APPROVED

Collegiate Charter School of Lowell

Minutes

Regular Board Meeting

December

Date and Time
Tuesday December 12, 2023 at 5:30 PM

Meeting Notice
The Collegiate Charter School of Lowell, 1857 Middlesex Street, Lowell, MA will hold a Board of Trustees monthly meeting on December 12, 2023, at 5:30 p.m. in room 1224.

Posted to The Lowell Sun 12/10/2023.

Trustees Present
A. Miller, B. Chapman, K. McCarthy, P. Patel, W. McGrail

Trustees Absent
None

Guests Present
A. Bakr, C. Connors, C. Nystrom, T. Cameron

I. Opening Items

A. Call the Meeting to Order

W. McGrail called a meeting of the board of trustees of Collegiate Charter School of Lowell to order on Tuesday Dec 12, 2023 at 5:37 PM.

B. Record Attendance

C. School Mission

Mission recited by the Board.

D. Approve Agenda - December 2023

K. McCarthy made a motion to Approve agenda as written.
A. Miller seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Approve Minutes - November 2023

K. McCarthy made a motion to approve the minutes from Regular Board Meeting on 11-14-23.
B. Chapman seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Public Comment

A. Floor Open to the Public

No public comment.

III. New Business

A. Nomination of New Board Member - D. Tucker

K. McCarthy made a motion to approve the application as presented.
B. Chapman seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

A. Miller	Aye
W. McGrail	Aye
P. Patel	Aye
B. Chapman	Aye
K. McCarthy	Aye

B. Nomination of New Board Member - E. Nelson

B. Chapman made a motion to approve the application as presented.
A. Miller seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

P. Patel	Aye
A. Miller	Aye
W. McGrail	Aye
K. McCarthy	Aye
B. Chapman	Aye

C. 2023-24 Student Handbook

A. Bakr presented a summary of the changes to the 2023-24 Student Handbook.
A. Miller made a motion to approve the 2023-24 Student Handbook as written.
P. Patel seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Committee Reports

A. Finance

Update presented by A. Miller.
A. Miller made a motion to accept the budget vs. actual as presented.
B. Chapman seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Education

K. McCarthy briefed on the status of the academic dashboard. Summary of the data points and items to be reported.
A. Bakr provided a more in-depth overview of the dashboard data points to be presented.

C. Facility

B. Chapman discussed Athletic Field opening. No further update.

D. Governance

P. Patel discussed meeting with prospective board members.

E. Community Outreach

B. Chapman reminded of meeting with Lowell Five.

F. Board Development

No update beyond new members joining Board.

V. Director's Report

A. Marketing

C. Crane updated on internships status and key partnerships.

B. Academics

C. Connors presented updated on current academic standing in core content areas.

C. Staffing

T. Cameron provided an update on current staffing.

D. Enrollment

C. Nystrom provided an update on student withdrawals.
C. Nystrom provided an update on enrollment for 2024-25.

E. Discipline

No update. Provided previously during academic dashboard.

F. Upcoming Events

A. Bakr referenced the new school newsletter and upcoming events section.

VI. Unfinished Business

A. Board By-Laws Amendment

T. Cameron provided update. Pending Commissioner approval.

VII. Executive Session

A. Discussion of Legal Matter

B. Chapman made a motion to enter executive session at 6:43.
K. McCarthy seconded the motion.
The board **VOTED** unanimously to approve the motion.
To discuss strategy with respect to litigation of the public body.
B. Chapman made a motion to exit at 6:49 p.m.
K. McCarthy seconded the motion.
The board **VOTED** unanimously to approve the motion.

VIII. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:49 PM.

Respectfully Submitted,

T. Cameron

Documents used during the meeting

- student_handbook_23-24.pdf
- Budget vs Actual November 2023 v12.12.23.pdf