



**HCCPS Board of Trustees**

**Meeting Agenda**

**Wednesday April 8th, 2026 6:30pm**

HCCPS, 1 Industrial Pkwy, Easthampton, MA 01027

Or Join Zoom Meeting

<https://us02web.zoom.us/j/84948181413?pwd=OO475dU8403OfbwMCEdidBM7z2IU9D.1>

*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	Who	Action	Est. Start Time
<b>Welcoming (read mission statement):</b> (5 min) <ul style="list-style-type: none"> <li>● Announcements, appreciations, acknowledgements</li> <li>● Agenda Check: Appoint timekeeper, list keeper, norm observer</li> <li>● BOT visibility this month</li> <li>● Approve minutes from Mar BoT mtg</li> </ul>	Lily Newman	Decision	6:30 pm
<b>Public Comment</b> (5 min)	Lily Newman		6:35
<b>School Leader Updates</b> (10 min) <ul style="list-style-type: none"> <li>● Staffing</li> <li>● Initiatives and Events</li> <li>● Other</li> </ul>	Chris Kusek, Rebecca Belcher-Timme, Meghan Carroll	Discussion	6:40
<b>Multi-Tiered System of Support (MTSS) Overview</b> (15 min) <ul style="list-style-type: none"> <li>● What it is; how we do it</li> <li>● How it supports Hilltown’s range of learners</li> <li>● Progress and next steps</li> </ul>	Chris Kusek Meghan Carroll Rebecca Belcher-Timme	Discussion	6:50
<b>Climate Survey Follow Up</b> (5)	Meghan Carroll Rebecca Belcher-Timme	Discussion	7:05



<b>Annual Meeting Recap &amp; Next Steps (10 min)</b> <ul style="list-style-type: none"> <li>● Event summary</li> <li>● Input and vision ideas shared</li> <li>● Draw names for Board Awards</li> <li>● LRP next steps</li> <li>● Next Steps for Meetings of the Cooperative</li> </ul>	Lily Newman, Chris Kusek	Discussion	7:10
<b>BOT Retreat Updates and Input (10 min)</b> <ul style="list-style-type: none"> <li>● Date: June 10th, 5:30-8:00 pm at HCCPS</li> <li>● Purpose and goals</li> <li>● Agenda draft and input</li> </ul>	Lily Newman	Discussion	7:20
<b>Equity Team (5 min)</b> <ul style="list-style-type: none"> <li>● General updates and next steps</li> </ul>	Kathleen Hulton	Discussion	7:30
<b>Facilities (5 min)</b> <ul style="list-style-type: none"> <li>● Updates</li> <li>● Contract update and vote</li> </ul>	Chris Kusek	Discussion & Decision	7:35
<b>Finance (10 min)</b> <ul style="list-style-type: none"> <li>● Updates on ongoing FY27 budget development</li> <li>● Anticipated salary adjustment impacts</li> </ul>	Chris Kusek	Discussion	7:40
<b>Personnel (10 min)</b> <ul style="list-style-type: none"> <li>● Update from faculty presentation</li> <li>● Longevity bonus proposal and vote</li> </ul>	Chris Kusek Tala Elia	Discussion  Decision	7:50
<b>L.I.P (5 mins)</b> <ul style="list-style-type: none"> <li>● Updates and next steps</li> </ul>	Adam Szymkowicz	Discussion	8:00
<b>Wrap Up (5 mins)</b> <ul style="list-style-type: none"> <li>● Norm review</li> <li>● Action items review</li> <li>● Minutes finalization, Newsletter blurb</li> <li>● Next steps/May meeting agenda items</li> <li>● Snacks and drinks for May</li> </ul>	Lily Newman	Decision	8:05
<b>Adjournment</b>	Lily Newman	Decision	8:10



## **Board Collaboration Norms - Working Draft**

### **1. Assume Positive Intent and Honor Impact**

We approach one another with trust, curiosity, and generosity. We acknowledge that our words and decisions have real impact and take responsibility for listening, clarifying, and adjusting when needed.

### **2. Shared Voice and Attentive Listening**

We ensure one speaker at a time, with full presence and attention. We contribute thoughtfully, make space for all voices, and work to elevate perspectives from across our community.

### **3. Focus on Our Role and Work**

We remain grounded in our role as a Board of Trustees: we hold the charter, the legal agreement with the state and are responsible for the oversight that ensures fidelity to our mission, organizational viability and student results. We support, collaborate with and ensure leadership has the resources and strategies to advance this work.

### **4. Commitment to Preparation, Process and Due Diligence**

We honor the importance of our work and our limited time by consistently meeting our commitments, running efficient meetings, and coming prepared with materials reviewed and key questions considered in advance. We engage deeply to ensure sound, mission-centered decision-making. We follow OML and all BOT policies and bylaws in our processes.

### **5. Consensus Decision-Making**

We commit to making all decisions by consensus, as is outlined in our bylaws.

### **6. Rigorous Dialogue with Respect and Care**

We welcome healthy debate and examine ideas fully and collaboratively. We work diligently while maintaining respect and care for one another. Disagreement is a contribution, not a conflict.

### **7. Collective Well-Being and Sustainable Participation**

We take care of ourselves and others. We acknowledge professional and personal demands—including the need for virtual participation at times—while committing to consistent engagement, follow-through, and presence.





**HCCPS Board of Trustees**

**Meeting Agenda**

**March 11, 2026 6:30pm**

At HCCPS, 1 Industrial Pkwy, Easthampton, MA 01027

Also: Join Zoom Meeting

: <https://us02web.zoom.us/j/83679293502?pwd=bjZya3FvVTFmd216WlkvZDVPLzhjZz09>

Present: Chris Kusek, Meghan Carroll, Grace Mrowicki, Lily Newman, Emily Boddy, Lauren Ames, Adam Szymkowicz, Neal Teague, Kathleen Hulton, Ben Carlis, Tala Elia, Kylan Mandile

By Zoom: Steve Sell, Andrea Hermans

Regrets: Lauren Ames

Guests: Sarah Bittenweiser, Nicole Singer

By Zoom: Emily Endris, Cecilia Darby

Facilitator: Lily Newman

Notetaker: Emily Boddy

List keeper: Neal

Timekeeper: Adam

Mission statement read by: Adam

<b>Topic (estimated time)</b>	<b>Discussion</b>	<b>Action (if necessary)</b>
<p><b>Welcoming (read mission statement) (Tala Elia):</b> (5 min)</p> <ul style="list-style-type: none"> <li>● Announcements, appreciations, acknowledgement</li> <li>● Agenda Check: Appoint timekeeper, list keeper</li> <li>● BOT Visibility leading into start of year               <ul style="list-style-type: none"> <li>● Approve minutes from Feb BoT mtg</li> </ul> </li> </ul> <p>Lily Newman</p>	<p><b>Appreciations:</b></p> <p>Dance was great. Appreciation to all the chaperones.</p> <p>Bingo went well, well attended.</p> <p>Appreciation to the Mattrays for hosting, and Tiffany for organizing.</p> <p><b>Board Visibility:</b></p> <p>Allsport Fundraiser March 12</p> <p>Coffee hour coming up March 20</p> <p>Annual Meeting March 25</p> <p>Artspark April 10</p>	<p>Kylan motioned to approve and Adam seconded; the Board approved meeting minutes by consensus.</p>
<p><b>Public Comment</b> (5 min)</p>	<p>None.</p>	
<p><b>GABS (10 mins)</b></p> <ul style="list-style-type: none"> <li>● <b>Vote on new members</b></li> </ul>	<p><b>New Members:</b></p> <p>Hunter Kiel spoke about his connection -</p>	<p>Kathleen motions to bring the slate of</p>

Final Minutes Approved on: April 8 2026

<p>● <b>Approve bylaws ahead of Annual Meeting</b></p> <p><b>Emily</b></p>	<p>has a child in Hilltown. Is an employment law attorney, representing school districts in employment issues. Talks about his appreciation for Hilltown.</p> <p>Kylan for a second term</p> <p>Slate will be brought to and voted on at the Annual Meeting on March 25.</p> <p><b>By-laws:</b></p> <p>Kathleen moved through the document to explain changes. Redlined version in the packet - regular text is current bylaw. Strike-through indicates removal. Bolded indicates a new bylaw.</p> <p>Further proposal during the meeting: remove language on page 5. Discussion about whether we name other staff members as coming to the board meetings. As supervisors of the HoS, it is tidy to note only HoS. In practice, others can attend. DESE tells us: By-laws are a living document. DESE likes them to be reevaluated.</p> <p>Quorum - replaces our previous definition with DESE's definition.</p> <p>Others are mainly definitions, word changes, to align with current make up of school leadership.</p>	<p>Hunter and Kylan to the Annual Meeting for a vote, Adam seconds; board approves slate by consensus.</p> <p>Kylan motions to approve the bylaws to bring to the Annual meeting as written with exception of language on page 5 as discussed, and upon approval by the Cooperative, to the Commissioner. Lily seconds; bylaws passed by consensus.</p>
<p><b>School Leader Updates (5 min)</b></p> <ul style="list-style-type: none"> <li>● <b>Staffing</b></li> <li>● <b>Initiatives and Events</b></li> <li>● <b>Key spring dates</b></li> </ul> <p><b>Meghan and Chris</b></p>	<ul style="list-style-type: none"> <li>● Next round of mini courses <ul style="list-style-type: none"> <li>○ Prisms will work on 8th grade and civic action projects</li> </ul> </li> <li>● Renee Neuner worked with teachers and kids on civic action projects</li> <li>● Claudia Fredel, author, visited and talked with students</li> <li>● Dance was great fun!</li> <li>● Bingo was well attended and great fun</li> <li>● Early release days this week, teachers</li> </ul>	

