

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

**Minutes of HCCS Board of Trustees Meeting – August 24, 2016**

In Attendance: Paul Santaniello, Cynthia Dennis, Jay Breines, Leona Florek  
Guests: Sonia Correa-Pope, Tom Paquin, Joe Dougherty, Sandra Chessey, Jenna Gable  
Not Present: Anne Darcy, Mark Lubold

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I. Meeting called to order at 5:00 p.m. by Paul Santaniello.

II. Approval of Minutes

**Jay Breines moved to approve the minutes of the July 27, 2016 meeting. Seconded by Cynthia Dennis. The motion passed unanimously.**

III. Director's Report

Dr. Pope distributed her report and answered questions from Board members.  
Enrollment is on target. Teachers in PD training. Orientation going well.

IV. BOT Mail folder

N/A

V. Finance/Facilities

Finance

Cynthia Dennis distributed the monthly report. Sandra Chessey did comparison/no concerns. BOT would like to see quarterly year-to-year comparison just for review.  
**Cynthia Dennis moved to approve and accept the report. Seconded by Jay Breines. The motion passed unanimously.** Cynthia Dennis will contact TD for financial information by next meeting.

Tom Paquin reported that IT is working on a new cloud-based phone project. Budget included approved hardware. Other part is the e-rate portion (operational) which gets approved end of September. **Cynthia Dennis moved to approve the \$20K contingency to move forward with the phone process. Seconded by Jay Breines. The motion passed unanimously.** This system will have the ability to talk directly to all classrooms/safety feature.

### Facilities

Tom Paquin provided an update. Lots of work in building has been completed including tile. LED lighting – HG& E will analyze report and return with proposal.

Joe Dougherty reported there is one more interview to be done for OPM.

### VI. **Membership**

**Jay Breines moved to nominate Jenna Gable to the board for a three-year term. Seconded by Cynthia Dennis. The motion passed unanimously.** Sonia Pope will send info through board management system.

Paul Santaniello moved to adjourn the meeting. Seconded by Cynthia Dennis.

The meeting adjourned at 5:32.m.

Respectfully submitted,

Mark Lubold, Clerk

Holyoke Community Charter School Board of Trustees

### List of handouts:

Previous minutes

P & L/July 2016