

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

Minutes of HCCS Board of Trustees Meeting – September 28, 2016

In Attendance: Anne Darcy, Paul Santaniello, Cynthia Dennis, Jay Breines, Leona Florek,
Jenna Gable (non-voting)

Guests: Sonia Correa-Pope, Tom Paquin, Joe Dougherty, Sandra Chessey

Not Present: Mark Lubold

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

Public comments/none

II. **BOT Mail folder**

N/A

III. **Approval of Minutes**

Paul Santaniello moved to approve the minutes of the August 24, 2016 meeting. Seconded by Leona Florek. The motion passed unanimously.

IV. **Director's Report**

Dr. Pope distributed her report and answered questions from Board members.

She mentioned that her presentation at the Puerto Rican New England Summit was well received, especially with regard to the ELL program. Dr. George Saad was in the building orienting new Sabis Directors. We will have him attend a board meeting at his convenience. Jay mentioned that Sabis is working in Lebanon with the education of Syrian children. He will write and send a letter of support to Sabis. The board's concerns regarding the bus incidents were discussed.

V. **Finance/Facilities**

Finance

The financial report/specific questions were related to the page 3 electricity item and building insurance and the page 5 summer school salaries and grant administrator expenses. Paul mentioned that our budget keeping lacks a balance sheet. Sandy addressed the concerns and questions. **Cynthia moved to accept the financial report. Seconded by Jay Breines. The motion passed unanimously.** Paul then asked about the budget item, which had been approved regarding the pre-school activity program. Sonia said there was a committee formed to plan for that. We went on to discuss Cynthia's role as the keeper of documents and no longer being at her bank position. She has put the environmental studies and original bond paperwork in Sonia's office.

Facilities

Tom Paquin presented the G&E reimbursement plan to upgrade to all LED bulbs. There is a 19% reimbursement for the project, which costs \$19,999.40. The project can begin any time after approval. **Jay Breines moved to approve the plan. Seconded by Paul Santaniello. The motion passed unanimously.** Tom mentioned the bricks would be the upgrade in 2017.

Joe Dougherty would like to enter contract negotiations with P3 after meeting with all four companies related to our addition. We discussed that it would be great to have the same person on site as during our last experience with them. **Paul Santaniello moved to approve negotiations with P3. Seconded by Jay Breines. The motion passed unanimously.**

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

The meeting adjourned at 6:30 p.m.

Respectfully submitted,

Mark Lubold, Clerk

Holyoke Community Charter School Board of Trustees

List of handouts:

Previous minutes

Budget report

Minutes of HCCS Board of Trustees Meeting – September 28, 2016

ANNUAL MEETING

In Attendance: Anne Darcy, Paul Santaniello, Cynthia Dennis, Jay Breines, Leona Florek,
Jenna Gable (non-voting)

Guests: Sonia Correa-Pope, Tom Paquin, Joe Dougherty, Sandra Chessey

Not Present: Mark Lubold

I. Meeting called to order at 6:32 p.m.

II. **Election of Officers and Renewal of Terms**

Anne Darcy, Cynthia Dennis, Jay Breines, and Mark Lubold had their three-year terms renewed.

Cynthia Dennis moved to approve the slate of officers:

- **Chair, Anne Darcy**
- **Vice Chair, Paul Santaniello**
- **Treasurer, Cynthia Dennis**
- **Secretary, Mark Lubold**

Seconded by Jay Breines; the motion passed unanimously.

Anne Darcy moved to adjourn the meeting. Seconded by Paul Santaniello. The meeting adjourned at 6:45 p.m.

Respectfully submitted,

Mark Lubold, Clerk
Holyoke Community Charter School Board of Trustees

List of handouts:

N/A