	focused on report writing and trainings.	
<p><b>Climate Survey Summary and Report (15 mins)</b></p> <ul style="list-style-type: none"> <li>● Summary of results</li> <li>● Analysis and implications</li> <li>● Discussion and next steps</li> </ul> <p>Meghan / Chris</p>	<p>Climate survey presentation from Chris and Meghan, included in packet.</p> <p>Discussion included comments about inclusion of 5th graders - how that may have impacted trends; staff retention to be able to maintain the number of students who say they have at least one trusted adult in the building</p>	
<p><b>Long Range Plan Report and Proposal (10 min)</b></p> <ul style="list-style-type: none"> <li>● Context, then and now <ul style="list-style-type: none"> <li>● Summary of progress</li> </ul> </li> <li>● Proposed next steps</li> </ul> <p>Lily Newman, Chris Kusek</p>	<p>Complete LRP is included in the packet for reference.</p> <p>Lily went through summary overview of progress, included in packet. Much of the plan is completed or needs reevaluation. About 20% should remain, but reappointed for current context.</p> <p>Chris adds that a lot of the changes were rooted in the LRP that was inherited by current leadership. Much has been done to progress the goals, and time for the school to lay the groundwork for another 5 years in light of structural and staff changes.</p> <p>Kathleen offers that: Historically HCCPS has had very long plans; DESE asks that the BoT has a strategic plan that guides the work of the board. Suggests that there is a 'living' strategic plan, unlike the LRP with a grid id'ing years/goals that may not make sense in 3, 4, 5 years. Could determine a new 'strategic plan' style, still could be called the LRP.</p> <p>Proposal for moving forward - included in packet. LRP starting 2027.</p> <p>With passage of policy, Lily will work with Chris to establish committee and bring it</p>	<p>Neal motioned to approve the Policy with amendment to form committee in September and Tala seconded; the Board approved meeting minutes by consensus.</p>

	forth to the September board meeting for approval.	
<b>Personnel Committee (20 min)</b> <ul style="list-style-type: none"> <li>• Salary Scales - Teachers/TAs</li> <li>• Salary Scales - Admin Staff</li> </ul> <b>Tala Elia</b>	<p>Materials - including proposals - for this section are included in packet.</p> <p>Tala presented: slides in packet.</p> <p>Nicole served on the Personnel committee and expressed appreciation for Hilltown prioritizing this, will help with teacher retention and draw good candidates.</p> <p>Chris expresses that the process to come to this is unique and special - cooperation, equity.</p>	<p>Adam made a motion to approve the Hilltown staff salary scales adjustment with the budget FY27 contingency and Lily seconded; the Board approved the policy by consensus.</p>
<b>Head of School Compensation Proposal (15 min)</b> <ul style="list-style-type: none"> <li>• Review HOS compensation proposal</li> </ul> <b>Tala Elia</b>	<p>Head of School:</p> <p>Getting comparables for this was a little different - 100% at FY29, but appears to be larger leaps due to how far back on the range HoS currently is. We are at 81% of the median.</p> <p>Lily points out the change of roles from previous HoS to now, due to changing legal and procedural climate. Also, differentiated HoS from directors - therefore a lot more accountability. We want to retain talent and keep leaders for a long period.</p> <p>This is a new role and we weren't sure what it would look like. Now that's clear, we need to align salary with what the job has become.</p>	<p>Neal made a motion to approve the Head of School compensation proposal with the budget FY27 contingency and Adam seconded; the Board approved the policy by consensus.</p>
<b>FY27 Budget Impact Summary (10 min)</b> <ul style="list-style-type: none"> <li>• Review of draft budget impacts with salary scales included</li> </ul> <b>Chris Kusek</b>	<p>Chris shares a slideshow, budget history and overview.</p> <p>Our financial stability comes from maintaining full enrollment.</p> <p>Tuition is tied to Easthampton and Northampton, our tuition reflects that.</p>	

<p><b>General Updates &amp; Reminders (5 min)</b></p> <ul style="list-style-type: none"> <li>• Feb BOT Office Hours Summary</li> <li>• Mar Annual Mtg - Agenda Overview, asks, needs</li> <li>• Reschedule BOT retreat to June</li> </ul> <p>Lily</p>	<p>Feb office hours had no staff attend; will run another in the spring.</p> <p>March 25 Annual Meeting will focus on what is Hilltown 5 years from now.</p> <p>Potentially reschedule Board Retreat to June 10 - 5:30-8:30.</p>	
<p><b>Wrap Up (5 mins)</b></p> <ul style="list-style-type: none"> <li>- Action items review</li> <li>- Next steps/meeting agenda items</li> <li>- Minutes finalization, Newsletter blurb</li> <li>- Snacks and drinks</li> </ul>	<p><b>Action items:</b></p> <p>Next Meeting Date: 4/8, 6:30pm  Annual Meeting: 3/25, 6:30pm  NL Blurb: Emily Boddy  Drinks: Sarah B.  Snacks: Kylan</p> <p><b>Next Meeting:</b>  Committee updates LIP + Equity  Vote on new members, post Annual Meeting</p>	
<p><b>Adjournment</b> Lily Newman</p>	<p>Meeting adjourned at 9pm</p>	<p>Tala motioned to adjourn; Adam seconded.</p>





- ★ Integration of natural environment into curriculum
- Strengthening family connection systems
- Responsible / limited use of technology (especially younger grades)
- Maintaining authenticity and mission

**STOP / REDUCE**

- Reduce Chromebook / screen time
- Limit reliance on technology

**VISION & ACTIONS BY GROUP**

**GROUP 1**

**Vision (2030)**

- Strong community
- Experiential learning
- Life skills development ✓
- Community/civic involvement + integration ★
- Responsible use of technology
- Less reliance on technology
- Strong connection to the natural world ✓
- Supportive of educators & learning ★

Continue	Start	Stop
<ul style="list-style-type: none"> <li>● Nature &amp; art-based learning ✓</li> <li>● Social-emotional learning ✓</li> <li>● Cross-age learning/mixed-age classrooms ✓</li> <li>● Strengthen connections with colleges</li> <li>● Support educators</li> <li>● Education around social media / AI</li> </ul>	<ul style="list-style-type: none"> <li>● ★ Formalize nature-based curriculum</li> <li>● ★ Expand community involvement</li> <li>● Healthier school lunch options</li> <li>● Yearbook</li> </ul>	<ul style="list-style-type: none"> <li>● Reduce Chromebook time</li> </ul>

**GROUP 2**

**Vision (2030)**

- Consistency
- ★ Expanded community engagement
- ★ Increased inter-age community building

- ★ STEAM + lunch (program expansion emphasis)
- Inclusive, rigorous academics ✓
- Maintained authenticity
- Increased diversity ✓

Continue	Start	Stop
<ul style="list-style-type: none"> <li>● Supporting &amp; retaining quality staff ★</li> <li>● Increased advertising ✓</li> </ul>	<ul style="list-style-type: none"> <li>● Industrial kitchen (?)</li> <li>● ★ Partnerships with local businesses &amp; community entities</li> <li>● ★ Pre-K expansion</li> <li>● ★ STEAM / Arts afterschool</li> <li>● Alumni engagement</li> </ul>	<ul style="list-style-type: none"> <li>●</li> </ul>

### GROUP 3

#### Vision (2030)

- Larger community awareness of Hilltown’s work ★
- Sustained relationships beyond graduation ★
- Intergrade partnerships ★
- Deepened community relationships ★
- Interdisciplinary, experiential learning
- Sharing student work with the larger community
- Inviting community into the school

Continue	Start	Stop
<ul style="list-style-type: none"> <li>● Celebrating natural spaces &amp; integrating into curriculum ★</li> <li>● Intergrade projects &amp; partnerships ★</li> <li>● Increasing diversity in staffing ★</li> </ul>	<ul style="list-style-type: none"> <li>● Communication on paper</li> <li>● Community bulletin board</li> <li>● Messaging via Infinite Campus</li> <li>● Building upgrades for performing arts ★</li> </ul>	<ul style="list-style-type: none"> <li>●</li> </ul>

### GROUP 4

#### Vision (2030)

- Critical thinking ★
- Strong communication (articulate, evidence-based, writing)
- Balance of high-tech and analogue skills ✓
- Community integration ★
- Students engaging with the broader community



- Cooperative learning (bringing adults into community)
- Equity ★
- More intentional supports for younger students
- Access (transportation noted)

Continue	Start	Stop
<ul style="list-style-type: none"> <li>• No tech in K–2 (mostly)</li> <li>• Arts integration ★</li> <li>• Strengthening family connection systems</li> </ul>	<ul style="list-style-type: none"> <li>• Prism / Purple Buddies (cross-age?)</li> <li>• Safer cycling infrastructure</li> <li>• ★ More parent engagement (especially younger grades)</li> <li>• ★ Structures at gatherings for meaningful connection</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>

## GROUP 5

### Vision (2030)

- Kids who feel supported
- Cycling / safe paths ★
- Community arts integration (but intentional / balanced)
- Stronger parent involvement ✓
- Class in rainbow order (mixed-age / looping concept)
- ★ More cross-age integration (e.g., Prism buddies)
- Maintain commitment to analog teaching & learning ✓ ★
- ★ More onboarding for new families (orientation to Hilltown culture)
- More visible, structured communication & connection
- Gardening / sustainability / solar

(No explicit Start/Stop/Continue)



