

APPROVED



Collegiate Charter School of Lowell

Minutes

Regular Board Meeting

June

Date and Time

Tuesday June 18, 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 June 18, 2024, at 5:30 p.m. in room 128.

Posted to The Lowell Sun 6/16/2024.

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. 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 Jun 18, 2024 at 5:45 PM.

B. Record Attendance

C. School Mission

Board recited the School's Mission.

D. Approve Agenda

B. Chapman made a motion to approve the agenda.

K. McCarthy seconded the motion.

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

E. Approve Minutes - May 2024

B. Chapman made a motion to approve the minutes from Regular Board Meeting on 05-21-24.

D. Tucker seconded the motion.

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

II. Public Comment

A. Floor Open to the Public

No public present.

III. Student Life & School Culture

A. Monthly Update

Event Review

- National Honor Society Ceremony Update
- Senior Graduation Review
- 8th Grade Celebration Review
- Gr. 9-11 Award Ceremony Review
- KG Celebration Ceremonies Review

Shared copy of the yearbook with Board Members.

Shared gift that was provided to KG students.

IV. New Business

A. Approval of 2024-25 Board Meeting Calendar

A. Miller made a motion to adopt the board meeting calendar with the addition of the Annual Meeting on September 17th at 5:30, with the regular monthly meeting to immediately follow.

D. Tucker seconded the motion.

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

V. Committee Reports

A. Finance

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

D. Tucker seconded the motion.

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

B. Education

None.

C. Facility

Meeting scheduled for preventative maintenance. Updated in August.

D. Governance

None.

E. Community Outreach

Noticeable increase in school's social media.

Discussion of personal finance classes through Lowell Five.

F. Board Development

None.

VI. Director's Report

A. Academic Dashboard

Updated provided by Courtney Connors and Adam Bakr.

- Summer School 2024
- MAP data results shared at next meeting.
- EOY data results shared at next meeting.

Update from DESE visit reviewing EL and Special Ed departments.

B. Marketing

Update provided by Casey Crane.

- Newspaper coverage
 - Graduations
 - Ad - Graduation
- Pirates partnership - free tickets
- Trinity - CPR course, EMT program

C. Staffing

Updated provided by Tim Cameron.

D. Enrollment

Update provided by Carl Nystrom.

E. June Events

Updated provided by Adam Bakr.

VII. Unfinished Business

A. Sub-Committee and Officer Nominations

Discussion on current committees.

Share committee members and job descriptions at August meeting.

Nominations to occur at Annual Meeting.

VIII. Closing Items

A. Adjourn Meeting

B. Chapman made a motion to adjourn.

A. Miller 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 6:50 PM.

Respectfully Submitted,

T. Cameron

Documents used during the meeting

- 2024-25 Board of Trustees Calendar DRAft.pdf
- Budget vs Actual May 2024 v6.10.24.pdf
- Director's Report 6.13.24.pdf