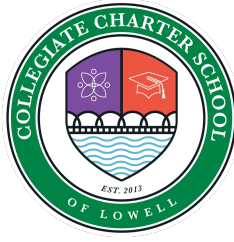


APPROVED



Collegiate Charter School of Lowell

Minutes

Regular Board Meeting

September 2025

Date and Time

Tuesday September 16, 2025 at 5:30 PM

Location

Collegiate Charter School of Lowell
1857 Middlesex Street
Lowell, MA 01850
Room 1223

Meeting Notice

The Collegiate Charter School of Lowell, 1857 Middlesex Street, Lowell, MA will hold a Board of Trustees monthly meeting on September 16, 2025, at 5:30 p.m. in room 1223.

Posted to The Lowell Sun 9/14/2025.

Trustees Present

A. Miller, B. Chapman, B. Malone, D. Tucker, K. McCarthy, P. Patel

Trustees Absent

E. Nelson

Guests Present

A. Bakr, C. Connors, C. Crane, D. Muldoon, Dleighton@lowellfive.com, H. Rossbach, M. Porto, P. Rondon, 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 Sep 16, 2025 at 5:57 PM.

B. Record Attendance

C. School Mission

The Board recited the full mission of the school to remind all of our purpose.

D. Approve Agenda

B. Chapman made a motion to approve the agenda as presented.

A. Miller seconded the motion.

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

E. Approve Minutes - August 2025

A. Miller made a motion to approve the minutes from Regular Board Meeting on 08-19-25.

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. Committee Reports

A. Governance

Board members met and interviewed with David Leighton.

- Lived in Lowell for 25 years
- Attended Lowell Public Schools, UML
- Currently works at Lowell Five bank for 10 years
- Business Development at Lowell Five

B. Chapman question - first ideas, impression between first hearing about Collegiate and present day.

D. Leighton - impression changed over the years, the more he learned more of the school and as the school grew.

B. Chapman question/statement - excited about connection with Collegiate and Lowell Five. Communication improvement between school and bank, especially with upcoming events to get Lowell Five more involved into the school.

B. Chapman made a motion to nominate David Leighton as a potential board member.

D. Tucker seconded the motion.

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

Application received from additional candidate. Awaiting on additional paperwork to move forward with that candidate.

Discussion to schedule the Governance Committee meeting for October 21st at 5:00p.m.

B. Finance

Alan Miller - review summary of July and August. Everything is looking on budget. No problems appear. In first month, currently on track for July.

August - all insurances get paid in early start of the school year, appears as negative for remainder of the school year. Also, general liability is higher because of school vans.

A. Miller made a motion to approve July financial statements as presented.

D. Tucker seconded the motion.

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

A. Miller made a motion to approve August financial statements as presented.

D. Tucker seconded the motion.

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

Discussion on next Finance Committee meeting - October 20th at 5:15p.m. to discuss audit with a virtual meeting option.

C. Academic Excellence

Discussion to schedule next Academic Excellence Committee meeting - October 21st @ 4:00 p.m.

D. Board Development (Fundraising)

Discussion to schedule next Board Development Committee meeting - Wednesday, October 1st at 5:15 p.m. with a virtual meeting option.

Updates from A. Bakr.

- Internal fundraising - school store, activities
- class advisors for fundraising - 2 elementary, 2 MS, 3 HS
- Grants

- MA Cultural Council grant for Social Studies - \$5,000
- DESE MA Fresh supporting Farm to School Goals with K-5 - \$28,900
- Rethinking Discipline grant applied for
- Cummings Grant - applied for up to \$300,000 to focus on history, documentary - Unfolding History - Cambodian holocaust survivors through the eyes of their grandchildren, and a documentary on the Rourke Bridge - all to build a media club to create the two documentaries.
- Fundraising - got a license to do raffles and bingo, etc. Possibility to run raffles, coordinated with various companies and organizations. Further discussion at the Board Development Committee Meeting.

E. Facilities Committee

Update from B. Chapman.

- Cost savings initiative - found a new snow plowing company for winter 2025-26
- R. Elliott visited Collegiate. Discussed need of walking path along river under new Rourke Bridge to reach evacuation location on alternative side of road for unification site at Temple.
- Signage update to exterior of building with new seal.

F. Executive Director Support and Evaluation Committee

Next meeting to be scheduled in October.

IV. Director's Report

A. School Updates

Recent Events in August/September

- Week of PD in August
- Yondr Pouch implementation
- Founding Board Member Plaque dedication
- PBIS kick-off successful
- Weekly Attendance Recognition for K-4
- Meet the Teacher K-6
- Back to School Night 7-12
- Dram Club has begun rehearsals for Sherlocke Holmes
- Season opener for Volleyball, Soccer and Football
- Car Wash fundraiser for co-op with Lowell Catholic Football and Cheerleading
- Clothing and Essential Good Drive
- Senior Sunrise
- Student Activity Fair in High School

Upcoming Events

- Athletic Games
- Fundraisers
- Wolfie's Closet

A. Bakr and C. Connors -Whelton provided update on Academics

- Early on in school year for significant report on grades. Will be discussed at October committee meeting and update on goals for 2025-26 school year.
- Attendance to-date - Goal - 90% or better
 - K-5 96%
 - 6-8 96%
 - 9-12 94%
- Chronic Absenteeism
 - K-5 10%
 - 6-8 10%
 - 9-12 18%
- Updates
 - Students taking MAP/NWEA testing in K-10 in Math and Reading
 - Co-teaching expanded this year for full implementation
 - Professional Development
 - UDI - 9/17
 - Skillful Teacher - 9/11 (admin) 9/15, 9/22, 9/29 (Cohort 1)
 - Co-teaching - 9/12

B. Items for Board Discussion

Discussion on retreat with John Schneider.

C. Items for Board Action

Date options - October 21st (after regular meeting) and October 23rd @ UMass Lowell.

K. McCarthy to coordinate with facilitator.

V. Unfinished Business

A. Ongoing items

K. McCarthy - two checks for scholarship fund in remembrance of former associates from Building Blocks Preschool.

K. McCarthy - Board Night football game 10/17 home game @ Chelmsford High

C. Crane shared info about newspaper article regarding crisis at UMass Lowell.

R. Elliott to get a zoom call together with DOT for Collegiate Board to discuss Rourke Bridge project.

VI. Closing Items

A.

Next Board Meeting

Tuesday, October 21st at 5:30 p.m.

B. Adjourn Meeting

A. Miller made a motion to adjourn meeting.

B. Chapman 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 7:47 PM.

Respectfully Submitted,

T. Cameron