**Hilltown Cooperative Charter Public School**

# **Student Climate Survey: 2026 Board Update**

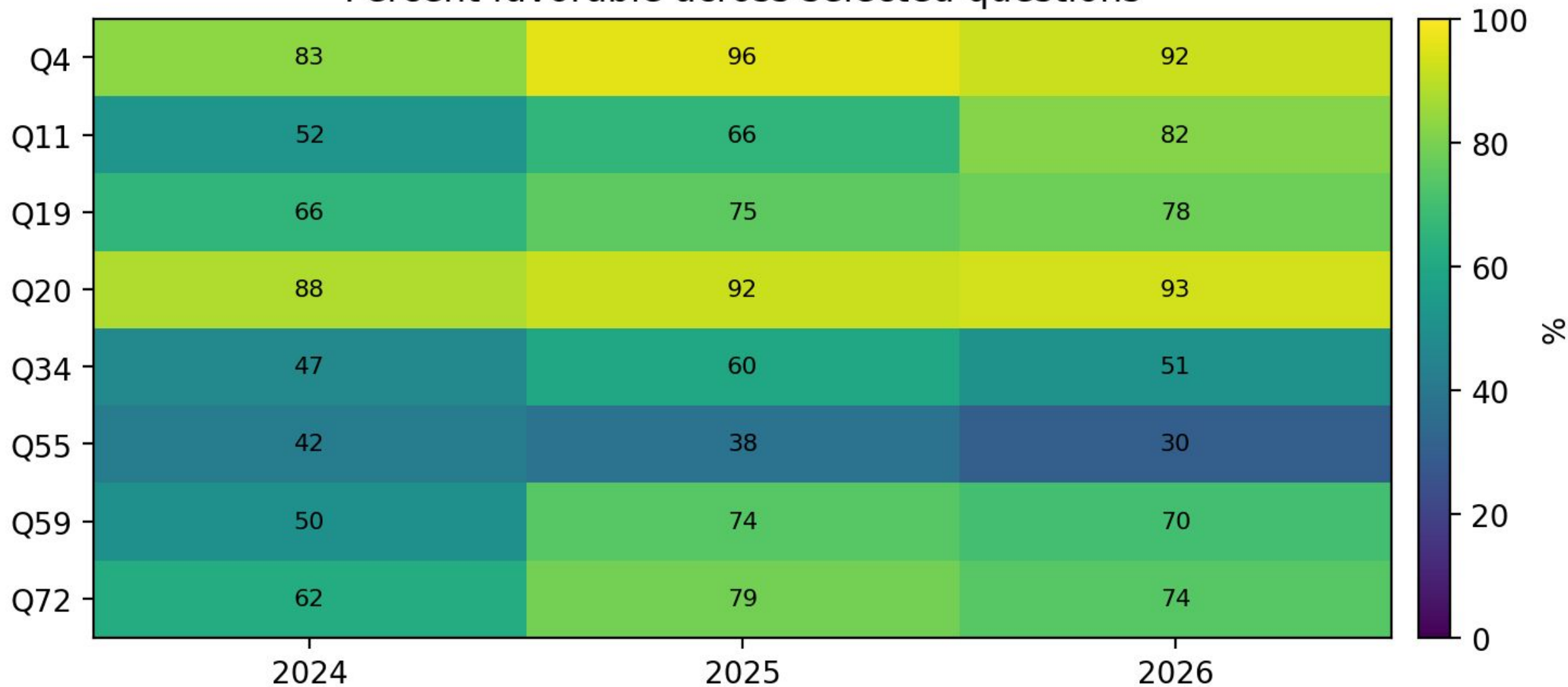
**Selected questions | 3-year trends and 2026 grade-level  
disaggregated view  
(Grades 5–8)**

## 2026 Headlines

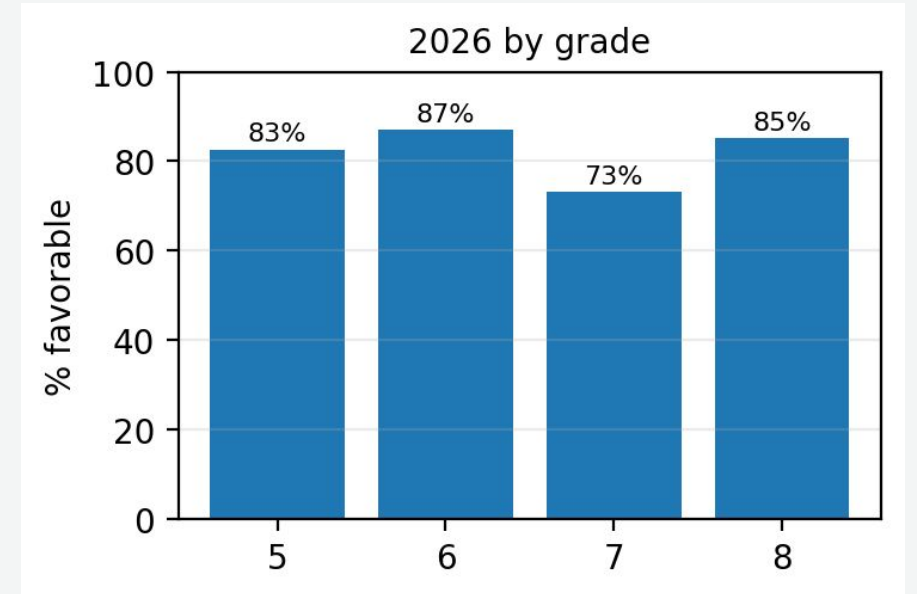
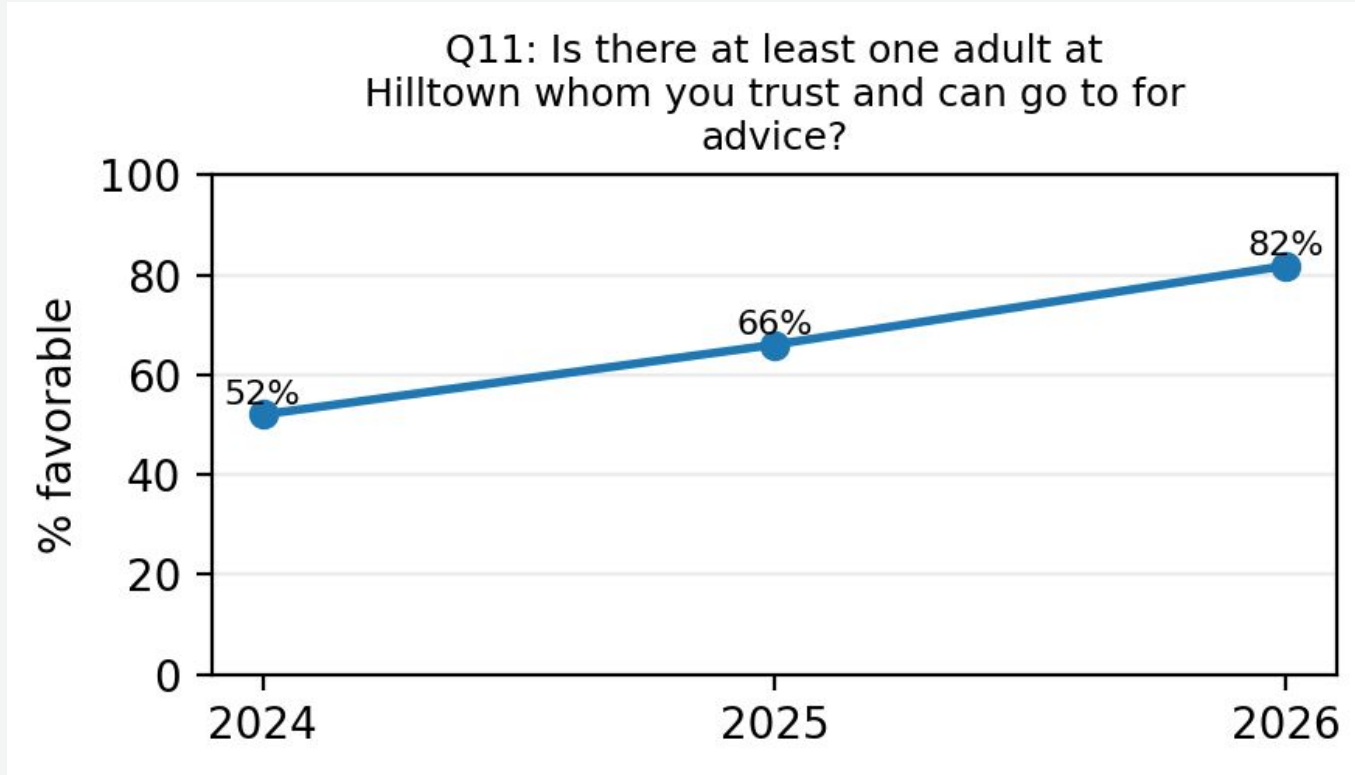
- Adult support strengthened: trusted adult access (Q11) reached 82%, up 16% points from 2025 and 30% points from 2024.
- Belonging and representation stayed high: Belonging (Q72) remained at 74%, while Inclusive Imagery (Q20) was the highest-rated item at 93%.
- Students still report strong confidence that adults will help (Q59, 70%), though that is slightly below last year's peak.
- Rules and discipline remain the clearest challenge: Perceptions about consistent rule enforcement (Q34) fell to 51%, with a 57%-point spread between 5th and 8th grade.
- Reports of mean or disrespectful behavior declined to 30% on Q55, an improvement from both prior years; 6th grade reported the lowest exposure.
- Largest 2026 grade gaps appear in rule enforcement (Q34), targeting (Q55), adult responsiveness (Q59), and belonging Q72, suggesting the student experience remains inconsistent across grade bands.

