

Hilltown Cooperative Charter Public School

Board of Trustees Final Meeting Minutes – Thursday September 9th, 2021, 6:30 pm

Location: HCCPS and Zoom

Present: Kate Saccento, Matt Dube, Sara Schieffelin, Kathleen Szegda, Kate Ewall, Kathleen Hulton, Daniel Klatz, Margurite Durante, Chris Korczak, Joe Wyman, Lara Ramsey, Tala Elia, Marguerite Durant, Emily Boddy

Regrets: Rashida Krigger, Rich Senecal

Facilitator: Matt

Notetaker: Sara

Guests: Caite Browne, Katherine and Michael Aleo, Mary Price, Myssie Casinghino, Polly Fiveash, Jacob Fine, Melissa Flanders, Gina Wyman, Tiffany Ross

List keeper: Chris

Timekeeper: Lara

Mission statement read by: Joe

Topic	Discussion	Action (if necessary)
Announcements, appreciations, acknowledgements	Matt announced that Dawn is leaving the BOT. He thanked her for all of her work and dedication. Joe appreciated administrators and staff for all the hard work starting the school year off.	
Any Thank You Notes Needed?	none	
BOT Visibility This Month?	GABS held an open-house tonight. One person attended and a few others reached out who are interested in learning more about BOT or committee membership.	
Minutes	Notes amended to include that Marguerite was not present at the Aug. meeting	Matt moved to approve the Aug. meeting minutes as amended; Kathleen S seconded; the Board approved the Aug. meeting minutes by consensus.
Public Comment	Jacob Fine introduced himself as a new parent. He thanked everyone for an exceptional start to the year noting his family feels very welcomed. He offered	*Kate and Matt will ask Nina and Jason if

	<p>appreciation for communications from school and especially for COVID vaccination policy up for vote. He stated his support for the policy.</p> <p>Michael Aleo echoed what Jacob said. He also supports the policy, and stated as a disability attorney he sees no issues from a disability standpoint.</p> <p>Polly Fivish expressed an opinion in support of the vaccination proposal for staff, and also for eligible children.</p> <p>Kate read a letter from Nina Gordon, TA in the Reds, and parent of a young child. She too is in support of vaccination policy. See full letter in final packet.</p> <p>Matt read a letter from Jason Mark, parent, also in support of vaccination policy. See full letter in final packet.</p>	<p>we can include their letters in the final BOT packet</p>
<p>Justice Equity Diversity Inclusion (JEDI): (Update) JEDI committee</p>	<p>Committee description was shared (see document in packet).</p> <p>Discussion about if we should make a proposal to formalize goals and responsibilities. This was agreed on</p>	<p>*JEDI will submit a proposal to approve goals and responsibilities of the committee, to be presented at the next BOT meeting.</p>
<p>Health + Safety Update: (Update) H+S Team</p>	<p>Kate presented findings from the Health and Safety committee related to numbers of vaccination among staff and eligible students based on polls. This information was shared with the school in an email.</p> <p>The Health and Safety team is meeting weekly. They were thanked and acknowledged for their work.</p> <p>Mary reported pool testing is stalled due to state delays. It will hopefully start next week.</p> <p>Question and answer session with Health and Safety team is being planned for Sept. 21 at 6:30</p>	
<p>GABS Announcements: (Update) GABS</p>	<p>Orientation/open house just happened. One person came to the open-house to learn more about BOT and committee membership. GABS plans to continue to find creative ways to recruit. Reminder for all BOT members to review orientation materials.</p> <p>Discussion about hybrid meetings and if BOT members logging on remotely lose out, and the meeting is thus diminished. Should the BOT make any decision to meet fully on-line so that access to the meeting is equitable for everyone? Decision was made that Health and Safety would advise on relative safety of in-person meetings moving forward, and that meetings would be in person unless Health and Safety</p>	<p>*Improve set-up in meeting room so remote attendees can see in-person attendees better</p> <p>*At their next meeting, Committees should set their goals for the upcoming year to be presented at the Oct. BOT meeting per.</p>

