

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

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

In Attendance: Leona Florek, Jean Swinney, Elizabeth Pawlowski, Lina Rivera

Guests: Sonia Correa Pope, Josh Famiglietti, Kyle Callender, Ryan Meek, Mahdi
Kansou, Maria Rodriguez

Not Present: Rafael Rodriguez

I. Meeting called to order at 5:34 p.m. by Leona Florek

Elizabeth Pawlowski motioned to approve the minutes of the February 26, 2025; regular board meeting with edits. Seconded by Lina Rivera. Each member voted by roll call. Florek – Aye, Swinney – Aye, Rivera – Aye, Pawlowski – Aye. The motion passed unanimously.

II. Board Reports

Board Mail/ Folder

 None

Public comments/none

III. Finance Report

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

Maria gave the board a quick update about a federal training that she attended on March 18th. They have asked schools to plan as though everything has remained the same. She shared that the Special Education line item in next month’s report will show that it has gone over budget.

Maria and Kyle shared an update on the multi-use turf field. The school received two drafts of what the field can look like in the space that they have. Her and Kyle have been going through some of the planning phases with Gale and Associates. Their first step was to send the surveyor to measure the space of the field. Budget wise she shared that they have a conservative estimate of what the cost of the project could be which is not too far from what the school expected. If everything continues schedule the timing should still be set for the beginning of the next school year.

The drafts of the field were shared with the board. Kyle shared that there are two options for the placement of the field and walked the board through the different aspects of the field. One option which is favored amongst the school creates a drive through the field and the school which terminates the half of the back driveway.

Jean followed up with a question she had in other meetings regarding spacing of the field. Kyle responded that there is enough space for the field to meet the regulation field requirements. He also said that the only thing that could potentially put the project to hold would be if they found something underground that would keep the field from being put in. Lina had a question about parent pickup and drop off, and whether it will remain the same. In response Kyle let her know that the entire process is going to be revamped.

- IV. Leona and Sonia shared that the executive subcommittee worked on the bylaws which should be ready for board approval soon. Sonia spoke about how the school received a formal letter stating that the Holyoke Community Charter School Foundation is going to be permanently closed.

- V. Since Janine Kent has resigned the Vice President position needs a vote. Elizabeth Pawlowski and Jean Swinney are candidates for the position. Jean shared that she believes that Elizabeth has history with the school and would be a good fit for the position. Elizabeth was asked if she would accept the position of becoming the Vice President of the Holyoke Community Charter School Board of Trustees. She responded that she would like to accept the position.

Leona Florek motioned to accept Elizabeth Pawlowski as the board Vice President. Seconded by Jean Swinney. Each member voted by roll call. Rivera – Aye, Swinney – Aye, Florek – Aye, Pawlowski – Aye. The motion passed unanimously.

Sonia shared that Josh should be all set to be a voting member, for the next meeting.

VI. Sonia shared that the Education Service Provider Evaluation was sent to the board for review. She let the board know that she has reviewed it as well and believes that everything is accurate and is ready for board approval.

Elizabeth Pawlowski motioned to approve the AY2324 Education Service Provider Evaluation. Seconded by Jean Swinney. Each member voted by roll call. Florek – Aye, Rivera – Aye, Pawlowski – Aye, Swinney – Aye. The motion passed unanimously.

VII. ***The Student Life Organization presentation has been rescheduled.***

VII. Sonia went through and shared this month's report with no concerns or questions.

Jean Swinney motioned to accept the March Directors Report as presented. Seconded by Lina Rivera. Each member voted by roll call. Pawlowski – Aye, Rivera – Aye, Florek – Aye, Swinney – Aye, Rivera – Aye. The motion passed unanimously.

Josh Famiglietti, Ryan Meek, and Mahdi Kansou exited the meeting at 6:16 p.m.

The board opened the executive session at 6:17 p.m. To discuss personnel concern

The board closed the executive session at 6:46 p.m.

Elizabeth Pawlowski motioned to adjourn the meeting. Seconded by Lina Rivera. Each member voted by roll call. Florek – Aye, Swinney – Aye, Pawlowski – Aye, Rivera – 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

February 26, 2025, Meeting Minutes
School Education Providers Report (March)