# Overview

Percent favorable across selected questions

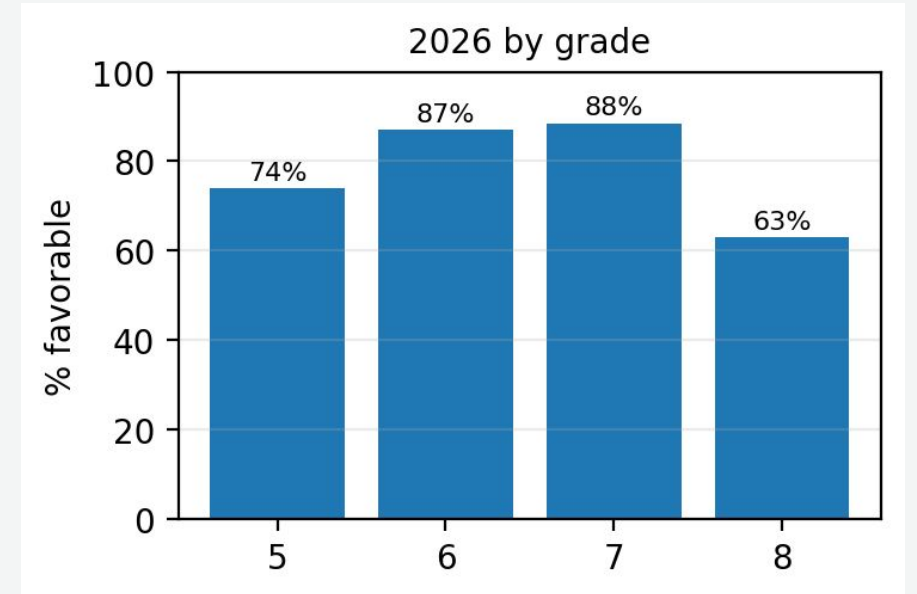
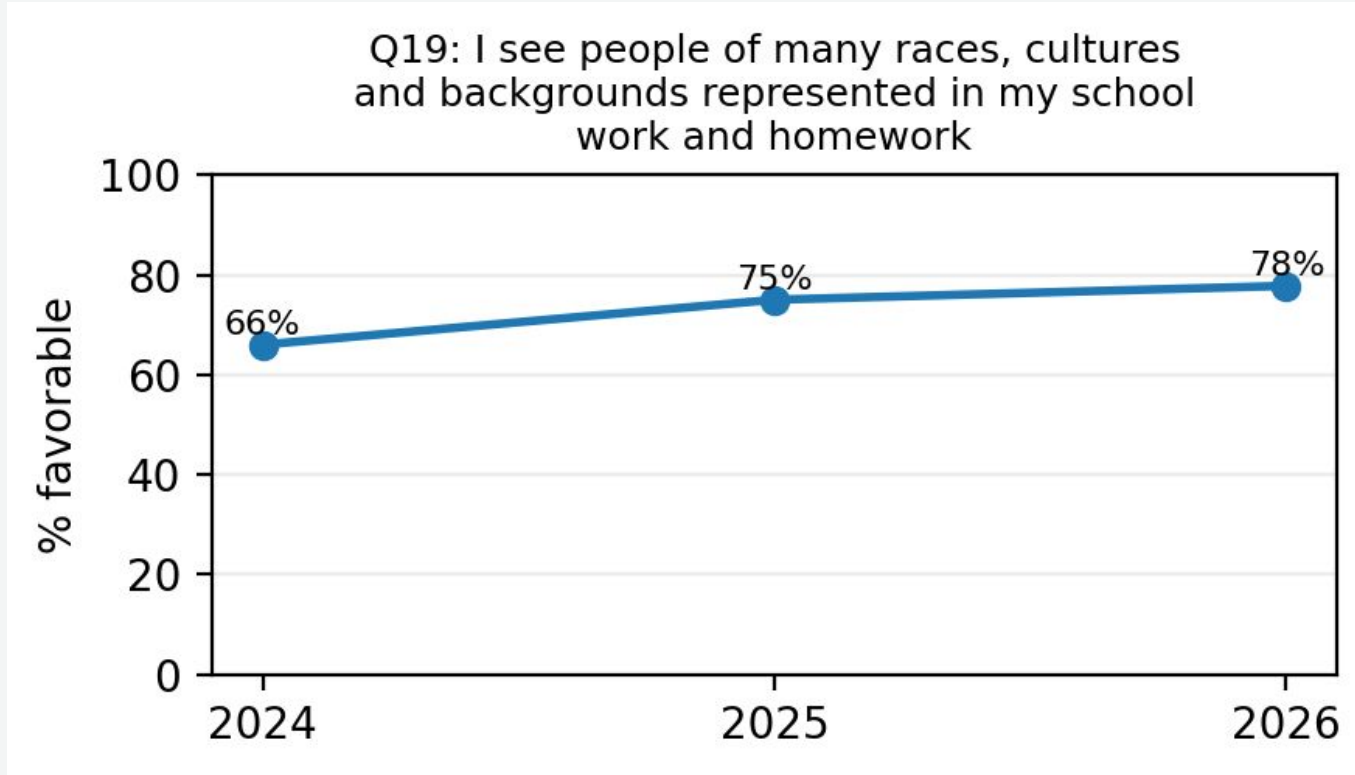


## Q11: Is there at least one adult at Hilltown whom you trust and can go to for advice?



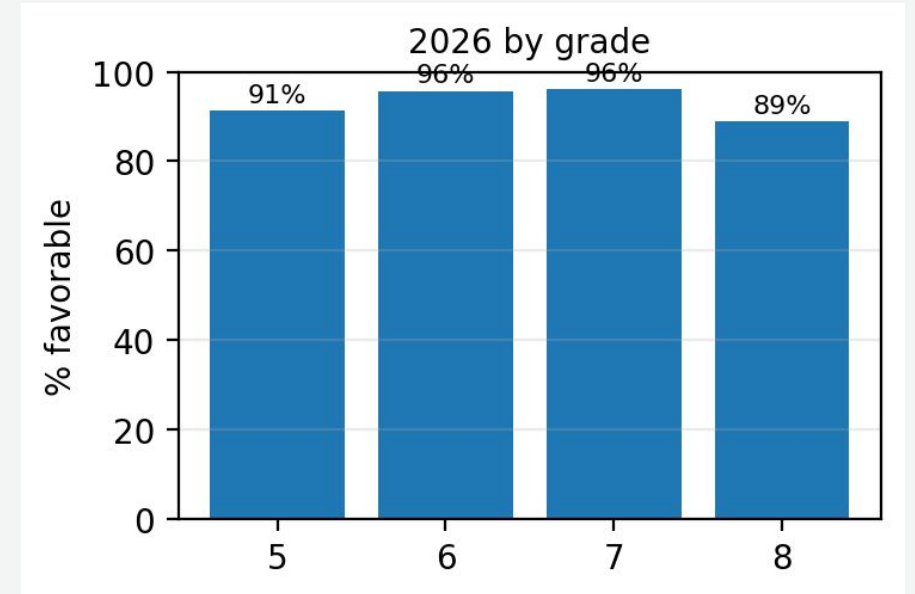
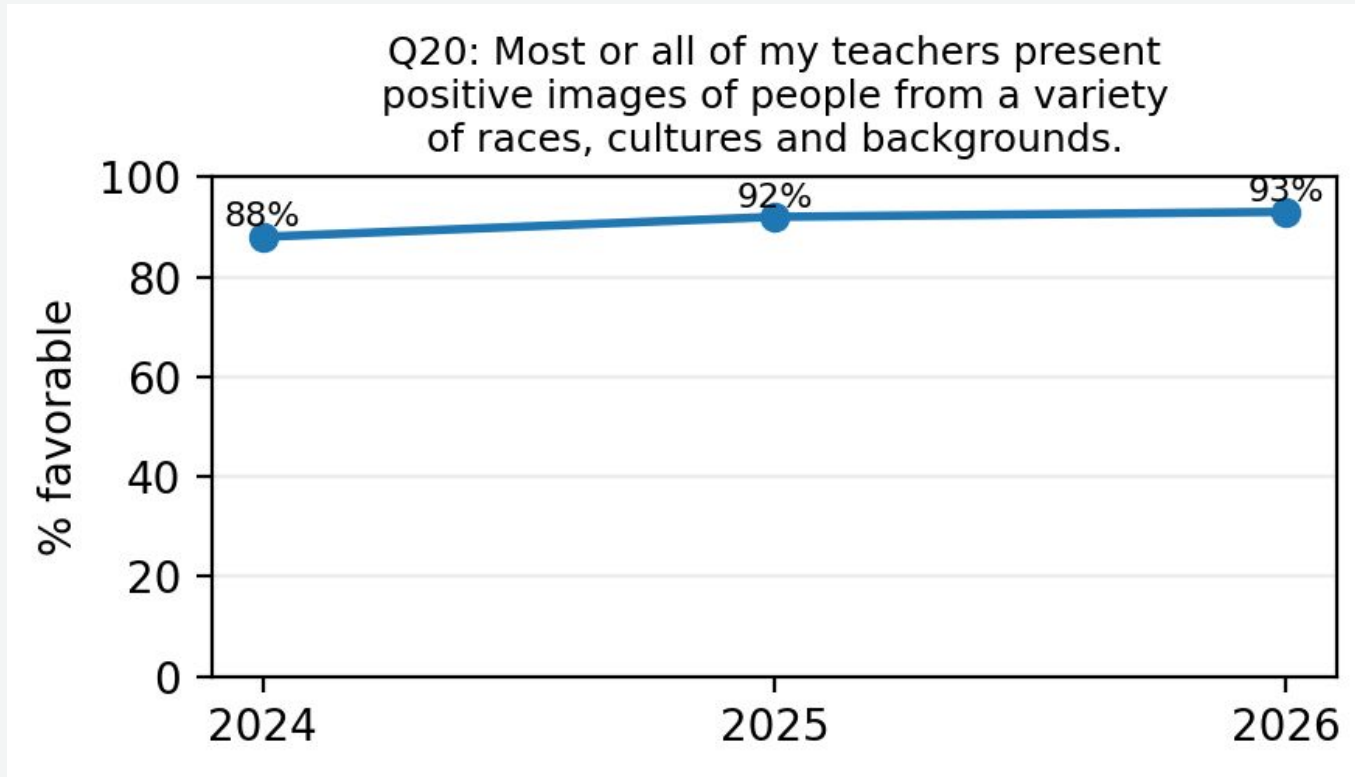
**Takeaway:** 2026 landed at 82% (up 16 pts vs. 2025). Strongest result was 6th grade (87%); lowest was 7th (73%). This was a remarkable improvement and speaks well to the intentions and practices of both our returning and new staff members at these grade levels.

