APPROVED

Collegiate Charter School of Lowell

Minutes

Regular Board Meeting

August 2025

Date and Time
Tuesday August 19, 2025 at 5:30 PM

Location

Collegiate Charter School of Lowell
1857 Middlesex Street
Lowell, MA 01851
Room #1223

Meeting Notice
The Collegiate Charter School of Lowell, 1857 Middlesex Street, Lowell, MA
will hold a Board of Trustees monthly meeting on August 19, 2025, at 5:30 p.m. in room 1223.

Posted to The Lowell Sun 8/17/2025.

Trustees Present
A. Miller, B. Chapman, D. Tucker, E. Nelson, K. McCarthy, P. Patel

Trustees Absent
B. Malone

Guests Present
A. Bakr, C. Connors, C. Crane, C. Nystrom, H. Rossbach, M. Porto, T. Cameron

I. Opening Items

A. Call the Meeting to Order

K. McCarthy called a meeting of the board of trustees of Collegiate Charter School of Lowell to order on Tuesday Aug 19, 2025 at 5:33 PM.

B. Record Attendance

C. School Mission

The board recited the School Mission Statement to remind them of their purpose for the important work done by the Board and School.

D. Approve Agenda

B. Chapman made a motion to approve the agenda as written.
D. Tucker seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Approve Minutes - June 2025

E. Nelson made a motion to approve the minutes from Regular Board Meeting on 06-17-25.
A. Miller seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Public Comment

A. Floor Open to the Public

No public present.

III. Committee Reports

A. Governance

Update provided by P. Patel on status of pending board members.

- Bopha Malone approved
- Maria Porto pending DESE approved
- David Leighton will be at September board meeting

B. Finance

Update provided by C. Nystrom.

- Review of status of June 30th.
- In week 2 of field audit. Expected draft financial statement at Sept. Finance subcommittee meeting.
- September - financial update for July and August

D. Muldoon provided a Federal Grant update.

- Discussion of Federal freezing of grants
- July 25th decision reversed. Funds being received. Applications submitted.
- Submitted applications for two additional grants.

C. Academic Excellence

No update.

D. Board Development (Fundraising)

Update provided by A. Bakr

- Teacher Leader positions added, part of responsibilities will include Activities Liaisons to support fundraising, events, outreach, activities at each school level - Elementary, Middle, High.
- Athletics/Activities fundraising - B. Henderson, Athletic Director, is working with the athletes on fundraising opportunities for sports and the school at a whole.
- Summer camp opportunities organized for sports and STEM this summer - raising significant funds for attendance.

B. Chapman discussed hope for future activities. New things coming together in the city will help bring new opportunities.

K. McCarthy discussed scholarship opportunities. Policy and procedure for gift giving and donations. Action: Develop policy surrounding gift giving and donations.

E. Facilities Committee

C. Nystrom provided up.

- Rear fencing replaced with wood fencing by playground
- Storage/Concessions shed has been installed
- Capital items have been completed
- Soliciting bids for roof for over Elementary Art Room.
    - E. Nelson asked for further details about replacement needs, timeline.
- Maintenace garage pending.

B. Chapman updated event on groundbreaking of new Rourke Bridge. C. Nystrom and P. Patel attended event. A. Bakr discussed tying in bridge construction with academics.

Elections to be held at Collegiate on September 9th.

F. Executive Director Support and Evaluation Committee

K. McCarthy provided update.

- K. McCarthy and A. Miller met with A. Bakr for update on Director progress this year
- Review of goals and progress
  - Some goals still pending - increase fundraising and grants received, increasing parent involvement, and increasing staff events.
  - Added by sub-committee: develop a 5-year financial plan model
  - Survey for staff/parents pending in coming weeks.
- Action: survey questionnaire for goals to board, staff

Google calendar being developed. Board asked for more communication of events.

