

**Hilltown Cooperative Charter Public School**

Board of Trustees Meeting Minutes – Wednesday, March 9th, 2022, 6:30pm

**Location:** HCCPS and Zoom  
**Present:** In-person: Kate Saccento, Kathleen Szegda, Daniel Klatz, Tala Elia, Emily Boddy, Chris Korczak, Rashida Krigger, Kathleen Hulton  
 By Zoom: Matt Dube, Marguerite Durant, Rich Senecal, Lara Ramsey  
**Regrets:** Joe Wyman, Sara Schieffelin, Kate Ewall  
**Facilitator:** Kathleen S.  
**Notetaker:** Kathleen H.  
**Guests:** Cait Browne, Andrew Rosehill, Myssie Casinghino  
**List keeper:** Chris Korczak  
**Timekeeper:** Emily Boddy  
**Mission statement read by:** Marguerite Durant

<b>Topic</b>	<b>Discussion</b>	<b>Action (if necessary)</b>
<b>Announcements, appreciations, acknowledgements</b>	None	
<b>Any Thank You Notes Needed?</b>	None	
<b>BOT Visibility This Month?</b>	No - but coffee hours are coming soon	
<b>Minutes</b>	<p>The Listkeeper was Chris and the Timekeeper was Matt on February 16 - this should be changed.</p> <p>Dan is checking if his changes were made to Feb 9 minutes.</p> <p>The date on the second minutes (Feb 16) should be changed to February 16.</p>	<p>Chris motioned to approve the February 9 meeting minutes as amended; Emily motioned to approve the February 16 minutes as amended; Tala seconded; the Board approved the February 9 and February 16 meeting minutes as amended by consensus.</p>

<b>Public Comment</b>	None	
<b>Health + Safety Update: H+S Team</b>	<p>Kate gave an update. Pooled testing was negative this week. From her perspective, things have gone very smoothly in school with the transition to mask optional. H+S did not meet this week but will meet next week and a big topic is continuing to return to normal as much as possible in terms of big gatherings and visitors. The transition seems to be going well. Emily asked about signs around school asking kids to keep spacing. Kate noted she removed mask signage and will look into spacing signage. Emily requested if there is a way for H&amp;S to communicate more about what is being discussed in those meetings. The Health and Safety Committee clarified how some of these issues are management and practice issues that are not from the H&amp;S Committee.</p> <p>A parent commented that his child is getting a lot of questions about why she is still masking and asked that teachers reiterate that it is a family/personal choice.</p> <p>Lara and Kate gave some updates about how unmasking has gone on the ground.</p>	H+S Committee will continue to meet regularly.
<b>GABS Announcements: (Update) GABS</b>	Emily does not have an update outside of what she will discuss below during the Agenda item about the Annual Meeting.	
<b>Justice Equity Diversity Inclusion (JEDI): (Update + Discussion) JEDI Group</b>	No update from the committee, Rashida talked about defensiveness, read about defensiveness, the components of defensiveness. The Board did a jamboard about aspects of defensiveness and discussed which aspects were prevalent at Hilltown.	JEDI will send any materials for the JEDI Moment ahead of time in the future. Rashida will send jamboard and document to board members and to Emily for inclusion in the board packet.
<b>Revised FY22 Budget: (Discussion + Decision) Finance</b>	Good news about the budget. Kate pointed out some highlights. The school's budget is healthy. HT increased stipend line, program stipend line for a lot of different things, for example staff working outside of usual job responsibilities. Lara reiterated the need for this for many reasons these stipends are necessary. Professional development is another line to attend to - Lara mentioned professional development around anti-racism, and other curricula for writing and	Dan moved to approve revised budget, Tala seconded, amended budget approved by consensus.

	<p>reading, consultants on the Grade 4 and 5 sugar curriculum are some of the ways in which professional development fund are being used. Educational supplies line increased giving teachers \$250 extra to buy classroom supplies; purchasing chromebooks for Grade 3 students because third graders take MCAS on them. Looking to increase furnishings line, and tech repair and replacement. Many of the other adjustments are based on what Hilltown has spent so far. Adjustments still leave us in a surplus and in a good place. Adjustments will lead to improvements but it is still a conservative budget.</p>	
<p><b>TA Salary Increases: (Discussion + Decision) Personnel</b></p>	<p>Personnel committee has met to discuss salaries. We are below median TA salaries compared to other schools. This proposal brings salaries up to the median of sending districts. Discussion about whether to approve this for three years or one year. After Kathleen and Chris K asked questions about the comparison group. Lara clarified the history of this comparison group. Lara gave some of the personnel committees reasoning, and we are far outliers in how much we spend on personnel (we spend more). Dan suggested that we pass this proposal for one year instead of three.</p>	<p>Emily moved to pass the policy for the TA Salary Increases with the amendment to make it for one year instead of three, Chris K. seconded. Passed by consensus.</p>
<p><b>Teacher Salary Increases: (Discussion + Decision) Personnel</b></p>	<p>The Personnel committee proposes this change for one year, the proposal would bring Hilltown teacher salaries to the median of comparison districts.</p>	<p>Chris K. motions to accept Teacher Salary Increase proposal, Emily seconded, passed by consensus.</p>
<p><b>Annual Meeting: (Discussion) GABS</b></p>	<p>Emily asks for suggestions for the annual meeting. Kathleen suggested some kind of exercise similar to a meeting from the past where people talked about what to bring to the new building. Chris asked if there were more people vying for the Board than there was room and Emily said no. Emily talked about recruitment from the community. There are four spaces on the Board. We discussed timing for the annual meeting.</p>	<p>People should email Emily/GABS ideas they have for the Annual meeting.</p>
<p><b>Committee Reports -- Questions Only</b></p>	<p>none</p>	
<p><b>New Business</b></p>	<p>none</p>	

<b>Meeting Wrap-Up/ Evaluation</b>	Next Meetings: Wednesday April 13th, 2022 at 6:30 p.m. in-person and on Zoom Facilitator: Kathleen S. Snacks: Kathleen H. Drinks: Kathleen H. Newsletter blurb: Matt D.	
<b>Review Action Items</b>	Reviewed action items.	Send Emily ideas for the annual meeting.
<b>Adjournment</b>	Meeting adjourned at 8:16 p.m.	Dan motioned to adjourn; Chris K. seconded; the meeting was adjourned.

**Tentative Agenda Topic for the April 13th Board Meeting:**