## Q19: I see people of many races, cultures and backgrounds represented in my school work and homework.



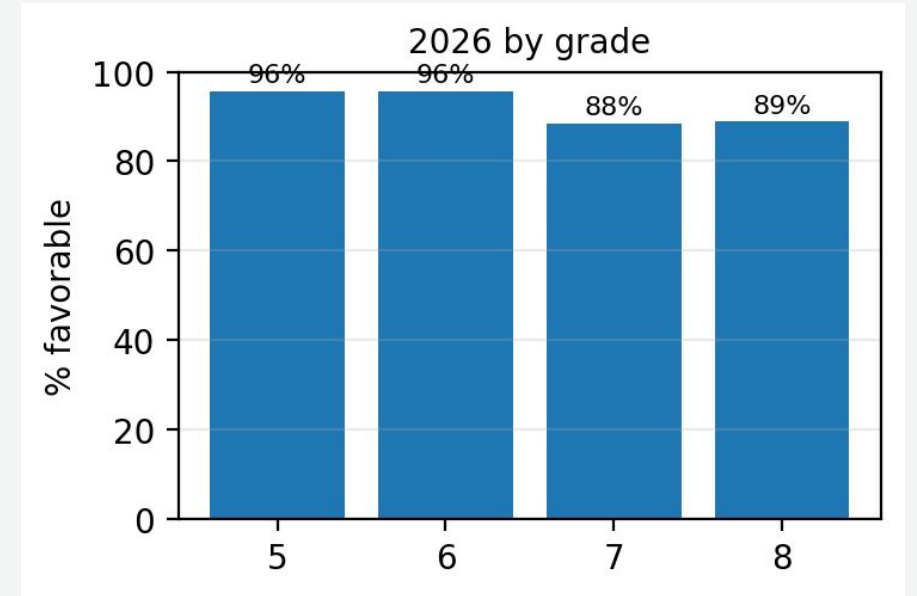
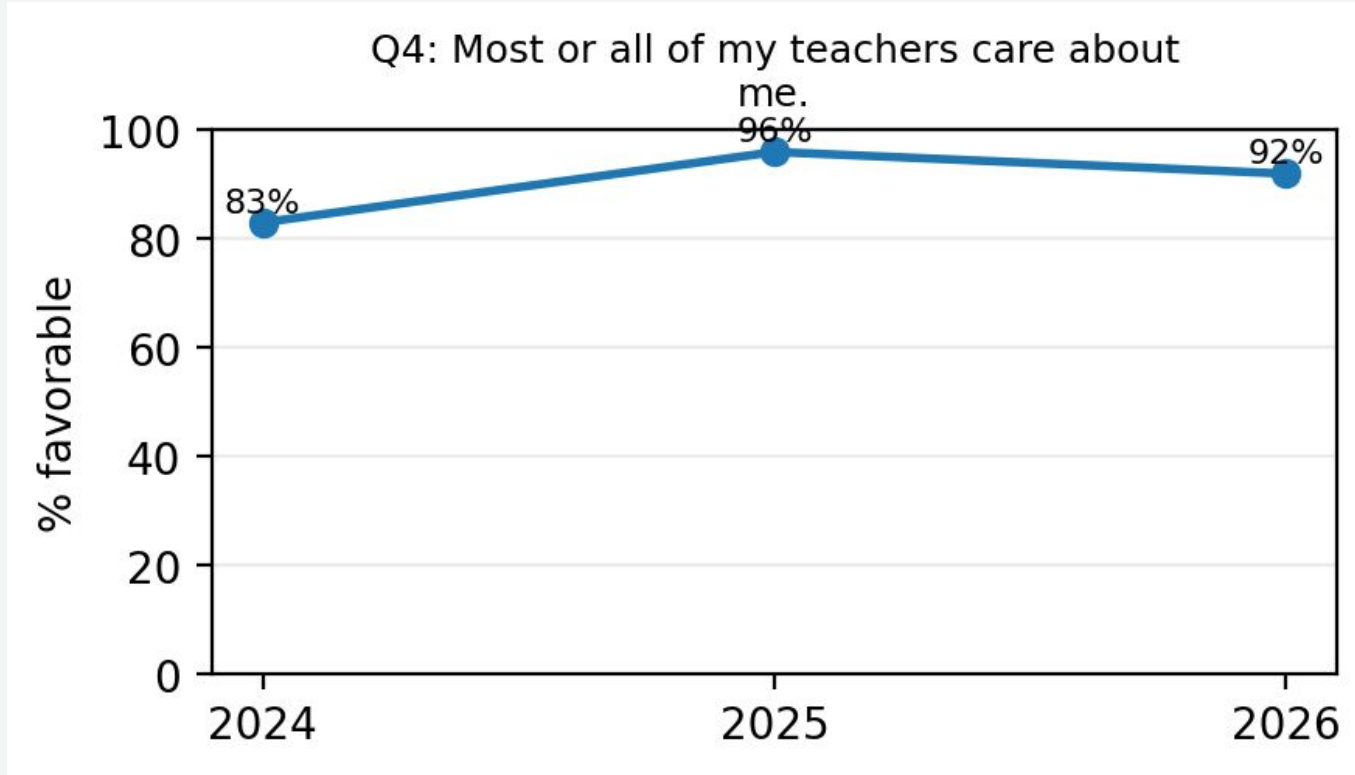
**Takeaway:** 2026 landed at 78% (up 3 pts vs. 2025). Strongest result was 7th grade (88%); lowest was 8th (63%).

## Q20: Most or all of my teachers present positive images of people from a variety of races, cultures and backgrounds.



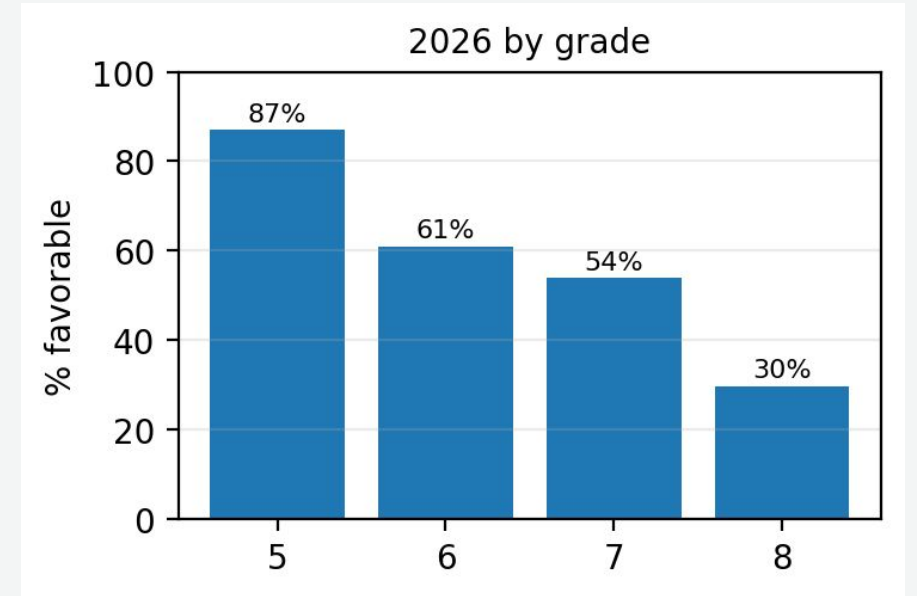
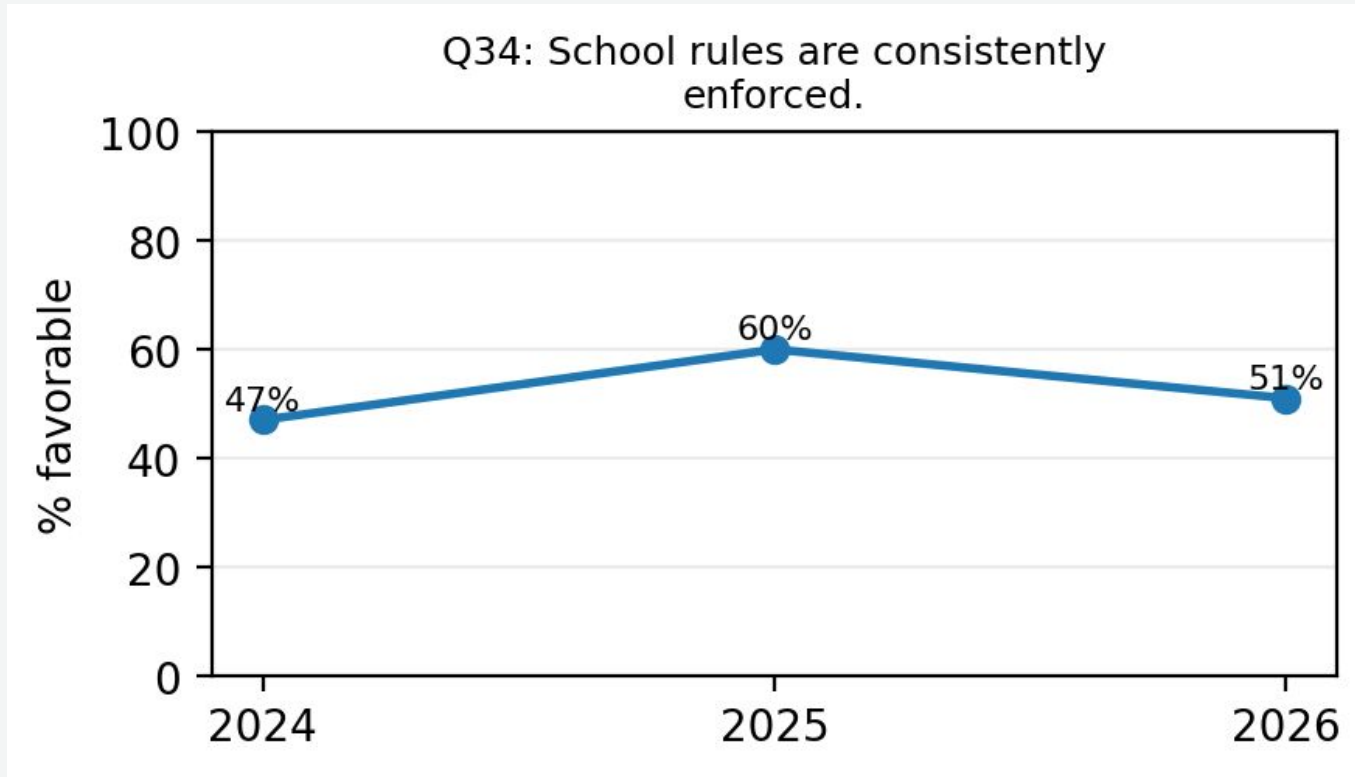
**Takeaway:** 2026 landed at 93% (up 1 pts vs. 2025). Strongest result was 6th grade (96%); lowest was 8th (89%).

