

**Holyoke Community Charter School
2200 Northampton Street
Holyoke, MA 01040
Board of Trustees**

Minutes of HCCS Board of Trustees Meeting – January 28, 2026

In Attendance: Leona Florek, Joshua Famiglietti, Lina Rivera, Elizabeth Pawlowski

Guests: Maria Rodriguez, Ryan Meek, Sonia Correa Pope, Mahdi Kansou, Vanessa Pileggi, Kyle Callender, Ryan Thackeray

Not Present: Jean Swinney, Rafael Rodriguez

I. Meeting called to order at 5:32 p.m. by Leona Florek

II. **Gale Associates Presentation**

Ryan Thackeray from Gale Associates shared a presentation regarding the multi – use turf field. He shared the layout plan along with the scope of redoing the access drive. He walked the board through the entirety of the field production timeline. He let everyone know that they received a total of 7 bids, Mountain View Landscapes being the lowest responsible and eligible bidder. Ryan Meek (RM) asked if it is normal for the lowest and highest bid to be significantly different in budget, and Ryan let him know that it is normal when it comes to jobs like this one. Elizabeth asked if the field will be used for another sport besides soccer? Ryan let her know that the field is regulated for both soccer and flag football. RM also asked what will happen with the existing fence, the section of fence along the main drive will remain. Ryan also showed the board the 20ft netting along the train tracks as well as the swing vehicle gate that is going to be installed. He asked if there were any more questions and ended his presentation.

Ryan Thackeray exited at 5:48 pm

Elizabeth Pawlowski motioned to award the contract to Mountain View Landscapes, the lowest responsible and eligible bidder. Seconded by Lina Rivera. Each member voted by roll call. Florek – Aye, Rivera – Aye, Pawlowski – Aye, Famiglietti – Aye. The motion passed unanimously.

III. **Approval of Minutes**

Joshua Famiglietti voted to approve the minutes of the November 19, 2025, regular board meeting. Seconded by Lina Rivera. Each member voted by roll call. Pawlowski – Aye, Florek – Aye, Rivera – Aye, Famiglietti – Aye. The motion passed unanimously.

Leona Florek motioned to approve the minutes of the November 19, 2025, executive committee meeting. Seconded by Joshua Famiglietti. Each member voted by roll call. Rivera – Aye, Pawlowski – Aye, Florek – Aye, Famiglietti – Aye. The motion passed unanimously.

Lina Rivera motioned to approve the minutes of the November 19, 2025, finance committee meeting. Seconded by Leona Florek. Each member voted by roll call. Pawloski – Aye, Florek – Aye, Rivera – Aye, Famiglietti – Aye. The motion passed unanimously.

IV. **Board Reports**

Board Mail/ Folder

None

Public comments/none

V. **Subcommittees**

i. Finance/ Facilities

Joshua Famiglietti motioned to approve this month’s financial reports. Seconded by Lina Rivera. Each member voted by roll call. Florek – Aye, Pawlowski – Aye, Rivera – Aye, Famiglietti – Aye. The motion passed unanimously.

Lina Rivera motioned to approve December’s financial reports. Seconded by Joshua Famiglietti. Each member voted by roll call. Pawlowski – Aye, Florek – Aye, Famiglietti – Aye, Rivera – Aye. The motion passed unanimously.

The finance committee wanted a wellness report conducted on the schools rooftop units (RTU). Kyle shared a document showing the health of the RTUs around the school. He shared that there are five that are in dire need of being repaired, the total cost to fix the five would be \$287,000, but as of right now the school is fixing them on a month-by-

month basis. RTU 3,7, and 11 are new and working. RTU 10, 12, 13, and 15 are the five that are the ones that need to be repaired as soon as possible (they were shown in red). Elizabeth asked what the plan would be to fix them, and if it would be a planned within the budget for yearly replacement. Maria responded that yes, that is the intention, and that one is budgeted for each year. Leona asked about how the school is going to finance it and Maria responded that it is being looked at and in hopes to be a part of next year's budget. This will be reported on again at the next meeting.

Maria and Kyle shared that they are in the permitting phase regarding the school sign. The school is waiting until the weather gets a little better before they sit in front of the planning committee.

ii. Executive Committee

Elizabeth spoke on behalf of the executive committee, she let the board know that she submitted the board bylaw amendment and went through the checklist that was needed for submission.

Membership

Elizabeth Pawlowski motioned to approve Rafael Rodriguezes leave of absence. Seconded by Leona Florek. Each member voted by roll call. Rivera – Aye, Famiglietti – Aye, Pawlowski – Aye, Florek – Aye. The motion passed unanimously.

VI. Directors Report

Sonia shared this month's report which included student enrollment and students who have withdrawn/ reasonings. She also went over the schools' end of term (eot) academic report along with the eot averages. She also shared recent professional development sessions and common planning times. The schools most recent discipline numbers were also reviewed along with recent and upcoming school events.

Elizabeth Pawlowski motioned to approve this month's directors report. Seconded by Lina Rivera. Each member voted by roll call. Famiglietti – Aye, Pawlowski – Aye, Florek – Aye, Rivera – Aye. The motion passed unanimously.

The board did not open the executive session.

Elizabeth Pawlowski motioned to adjourn the meeting. Seconded by Leona Florek. Each member voted by roll call. Rivera – Aye, Florek – Aye, Famiglietti – Aye, Pawlowski – Aye. The motion passed unanimously.

Meeting adjourned at 6:51 p.m.

As prepared by Haley Saltares

Respectfully submitted,

Jean Swinney

Holyoke Community Charter School Board of Trustees

Meeting Attachments

November 19, 2025, Meeting Minutes

November 19, 2025, Finance Meeting Minutes

November 19, 2025, Executive Meeting Minutes