IV. Director's Report

A. School Updates

A. Bakr provided update

- Summer School and Extended School Year - 125 kids K-12
- STEM camp K-5
- Sport Camps K-8
- Summer Workouts for all athletic teams by strength and conditioning coach
- College ID camps - Sarah Lawrence, Clark, John Hopkins, and WPI
- Successful summer league for football and soccer teams.

C. Connors provided update on Professional Development

- PD at Shrewsbury Public Schools
- Skillful Teacher - Tier 1 Instruction work with teachers and admin
- Universal Design Learning (UDL) PD
- Restorative Justice PD
- PBIS and attendance plans created with BCBA, Attendance Officer
- Advance Placement training
- Extensive work by admin team on schedules to support co-teaching implementation
- Three days of leadership retreats to review last year and plan for 2025-2026

2025-26

- New Teacher Trainings August 11-12

- Teachers return August 20th-25th for PD
- KG Orientation on August 18th
- Freshman Orientation August 21st
- KG Returns August 25th
- Gr. 1-6 Meet the Teacher Night August 25th
- Grades 1-12 returns August 26th
- New Curriculum for 2025-26
    - Read 180
    - Math 180
    - NewsELA
    - My World History K-7
    - Generation Citizen/Project Based Learning in Gr. 8-9
    - Project Lead the Way - Science Gr. 6-9
- Grades K-2 and 3-5 combined as K-4 (elementary), 5-8 (middle), 9-12 (high)
- Continuing to implement co-teaching

A. Bakr provided update on partnership with Girls, Inc. Summer program hosted here at Collegiate. Program has been very successful. Adding additional afterschool programming at Collegiate for the upcoming school year.

B. Items for Board Discussion

Retreat

- K. McCarthy discussed possible use of outside representative to help board developed strategic planning, including new board members. Proposal from consultant is pending.
- Annual meeting will be held in September to vote on new officers and committees.
- Likely Retreat in October - to be decided in September.

C. Items for Board Action

No action. Further discussion in September.

V. Unfinished Business

A. Graduation

E. Nelson provided feedback. Great graduation. Students were great. Classes getting bigger, possibly consider splitting award ceremony and graduation ceremony. Possible have dress code for staff/standees - maybe caps and gowns for staff.

K. McCarthy asked if the music and performances can be stepped up for further performances.

A. Bakr shared that changes and further developments coming for future events. Programs are growing. Excitement is growing, especially in elementary and middle school.

B. Yondr

K. McCarthy asked for update on Yondr.

A. Bakr shared Gr. 5-12 implementing Yondr pouches for September. Plan have been made. Implementation is happening. No negative feedback as of yet.

C. Dedication of Plaque

C. Nystrom shared a plaque that was created honoring the 5 original board members. Asked if the Board could select a date to have a ceremony to present the plaque and dedication.

Board selected Wednesday, December 10th at 10:00 a.m.

VI. Executive Session

A. Legal matter discussion

D. Tucker made a motion to enter Executive Session for the purpose of discussing a legal matter update by attorney Peter Farrell. Enter Executive Session at 5:37 p.m.
E. Nelson seconded the motion.
The board **VOTED** unanimously to approve the motion.
Update on legal matter provided by attorney Peter Farrell regarding legal matter of hearing in current case. A positive results from hearing in favor of school. Previous decision reversed. P. Farrell provided summary of findings by court.

Recommendation: further discussion and settlement of matter in Superior Court case to receive judgement and conclude case following appeals decision.

Action: P. Farrell will update DESE.
Action: Develop policy/procedure for future incidents that may occur.
A. Miller made a motion to conclude Executive Session and rejoin regular meeting. Exit at 5:58 and rejoin meeting at 5:59.
P. Patel seconded the motion.
The board **VOTED** unanimously to approve the motion.

VII. Closing Items

A. Next Board Meeting

Next meeting is Tuesday, September 23, 2025.

B.

Adjourn Meeting

E. Nelson made a motion to adjourn meeting.
D. Tucker 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 7:12 PM.

Respectfully Submitted,
T. Cameron

Documents used during the meeting

None