APPROVED

Collegiate Charter School of Lowell

Minutes

Regular Meeting

March (Wednesday this month)

Date and Time
Wednesday March 18, 2026 at 5:30 PM

Location
Collegiate Charter School of Lowell 1857 Middlesex St., Lowell, MA--High School Business Room
https://teams.microsoft.com/meet/23659053395277?p=zAF30FOurUhk2HaQ17

Meeting Notice

Collegiate Charter School of Lowell will hold its regular monthly meeting on Wednesday, March 18, 2026, at 5:30 p.m.
1857 Middlesex Street, Lowell, MA 01851 - Room 1223

Posted: 03/15/2026

Trustees Present
A. Miller, B. Chapman, B. Malone (remote), D. Leighton, D. Tucker, E. Nelson (remote), K. McCarthy, M. Porto, P. Patel

Trustees Absent
None

Trustees who left before the meeting adjourned
E. Nelson

Guests Present
A. Bakr, C. Connors, H. Rossbach, 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 Wednesday Mar 18, 2026 at 5:38 PM.

B. Record Attendance

C. School Mission

Board recited the school mission.

D. Approve Agenda

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

E. Approve Minutes - January 2026 Meeting

A. Miller made a motion to approve the minutes from Monthly Board of Trustees Meeting on 01-20-26.
B. Chapman 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. Finance

A. Miller made a motion to accept the January and February budget vs actual reports as presented by the sub-committee.
D. Tucker seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Academic Excellence

Review of summary presentation of sub-committee meeting.
Sub-committee thoroughly reviewed detailed results of MAP results fall vs. winter.
Summary analysis presented to full board.

- K-2 growth in math and ELA
- 3-5 winter gains in math, ELA and science. Gr. 3-4 literacy showing great promise.
- 6-8 reading/literacy lack of growth, digging into results with teachers. Modest growth in math.
- 9-10 growth in IM1 and IM2, improvement in Algebra
- EL/ML and Special Ed students showing growth, especially Gr. 3-4
- 6-week acceleration plan in place preparing for the MCAS, plan result of analysis of fall and winter MAP results

Question:
B. Chapman - is there a comparison from 2025-26 to 2024-25 to see if there are patterns?

Answer - Yes, they have been compared, however, 2024-25 showed more significant growth because the students were so low at the start of the 2024-25 school year. This school year, students are starting at a higher level, so there is growth, but not as much growth as compared to 2024-25.

C. Board Development (Fundraising)

Sub-committee met. Progress being made.

- Spring dinner being planned for Tuesday, April 28th - Mystery Theme
- Starting to seek sponsorship for event.
- Seeking auction items for event.
- Discussion on sponsorship levels.

Grants Updates:

- $2500 grant for the Theater Dept.
- $6900 grant for financial literacy
- CMAA collaboration for grant re: Genocide/Dictatorship grant
- Generation Citizen pilot program grant application for $30,000
- Teacher Apprenticeship grant being submitted

B. Chapman made a motion to secure the quoted caterer for the night of the event on April 28th.
A. Miller seconded the motion.
The board **VOTED** unanimously to approve the motion.

D.

Facilities Committee

Review of Procon proposal

- Campus master planning
- Sub-committee reviewed experience and history of Procon
- Thorough review and plan by Procon

E. Nelson left at 6:46 PM.

E. Executive Director Support and Evaluation Committee

B. Chapman made a motion to enter Executive Session to discuss personnel matter at 6:48 p.m.
D. Tucker seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Executive Session

A. Executive Director Performance Review

Board reviewed 2024-25 performance and salary.

- review of self-evaluation goals set for 2024-25
- sub-committee provides their recommendation of summary of committee meetings
- review of adjustment to timeline of evaluation process
- discussion of salary recommendation from sub-committee

B. Chapman made a motion to exit Executive Session and resume regular meeting at 7:00 p.m.
D. Tucker seconded the motion.
The board **VOTED** unanimously to approve the motion.

