

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

Minutes of HCCS Board of Trustees Meeting – May 27, 2026

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

Guests: Sonia Correa Pope, Kyle Callender, Ryan Meek, Colleen E. Fowler, Mahdi Kansou

Not In Attendance: N/A

Leave of Absence: Rafael Rodriguez

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

II. **Approval of Minutes**

Elizabeth Pawlowski motioned to approve the minutes of the March 25, 2026, regular board meeting. Seconded by Jean Swinney. Each member voted by roll call. Florek – Aye, Pawlowski – Aye, Rivera – Aye, Famiglietti – Aye. The motion passed unanimously.

Joshua Famiglietti motioned to approve the minutes of the March 25, 2026, executive committee meeting. Seconded by Leona Florek. Each member voted by roll call. Pawlowski – Aye, Swinney – Aye, Florek – Aye, Rivera – Aye, Famiglietti – Aye. The motion passed unanimously.

Leona Florek motioned to approve the minutes of the March 25, 2026, finance committee meeting. Seconded by Elizabeth Pawlowski. Each member voted by roll call. Swinney – Aye, Pawlowski – Aye, Florek – Aye, Rivera – Aye, Famiglietti – Aye. The motion passed unanimously.

Approval of Reports

Lina Rivera motioned to approve the March financial report as presented. Seconded by Joshua Famiglietti. Each member voted by roll call. Florek – Aye, Pawlowski – Aye, Rivera – Aye, Famiglietti – Aye, Swinney – Aye. The motion passed unanimously.

Elizabeth Pawlowski motioned to approve the March director report as presented. Seconded by Leona Florek. Each member voted by roll call. Pawlowski – Aye, Swinney – Aye, Florek – Aye, Rivera – Aye, Famiglietti – Aye. The motion passed unanimously.

III. **Change Order Request**

Colleen from Gale Associates Inc. presented the change order request to the board for the multi-use turf field. She reminded the board about how Holyoke Gas and Electric (HG&E) rerouted a gas line last year. She let the board know that they have let the school along with Mountain View (the school's contractors) know that they will have to relocate an electrical and fiber line as well, requiring the lines to go around the field rather than through it. The cost of the request is \$179,096 dollars, around \$85,000 dollars on HG&E's side and \$94,000 dollars for Mountain View.

Jean Swinney asked her why they needed to re- route the line. Colleen responded that HG&E does not want the manhole to be under the field in case it needs to be accessed HG&E wants it to be on the outskirts of the turf field.

Lina asked if this was going to delay the timeline of completion of the project and Colleen responded yes, there will be a delay of about three to four weeks pushing completion to around mid-August, but still before the start of the new school year.

The board thanked Colleen for her update.

Colleen E. Fowler exited the meeting at 5:48 p.m.

Leona Florek motioned to approve the change order as presented. Seconded by Lina Rivera. Each member voted by roll call. Pawlowski – Aye, Rivera – Aye, Florek – Aye, Famiglietti – Aye, Swinney – Aye. The motion passed unanimously.

IV. **Subcommittees**

Finance

Lina shared that the committee spoke about the change order and legal fees. Maria let the board know that the legal fees mainly entail general liability and claims. They also looked into the future regarding snow plowing fees.

Lina Rivera motioned to approve this months financial report. Seconded by Joshua Famiglietti. Each member voted by roll call. Florek – Aye, Pawlowski – Aye, Swinney – Aye, Famiglietti – Aye, Rivera – Aye. The motion passed unanimously.

Maria Rodriguez presented the AY26-27 budget. The cap e4 for FY27 includes budget items for next year, including the replacement of computer lab furniture, RTU, computers for the student computer labs and classroom furniture, as well as work on lighting, the field construction. For revenue, the school is currently holding a waitlist, that paired with the additional classroom approved by the board will ensure full enrollment for AY2027.

Elizabeth had a few questions in relation to the budget including cleaning services, the rebuilding of the student and staff bathrooms, climbing wall, and the book line/ budget. Maria and Sonia responded to each question breaking down each cost.

Lina Rivera motioned to approve the AY2627 Budget as presented. Seconded by Joshua Fmaiglietti. Each member voted by roll call. Pawlowski – Aye, Swinney – Aye, Florek – Aye, Famiglietti – Aye, Rivera – Aye. The motion passed unanimously.

Joshua Famiglietti motioned to approve the Revised AY2526 Budget as presented. Seconded by Lina Rivera. Each member voted by roll call. Swinney – Aye, Florek – Aye, Pawlowski – Aye, Famiglietti – Aye, Rivera – Aye. The motion passed unanimously.

V. **New Business**

Sonia let the board know that the committee reviewed the AY2627 Academic Calendar, and confirmed that the document had 180 school days, with five buffer days included.

Leona Florek motioned to approve the AY2627 Academic Calendar as presented. Seconded by Elizabeth Pawlowski. Each member voted by roll call. Famiglietti – Aye, Rivera – Aye, Florek – Aye, Pawlowski – Aye, Swinney – Aye. The motion passed unanimously.

VI. **Director's Report**

Sonia shared May's report which included enrollment numbers, reasonings for students who have withdrawn as well as recruitment activities taking place. She also went through this month's academic averages by subject and grade, as well as this month's professional development activities, student life events, and upcoming events. Elizabeth had a question regarding how the school is working with artificial intelligence. Sonia responded that they are easing into the topic and hope to expand it during the next school year.

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

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

Meeting adjourned at 6:33 p.m.

As prepared by Haley Saltares

Respectfully submitted,

Jean Swinney

Holyoke Community Charter School Board of Trustees

Meeting Attachments

March 25, 2026, Meeting Minutes

March 25, 2026, Executive Meeting Minutes

March 25, 2026, Finance Meeting Minutes