

Hilltown Cooperative Charter Public School

Board of Trustees **FINAL** Meeting Minutes – Wednesday, November 14th, 2018, 6:30 pm

Present: Penny Leveritt, Lara Ramsey, Dan Klatz, Deirdre Arthen, Amy Reesman, Paula Ingram, Joe Wyman, Tim Reynolds, Chris Greenfield, Noelle Stern, Liz Preston and Matt Dube

Regrets: Barbara Oegg

Facilitator: Penny Leveritt

Notetakers: Amy Reesman

Guests: N/A

Listkeeper: Chris Greenfield

Timekeeper: Paula Ingram

Mission statement read by: Noelle Stern

Topic	Discussion	Action (if necessary)
<p>Announcements/ Appreciations/ Acknowledgements</p>	<p><u>Announcements:</u> Book Fair did almost as well as last year (just a few hundred dollars different). Will be going through the teacher wish list and buy those books with the profit. Four regional elected officials coming to HCCPS on December 20th Three babies are expected to join the HCCPS family in the upcoming months</p> <p><u>Appreciations:</u></p> <p><u>Acknowledgements:</u></p> <p><u>Agenda Check:</u></p>	<p>N/A</p>
<p>Any thank you notes needed?</p>	<p>Thank you notes for book fair leaders.</p>	

BoT Visibility this month?	11/16 & 11/17- Pass It On Party 12/8- Winter Fair	Please wear a BoT Button during events.
Minutes	Minutes approved by consensus.	Penny moved to approve the October 10, 2018 BoT minutes. Chris seconded. Minutes approved by consensus.
Public Comment Period	None.	N/A
By-laws Discussion	<p>The by-laws have been revised and sent back to the state for review before GABS brings a formal proposal to the board and the cooperative.</p> <p>The one outstanding question for the Board to consider is whether or not the Director’s should be on the Board.</p> <p>Finger Sounding showed consensus among voting board members that Directors do not need to be Board members because our structure allows them full interaction and engagement during meetings.</p> <p>The Board requested that GABS ensure that by-laws explicitly state that Directors are expected to attend meetings and to participate fully.</p>	GABS will create By-laws proposal for Board once approval on existing edits by state.
First Quarter Financials	<p>Per participant funding was budgeted conservatively so we expect to secure more funding here.</p> <p>Finances are tracking as expected.</p> <p>Full report is included in November final board meeting packet.</p>	Matt moved to approve the Q1 Financials as presented. Chris seconded. Q1 Financials approved by consensus.

<p>Education Domain Report</p>	<p>MCAS Review</p> <p>General Information:</p> <p>155/154 3rd-8th graders took the MCAS tests last spring so for perspective, 15 students would represent 10% .</p> <p>Math and ELA rankings have been scored in a new way since 2017.</p> <p>Student Growth Percentile (SGP)- how student improved compared to other students who scored similarly to them in the last test.</p> <p>Science test was only taken by 5th and 8th graders.</p> <p>Detailed report is included in final November board meeting packet.</p> <p>Director of Teaching and Learning has shared the the scores at a higher level with all teachers at teacher’s meeting. Will likely share more detailed information individually with teachers or in smaller more focused groups.</p>	
<p>School Year Calendar</p>	<p>One component of our HCCPS Recruitment and Retention Plan is to focus on recruiting more economically diverse students. It was noted that students who ride the bus are more economically diverse.</p> <p>On days that Easthampton schools are closed and HCCPS is open, transportation is not provided to HCCPS Easthampton residents until 3 pm (which is not in compliance). Asking Easthampton to do this would have a significant impact on their transportation budget.</p> <p>One of the big differences between our school schedule and Easthampton public schools schedule is our half days on Wednesdays. A high percentage of all HCCPS students are in Kids’ Club on Wednesdays.</p> <p>Lara and Dan have asked staff to imagine what our schedule would be like without half days on Wednesdays.</p>	

	The Directors believe that if the school schedule and length of school day changes, it would be a decision voted on by the Board.	
New Business - Identify only	None	N/A
Committee Reports - Questions only	None	N/A
Meeting Wrap-Up/ Evaluation	Next Meeting: December 12, 2018 Facilitator: Penny Snacks: Chris Drinks: Matt Newsletter blurb: Joe Note Taker: Lara	N/A
Review Action Items	Reviewed action items.	
Adjournment	Meeting adjourned at 8:30 PM	

Attachments:

November 14th BOT Meeting Agenda; Q1 Financials; Q1 Independent Auditor’s Report; DESE Letter; 2018 MCAS Scores; Domain Directors November 2018 Report; Domain Council Meeting Minutes October 17, 2018; Domain Council Meeting Minutes November 7, 2018; Facilities Committee Meeting Minutes November 2, 2018; Finance Committee Meeting Minutes October 17, 2018; Friends of Hilltown Meeting Minutes September 5, 2018; GABS Meeting Minutes October 23, 2018; Personnel Committee Meeting Minutes November 13, 2018

Tentative Agenda Topics for December 12, 2018 Meeting:

Approve Financial Audit
December 20th Meeting with local elected officials
By-law Changes
LRP Status
Personnel Committee Visit