V. Director's Report

A. School Updates

Recent events and upcoming events:

- Winter athletics had great season in cheer, boys and girls basketball
  - Girls' basketball set new record for most wins at the schools, ranked 22 in the state
  - Boys' basketball ranked 22 in the state, culture building, new coach, participated in Springfield Hall of Fame Tournament
  - Cheerleading competed in 3 tournaments. New coach. Advanced to state competition.
  - 5 student athletes earned all-star honorees MCSAC All-Star
- College Readiness

    - 100% juniors will take SAT in school on April 28th
    - 100% college applications for Class of 2026
    - 67% FAFSA completion rate
    - 3 upcoming campus visits for Juniors - UMB, Rivier, UNH
- Arts Program
    - Spring Concert - April 14th
    - STEAM Discovery Night - May 28th
    - Summer Camp Gr. 1-7 partnership between STEM, Arts, Athletics
    - Building partnership with University Music
- College and Career
    - Girls Inc Glow Up
    - President's Day Panel
    - SOS Presentations
    - Elective Fair
    - Campus Visit
- High School Highlights
    - Black History Month
    - Art Fair
    - School Play - April 10th and 11th
    - Elective Fair
- Elementary/Middle School Highlights
    - Ecotarium Field Trip Gr. 6
    - Student vs Teacher Basketball Game
    - MS Spring Dance
    - 8th grade spring dance

Academic Update

- Changes in dashboard
    - Eliminate partially meeting/meeting/exceeding
    - Add sub-category for each academic category called Quarterly Assessments
- Review of academic proficiency in Math, ELA, Science. Social Studies, World Language

Attendance

- All attendance levels has greatly increased with exception of 9-12 chronic absenteeism, however, 9-12 has improved from previous school year.
- Credit to adding full-time Attendance Officer starting this school year
- Improvement seen in attendance at all levels in average daily attendance and chronic absenteeism
- 33% improvement in chronic absenteeism school-wide from last year

Discipline

- suspensions have increased over past month
- accountable to change in attendance policies
    - shown improvement in attendance, but affected suspensions while policy is implemented

Professional Development

- Teacher UDL training
- Skillful Teacher - 3rd cohort completed
- Co-teaching
- New Teacher Institute

Review of Gr. 3-10 MCAS testing schedule
Curriculum updates review presented

- Grants for Project Lead the Way (STEM)
- Preparations in classes for MCAS
- Introducing new math curriculum in 6-12 for 2026-27 - Illustrative Math
- Review of writing curriculum in 6-12 for 2026-27
- Arts currently developing K-8 and 9-12 yearbooks
- Review new curriculum in music for 6-12
- World Language curriculum changes in 9-12 for 2026-27
- 30 students taking Seal of Bi-literacy test

B. Items for Board Discussion

Discussion on expulsion policy change from DESE

- DESE asked schools to review policies to ensure consistency with the law
    - Executive Director must be person authorized to issue expulsion and final decision upon any appeal would be made by the Executive Director
    - DESE preliminarily approved adjusted policy pending Board of Trustees approval

Discussion on School Calendar draft for 2026-27

- LPS approved calendar earlier this week
- Adjusted start date to account for later Labor Day holiday

C. Items for Board Action

B. Chapman made a motion to the expulsion policy as presented.
A. Miller seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Chapman made a motion to approve Executive Director 2024-25 performance and compensation review.
P. Patel seconded the motion.
The board **VOTED** unanimously to approve the motion.
D. Tucker made a motion to approve adjustment to Executive Director evaluation timeline.
M. Porto seconded the motion.
The board **VOTED** unanimously to approve the motion.
D. Tucker made a motion to approve facilities building project consulting proposal.
A. Miller seconded the motion.
The board **VOTED** unanimously to approve the motion.
D. Tucker made a motion to approve the 2026-27 school calendar as drafted.
P. Patel seconded the motion.
The board **VOTED** unanimously to approve the motion.

VI. Unfinished Business

A. Student Waitlist

Discussion on policy of student enrollment waitlist.
Question about what is school policy vs. DESE policy.
Question about waitlist rolling over year-to-year or starting fresh each year.

VII. Closing Items

A. Next Board Meeting

Next board meeting is Tuesday, April 14th at 5:30 p.m.

B. Adjourn Meeting

B. Chapman made a motion to adjourn meeting.
A. Miller 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 7:50 PM.

Respectfully Submitted,
T. Cameron