## Q4: Most or all of my teachers care about me.



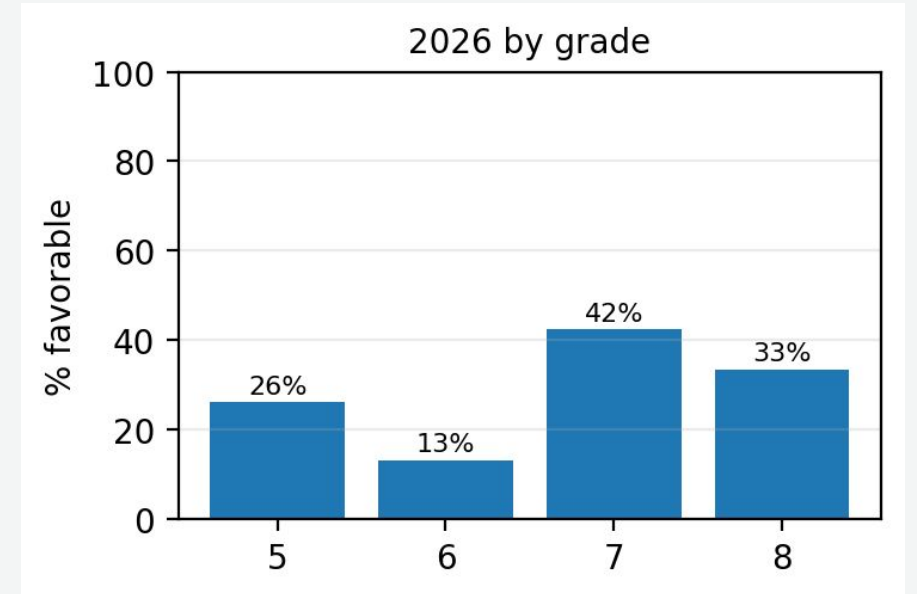
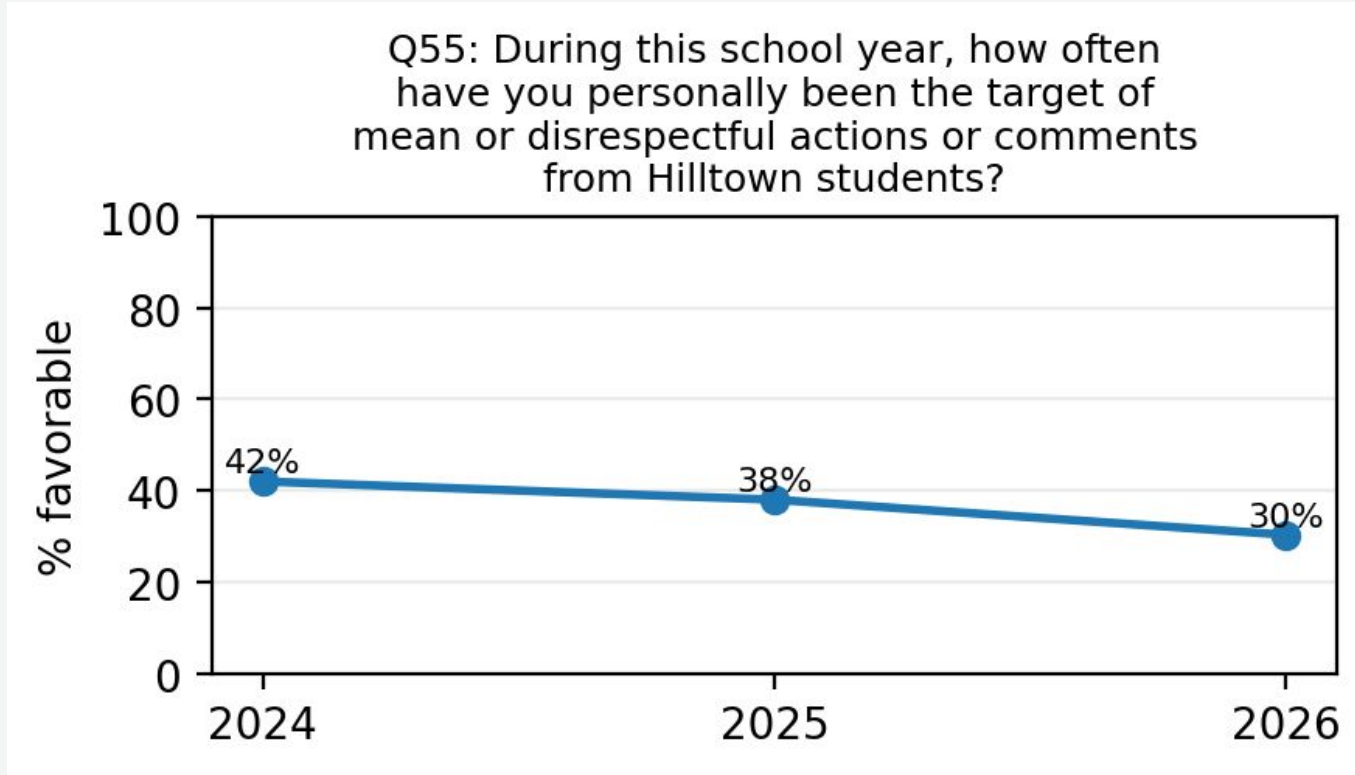
**Takeaway:** 2026 landed at 92% (down 4 pts vs. 2025). Strongest results were in 5th & 6th grade (96%); lowest 7th (88%).

## Q34: School rules are consistently enforced.



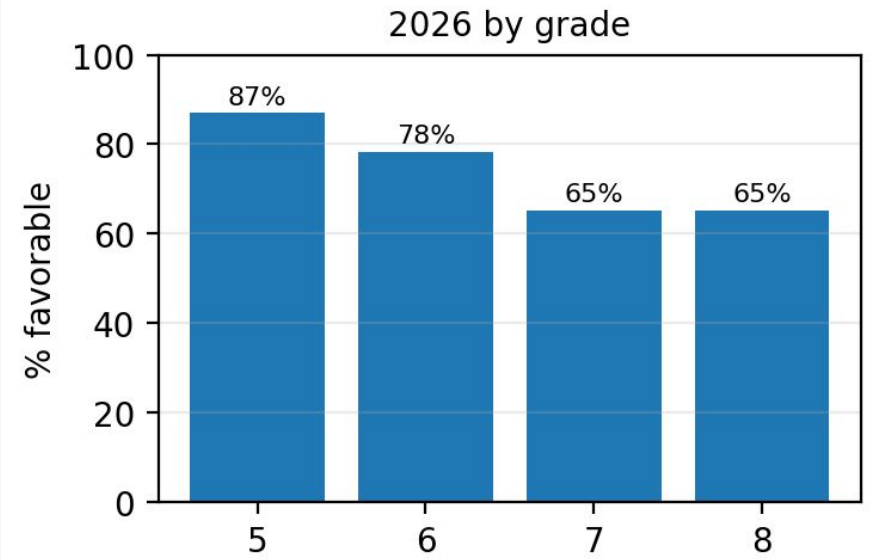
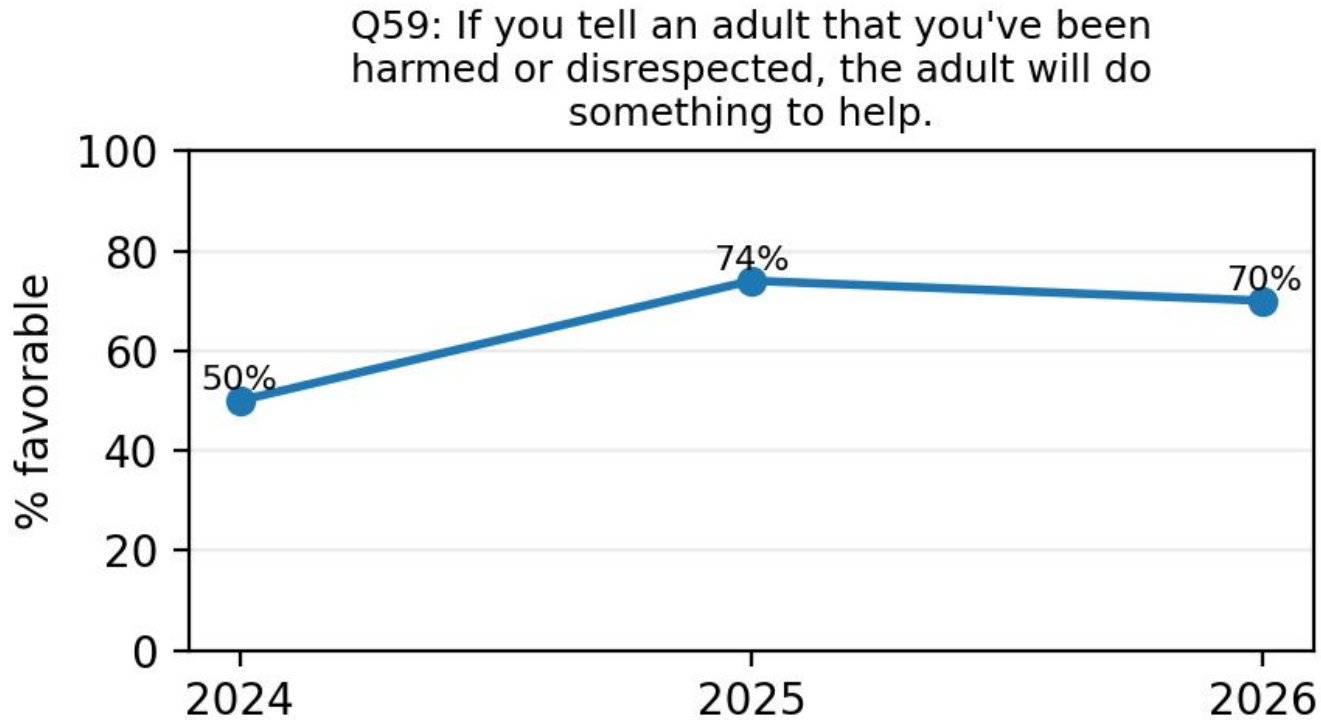
**Takeaway:** 2026 landed at 51% (down 9 pts vs. 2025). Strongest result was 5th grade (87%); lowest was 8th (30%).

## Q55: During this school year, how often have you personally been the target of mean or disrespectful actions or comments from Hilltown students?



