



HCCPS Board of Trustees

Meeting Agenda

December 10, 2025 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.

Prework: Review MCAS results on the [DESE Profiles](#). Come prepared to share what you notice or wonder regarding your student and at least one subgroup.

Facilitator: Lily Newman

Topic	Who	Action	Est. Start Time
Welcoming (read mission statement): (7 min) <ul style="list-style-type: none"> ● Announcements, appreciations, acknowledgements ● Agenda Check: Appoint timekeeper, list keeper, norm observer ● Norms/Agreements ● BOT visibility this month ● Approve minutes from Nov BoT mtg 	Lily Newman	Decision	6:30 pm
Public Comment (5 min)	Lily Newman		6:37
Introduction & Welcoming: Director of Student Supports (13 min) <ul style="list-style-type: none"> ● Meghan shares an introduction ● Intro to the BOT, our role and work ● Collaboration with school leadership 	Chris Kusek Meghan Carroll Lily Newman/All	Discussion	6:42
Committee Reports/Updates (15 min) <ul style="list-style-type: none"> ● <u>JEDI</u>: update and next steps ● <u>Personnel</u>: Salary scales update; Hiring policy next steps 	Emily Boddy/ Kathleen Hulton Tala Elia	Discussion	7:00



<ul style="list-style-type: none"> ● <u>Education</u>: Updates, leadership, membership, next steps 	Rebecca Belcher-Timme/Adam Szymkowicz/Lauren Ames		
School Leader Updates (10 min) <ol style="list-style-type: none"> Staffing Initiatives and Events Other 	Chris Kusek, Rebecca Belcher-Timme	Discussion	7:15
MCAS Reflections (10 min) <ul style="list-style-type: none"> ● BOT members share noticings and wonderings 	Rebecca Belcher-Timme, Lily Newman	Discussion	7:25
BOT Office Hours (5 mins) <ul style="list-style-type: none"> ● 1st Trimester Report ● Next steps for Tri 2, Tri 3 	Lily Newman Grace Mrowicki	Discussion	7:35
General Updates & Reminders (5 min) <ul style="list-style-type: none"> ● LRP update in Feb/Mar ● HOS rubric update ● HOS eval timeline and midyear report 	Lily Newman	Discussion	7:40
BOT Meeting Dates (5 mins) <ul style="list-style-type: none"> ● <u>Jan/Feb BOT Meetings</u>: Proposed reschedule to Thursdays for ski/ride club <ul style="list-style-type: none"> ○ January 14th →15th; Feb 11th → 12th ● <u>BOT Retreat</u>: After March Meeting of the Cooperative - May or June 	Lily Newman		7:45
Wrap Up (5 mins) <ul style="list-style-type: none"> ● Action items review ● Next steps/January meeting agenda items ● Snacks and drinks for January ● Minutes finalization, Newsletter blurb 	Lily Newman	Decision	7:50
Adjournment	Lily Newman	Decision	7:55



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.