

HCCPS Board of Trustees
Meeting Agenda
January 8, 6:30pm

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 which 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: Tim Reynolds

6:30 Welcoming (read mission statement) (20 min)

Announcements, appreciations, acknowledgments
Agenda check; Appoint timekeeper, list keeper
Thank You Note check
BOT Visibility this month
Approve Minutes from previous BOT meeting
Welcome new folks

6:50 Public Comment period: (10 min)

7:00 Expansion Review: Lara (20 min)

7:20 Admissions: Dan (10 min)

7:30 Charter Renewal: Dan (5 min)

7:35 New business (25 min)

8:00 Committee Reports (5 min – questions only)

8:05 Meeting Wrap-up/ Evaluation/Minutes Finalization (5 min)

Confirm date/facilitator, snack bringer, newsletter blurb, agenda check for next meeting

8:10 Review Action Items in this meeting's minutes (5 min)

8:15 Adjournment

Hilltown Cooperative Charter Public School

Board of Trustees DRAFT Meeting Minutes – Wednesday, December 11, 2019, 6:30 pm

Present: Tim Reynolds, Lara Ramsey, Dan Klatz, Paula Ingram, Liz Preston, Joe Wyman, Noelle Barrist Stern, Deirdre Arthen, Karen Sise, Kelly Woods, Myssie Casinghino

Regrets: Rich Senecal, Dawn Reesman, Matt Dube

Facilitator: Tim

Notetaker: Noelle

Guests: Kate Saccento

List keeper: Joe

Timekeeper: Paula

Mission statement read by: Kelly

Topic	Discussion	Action (if necessary)
Announcements/ Appreciations/ Acknowledgements	<u>Announcements:</u> None <u>Appreciations/Acknowledgements:</u> There were several appreciations related to the Winter Fair: Deirdre appreciated all of the parents who helped, especially Lei Fei who oversaw several craft stations; Tim appreciated Marguerite and the music program; and Karen appreciated Jesse and Jared who helped with the sound production for the performances.	
Any thank you notes needed?	None	
BOT Visibility this month?	The Solstice Celebration is on Friday, December 20th. BOT members should try to attend.	

Minutes	There were no edits to the November 13th BOT meeting minutes.	Tim moved to approve the minutes; Joe seconded; the minutes were approved by consensus.
Public Comment Period	None	
Friends of Hilltown (Myssie)	<p>Art Spark is going to be on March 14th at the Garden House at Look Park. FOH has been reaching out for sponsorship to underwrite the event. They are having trouble finding people who feel comfortable reaching out to businesses and asking for support. Myssie asked if the BOT had any suggestions for people in the HCCPS community who might be willing to help and who have connections with local businesses. A question was raised about whether BOT members can solicit contributions. In response, it was suggested that any BOT members who sought to help FOH contact the Ethics Commission for guidance.</p> <p>Art Spark will be an adults-only event. There will also be a kid-friendly HCCPS 25th birthday celebration at the end of the school year.</p>	
2019 MCAS Report (Lara)	<p>The good news is that HCCPS's rating is "substantial progress toward targets" and the science achievement score was 4/4.</p> <p>ELA scores were compared for 2017, 2018, and 2019. There has been improvement in the number of students moving from "partially meeting expectations" to "meeting expectations." HCCPS was at 66% for "meeting expectations"/"exceeding expectations"; the state average was 58%.</p> <p>For math, HCCPS has remained stable. When compared to the state averages: HCCPS tends to be in</p>	

	<p>the middle of the bell curve; it has fewer students in “exceeding expectations” and “not meeting expectations,” at either end of the bell curve.</p> <p>In the past two to three years, there has been especially high growth in: 6th grade ELA; 5th grade math; and 6th grade math (although there was a dip this year with the new curriculum).</p> <p>Areas for improvement include decreasing performance gaps in math achievement between genders and in ELA achievement among economically disadvantaged students. However, a large percentage of the students designated as economically disadvantaged also had learning disabilities and the ELA categories those students struggled with were connected with their learning disabilities.</p> <p>The trend in lower eighth-grade math scores did not continue.</p> <p>Looking to 2020, there are questions about, among other things, whether: there is an opportunity to increase the “exceeding expectations” results in ELA and math; the new math curriculum will impact test scores over time; and steps can be taken to close the gender achievement gap.</p> <p>HCCPS will continue to take steps that may impact the MCAS scores, such as continuing with the Making Meaning and Being a Reader curriculum, providing training in trauma-informed teaching practices, and providing professional development in anti-bias education practices.</p>	
<p>Expansion Review/Completion of LRP (Dan)</p>	<p>Dan went through the history of the current LRP. The largest problem HCCPS was dealing with when the LRP was developed was the facility (the former site in Haydenville). The BOT and Directors determined</p>	