	<p>advises otherwise. Reminder that committee goals need to be established to be reviewed at Oct. BOT meeting.</p>	Annual calendar
<p>Teacher Work Week Update: (Update) Lara</p>	<p>Lara shared the “Week Before Children Document” (see document in packet) and described the PD and planning that went on for staff.</p>	
<p>ESSER III Grant: (Update) Kate</p>	<p>Kate presented on ESSER III grant. Provided background on grants. ESSER II FY22 (\$85, 841 total) Summer academic programming, cleaning, Soc/Emo Spec Ed Teacher (partially funded), Spec. Ed Teaching Assistant, Chromebook replacements, Math Curr., Afterschool Program Subsidy for Low Income Families ESSER III FY 23 & FY 24 (\$88,447 each year, total) Over the next two weeks, Kate will collect feedback from targeted groups with the assistance of the administrative domain leaders and the academic support coordinator to identify school priorities for this grant. Targeted Groups: Special Education students Students of color Low income students Local outside organizations who support these students</p>	
<p>Board Retreat Review: (Update) Kathleen S</p>	<p>Kathleen S presented overview of BOT retreat. 11 people attended. Processed/debriefed past year with focus on bringing community (back) together after a difficult year. Questions that came up included: how can our process be inclusive? What are our guiding principles? How do we make decisions at the school? Team also looked at successes, including that school was at least partially in person for the entire year. Looked at JEDI initiatives, debriefed training from the spring, did resonance exercise, and there was recognition that we need to continue to engage in JEDI work despite limited time, resources, etc.. Discussed the LRP and possible focus/themes. Areas explored included JEDI, statements of principles, size of the school. Discussed the process of creating a plan to be inclusive. Explored if the plan should be shorter than in the past (i.e. 5 years instead of 10). Discussed look at</p>	

	school leadership structure, and where the stand alone grade should be. Noted that we need to make BOT culture more inclusive.	
Q4 Financials: (Update + Decision) Kate S	Kate S presented Q4 financials (see document in meeting packet). Surplus at the end of year. BOT voted in July to award bonuses for staff with surplus.	Chris motioned to approve Q4 financials; Tala seconded. The BOT approved Q4 financials by consensus.
Long Range Plan Update: (Update) LRP Team	Kate S has received letters of interest from teachers, and Matt has received letters of interest from parents. Domaine Council will put together the team. Dan suggested a mission statement be looked at for possible revision. Clarification that LRP is not empowered to make any changes, only to make recommendations to the BOT.	
Employee Vaccine Proposal: (Discussion) Kate/Health & Safety	Tala presented the vaccination proposal (see policy in packet) as put together by the Health and Safety Committee. Question about who gives a document stating the need for medical or religious exemption. It was clarified that this policy was on agenda and that anyone who needed to speak at the meeting could have. Discussion about implications if any staff leaves the school, or if there would be an impact on contractors, etc. would we have trouble filling positions? Comment that this is the direction that many organizations are going in, even on federal level. It was stated that there is a history of racism in medical interventions, and broad trauma for some groups related to mandated vaccines from the government. Discussion about who would be included in this policy (i.e. level of volunteering).	Dan motioned to approve the vaccination policy; Chris seconded; the BOT approved the vaccination policy by consensus.
Committee Reports -- Questions Only	none	
New Business	none	

Meeting Wrap-Up/ Evaluation	Next Meetings: Wednesday October 13th, 2021 at 6:30 p.m. in-person and zoom Facilitator: Matt Snacks: XX Drinks: XX Newsletter blurb: Joe	
Review Action Items	Reviewed action items.	
Adjournment	Meeting adjourned at 8:06 p.m.	Matt motioned to adjourn; Kate E seconded; the meeting was adjourned.

Tentative Agenda Topics for October 13th, 2021 Board Meeting: committee goals, director evals