

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

Minutes of HCCS Board of Trustees Meeting – November 19, 2025

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

Guests: Maria Rodriguez, Ryan Meek, Sonia Correa Pope, Mahdi Kansou, Vanessa Pileggi, Kyle Callender

Not Present: n/a

Leona Florek asked Elizabeth Pawlowski to run tonight's (November 19, 2025) Executive Committee meeting as well as the full board meeting due to technical difficulties.

I. Meeting called to order at

II. **Approval of Minutes**

Leona Florek motioned to approve the minutes of the October 22, 2025, regular board meeting. Seconded by Joshua Famiglietti. Each member voted by roll call. Swinney – Aye, Pawlowski – Aye, Famiglietti – Aye, Rodriguez – Aye, Florek – Aye, Rivera – Aye. The motion passed unanimously.

Lina Rivera motioned to approve the minutes of the October 22, 2025, finance committee meeting. Seconded by Leona Florek. Each member voted by roll call. Rivera – Aye, Rodriguez – Aye, Swinney – Aye, Florek – Aye, Pawlowski – Aye, Famiglietti – Aye. The motion passed unanimously.

III. **Board Reports**

Board Mail/ Folder

None

Public comments/none

IV. **Subcommittees**

i. Finance/ Facilities

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

Maria shared an update regarding the field and let the full board know that this past week a group of vendors came to the school to do a site visit for the school's field. Bids for the project are due on December 4th, 2025. At that time the school will then know what the exact cost of the project will be.

ii. Executive Committee

Elizabeth spoke on behalf of the executive committee about the steps that will be taken to finalize the updates to the board bylaws.

Rafael informed the board that he will need to be absent from the next three meetings due to work commitments. The board acknowledged his notice and explained that they will review the guidelines with DESE to determine whether a formal leave of absence is required or if his absences can simply be recorded for those meetings.

Rafael Rodriguez left meeting at 5:47 p.m.

V. **Directors Report**

Sonia shared this month's report which included student enrollment and students who have withdrawn/ reasonings. This month's academic report where she shared that they are paying close attention to grades 3 and 4. End of term exams will be conducted in December. Student Life hosted a Book Character Day where students dressed up as their favorite characters. The school also had a visit from the Thunderbirds mascot who brought the school a fun reading initiative where students can fill in a reading log to earn a ticket to a Thunderbirds game in January. The school also hosted a Bingo for Books

night. She then went over this month's discipline report. She then went over the upcoming events and meetings.

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

Ryan Meek, Mahdi Kansou, and Vanessa Pileggi exited the meeting at 6:13 p.m.

The board voted unanimously to open the Executive Session to speak about a legal matter.

The board voted unanimously to close the Executive Session.

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

Meeting adjourned at 6:24 p.m.

As prepared by Haley Saltares

Respectfully submitted,

Jean Swinney

Holyoke Community Charter School Board of Trustees

Meeting Attachments

October 22, 2025, Meeting Minutes

October 22, 2025, Finance Meeting Minutes