

**Hill View Montessori Charter Public School**  
**Regular Board Meeting**  
**Meeting Minutes**  
**Thursday, December 14, 2006**

**Board Members Present:**

Ed Maguire, Nandesh Palanisamy, Kelly Martin, Veronica O'Brien, Paul Accardi, John Michitson, Peg Roberts (Ex Officio)

**Board Members Not Present:**

Shaw Rosen, Ross Povenmire

**Other Attendees:**

Melanie Wilson, John Nolan, Heidi Steen Johnson, Steve Boyle, Leah Lewkowski, Kerri Ingersoll

**I. Minutes**

Kelly called meeting to order.  
Minutes of the last month's board meeting were reviewed.  
**Veronica motioned to accept minutes. John seconded**  
**Minutes accepted. All in favor. None opposed.**

**II. Public Agenda Comments**

None

**III. Finance Committee Report**

Paul presented the draft Auditor's report. Ed enquired about the current margin level. Paul mentioned that the current margin is higher than what was expected as per the budget as the budget is very conservative. Ed enquired about the forecast. Paul mentioned that the committee has worked on it in its last meeting. It will be available for the next month's BOT meeting. John inquired about how the auditors performed the audit. Paul mentioned that the auditors tested the internal controls and reviewed the contracts.

**Paul motioned to accept the draft Auditor's report. Ed seconded.**  
**Draft Auditor's report accepted. All in favor. None opposed.**

**IV. E.D. Report**

- a. Peg presented the Terra Nova results and mentioned that HVM students performed well in the Terra Nova tests. Nandesh requested that year over year Terra Nova results for same group of students, to be presented as in annual report to track progress. John enquired about the differences between Terra Nova and MCAS as HVM students performed well in Terra Nova even though they didn't do well in MCAS. Peg and Melanie replied that both are standardized tests but Terra Nova compares students across the nation whereas MCAS compares students within MA against the MA framework. John requested HVM Terra Nova results comparing against MA students, if available. Peg will provide the data if available in the next meeting.
- b. Peg mentioned that the Kindergarten curriculum alignment to the framework was done. BOT members would like to ensure that the framework alignment being done is acceptable to DOE. Scope of the benchmark will be emailed to be posted on the website.
- c. Enrollment sessions are going well.
- d. HVM has hired a Development Director. She is one of the founders of River Valley Charter School. She will be working as a consultant. BOT members enquired about the responsibilities and deliverables. Contract is until June and it will be reassessed at that time.
- e. There is one open slot in the 5<sup>th</sup> grade. But there is no one on the waiting list. So, after checking with DOE, a student from another grade's waiting list. It should be up to the school to allocate the slot. But will check with DOE and pick a student on the waiting list for long time preferably a sibling. Steve suggested that the guidelines adapted to the exception be documented to help us in similar situations later.
- f. Ed enquired about the scheduling of Town meeting and the topic and Parent Input Meeting as a follow up to the BOT goals. First town meeting would review the goals and the Chair will run the meeting. Kelly will follow up with Shaw on the date. Peg will provide the date for the Parent Input Meeting. Ed talked about one of the board members attending the CP meeting on a revolving basis. The intention would be just to get the inputs. Board members present agreed in principle. An agenda item will be added to the next meeting to finalize the board representation in the CP meetings. Ed will attend the Dec. 18 the CP meeting.

## V. Old Business

### a. Charter Promises

Peg presented the redrafted chartered promises as intended. Nandesh enquired about how the board will ensure that the promises that need BOT approval for change are implemented as promised and not changed without board approval. Peg mentioned that once the board agrees that these are the promises then we can work through the verification. Bring feedback for discussion to the next meeting. Feedback can be sent to both Veronica and Peg before next meeting.

### b. DOE Amendment

Peg went over the pros and cons of enrollment increase and the reasons behind it. A discussion ensued. John mentioned the other reason to go for or not to go for the increase could be a school of manageable size. Peg will send out the graph the task force made to make the recommendation. BOT members enquired whether the task force looked at the staffing need and facility need while looking at the increase. The task force did look at many aspects while making the recommendation, it did not look at staffing needs and facility needs. It will be added to the next meetings agenda.

## VI. New Business

### a. Board Email Communication

Ed talked about publishing Board member email addresses on the web. While members agreed in principle there were some concerns about spam and the policy to handle communication. A discussion ensued.

**Ed motioned that the web addresses be published on the web. John seconded.**

**Veronica made a friendly amendment to publish the email addresses on the web contingent upon protocol for handling email communication. John seconded.**

**All in favor for the amendment. None opposed.**

**All in favor for the amended motion. None opposed.**

Policy will be added to the next meeting's agenda. Until that time email addresses will be shared through the note from the Chair.

## VII. Committees/Task forces

### a. ED Evaluation task force

John will be filling in the spot left vacant due to David's resignation. Board members discussed the recent letters received from parents. How to handle the responses. Board members discussed about making individual decisions and ED Evaluation task force consolidating the points from all the letters to help board members identify important issues that need to be addressed and act on it as it seems to be appropriate. This will avoid every one contacting the same person for the same issue many times overwhelming the individual. Board members discussed asking the Chair for direction.

**Ed motioned that the board respond to the letters on an individual basis as they feel appropriate, ED Eval task force will consolidate the comments to provide back to the board for acknowledgement of severity and the notes from the chair in the Wednesday Notes include that community has reached out to the board and the board will take their letters under consideration.**

**Veronica seconded.**

**Ed retracted the motion. Direction to be sought from the Board Chair.**

### b. Site update

Veronica presented the site task force report.

## VIII. Public Comments and correspondence

a. Kelly announced David Kelley has resigned. Kelly thanked David Kelley for his services.

b. Parents asked about the ban on some books and why it was not communicated to parents.

Peg mentioned that some books and cards were not recommended to avoid problems.

Parents felt that it should be communicated to parents. Peg said she will look into it.

c. John asked about how to report deviations from charter and to whom. BOT members mentioned that it should be reported to Board as the charter promises are board initiative and it could be communicated to BOT through email or letters.

d. Lee Lewkowski enquired about the Speech therapist vacancy. Peg mentioned that the advertisements were made and they are actively looking for a Speech therapist.

## IX. Adjournment

**Motion to adjourn by Ed. Seconded by Veronica.**

**Motion accepted. All in favor. None opposed.** Meeting adjourned at 9:25 pm.