gone out to staff to see if they have any questions or inquiries for the board. Nothing has come back yet.

G. YMCA Teacher of the Year

Natalie from the Oak room has been nominated as a teacher of the year candidate through the YMCA.

Tickets available for November 5 event

H. New Business

I. Directors Report

Ginger reviewed her report as attached to agenda.

Encouraged board to attend upcoming training.

Professional development ocurred today.

North East Montessori team coming in for development 11/4 (paid with grant money). Ginger has invited all principals in Haverhill. River Valley will be coming.

A lot going on to promote family and community and engagement goal

2 state representatives spoke at the school today. It went very well and students asked great questions.

School participating in big dog event this weekend in Bradford.

Trunk or treat coming up.

Upcoming parent education series in evenings. 1st topic will be excessive screen time.

Digital literacy will be a Middle School special starting next month (Carla)

SCNE: Will be volunteer opportunity for middle school

Focus on: Compliance with substance abuse risk mandates. Screenings are required for 7th grade students.

Niamh is reviewing credentialing to make sure all teachers are on track.

Protocol in place regarding attendance and reach out. Great results so far.

2 staff on medical leave

Mystery History 10/31

From Marc: Roof work will be completed soon, most likely November. On track and going well.

J. School Performance Data

Hannah provided dissemination of performance data.

ELA:
3rd grade was weakest against state average

8th grade was strongest against state avg (Surpassing in every category)

Hannah's assessment is that students are coming in extremely low, but growing them significantly over their time here, eventually passing city avg.

Math:
Scores continue to lag behind state averages
Hannah's opinion: Students understand concepts, stumble on the equations themselves. We need to refocus how we think about math. Not desired result based on time and money spent to date. Taking a 2-pronged approach to address (short and long term). Jaileen is doing remedial work for kids who need intervention.

3rd grade weakest, 6th grade strongest.

Civics:

HVM performing very well against city and state averages.

Science:

Comparable to state averages across all categories

K. Accountability

L. Development

Jeff Landry now on this committee

Tai will be doing scratch ticket raffle around holidays

Ice skating fundraiser in January (date announced soon)

Ginger is going to help with Rock n Roll Bingo. Will be effort to enhance the event and bring in more money.

M. Finance

Marc is seeking to open a new credit card for school.

We are in the green cash-wise, and looking good for 60-day outlook

YMCA field trip and payroll fees are over budget, nutrition is under budget

Really good shape with salaries forecasting under budget. Also forecasting under budget with expenses

Will be recording actual rent payments rather than just interest on p&l.

III. Closing Items

A. Next Meeting

B. Adjourn Meeting

V. Guzman made a motion to Allow Marc Wright to obtain credit card via pentucket bank.
G. Kumar seconded the motion.
The board **VOTED** to approve the motion.
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:24 PM.

Respectfully Submitted,
J. Landry