

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

Minutes of HCCS Board of Trustees EXECUTIVE SUBCOMMITTEE Meeting – October 23, 2024

Board Members in Attendance: Leona Florek, Jean Swinney, Elizabeth Pawlowski
Guests: Sonia Correa Pope
Not present: N/A

- I. Meeting called to order at 5:15 p.m. by Dr. Sonia Correa Pope

- II. Elizabeth shared her screen to show the comments and suggestions on the bylaws. The first two sections, which include the name of the school, the mission and purpose had no comments or suggestions. Article three of the Bylaws, which is titled board of trustees, is where the first comments come up. One thing that Elizabeth mentioned was that she did a couple minor formatting edits to the document.

The committee then went over the section titled the powers and responsibilities of the board. Leona left a comment on this section and suggested that the wording be changed to attend a majority of full board meetings. They spoke about adding the language “regularly scheduled meetings” that way this excludes any emergency meetings. They agreed to make the edit “will attend 70% (8/11) meetings”. The committee agreed that making sure non-punitive actions happen if a board member misses a certain amount of meetings.

The committee went over the rest of the recommendations and added notes throughout the document so Elizabeth can go back through and edit the document. Due to time, the committee will finish the revisions at the next committee meeting.

Meeting adjourned at 5:32 p.m.

As prepared by Haley Saltares