

Hilltown Cooperative Charter Public School

Board of Trustees Meeting Minutes – Wednesday, March 11, 2015

Present: Penny Leveritt, Deirdre Arthen, Amy Aaron, Susannah Howe, Kipp Armstrong, Laura Baker, Jesse Belcher-Timme, David Starr, Dan Klatz, Scott Remick, Jess Berrien, Ellen Ferris

Regrets:

Facilitator: Kipp Armstrong

Notetaker: Ellen Ferris

Guests: Dianne Hobbs, Mike Simonelli, Tom Rossmassler

Listkeeper: Laura Baker

Timekeeper: David Starr

Mission statement read by: Susannah Howe

Topic	Discussion	Action (if necessary)
Announcements/Appreciations/Acknowledgements	<p><u>Announcements:</u> Board members were asked to edit the BOT terms document. Amy informed board about suit against Dept of Ed. which claims that caps on charters denies students' civil rights who are on waiting lists.</p> <p><u>Appreciations:</u> Jess acknowledged Mitch Hartley and Jeanne Marie Tobin for their work on the science fair. Susannah expressed appreciation to the Prisms teachers and parents for a successful Coffee House Laura Baker thanked board members for their contributions to the Prisms Coffee house raffle.</p>	
Minutes	<p>Minor edits made to Feb. 2015 minutes Penny proposed a further discussion of the board minutes process.</p>	<p>Susannah moved to approve minutes as amended, Ellen seconded. Minutes approved by consensus</p>
Public Comment Period	N/A	

<p>Solar Contract</p>	<p>Amy introduced the Solar Panel proposal, a 20 year agreement to purchase energy from Solar Sense at a much reduced rate and Matt leases roof space to Solar Sense, and questions:</p> <ul style="list-style-type: none"> ● Should the board move towards agreeing to this project? ● Is there another way to achieve the goal outside of the Solar Sense contract? ● Mike and Tom can be available to answer questions. <p>Questions/Discussion points:</p> <ul style="list-style-type: none"> ● Unclear of consequences with landlord if we don't agree to the project. ● insurance company comments on the contract sent to Solar Sense. We will need an attorney with expertise in this area. ● What is most cost effective? Tom examined the project and variables and recommended getting into the market now versus waiting. Felt the rate was a good deal but still needs a few more details to make a definitive examination of potential savings/costs. ● The hiccup is that we don't own the building. ● The company will redo half the roof when they install the solar system, maintains the roof space, takes responsibility for all liability issues for that space. ● HCCPS does not have details on agreement between the building owners and Solar Sense currently. ● Fed/State government subsidies could end for these type of deals. ● The panels will be installed as covered parking in one line of parking in the lot. ● Electricity rates increase at about 2.5% so could save HCCPS money if we lock in rate. 	<p>Laura proposed to authorize Admin Coordinator and designated board member (Laura) to take any such actions necessary to ensure provision of electricity to the school on terms that they deem are most beneficial to the school, up to and including entering into a 20-year contract with a solar energy provider. Jesse seconded the motion. Approved by consensus.</p>
<p>Personnel Proposal</p>	<p>Dan introduced Personnel proposal initiated by staff members regarding employee payrate increase for teaching assistants Kid's Club. Discussion points were:</p> <ul style="list-style-type: none"> ● Last rate raise for Kid's Club 2-3 years ago. ● Any repercussions for those with similar additional responsibilities? No one in a completely similar situation. ● We are due to re-examine the basic TA payscale next year which could have an effect. ● Our current payrate is competitive and the raise would be for only Kid's Club hours. 	<p>Jess moved to approve proposal to increase T.A. hourly rate in Kid's Club by \$1/hour. Laura seconded. Approved by consensus.</p>

<p>GABS BoT recruitment</p>	<p>Penny introduced the GABS proposals. Discussion points were the following:</p> <ul style="list-style-type: none"> ● Charles and Steve would be on the slate proposed to the community for approval at the Annual Meeting in May. ● All agreed they were great candidates. ● Charles is aware of the process. Penny will check in with him to be sure. ● Concern expressed that we don't have enough community/non-parent members. ● GABS is considering a public relations packet to distribute to potential board members. <p>GABS will work on the job description for Clerk.</p>	
<p>FY16 Budget draft</p>	<p>Amy distributed draft of 2016 budget and noted changes. Board discussed changes, potential increases.</p>	
<p>Topic of the month: Bonuses</p>	<p>Jesse recused himself and left the room.</p> <p>Kipp introduced the discussion of bonuses and asked the board to consider when salaries and increases will be unfrozen. One idea is to give bonuses, IF there are sufficient surplus funds at the end of the year to all employees. discussion points were:</p> <ul style="list-style-type: none"> ● How will they be distributed, assuming there are funds available. ● Board discussed priorities and projects still needed at the school. ● Any excess funds could be used for capital expenses, bonuses, and/or budget deficit for 2016. ● The board will discuss again in April and make a decision in May. 	
<p>Plan for Annual Meeting</p>	<p>Deirdre informed the board that the annual meeting and board meeting are scheduled on the same day. She also asked the board what topics should be on the agenda. Discussion points were:</p> <ul style="list-style-type: none"> ● Perhaps an open forum would help. ● Topic of a celebration of the space and all we've accomplished. ● Information on reconfiguration of the 6-8 grades. ● ● Potential green building topics. ● Need to increase volunteerism. <p>BOT meeting will be moved to May 20, a week after the Annual Meeting on May 13.</p>	

New Business	ArtSpark scheduled for March 28, 7-10PM	
Committee Reports - Questions only	In Domain Council typo in meeting minutes. Changed “prisons” to “Prisms”	
Meeting Wrap-Up/ Evaluation	Next meeting is scheduled for April 8. Snacks: Jess and Kipp Newsletter blurb: Penny	
Review Action Items: Ellen	Ellen reviewed the action items.	

Attachments:

BOT Meeting Agenda, Personnel Proposal: Kids Club Pay Rate; BoT Interest letter: Charles Weimeyer, BoT interest letter: Steven Hoyt; GABS Report Feb 2015; Finance Committee Meeting Minutes of 02-27-15; On-Site Committee Meeting Minutes - Tuesday, March 3, 2015; Power Purchase Agreement; Domain Council Minutes from 2/13/2015

Tentative Agenda for April meeting (4/8/15) is:

- Brassworks security deposit?
- GABS updated job description for clerk
- LRP Coordinator updates
- 3rd Quarter financials
- Bonuses discussion
- Personnel committee visit
- School security report