

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

Minutes of HCCS Board of Trustees FINANCE SUBCOMMITTEE Meeting- May 28th, 2025

Board Members In Attendance: Joshua Famiglietti, Lina Rivera(join at 5:11pm)

Guests: Maria Rodriguez, Ryan Meek

- I. Meeting called to order at 5:04 p.m. by Maria Rodriguez. Maria welcomed Joshua Famiglietti to the finance committee.

II. Review Year-to-Date Budget vs. Actual

Maria asked those in attendance if they had a chance to review April 2025 YTD Budget vs. Actual, and if they had any questions. Lina shared that she didn't have an opportunity to review the statements as of the time of the meeting, Lina would email questions to Maria. Joshua didn't have any questions.

III. Review and Approval of Revised FY24-25 Budget:

Maria and Ryan presented an overview of how the HCCS budget is constructed and what the overall budget process is to our new member. Joshua asked how the school received its tuition funding. Maria and Ryan explained that the tuition reimbursement is based on the number of students we have enrolled in the school and what is the student enrollment count as of 10/1 and 3/1.

Maria presented the FY25-26 Budget and highlighted major drivers for the next fiscal year.

- Capital Project: The school is budgeting \$3.1 mil for the construction of a Multi-Use Turf field. Ryan shared with the committee that under our current loan agreement with TD Bank, we will need to seek out TD Bank approval once we are ready to go out to bids since the project is over the current \$750,000 threshold with the bank.
- New Positions: Maria presented the new proposed new positions Health Teacher, Deputy of Students Affairs and Attendance Clerk.
- Salary Increases: The school requested to have its budget allocation for salary increases to increase from 3% to 3.5%. These additional funds will allow the school to create a salary adjustment for teachers that are licensed by DESE.

Maria asked if there were any questions on the FY26 Budget, there were no questions.

IV. New Business

Retroactive Payment for Board Secretary

Maria shared with the committee that the board designated a staff member as the note taker for the board meetings. Since our former note taker left the school, Ms. Haley Saltares has taken on those responsibilities without compensation. Maria will ask the board to allow retro payment due to her work.

V. Old Business

a. Multi-Use Turf Field

Maria shared that a representative of Gale's attended the city planning board meeting on 5/26/2025. She shared with Maria that the planning board would not approve our application without the final stormwater report and approval from the City Engineer. Regrettably, at this time there is nothing we can do besides wait for the city to deem our Stormwater Application "complete" which will delay the project.

Meeting adjourned at 5:30pm