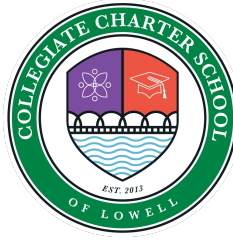


APPROVED



# Collegiate Charter School of Lowell

## Minutes

### Regular Board Meeting

January 2025

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#### Date and Time

Tuesday January 21, 2025 at 5:30 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 January 21, 2025, at 5:30 p.m. in room 1223.

Posted to The Lowell Sun 1/19/2025.

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#### Trustees Present

B. Chapman (remote), D. Tucker, E. Nelson (remote), K. McCarthy, P. Patel (remote), W. McGrail

#### Trustees Absent

A. Miller

#### Trustees who left before the meeting adjourned

K. McCarthy

#### Guests Present

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A. Bailey-O'Keefe, A. Bakr, Brian Henderson, C. Connors, C. Crane, C. Nystrom (remote), Crit Baker, Heather Rossbach, 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 Jan 21, 2025 at 5:30 PM.

### B. Record Attendance

### C. School Mission

The mission statement was recited by the board of trustees.

### D. Approve Agenda

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 2024

K. McCarthy made a motion to approve the minutes from Regular Board Meeting on 12-17-24.

D. Tucker seconded the motion.

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

## II. Public Comment

### A. Floor Open to the Public

no public comment

## III. Activities Update

### A. School Events

- K-2 Disney Dance 1/23/25 5-7p
- Quarter 2 Perfect Attendance and Honor Roll assemblies in next 1-2 weeks

### B. Athletics

- Winter sports update - basketball, cheer (middle school, JV, varsity), wrestling, and ski clubs
- Joining MIAA as a league - paperwork filed for next season

- First 1000-point scorer - senior Vanessa Guingue
- Cheerleading expanding
- Wrestling started as a club with 4 regular students
- Ski club started Monday nights at Wachusett Mountain
- Boy's Lacrosse is pending Lowell Catholic co-op
- Exploring golf, softball, baseball, tennis
- At close of Quarter 2 - all athletes are eligible to play academically
- Student athlete jobs - film games, concessions, pictures, announcements, clock

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

##### **A. Annual Bondholders Conference Call**

board notified of call on 2/11

##### **B. Capital Needs Assessment**

update given on immediate need action items

##### **C. DESE Mid-Cycle Visit (February 11th)**

Update provided by A. Bakr. Site visit on February 11th. Part of the renewal process. Overview of the visit provided - meetings, observations, etc.

Board virtual call - Wednesday, February 5th @ 6:00 p.m.

##### **D. Executive Director Evaluation Process**

Summary of process provided by A. Bakr for evaluation process beginning with the 2024-25 school year.

##### **E. Data Breach Update**

Update provided by A. Bakr.

#### **V. Committee Reports**

##### **A. Finance**

None.

##### **B. Academic Excellence**

None. Sub-committee meeting in February.

##### **C. Facility**

Refer back to Capital Needs Assessment report.

##### **D.**

## **Governance**

None.

### **E. Board Development (Fundraising)**

None. Update at February meeting.

### **F. Director's Evaluation Sub-Committee**

Still in process.

## **VI. Unfinished Business**

### **A. Approval of Executive Director's Evaluation for 2023-24**

Tabled until next meeting.

### **B. Bicknell Easement III - Settlement**

Update on status and opinion provided by attorney M. McCarthy.

Further discussion of options.

K. McCarthy made a motion to suspend regular meeting to enter Executive Session at 6:45 p.m.

D. Tucker seconded the motion.

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

D. Tucker made a motion to reinstate regular board meeting at 7:01 p.m.

K. McCarthy seconded the motion.

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

K. McCarthy made a motion to have attorney M. McCarthy draw up agreement between Collegiate and Bicknell and a waiver between Collegiate and Commonwealth for payment of outstanding easement issue.

B. Chapman seconded the motion.

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

### **C. Organizational Chart Update**

Review of updated organizational chart by A. Bakr.

Addition of Assistant Director. Naming Carl Nystrom to that role for the remainder of the 2024-25 school year. Addition of Pupil Services Director role for 2025-26 school year.

### **D. Cell Phone Use/Policy Update**

Cell phone policy committee formed. Will meet first week of February, date/time TBD.

Research shared with different programs and options by A. Bakr.

### **E. Uniform Policy Update**

Review of current policy by A. Bakr. Policy posted in student handbook. Review of current policy with committee to ensure policy is realistic and enforceable that still meets the mission of the school.

K. McCarthy left at 7:20 PM.

## **VII. Director's Report**

### **A. Academic Update**

Update provided by C. Connors. All K-8 averages are meeting goals. High School currently appearing low due to grades still being entered following mid-term exams and end of Quarter 2.

Half day PD session held on 1/17. Focus on co-teaching and evidence-based teaching practices.

Curriculum updates provided.

### **B. Marketing**

Update provided by C. Crane.

PowerSchool breach news article.

Girls Basketball - 1000 points article.

STEM programs article.

## **VIII. Executive Session**

### **A. Legal Issue: Real Estate**

K. McCarthy made a motion to enter executive session at 6:45 p.m.

D. Tucker seconded the motion.

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

D. Tucker made a motion to exit Executive Session at 7:00 p.m.

K. McCarthy seconded the motion.

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

## **IX. Public Comment**

### **A. Floor Open to the Public**

no public comment

## **X. Closing Items**

### **A. Next Board Meeting**

### **B.**

### **Adjourn Meeting**

D. Tucker made a motion to adjourn.

B. Chapman seconded the motion.

The board **VOTED** 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 8:00 PM.

Respectfully Submitted,

T. Cameron