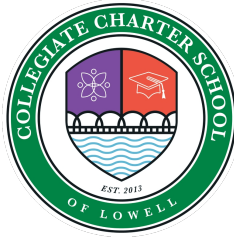


APPROVED



Collegiate Charter School of Lowell

Minutes

Regular Board Meeting

September 2024

Date and Time

Tuesday September 17, 2024 at 6:00 PM

Location

Collegiate Charter School of Lowell
1857 Middlesex Street, Lowell, MA 01851

Meeting Notice

The Collegiate Charter School of Lowell, 1857 Middlesex Street, Lowell, MA will hold a Board of Trustees monthly meeting on September 17, 2024, at 5:30 p.m. in room 128.

Posted to The Lowell Sun 9/15/2024.

Trustees Present

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

Trustees Absent

None

Guests Present

A. Bakr, C. Connors, C. Nystrom, P. Rondon, T. Cameron

I. Opening Items

A. Call the Meeting to Order

T. Cameron called a meeting of the board of trustees of Collegiate Charter School of Lowell to order on Tuesday Sep 17, 2024 at 5:57 PM.

B. Record Attendance

C. School Mission

The board recited the School Mission Statement.

D. Approve Agenda

B. Chapman made a motion to approve the agenda with the move of 6B Athletic Update to Section III.

D. Tucker seconded the motion.

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

E. Approve Minutes - August 2024

K. McCarthy made a motion to approve the minutes from Regular Board Meeting on 08-20-24.

D. Tucker seconded the motion.

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

II. Public Comment

A. Floor Open to the Public

No members of the public.

III. School Culture and Athletics

A. Athletics Update

- Brian Henderson introduced himself as the new Athletic Director. Highlighted his experience
- Highlighted the current fall sports
- Highlighted the Football co-op with Lowell Catholic
- Huge increase in girls' volleyball this season
- Boys' soccer is increasing numbers, lots of interest in middle school soccer
- Girl's soccer increased over last year. Daily practice is helping, with field.
- Academics first. Grades monitored. Study halls. MIAA requirements.
- Moving towards being a MIAA league for 2025-26.
- Focus on youth to build program.
- Website updates to athletics page.

- Vision - wrestling, baseball, softball, tennis. Investments may be needed for equipment, etc.
- Need more coaches.
- Student involvement in volunteer opportunities - social media/photography, concessions.

B. Culture Update

- Student Council elections. Winners at October board meeting.
- City of Lights Parade - November
- Senior Trip 2025 - GradBash @ Universal Orlando - April 2025

IV. New Business

A. Student Opportunity Act Report

A. Bakr presented Student Opportunity Act Report as presented for board approval.

New SOA covers next 3 school years.

Review of goals in report.

Review of budget needed.

Review of matrix to gauge success.

B. Chapman made a motion to approve the Student Opportunity Act Report as presented.

A. Miller seconded the motion.

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

B. Board Retreat Planning

October 9th and 10th

Location to be determined.

4:00 - 7:30p

C. Bullying Prevention Plan

A. Bakr reviewed the Bullying Prevention Plan as presented.

Language adjusted to account for title changes and new SEL curriculum.

Review of Second Step - Social Emotional Learning curriculum.

K. McCarthy made a motion to approve the Bullying Prevention Plan as presented.

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 monthly report as presented.

K. McCarthy seconded the motion.

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

Discussion of new bill signed by Governor regarding replacement of ESSR funds.

A. Miller made a motion to amend the approved budget to remove the items listed below.

K. McCarthy seconded the motion.

Changes:

- Removal of negative Social Worker salaries line item
- Removal of negative Student Management sales line item

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

B. Education

None.

C. Facility

None.

D. Tucker made a motion to maintain a Facility sub-committee with Eric Nelson, Brian Chapman, and Alan Miller.

A. Miller seconded the motion.

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

D. Governance

None.

E. Community Outreach

None.

F. Board Development

None.

G. Director's Evaluation Sub-Committee

Shared questions/survey to be used for evaluation in Spring 2025.

VI. Director's Report

A. Academic Dashboard

C. Connors presented on the current academic standing of the school.

- 9/13 half day for afternoon PD workshops
- Co-teaching review
- Grading updates in October - MCAS and MAP

- New Teacher Mentor Program
- Curriculum Nights K-2, 3-5, 6-8, and 9-12.
- Panorama review

B. Marketing

C. Crane presented on current marketing activities.

- STEM grant coverage in Lowell Sun
- Focus on partnerships - Trinity (CPR), Pirates, local gym, Innovation
- Focus on internships - what worked, what didn't, changes for Spring 2025
- Focus on PR/Marketing - Ashley organizing bi-weekly Marketing meeting
- Grant opportunities
- Facilities - renting out athletics, advertising on field

C. Staffing

T. Cameron provided staffing update as presented in the Director's Report.

D. Enrollment

C. Nystrom provided enrollment update as presented in the Director's Report.

E. Events

A. Bakr shared update on important dates and events.

VII. Unfinished Business

A. Bicknell Easement III - Settlement Payment Request

B. Chapman updated following call with legal counsel.
Discussion of possible additional property availability.
Pending further review by legal counsel.

B. Organizational Chart

W. McGrail asked for clarification on structure.
A. Bakr presented on updated organizational chart to clarify structure.
W. McGrail made a motion to table further discussion until October.
K. McCarthy seconded the motion.
The board **VOTED** unanimously to approve the motion.

VIII. Closing Items

A. Adjourn Meeting

A. Miller made a motion to adjourn.
E. Nelson 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 7:55 PM.

Respectfully Submitted,

T. Cameron