	<p>that moving locations would require an improved financial situation. A strategic choice was made to increase the size of the school at the 6th-grade level, to broaden the school's financial resources. HCCPS obtained approval from DESE to amend its charter to increase the size of the school and the school moved to its current site.</p> <p>It is important that, before we move to the next LRP, there is a thorough review of how successful HCCPS has been in meeting the goals of the current LRP. For this reason, from January through April, the Directors will look at how HCCPS has met the needs of its students as it has expanded into the 6th through 8th grades.</p> <p>Dan explained that, from an administrative perspective, they will review admissions data, the fiscal implications of the larger program, and the facility.</p> <p>Deirdre explained that, from a community perspective, they will review the integration of new families into the school, especially as students enter HCCPS in 6th grade. They will also look at the connection of the 6th-8th graders with the rest of the school and what sort of leadership roles the older students can have.</p> <p>Lara explained that, in the education field, they will review how well HCCPS is meeting the social and emotional needs of the 6th-8th grade students, how experiential hands-on learning is working in these grades, and whether there is an intimate community of learners in the classrooms.</p> <p>There will be focus groups and surveys.</p>	
<p>New Business - Identify only</p>	<p>None</p>	

Committee Reports - Questions only	None	
Meeting Wrap-Up/ Evaluation	Next Meeting: January 8, 2020 at 6:30 p.m. Facilitator: Tim Snacks: Lara Drinks: Kelly Newsletter blurb: Joe	
Review Action Items	Reviewed action items.	
Adjournment	Meeting adjourned at 7:50 p.m.	

Tentative Agenda Topics for January 8, 2020 Board Meeting:

LRP Update from the Directors: First steps of a proposal and a timeline



Domain Directors Report to the Board of Trustees January, 2020

1. The latest projections for DESE show tuition payments to be about \$16,173 higher than we budgeted. Domain Council is looking to amend this year's budget and bring it to the February BOT meeting.
2. This year, we are conducting a weekend Admissions Open House on Saturday, January 25. More details will be discussed at the Board Meeting.
3. Progress Reports went out before Winter Break. In our third year with Rediker, the technology was significantly smoother.
4. Dr. Kay Saakvitne (Sock-quit-knee) will be offering an evening presentation for parents and teachers. Dr. Saakvitne is a clinical psychologist in private practice in Northampton, MA and on faculty at the Smith School of Social Work doctoral program. She is also a parent of a former HCCPS student and a former board member of the Northampton SPEDPAC. Her talk is about Adverse Childhood Experiences and how we can individually and collectively support students coming from chronic stress or trauma backgrounds.
5. Teachers are organizing special curriculum for our Martin Luther King Day Assembly, February mini courses, and an optional, local mathematics competition for 5th-8th grade girls.



Personnel Committee Meeting Minutes- December 18, 2019

Present: Gaby Blaustein, Lara Ramsey, Kelly Woods, Dawn Reeseman, Nicole Grinaski, Liz Preston

Regrets: Dawn Reeseman

Topic	Discussion	Action
Salary Increase Formula	<p>We agree that median makes sense as a data point for comparing salaries because it shows the central tendencies and eliminates being pulled high or low by an outlier (as an average would).</p> <p>We consider our step system. It is a hidden bonus that our school counts all years of full teaching experience as a step on the scale. Can our school afford this over time? Definitely helped us make some of the hires we have made.</p> <p>Do we want to acknowledge extra credits (grad school, CCAGS)? Some other districts do.</p> <p>We offer stipends for extra initiatives, mini-courses, etc.</p> <p>Committee affirms our understanding of the way we currently prorate steps- we set a median 12th step and a median 1st step, divide by 11. We raise step 1 and step 12 by 1.5% or 1.75% and prorate difference.</p> <p>We will ask the finance committee if there are financial ramifications to the way we currently operate.</p>	<p>Lara will find out how much we have spent on PD in the last five years.</p> <p>Review step differences next time we meet.</p> <p>Clarify salary recommendation next time. Consider once again making a 1-year rec.</p> <p>Ask the Board to articulate why the Director's salaries are determined in a different way than staff salaries.</p> <p>Where is our salary policy written down?</p>
Next meeting time/date/location	January 22, 7:30, Lara's office	
Adjournment	8:25 a.m.	