

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

Minutes of HCCS Board of Trustees Meeting – July 17, 2019

In Attendance: Jay Breines, Cynthia Dennis, Leona Florek, Jenna Gable, Janine Kent, Mark Lubold, Lina Rivera

Guests: Tom Paquin, Sonia Correa Pope, Maria Rodriguez, Jean Swinney

Not Present: N/A

I. **Meeting called to order** at 5:04 p.m. by Jenna Gable. Public comments/none

Maria Rodriguez introduced herself as the new HCCS business manager.

II. **Finance**

Cynthia Dennis reviewed the financial report. She highlighted that the heating line was over-budget due to the repairs that the board approved. She also inquired about the printing maintenance budget being over; Maria Rodriguez stated she would look into that and report back to the board. Sonia Correa Pope reported that the federal grants were being reviewed to ensure proper allocation.

Cynthia Dennis moved to approve the financials. Seconded by Mark Lubold. The motion passed unanimously.

III. **Membership**

Mark Lubold moved to nominate Jean Swinney 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.

IV. **Approval of Minutes**

Cynthia Dennis moved to approve the minutes of the June 24, 2019 meeting. Seconded by Mark Lubold. The motion passed unanimously.

V. **New Business**

Sonia Pope presented an update to the school calendar on October 31 and January 6. **Mark Lubold moved to approve the updated academic year calendar. Seconded by Cynthia Dennis. The motion passed unanimously.**

The board reviewed the final draft of the Application for Renewal of a Public Charter School. **Mark Lubold motioned to approve the application and submit to the**

Department of Elementary and Secondary Education. Seconded by Janine Kent. The motion passed unanimously.

VI. **Board Mail**

Mail Folder/empty

V. **Facilities**

Tom Paquin reported that the brick pointing to the front and side of building has been completed. The leaks on the bottom of the wall were repaired and the walls have been repainted.

Tom reported that the bamboo in the courtyard is growing out of control, is invasive, and is growing into the foundation and may breach the storm water pipes. The board discussed the possible options and quotes presented by Tom. **Cynthia Dennis moved to authorize permanent removal of the bamboo for the quote of \$11,000. Seconded by Jenna Gable. The motion passed unanimously.** The Board requested that Tom receive a guarantee for the work from the company.

VI. **Old Business**

The board discussed the financial possibilities of the proposed gymnasium project and the potential student recruitment/retention and community benefits. The board would like to better understand the current initiatives in place at the Holyoke Public Schools and set-up a meeting with Superintendent Zrike. Tom reported that \$1.25 million would need to be spent on the storm water/parking lot paving regardless if the gym is built.

VII. **Director's Report**

Sonia Pope presented the Director's Report.

- SABIS support: Amy Wesley, Executive Director of US Operations; Christi Sepiel-Cole, Academic US Director
- Summer School is ongoing; ends July 25
- Preparing for teacher training and parent orientation nights
- First Day of School is September 3rd

Leona Florek moved to adjourn the meeting. Seconded by Jay Breines. The meeting adjourned at 6:38 p.m.

As prepared by Elizabeth Pawlowski

Respectfully submitted,

Mark Lubold, Clerk

Holyoke Community Charter School Board of Trustees

MEETING ATTACHMENTS

June 24, 2019 minutes