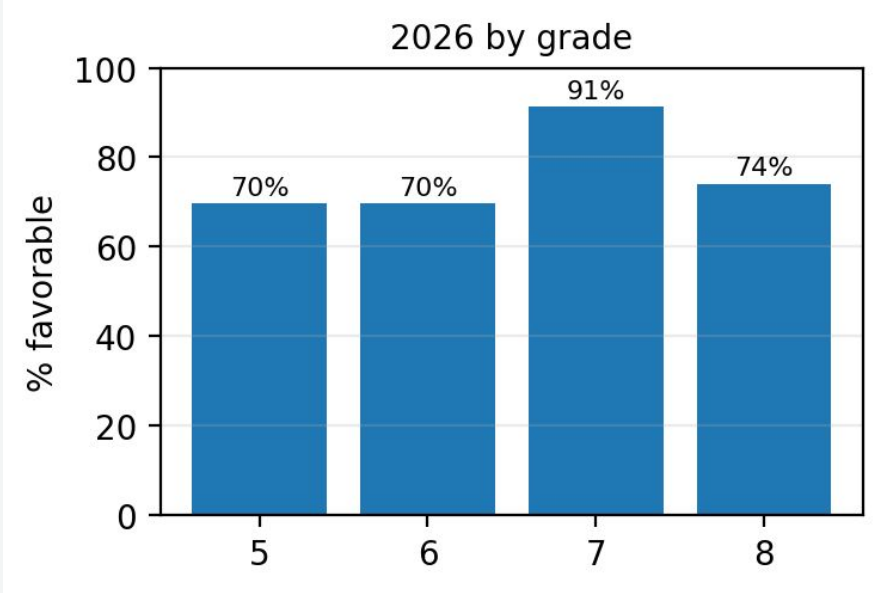
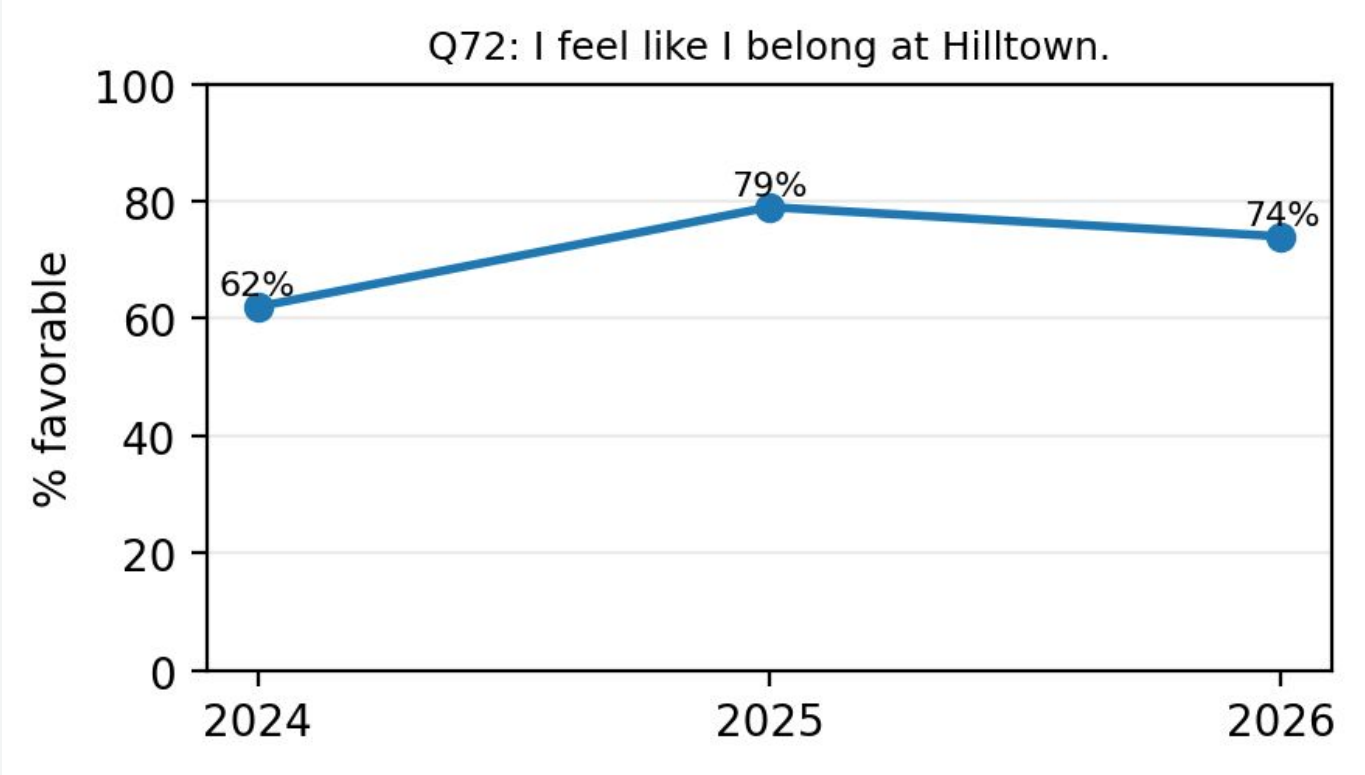
**Takeaway:** 2026 improved to 30% reporting harm, down from 38% in 2025. Highest reporting was in 7th grade (42%); lowest was in 6th (13%).

## Q59: If you tell an adult that you've been harmed or disrespected, the adult will do something to help.



**Takeaway:** 2026 landed at 70% (down 4 pts vs. 2025). Strongest result was 5th grade (87%); lowest was 8th (65%).

# Q72: I feel like I belong at Hilltown.



**Takeaway:** 2026 landed at 74% (down 5 pts vs. 2025). Strongest result was 7th grade (91%); lowest was 5th (70%).

## Implications for 2026–27

**Sustain  
relationship-building  
practices**

Keep investing in advisory, teacher-student check-ins, and adult mentorship that appear to be supporting perceptions of adult care (Q4), trust (Q11), and responsiveness (Q59).

**Target grade-specific  
belonging work**

Use the grade breakdowns to tailor supports where belonging, trust, or representation are weaker rather than treating the climate as uniform.

**Address rules  
and  
consistency  
schoolwide**

Revisit expectations, communication, and follow-through, especially in upper grades, given the low and uneven experience of consistent rule enforcement (Q34).

**Monitor peer  
harm and  
response**

Continue prevention and restorative responses so the improved perceptions of targeting (Q55) is maintained while adult intervention stays visible and credible.

# MTSS Rationale



- Multi-Tiered Systems of Supports (MTSS) is a framework for organizing our prevention and intervention efforts for both academic and social-emotional and behavioral health (SEB) supports
- Focus is on utilizing a preventative, proactive approach to address students' needs
- It is a collaborative process for solution-focused, data-driven problem solving to ensure all students can access learning
- MTSS components:
  - Universal screening
  - Tiered interventions
  - Data-based decision making
  - Progress monitoring
- MTSS helps establish a culture of collective responsibility for ALL students!

## ACADEMICS

### INTENSIVE INTERVENTIONS

- Individual Students
- Diagnostic Assessments
- High Intensity

### TARGETED INTERVENTIONS

- Some Students (at risk)
- Rapid Response
- Frequent Progress Monitoring

### RESEARCH-BASED CORE INSTRUCTION

- All Students
- Prevention
- Early Intervention

TIER I

## BEHAVIOR

### INTENSIVE INDIVIDUAL INTERVENTIONS

- Individual Students
- Assessment-Based
- Intense Durable Procedures

### TARGETED GROUP INTERVENTIONS

- Some Students (at risk)
- Rapid Response
- Frequent Progress Monitoring

### UNIVERSAL INTERVENTIONS

- All Settings, All Students
- Preventive, Proactive
- Classroom Management

TIER I

TIER III

5%

TIER III

TIER II

15%

TIER II

80%

ALL 3 TIERS FOCUS ON ACADEMIC AND BEHAVIORAL STRATEGIES  
IN THE GENERAL EDUCATION SETTING.

# MTSS SEB Vision



## Tier 1 (Universal - all students)

- School wide social-emotional learning instruction
- Explicitly teaching and reinforcing school wide behavioral expectations (Code of Cooperation)
- Classroom behavior management consultation and coaching
- Social-emotional and behavioral screener (Strengths & Difficulties Questionnaire)

## Tier 1.5 (Short-term support for acute life events and emerging needs)

- Classroom based interventions
- Referrals to community providers
- Mentoring
- Check in/check out

# MTSS SEB Vision (Cont.)



## Tier 2 (Short-term targeted instruction)

- Small group SEB skill-building (self-management, coping skills, wellbeing)

## Tier 2.5 (Short-term individualized interventions)

- Short-term counseling supports (solution-focused counseling, motivational interviewing)
- Targeted behavioral supports (goal setting, self-monitoring)

## Tier 3 (Long-term individualized interventions)

- IEP counseling
- Behavior intervention plans

## Tier 4 (Intensive, highly individualized supports)

- Crisis prevention/intervention
- Frequent coordination across providers

# MTSS SEB Referral Process



- MTSS SEB team meets weekly and uses the problem-solving model to coordinate efforts related to students' SEB needs
- When there is a concern about a pattern of social-emotional and/or behavioral challenges, staff complete the [MTSS SEB Referral Form](#)
- The intake coordinator (the school psychologist) meets with the referring staff member to discuss the case and determine next steps
- The MTSS team then plans, implements, and monitors progress of the intervention



# Annual Board of Trustees Retreat

June 10th , 5:30-8:00 pm @HCCPS

**Goals:**

1. Reflect on our SY25-26 work to identify strengths to build on and areas for continued growth.
2. Begin to articulate our vision for Hilltown in 2030 and how the Board can enable and catalyze progress towards it.

Est. Time	Agenda Item and Details
5:30	<b>Opening:</b> Welcome, Purpose and goals
5:35	<b>Extended Public Comment:</b> Space to hear from the community on their vision for HCCPS in 2030
	<b>Board Business - As needed</b> <i>10-20 mins available with small adjustments</i>
5:50	<b>Appreciations: Board Awards:</b> Share appreciations for each Board member through Board Awards - <i>Draw names at April mtg; customize Board Award to each person.</i>
6:10	<b>Reflections on our work as a Board</b> <ol style="list-style-type: none"> <li>1. What have we done well this year? What could we improve?</li> <li>2. Role of the Board and our 2024-2026 goals</li> <li>3. How can we better use goals to achieve the BOT and school priorities?</li> </ol>
6:35	<b>BREAK</b>
6:40	<b>Visioning</b> <ol style="list-style-type: none"> <li>1. In small groups, discuss vision of HCCPS in 2030.               <ul style="list-style-type: none"> <li>- Leadership &amp; Continuous Improvement; Staffing &amp; Talent; Culture, Community &amp; Student Support; Academic Program; Operations &amp; Finance</li> </ul> </li> <li>2. Whole group synthesis</li> <li>3. Charter Renewal and Accountability Plan</li> <li>4. Priorities for 2026-2027</li> </ol>
7:25	<b>Leveraging Governance to Enable and Catalyze</b> <ol style="list-style-type: none"> <li>1. How can we leverage the BOT, committees and governance generally to enable and catalyze the vision?</li> <li>2. Committees discuss foci that can best enable and catalyze priorities in 26-27 and beyond</li> </ol>
7:45	<b>Reflections and Closing</b> <ol style="list-style-type: none"> <li>1. Takeaways &amp; Next steps</li> <li>2. Closing</li> </ol>

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## Equity Team Update to the Board of Trustees

April 8, 2026

From: Kathleen Hulton, Equity Team Liaison

Over the past quarter, the Equity Team has continued to meet regularly to identify and address barriers to access and equity within the school. Recent conversations have focused on three primary areas: student access to food, barriers to enrollment (including before-school care and transportation), and broadening recruitment and outreach to ensure the school reaches a more diverse pool of prospective students and families.

