

**HCCPS Board of Trustees
Meeting Agenda
Thursday, June 19, 2025 8:30pm
Location: Remote Only, via Zoom**

Join Zoom Meeting
<https://us02web.zoom.us/j/83679293502?pwd=bjZya3FvVTFmd216WlkvZDVPLzhjZz09>
 Meeting ID: 836 7929 3502
 Passcode: 7dvsWu

The Hilltown Cooperative Charter Public School was founded in 1995 as a Massachusetts Public Charter School. Our mission is:

- To engage students in a school that uses experiential, hands-on activities, the arts, and interdisciplinary studies to foster critical thinking skills and a joy of learning.
- To sustain a cooperative, intimate community of students, staff, families and local community members, which guides and supports the school and its educational program.
- To cultivate children’s individual voices and a shared respect for each other, our community, and the world around us.

Facilitator: Lily Newman

Topic (estimated time)	Who	Action	Estimated Time
Welcoming (read mission statement): (5 min) <ul style="list-style-type: none"> ● Announcements ● Agenda Check: Appoint timekeeper, list keeper as needed 	Lily Newman		8:30
Public Comment (5 min)	Lily Newman		8:35
Facilities item budget increase: Parking Lot Exit (10 mins)	Chris Kusek, Kylan Mandile	Discussion & Decision	8:40
Executive Session (30 mins) <ul style="list-style-type: none"> ● Executive session pursuant to M.G.L. c. 30A, s. 21(a)(1) to discuss the reputation, character, physical condition or mental health, rather than professional competence, of an individual, or to discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member or individual. 		Discussion & Decision	8:50

Adjournment	Lily Newman		9:20
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HILLTOWN COOPERATIVE CHARTER PUBLIC SCHOOL

Proposal to the Board of Trustees

Date: June 19, 2025

Prepared by: Chris Kusek, Head of School

Topic: Capital Improvement Request – Addition of Parking Lot Exit

Purpose: To approve the allocation of funds for the creation of an additional exit from the school parking lot to alleviate congestion and improve safety during peak traffic times.

Background: Currently, Hilltown’s parking lot has a single curb cut that serves as both entrance and exit. This creates significant traffic bottlenecks during drop-off and pick-up, raising safety concerns for students, families, and staff. In collaboration with the Easthampton Department of Public Works, we have submitted a formal request for a new 18-foot curb cut to serve as a dedicated exit lane.

Proposal: Administration proposes hiring Duffy Willard Paving & Excavating, LLC to complete the work as described in their June 9, 2025 proposal. The project includes excavation, curb removal, driveway paving, curb installation, and site restoration.

Total project cost: \$7,055.00 (subject to minor adjustments based on asphalt pricing).

Rationale:

- Improves traffic flow and operational efficiency
- Enhances student and pedestrian safety
- Reduces congestion-related stress for families and staff
- Aligns with our ongoing efforts to maintain a safe and accessible school campus

Fiscal or Operational Implications: This is a one-time capital expense. Funds will be drawn from the current capital reserve or facilities line item as appropriate.

Recommendation: Approve the allocation of up to \$7,500 for the creation of a dedicated parking lot exit, pending final permit approval from the Easthampton DPW.