

APPROVED



Collegiate Charter School of Lowell

Minutes

Regular Board Meeting

February

Date and Time

Tuesday February 27, 2024 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 February 27, 2024, at 5:30 p.m. in room 1224.

Posted to The Lowell Sun 2/25/2024.

Trustees Present

A. Miller, D. Tucker, E. Nelson, K. McCarthy, P. Patel, W. McGrail

Trustees Absent

B. Chapman

Guests Present

A. Bailey-O'Keefe, A. Bakr, C. Connors, C. Crane, C. Nystrom, P. Rondon, 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 Feb 27, 2024 at 5:35 PM.

B. Record Attendance

C. School Mission

D. Approve Agenda - February 2024

K. McCarthy made a motion to accept the agenda with the addition of Item J. to the New Business section titled Athletics.

A. Miller seconded the motion.

The board **VOTED** unanimously to approve the motion.

E. Approve Minutes - December 2023

K. McCarthy made a motion to approve the minutes from Regular Board Meeting on 12-12-23.

A. Miller seconded the motion.

The board **VOTED** unanimously to approve the motion.

F. Approve Minutes - December 2023 Academic Sub-Committee

K. McCarthy made a motion to approve the minutes from Academic Sub-committee Meeting on 12-12-23.

A. Miller seconded the motion.

The board **VOTED** unanimously to approve the motion.

G. Approve Minutes - December 2023 Governance Sub-Committee

A. Miller made a motion to approve the minutes from Governance Sub-committee Meeting on 12-05-23.

K. McCarthy seconded the motion.

The board **VOTED** unanimously to approve the motion.

II. Public Comment

A. Floor Open to the Public

No public comment.

III. Student Life & School Culture

A. February 2024 Update

- Environmental Alliance
 - 2/21 Campus Cleanup
 - March Care Packages

- Clubs - promoting problem solving skills
 - Gaming Club
 - Dungeon & Dragons Club
- BHM Speaker
 - Ty Allen Jackson (author) - assemblies, entrepreneurship fair 2025
 - Dora Owusu (author) -
- Schoolwide Door Decorating Contest
- Training with EF Tours - Class Trip (Spain 2024)
- Athletics
 - Senior Nights
 - Pep Rally
 - MIAA Preliminary Games 2/27 and 2/28
- Up Next
 - Green Dragons
 - Chess Club
 - HS Dance
 - Senior Week
 - Prom
 - 8th Grade Semi
 - Talent Show
 - Graduations

IV. New Business

A. Welcome New Board Member - D. Tucker

B. Welcome New Board Member - E. Nelson

C. Sub-Committee and Officer Nominations

Share current roster of sub-committees.

A. Miller made a motion to Table sub-committee and officer nominations until March meeting.

K. McCarthy seconded the motion.

The board **VOTED** unanimously to approve the motion.

D. 2023-24 Evaluation Process and Documentation

Overview provided by A. Bakr

E. Nelson made a motion to adopt the proposed evaluation rubric.

A. Miller seconded the motion.

The board **VOTED** unanimously to approve the motion.

E.

Approval of Amended 2023-24 School Calendar

A. Miller made a motion to approve amended 2023-24 calendar as presented.

P. Patel seconded the motion.

The board **VOTED** unanimously to approve the motion.

F. Annual Investor Call Update

Update provided by C. Nystrom. Call held on 2/13.

G. Scholarships

Discussion on process for receipt of donations for scholarships moving forward.

Request B. Chapman for update on account.

H. Annual Survey

Update request by K. McCarthy. Update provided by A. Bakr.

I. Music Program

Update requested by K. McCarthy. Update provided by A. Bakr.

J. Athletics

Update on Athletics incident by A. Bakr.

V. Committee Reports

A. Finance

Discussion on items by A. Miller and P. Patel. Updates provided by C. Nystrom.

A. Miller made a motion to accept the report as written.

E. Nelson seconded the motion.

The board **VOTED** unanimously to approve the motion.

B. Education

No update.

C. Facility

No update.

D. Governance

No update.

E. Community Outreach

No update.

F. Board Development

No further update. Two new board members begin February 2024 meeting.

VI. Director's Report

A. Academic Dashboard

Update provided by A. Bakr and C. Connors.

B. Marketing

Update provided by C. Crane.

C. Staffing

Update provided by T. Cameron.

D. Enrollment

Update provided by C. Nystrom.

E. Upcoming Events

Update provided by A. Bakr.

VII. Closing Items

A. Adjourn Meeting

A. Miller made a motion to adjourn.

K. McCarthy seconded the motion.

The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:00 PM.

Respectfully Submitted,

T. Cameron

Documents used during the meeting

- 2023-24 Calendar V.5 updated 2.14.24.pdf
- Budget vs Actual January 2024 v2.2.24.pdf
- Budget vs Actual December 2023 v1.4.24.pdf
- Director's Report 2.13.24.pdf

- Director's Report 1.16.24.pdf
- Collegiate Charter School of Lowell Board ByLaws approved 12.27.23.pdf