

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

Minutes of HCCS Board of Trustees Meeting – Thursday, September 27, 2018

In Attendance: Leona Florek, Jenna Gable, Cynthia Dennis
Guests: Kyle Callender, Gene Ferrari, Janine Kent, Ryan Meek
Not Present: Mark Lubold, Jay Breines

I. Meeting called to order at 5:15 p.m. by Jenna Gable. Public comments/none

II. **Approval of Minutes**

Cynthia Dennis moved to approve the minutes of the August 22, 2018 meeting. Seconded by Jenna Gable. The motion passed unanimously.

III. **Board Reports**

➤ **Board Mail**

Mail Folder/empty

➤ **Finance**

Ryan spoke to the finance report

- tuition & food revenue are in/no grant money yet 1month of salaries is reflected
- several lines were discussed – licenses are front loaded/a percolator was purchased & is reflected on p.3 in the coffee fund/postage on p.3 reflects a mass mailing related to attendance

Cynthia Dennis moved to approve the financials. Seconded by Jenna Gable. The motion passed unanimously.

➤ **Facilities**

Kyle reported on facilities

- the mold problem persists/the copy room & library have been addressed/ industrial dehumidifiers are being used in 2 of the remaining affected classrooms/total cost for dehumidifying all rooms would cost \$10,000. Ryan will ask, if getting more dehumidifiers would result in a discount.
- need to follow-up on whether the McDonalds storm drain issue is solved

Cynthia Dennis moved to approve the facilities report. Jenna Gable seconded it. The motion passed unanimously.

➤ **Membership**

Mr. McBride's paperwork still needs to go in, while Ms. Kent's application is in process. The board needs to follow-up on this in November.

IV. **Old business**

- Kyle reported that MCAS results are in. Ryan will check with Dr, Spampinato about planning a future presentation to the board.
- Kyle was asked to get the board the information on ordering apparel through Student Life.
- Cynthia needs to update her financial disclosure.

V. **New Business**

- The new DPH medication administration policy was presented. It includes the need for an MD prescription for both prescription & OTC medication as well as stated agreement from parents.

Motion to accept made by Leona Florek. Seconded by Cynthia Dennis. The motion passed unanimously.

VI. **School Director's report**

Presented by Kyle

- Enrollment is good
- SABIS helped to fill the open positions, though coordinators filled in initially. Some applicants were simply not qualified.
- New staff is working well with students. Janet had 7th & 8th grade math & was replaced by Mr. Mellow, who came from another school.
- The smart boards are being used by 95% of teachers. Further training is planned. The SABIS curriculum is in synch with the boards.
- The board looked at the suspended students. Counseling is offered to each student with help from the social worker.
- The Gentlemen's Club is still in place.
- Other behaviors to be addressed in the near future include bullying.

Leona Florek moved to adjourn the meeting. Seconded by Cynthia Dennis. The meeting adjourned at 6:30 p.m.

As prepared by Leona Florek

Respectfully submitted,

Mark Lubold, Clerk

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