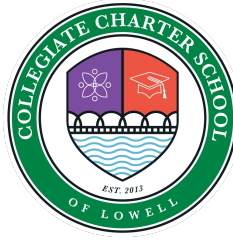


APPROVED



# Collegiate Charter School of Lowell

## Minutes

### Regular Board Meeting

February

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#### Date and Time

Tuesday February 27, 2024 at 5:30 PM

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#### 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.

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#### 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

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### 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

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## 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