

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

**Minutes of HCCS Board of Trustees Meeting – October 23, 2024**

In Attendance: Leona Florek, Elizabeth Pawlowski, Jean Swinney, Rafael Rodriguez, Lina Rivera, Janine Kent

Guests: Maria Rodriguez, Sonia Correa Pope, Patrick Leary, Ryan Meek, Diana Abdel Samad, Kyle Callender, Kelly McGiverin, Benjamin Torres, Sharon Blazejowski, Mahdi Kansou, Vanessa Pileggi

Not Present: N/A

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

II. **Leona motioned to move all presentations to the forefront of the meeting. Seconded by Jean Swinney.**

III. **2023-2024 Auditors Report**

Sharon Blazejowski and Patrick Leary of Moriarty & Primack presented the report of the audit of the financial statements. They referenced two documents (provided to the board members prior to the meeting electronically): the required communications and auditors' report which was reviewed page by page.

Patrick first shared the board communication letter. He shared that there were no new accounting policies adopted by the school this year and that there were no changes to the existing policies. All of the policies that are in place are consistent and clear.

He shared that there were no difficulties with the audit, and no corrected or uncorrected misstatements. There were also no disagreements with management. No consultations with other independent accountants. No findings or other issues with the audit or financial statements.

Sharon then reviewed the draft audit report for June 30, 2024, page by page. Issuing an unmodified report, which is a clean opinion, with no issues or findings. She then explained the overpayment of the transportation, the commonwealth would like the school to record the revenue evenly over the next twelve months in FY25.

**Janine Kent motioned to accept the financial audit as presented. Seconded by Lina Rivera. Each member voted by roll call. Florek – Aye, Kent - Aye, Pawlowski - Aye, Swinney - Aye, Rivera - Aye, Rodriguez - Aye. The motion passed unanimously.**

Sharon Blazejowski and Patrick Leary exited the meeting at 5:54 p.m.

IV. **20 Year Anniversary Presentation**

Sonia introduced Kelly McGiverin who had come to the school previously to speak about different packages as to how the school should move forward. Kelly shared the background of her company and the different services they can provide to the school to celebrate 20 years.

Kelly left the meeting at 6:15 p.m.

V. **2024 Next Generation MCAS Presentation**

Benjamin Torres presented to the board the results of the Spring 2024 MCAS. His presentation covered the following areas:

- DESE Accountability System: Broken into two main components.
  - o Normative, accountability percentile as well as criterion reference and accountability indicators. The indicators that apply to the school are MCAS Achievement, MCAS growth, Progress towards English Proficiency, and Chronic Absenteeism.
- He showed a comparison between local schools, and Holyoke Community Charter School as a way to show the impact that HCCS has on the community. He shared the school's accountability percentile which has been the largest increase in terms of the school's percentile, HCCS is ranking above all sister schools.
- MCAS achievement and target goals were gone through for grades 3-8. HCCS's data was compared to the states as well as the public school's data. He also showed HCCS's subgroup data as compared to the subgroups within the state and community. The school's data continuously showed increases compared to both the state and community.

Janine Kent exited the meeting at 6:59 p.m.

**Elizabeth Pawlowski motioned to approve the minutes of the September 25, 2024; executive committee meeting as presented. Seconded by Jean Swinney. Each member voted by roll call. Florek – Aye, Pawlowski – Aye, Swinney – Aye, Rivera – Aye, Rodriguez – Aye. The motion passed unanimously.**

**Lina Rivera motioned to approve the minutes of the September 25, 2024; finance committee meeting as presented. Seconded by Rafael Rodriguez. Each member voted by roll call. Florek – Aye, Pawlowski – Aye, Swinney – Aye, Rivera – Aye, Rodriguez – Aye. The motion passed unanimously.**

**Elizabeth Pawlowski motioned to approve the minutes of the September 25, 2024; regular board meeting as presented. Seconded by Lina Rivera. Each member voted by roll call. Florek – Aye, Pawlowski – Aye, Swinney – Aye, Rivera – Aye, Rodriguez – Aye. The motion passed unanimously.**

**Lina Rivera motioned to approve the financial reports. Seconded by Elizabeth Pawlowski. Each member voted by roll call. Florek – Aye, Pawlowski – Aye, Swinney – Aye, Rivera – Aye, Rodriguez – Aye. The motion passed unanimously.**

VI. **Directors Report**

Leona asked the board if there were any questions on this month's report. There were no questions.

**Elizabeth Pawlowski motioned to approve the director's report. Seconded by Jean Swinney. Each member voted by roll call. Florek – Aye, Pawlowski – Aye, Swinney – Aye, Rivera – Aye, Rodriguez – Aye. The motion passed unanimously**

**Jean Swinney motioned to table the next capital project update and adjourn the meeting. Seconded by Lina Rivera. Each member voted by roll call. Florek – Aye, Pawlowski – Aye, Swinney – Aye, Rivera – Aye, Rodriguez – Aye. The motion passed unanimously.**

**The meeting adjourned at 7:09 p.m.**

*As prepared by Haley Saltares*

Respectfully Submitted,

Jean Swinney

Holyoke Community Charter School Board of Trustees

MEETING ATTACHMENTS

September 25, 2024, Board Meeting Minutes

September 25, 2024, Executive Committee Meeting Minutes

September 25, 2024, Finance Committee Meeting Minutes

October 2024, Directors Report