### Key Focus Areas

- **Student Access to Affordable, Nutritious Food:**

The team has focused on the school's existing lunch program, with particular attention to ensuring students have consistent access to affordable and nutritious meals.

Conversations have included ways to strengthen the current program in the short term, while continuing to explore participation in the National School Lunch Program as a longer-term strategy to support both affordability and nutritional standards. Outreach to local public school districts to assess partnership opportunities has not resulted in a viable path forward at this time due to capacity constraints.

The team has also engaged in **dialogues with students about their experiences with school meals and equity**, exploring how food access intersects with broader issues of inclusion and systemic inequities. This input is helping inform both short-term improvements and longer-term planning.

Alternative approaches—including potential vendors and local partnerships—are also being considered, along with the development of a more comprehensive plan to guide decision-making.

- **Before-School Care as an Access Issue:**

Before-school care has emerged as a significant equity and access concern. The team has identified that a lack of early morning care may create barriers for families, particularly those with work schedules that do not align with the school day.

Initial conversations have focused on:

- Gauging staff interest and availability to support a program (e.g., coverage from approximately 7:15–8:00 AM)

- Considering what a feasible staffing and funding model might look like
- Understanding family demand and how such a program could support more equitable access to enrollment

There is shared recognition that before-school care could meaningfully reduce barriers for some families, though this work is still in an exploratory phase.

- **Recruitment and Outreach:**

The team has discussed the need to broaden recruitment efforts beyond word-of-mouth and existing community networks in order to reach a more diverse range of families.

During this admissions cycle, outreach efforts included:

- Connecting with Head Start programs (including attending a parent meeting to share information about the school)
- Advertising through local affordable housing communities
- Exploring additional connections with preschools and community-based organizations

These efforts are intended to increase awareness of the school among families who may not otherwise encounter it through informal networks. The impact of this outreach on applications and enrollment is still being assessed.

- **Community Engagement and School Culture:**

The team continues to engage in discussions related to school culture and inclusion, including participation in school-based initiatives such as the Prisms Community Issues Fair and ongoing dialogue around shared language and understanding of equity-related concepts.

## **Progress and Challenges**

The team has made meaningful progress in identifying concrete barriers to access—particularly around food, before-school care, and recruitment—and in taking initial steps to address them. At the same time, much of this work remains in the discussion and planning phase.

A key challenge moving forward will be narrowing the scope of work and identifying actionable, resource-aligned next steps.

## **Next Steps**

- Identify short-term improvements to the affordability and nutritional quality of the current lunch program
- Continue exploring participation in the National School Lunch Program
- Further assess feasibility and potential models for before-school care

- Evaluate the impact of current recruitment efforts and refine outreach strategies
- Identify a small number of priority initiatives for focused implementation

**Overall, the Equity Team is working to better understand and address structural barriers that impact student access and experience, with an increasing focus on practical, implementable improvements.**

This version is cohesive, polished, and includes **all the details you wanted**: affordable nutritious meals, student dialogues, before-school care, and concrete recruitment/outreach steps.

Got it! Here's the fully updated, board-ready **Equity Team Update** incorporating all your clarifications: student food access (affordable + nutritious), dialogues with students about equity, before-school care, and recruitment/outreach specifics.

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and longer-term planning.

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**Overall, the Equity Team is working to better understand and address structural and cultural barriers that impact student access and experience, with an increasing focus on practical, implementable improvements.**



## Finance Committee Minutes

<b>Group:</b> Finance Committee	<b>Date and time:</b> Wed., Mar 4, 2026 9:00 am
<b>Location/Link:</b> <a href="https://meet.google.com/ytq-mjoj-rpt">https://meet.google.com/ytq-mjoj-rpt</a>	
<p><b>Agenda:</b></p> <p><b>Attendees:</b> Chris Kusek, Lisa Plaza, Andrew Tilbe, Grace Mrowicki, Kylan Mandile <b>Regrets:</b> Carla Clark</p> <p><b>Minutes:</b> Andrew motions to approve January 2026 meeting minutes, Lisa seconds, minutes approved by consensus. <b>ACTION:</b> Kylan to send approved minutes for inclusion in BoT packet</p> <p><b>Discuss repairs (sprinklers and building systems):</b> Chris provided an update. Have a new sprinkler company for sprinkler inspection and repair. The repair will occur Monday, March 9. It will cost \$7,041 to replace the compressor and repair piping in the attic. The old compressor will remain for backup in case the new compressor malfunctions. The new company may also be able to provide security.</p> <p><b>Long range capital needs plan:</b> The school is exploring ordering a report to assess long-term capital expenditures needed for repairs and maintenance. <b>ACTION:</b> Kylan to introduce Chris via email to potential consultant for a quote.</p> <p><b>New Business:</b> Discuss audit. Update on FY2027 budget planning.</p> <p><b>Review:</b> Action items.</p> <p><b>Next meeting:</b> March 25, 2026 at 9:00am</p> <p><b>Adjourned:</b> at 9:25am</p>	



Topic	Discussion	Action
Review/approve previous minutes	<a href="#">January 29th Meeting Notes</a>	Approved
Fastbridge data review	<p>Each person or team shared their observations</p> <ul style="list-style-type: none"> <li>● A discrepancy was noted between math scores in grade 3-5 females and grade 6-8 females</li> <li>● A discrepancy was also noted in scores between special education and general education students</li> <li>● The small number of FRAM students made it hard to draw broad conclusions</li> <li>● Numbers for data disaggregated by race are also very small</li> <li>● FRAM students do not as often exceed expectations as the rest of the school population in reading</li> <li>● The reason for using Fastbridge as a standardized measure was discussed as it doesn't often inform reading intervention (we use DIBELS for that, even beyond the mandatory screening grades, as it offers more granular information)</li> <li>● Our math interventionist is beginning to use Fastbridge data to inform math interventions</li> <li>● The "low risk" category captures everyone between the 30th and 70th percentile, a huge range</li> <li>● The mean and median for each grade level revealed some pockets of concern</li> </ul>	
Next Steps	<ul style="list-style-type: none"> <li>● We'd like to look at more standardized data as well as classroom level assessment data to have a more complete picture of student performance at Hilltown</li> <li>● For the next meeting teams will examine:               <ul style="list-style-type: none"> <li>○ Grace and Adam Math MCAS</li> <li>○ Marina and Meghan ELA MCAS</li> <li>○ Andrea and Rebecca DIBELS K-2</li> </ul> </li> </ul>	

	○ Lauren and Chris Math unit tests	
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## **Personnel Committee Longevity Proposal to the Board of Trustees**

From: Personnel Committee

Date: April 8, 2026

Proposal to be presented by: Tala Elia

### **Background**

The Personnel Committee reviewed the current longevity structure for teachers and compared it to practices across regional districts. Longevity structures and payments vary widely among comparable schools, with differences in both timing and amounts. This proposal aims to strengthen Hilltown's approach in a way that supports retention and aligns with broader compensation goals.

### **Proposal**

Update the teacher longevity scale beginning in FY27 as follows:

Current:

5–7 years: \$375

8–14 years: \$750

15–20 years: \$1,125

21+ years: \$1,500

Proposed:

5–7 years: \$500

8–10 years: \$750

11–14 years: \$1,000

15–20 years: \$1,500

21+ years: \$2,000

### **Key Changes**

- Increased longevity payments at all levels
- Addition of an 11–14 year step to improve progression
- Increased top-tier compensation for long-term staff

### **Rationale**

This proposal strengthens retention incentives, improves mid-career progression, and positions Hilltown competitively relative to regional comparables.

## **Conclusion**

This proposal represents a targeted and sustainable adjustment to support staff retention and align longevity compensation with Hilltown's overall salary framework.

Personnel Committee Meeting Minutes

Date: 12/16/25

Time: 3:15pm

**Present:** Tala Elia, Chris Kusek, Rebecca Belcher-Timme, Carla Clark, Cecilia Darby, Ben Carlis

**Regrets:** none

Topic	Discussion	Action
Salary Scales	<p>Reviewed projections for Teacher and TA salary scales to reach 100% of median by FY29</p> <ul style="list-style-type: none"><li>-discussed budgetary impact</li><li>-question raised about the difference of the budget impact of proposal vs cola increase</li><li>-agreement to move forward to with proposal to board of Teacher/TA scales to be adjusted to reach 100% median in FY29 per proposal</li></ul> <p>Reviewed comparables and proposals for Director and Finance Manager salary scales</p> <ul style="list-style-type: none"><li>-discussed MCPSA data vs district or charter comparables</li><li>-concerns raised about using medians from MCPSA benchmarking survey and surrounding districts as comparables as opposed to internal comparisons</li><li>-Discussed moving directors to 3 year negotiated projections vs continuing with step scales</li></ul>	
Next meeting time/date/location	March 10th 2026 3:15pm	
Adjournment	4:55pm	

Personnel Committee Meeting Minutes

Date: 12/16/25

Time: 3:15pm

**Present:** Tala Elia, Chris Kusek, Rebecca Belcher-Timme, Carla Clark, Cecilia Darby, Ben Carlis

**Regrets:**none

Topic	Discussion	Action
Salary Scales		
Next meeting time/date/location	March 10th 2026 3:15pm	
Adjournment	4:55pm	

Personnel Committee Meeting Minutes  
 Date: 3/31/2026  
 Time: 3:15pm

**Present:** Tala Elia, Chris Kusek, Rebecca Belcher-Timme, Carla Clark, Ben Carlis, Celia Darby  
**Regrets:** none

Topic	Discussion	Action
<i><b>TA pay process</b></i>	Currently TAs are paid a salary divided by pay periods based on hourly rate, but difficulty arises with missed days such as snow days, hours change, or mid year resignations. Also discussed timing of releasing sick time, PTO vs accrual Decision made to stay hourly but with sick time accrual	
<i><b>Doctorate Salary scales</b></i>	Discussion of doctorate scales of some neighboring districts Discussion about whether additional salary increase should apply to any position filled by staff with doctorate vs positions in which doctorate more directly applies to the position (eg. psychologist)	
<i><b>Hiring policy</b></i>	No TA hiring policy exists currently	To be discussed next meeting
<i><b>Health Benefits</b></i>	Deferred	
<i><b>Retention</b></i>	Data to be compiled for next meeetign	
Next meeting time/date/location	April 28th, 2026 3:15pm	
Adjournment	4:55pm	