



# Collegiate Charter School of Lowell

## **Minutes**

## Regular Board Meeting

April

#### **Date and Time**

Tuesday April 9, 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 April 9, 2024, at 5:30 p.m. in room 1224.

Posted to The Lowell Sun 4/7/2024.

#### **Trustees Present**

A. Miller, B. Chapman, D. Tucker, K. McCarthy, P. Patel, W. McGrail

## **Trustees Absent**

E. Nelson

#### **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 Apr 9, 2024 at 5:39 PM.

#### **B.** Record Attendance

#### C. School Mission

## D. Approve Agenda - February 2024

- K. McCarthy made a motion to accept as written.
- D. Tucker seconded the motion.

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

## E. Approve Minutes - December 2023

- A. Miller made a motion to approve the minutes from Regular Board Meeting on 02-27-24.
- P. Patel seconded the motion.

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

#### **II. Executive Session**

### A. Litigation Matter

- B. Chapman made a motion to enter executive session for the purpose of discussing a litigation matter.
- D. Tucker seconded the motion.

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

#### Roll Call

- K. McCarthy Aye
- D. Tucker Aye
- A. Miller Aye
- B. Chapman Aye
- P. Patel Aye
- W. McGrail Aye
- E. Nelson Absent
- B. Chapman made a motion to end executive session and return to the regular meeting.
- A. Miller seconded the motion.

Executive session ended at 6:33

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

- A. Miller made a motion to resume the regular meeting.
- D. Tucker seconded the motion.

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

#### III. Public Comment

Α.

### Floor Open to the Public

None.

#### **IV. New Business**

#### A. Sub-Committee and Officer Nominations

Postpone until May 2024 meeting.

## **B.** Scholarship Status Update

Discuss possibilities to establish scholarship fund.

## C. 2024 College Fair and 2024 Career Fair

Status update provided.

## D. New Curriculum Update - How is it going?

Status update provided.

## E. Graduation Update

Status update of planning provided. Graduation 6/6/24 @ 6:00 p.m.

## V. Committee Reports

## A. Finance

A. Miller made a motion to accept the budget vs. actual report as presented.

W. McGrail seconded the motion.

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

## **B.** Education

No update.

## C. Facility

Plan a facility needs assessment.

#### D. Governance

No update.

## E. Community Outreach

Partnership with Massachusetts Pirates.

## F. Board Development

No update.

## VI. Director's Report

## A. Academic Dashboard

Update provided.

## B. Marketing

Update provided.

## C. Staffing

Update provided.

## D. Enrollment

Update provided.

## E. Upcoming Events

Update provided

## VII. Closing Items

## A. Adjourn Meeting

- K. McCarthy made a motion to adjourn.
- B. Chapman 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

None