

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

Minutes of HCCS Board of Trustees Meeting – February 26, 2025

In Attendance: Leona Florek, Jean Swinney, Elizabeth Pawlowski, Rafael Rodriguez

Guests: Maria Rodriguez, Sonia Correa Pope, Josh Famiglietti, Vanessa Pileggi,
Mahdi Kansou, Kyle Callender

Not Present: Lina Rivera

I. Meeting called to order at 5:33 p.m. by Leona Florek

Elizabeth Pawlowski motioned to approve the minutes of the January 22, 2025; regular board meeting as presented. Seconded by Rafael Rodriguez. Each member voted by roll call. Florek – Aye, Rodriguez – Aye, Pawlowski – Aye. The motion passed unanimously.

Leona Florek motioned to approve the minutes of the January 22, 2025; executive committee meeting as presented. Seconded by Elizabeth Pawlowski. Each member voted by roll call. Rodriguez – Aye, Florek – Aye, Pawlowski – Aye. The motion passed unanimously.

Jean Swinney entered at 5:35

Leona Florek motioned to approve the minutes of the February 10, 2025; special meeting as presented. Seconded by Rafael Rodriguez. Each member voted by roll call. Florek – Aye, Pawlowski – Aye, Rodriguez – Aye, Swinney – Aye. The motion passed unanimously.

II. **Board Reports**

Board Mail/ Folder

 None

Public comments/none

III. **Finance Subcommittee Report**

The finance committee meeting was not held in the month of January, financial reports were still sent out for review. Leona asked the board if there were any questions, there were none.

- IV. Maria gave an update on the multi-purpose turf field. She shared that a meeting took place with Gale and Associates, the meeting took place with Sonia, Ryan, Kyle and herself. She said that the team went over timelines and if everything falls into place that the field should be in by the beginning of fall. Jean had a question regarding the field size and whether or not it was addressed, Maria responded that the team is coming into the school on March 10th to survey the field.
- V. During the November 13th meeting, Josh Famiglietti introduced himself to the board and expressed his interest in joining the HCCS Board of Trustees. Leona and Sonia shared the next steps. During this meeting on February 26, 2025, the board voted to accept Mr. Famiglietti interest.

Leona Florek motioned to accept Josh Famiglietti as a member of the HCCS Board of Trustees. Seconded by Rafael Rodriguez. Each member voted by roll call. Florek – Aye, Rodriguez – Aye, Pawlowski – Aye. The motion passed unanimously.

- VI. Kyle Callender shared an update on the upcoming trip for the students, he let the board know that students and parents are responsive and communicative. Kyle worked on getting the students measurements for the uniforms they will be wearing. He shared that all students are on track to getting their passports.

Elizabeth asked a question regarding staffing and who is going to be with the students while they're overseas. Kyle responded that he is going on the trip, he shared that any number of students over ten need to have two staff members. Since there are more than ten students attending, he reached out to a few school staff members that do not have MCAS obligations to see who would be able to go. She also had a question regarding what happens if a student needs medical attention. He let her know that once they get there, medical attention, travel guides, food, where they're staying, and agendas are all in one central location. Mahdi shared that they were looking at different options, one being that family insurance may be applicable overseas for anything major. But for minor incidents, there is a team of physicians and doctors on site. He also noted

that students may be able to get medical insurance added to their tickets for a fee of around one-hundred dollars per student.

VII. Sonia shared that the school received news that the school received another five-year charter with no conditions.

VIII. Sonia shared her director's report which included the following:

- Enrollment is at 701; with this period losing two students due to moving and transportation.
- Academic Strategic Plan Update: the monthly data was shared with the board; this month's data is term 2. She shared that she is watching grade five closely but expects these grades to go up next month.
- Professional Development: the school has been working hard on their professional developments, specifically in the social emotional and behavioral academy that the school is a part of.
- Student Life: has actively been celebrating Black History Month with highlighting figures in the morning announcements, as well as having the upper school students reading books to lower school students and having a discussion on how they see themselves in the story they are reading. The school will have a student assembly where all students will enjoy a presentation with Bomba y Plena with Afro Boricua roots where students will learn about their roots. Student Life is also continuously working on academic interventions.
- Discipline Report; last month's discipline was shared with the board.
 - Leona asked a question regarding the repeat offenders. Sonia shared that the school works closely with them and interventions and well as working with the parents on strategies to reverse the negative behaviors into positive. Kyle responded that whenever he sees a chronic repeater, that he doesn't always focus only on the child, he provides tools for the teacher as well to ensure there is a holistic approach. The social emotional and behavioral academy that the school is a part of gives the school tier 1 and 2 interventions to the teachers that they can use in the classroom to diffuse the situation before it arises.

Sonia shared that she will be bringing a proposal to the board in regards of increasing the salary of an employee that will be able to help with an upcoming special education project.

Rafael Rodriguez motioned to accept the director's report as presented. Seconded by Elizabeth Pawloski. Each member voted by roll call. Swinney – Aye, Rodriguez – Aye, Pawlowski – Aye, Florek – Aye. The motion passed unanimously.

Josh Famiglietti, Vanessa Pileggi, and Mahdi Kansou exited the meeting at 6:24 p.m.

The board opened the executive session at 6:25 p.m.

“To investigate charges of criminal misconduct or to consider the filing of criminal complaints; this purpose permits an executive session to investigate charges of criminal misconduct and to consider the filing of criminal complaints. Thus, it primarily involves discussions that would precede the formal criminal process in court. Purpose 1 is related, in that it permits an executive session to discuss certain complaints or charges, which may include criminal complaints or charges, but only those that have already been brought. However, Purpose 1 confers certain rights of participation on the individual involved, as well as the right for the individual to insist that the discussion occur in open session. Purpose 5 does not require that the same rights be given to the person who is the subject of a criminal complaint. To the limited extent that there is overlap between Purposes 1 and 5, a public body has discretion to choose which purpose to invoke when going into executive session.”

The board closed the executive session at 6:43 p.m.

Elizabeth Pawlowski motioned to adjourn the meeting. Seconded by Rafael Rodriguez. Each member voted by roll call. Florek – Aye, Swinney – Aye, Pawlowski – Aye, Rodriguez – Aye. The motion passed unanimously.

Meeting adjourned at 6:46 p.m.

As prepared by Haley Saltares

Respectfully submitted,
Jean Swinney
Holyoke Community Charter School Board of Trustees

Meeting Attachments

January 22, 2025, Meeting Minutes
January 22, 2025, Executive Meeting Minutes
February 10, 2025, Special Meeting Minutes
School Education Providers Report (February)