

Hill View Montessori Charter Public School
Regular Board Meeting
Meeting Minutes
Thursday, February 8, 2007

Board Members Present:

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

Board Members Not Present:

Paul Accardi, Ross Povenmire

Other Attendees:

Melanie Wilson, Heidi Steen Johnson, Steve Boyle, Jonnie Lyn Evans, Susan MacLeod

I. Minutes

Shaw called the meeting to order.

Minutes of the last month's board meeting were reviewed. A few typos were identified to be fixed. Steve Boyle's name was present in Other Attendees. It needs to be removed as he was not there for the meeting. Peg mentioned that "Spider Board" needs to be changed to "Sentence Analysis Board".

Nandesh motioned to accept minutes. Veronica seconded.

Minutes accepted as amended. All in favor. None opposed.

Next meeting of the board will be on March 8th, 2007.

There is also a special meeting scheduled for Feb 27 at 7 pm for ED evaluation.

II. Public Agenda Comments

None

III. Student Presentation

Kindergarten students from Susan MacLeod's class did a presentation on sensorial materials. Nikko demonstrated sound differentiation and Sarah Lawson demonstrated color differentiation.

IV. E.D Report

Peg mentioned that DOE will be visiting HVM on March 6th. BOT is scheduled to meet with DOE team at 8:00 am. It will last for an hour. She also mentioned that DOE would like to meet all the board members at that time. There will also be another meeting at 3:30 pm with Administration and available board members.

Peg talked the Terra Nova standards.

Peg reported that one of the enrollment sessions was cancelled due to weather. She also mentioned that as of January 31st a total of 65 enrollment packets were received.

Peg mentioned that the Finance committee has reviewed and approved the FY08 budget.

Peg mentioned that Leslie Krohto has been hired as the new Speech & Language Pathologist. Meghan Chase has been hired as the new assistant teacher in Ms. Christi's class. She also mentioned that the Spanish position is still open.

She also talked about the River Valley Tour and the HVM tours being planned by the Development committee. Kelly will host the first tour in March 16th. Shaw will host the second tour scheduled for April 13th. Kelly also mentioned that there is a plan to do a fund raiser breakfast in November. Ed talked about having a board member business card.

V. Old Business

- a. Veronica and Melanie talked about the Town meeting format. The town meeting will talk about the 9 areas of charter promises, what has been done and what is being planned to be done and parent input on each those areas. Promises document will be posted on the website. Presentation and the flyer will also be posted on the website prior to Town meeting.

Ed motioned that the agenda for the Town meeting to include issues such as Site and academics. Kelly seconded. Veronica mentioned that even though there is no explicit item in the charter as Site and academics, these issues will be covered as part of the promises. Ed withdrew the motion.

Veronica motioned that the board approve board development fund up to \$75 for refreshments for the town meeting. Kelly seconded. All in favor. None opposed.

- b. Next item discussed was the enrollment policy amendment. This is the second reading of the guide lines for shifting slots when available grade slot has no wait list.

Motion to accept the guide lines by Nandesh. Veronica seconded. All in favor. None opposed.

VI. New Business

a. Staff – Complaint Policy and Code of Conduct

Kelly requested that the complaint policy and code of conduct to be redistributed to staff along with a discussion on how to use the tools. Peg mentioned that it is already being distributed as part of the handbook. Board members discussed about dissemination of policies. Shaw also recommended to have a “Frequently asked questions” to help understand how to use the tools.

VII. Committees/Task forces

a. ED Evaluation task force

Kelly said the timelines are the same. But some staff members are concerned about maintaining the anonymity due to a small group of staff filling out the survey. Kelly also mentioned that the tabulated survey results will be provided to the board members a week before the special meeting. Veronica asked why the Leadership matrix misses a few sections. Kelly replied that they are removed as they are not applicable and she would look into what was removed and why.

Kelly motioned board spend up to \$100 to have an outside person to tabulate the survey results.

Veronica seconded.

All in favor. None opposed.

b. Site Task Force

Veronica presented the site task force report. She mentioned that the Haverhill School System is interested in talking about the Smiley School. She also mentioned there is no site available right now that could accommodate the whole school.

VIII. Finance Reports

Peg presented the second quarter financials and draft budget for FY08. Peg also explained there is a flat 3% increase and an up to 3% performance based raise added to the salaries. Board members mentioned that the Fundraising board needs to be merged with Private Grants Revenue as Fund raising and there should not be a separate item under board’s name. Shaw asked how it is done in other school like River Valley. Jonnie Lyn mentioned that River Valley doesn’t have such a line item. Board members felt that it is collaborative effort and it should not be just the responsibility of the plan and the board achieves this by working with staff through development committee. Board members recommended that those two line items be combined.

IX. Public Comments and correspondence

Veronica asked about the Spring retreat and committee and task force list to be posted on the website. Steve spoke about the questions on complaint policy. He also mentioned funding priority should be for Teachers and Nurse.

X. Adjournment

Motion to adjourn by John. Seconded by Ed.

Motion accepted. All in favor. None opposed. Meeting adjourned at 9:15 pm.