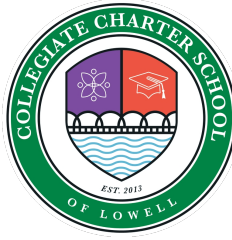


APPROVED



# Collegiate Charter School of Lowell

## Minutes

### Regular Board Meeting

September 2024

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#### Date and Time

Tuesday September 17, 2024 at 6:00 PM

#### Location

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

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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 September 17, 2024, at 5:30 p.m. in room 128.

Posted to The Lowell Sun 9/15/2024.

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#### 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

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#### 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