

Board of Trustees
Meeting Minutes ~ Regular Meeting
Tuesday, April 13th, 2021 – 6:00 p.m.
Collegiate Charter School of Lowell
1857 Middlesex St, Lowell, MA 01851

- I. **Call to order** – President Walter McGrail at 6:05 PM
President Walter McGrail called to order the March meeting of the Collegiate Charter School of Lowell Board of Trustees at 6:05pm on Tuesday April 13th , 2021 at Collegiate Charter School of Lowell.
- II. **Roll Call** – Kaleigh Brothers conducted a roll call
- a. President Walter McGrail- Present
 - b. Vice President Kathleen McCarthy- Present
 - c. Treasurer Alan Miller- Present
 - d. Secretary Erika Souza- Present
 - e. Board Member Pravin Patel- Present
 - f. Board Member Brian Chapman- Present
 - g. Board Member Sathya Pholy- Present
- VI. **School Mission:** Entire Board recited the mission
The mission of the Collegiate Charter School of Lowell is to provide an academically rigorous and successful world-class college preparatory public educational program that enables all students, regardless of their background, to achieve their full potential, to be prepared for success in college, equipped with the ability and desire for lifelong learning, and develop strong civic, ethical, and moral values in a safe, caring, and rigorous environment built on a school ethos that emphasizes high behavioral and academic expectations.
Recited by all
- VII. **Approval of the Agenda as presented** –April 2021

Motion to approve the April agenda was called by E. Souza and seconded by B. Chapman.
Yes=6 No=0 Motion approved.
- VIII. **Approval of Minutes** – March 2021

A motion to approve the March meeting minutes was called by K. McCarthy seconded by P. Patel.
Yes=6 No=0 Motion approved.
- IX. **New Business**
- a. **2020-2021 Academic Calendar Update to add Friday, June 18th, 2021 as a Holiday in Observation of Juneteenth- Vote**
Dr. Laurie Hodgdon presented information to the board about June 18th, 2021, Juneteenth. June 21 would be the official last day of school. June

18th would be the last day of school for students if the holiday is not observed. The holiday falls on a Saturday. A motion to celebrate Juneteenth on Friday June 18th 2021 and. move the last day of school for students to June 21st 2021 was made by B. Chapman and seconded by K. McCarthy.
Yes-6 No-0. Motion approved.

b. 2021-2022 Academic Calendar- Vote

A motion was made to accept the academic calendar as presented for the 2021-2022 academic school year was made by E. Souza and seconded by A. Miller.
Yes-6 No-0. Motion approved

X. SLO update

SLO gave updates of what is being done in the school. Eighth grade prefix talked about study buddy after school tutoring that will be taking place for grades 3-5. A welcome back video was made for the high school students.

XI. Committee Reports

- a. Finance: Alan Miller, Pravin Patel – Monthly Budget Report, A. Miller and P. Patel reviewed the budgets reports. A motion to accept the budget as presented was made by A. Miller seconded by B. Chapman Yes=6 No=0. Motion approved. Carl presented new grant information to the board. There is a new COVID-19 prevention grant for 60,000 that will be paid in two installments. It goes back to July 2020.
- b. Governance: Kathleen McCarthy
No update on governance
- c. Outreach: Brian Chapman
The ribbon cutting was a great event. B. Chapman presented the event on facebook live. LCTE schedule will be forwarded to Lori.
There is a live feed of a turtle for the students to watch. They can virtually feed the turtle.
- d. High School Facilities: Walter McGrail
There were pictures in the Lowell Sun of the high school opening. The ribbon cutting went well. Questions were asked if a walkthrough would be possible in September for new coming students and families. The high school is 91% completed.
The solar panel repair is finished. They are ready to turn on but need to be inspected by the electric inspector of Lowell. Before they are turned on there needs to be approval from the city of Lowell and CCSL insurance company.

XII. Director's Comments – Dr. Laurie Hodgdon (Director CCSL); March 2021

a. Ribbon Cutting Event

Dr. Hodgdon thanked the board for the support and being at the ribbon cutting for the high school. The ribbon cutting was documented by the Lowell Sun News Paper.

b. Hybrid Update and High School Return

April 13th 75 more students came back to school. There are 630 students enrolled in K-5. There are currently 229 online and 401 in person. There are 30 out of 64 9th and 10th graders in the building.

c. **Attendance Rate**

The attendance rate currently is 96%

d. **Term II Academics**

Dr. Lori Hodgdon gave an update on academic average for all grades. The school is putting forth a lot of academic support. There are different types of support systems for each student. There are student by student action plans, class by class and grade by grade action plans.

e. **Enrollment**

There are currently 1009 students enrolled in the school. This is 8 less than last month. 3 students moved out of state. 3 students moved to Westford. 2 students are being homeschooled.

2021-2022 Target enrollment is 1,084. The school is 98% full for next year. There will be more open houses for only high school students. Grade 5 and 10 should have more students.

f. **Staffing Update**

There was one building based substitute teacher that has left the school. They are actively recruiting a new building sub.

g. **Pooled Testing Update, School Doctor- Vote**

A doctor needs to be chosen for the school to sign off on the statement of assurance for the pooled testing. A survey was sent out for the pooled testing. 46 staff members wanted to participate and 50 did not. 169 students wanted to participate and 201 did not.

A vote was made to sign Peter Conely MD to be Collegiate Charter School Of Lowell's healthcare doctor was made by E. Souza and seconded by B. Chapman.

Yes-6. No-0. Motion approved.

h. **Marketing Update**

Liza presented a marketing update. The invitations to the ribbon cutting should have been sent out earlier. There are ads on 6 LRT busses. There are 30 commercial adds for the school.

i. **Athletic Update**

only 5 students signed up for cross country. If no more students sign up the school will move forward with a running club.

Soccer clinic registrations will be sent out two weeks prior to the scheduled soccer clinic date.

There have been 15 applicants for the athletic director job.

XIII. SABIS support Report- Amy Wesley

Amy Wesley discussed ways SABIS supports teachers and employees.

XIV. Unfinished Business

a. Approval of Updated Collegiate Employee Handbook- Vote

A motion was made by E. Souza to approve the updated Collegiate Charter School Of Lowell's updated handbook. The motion was seconded by B. Chapman.

Yes-6 No-0. Motion approved

XV. Floor open to the Public

XVI. Adjournment

Motion to adjourn was made by E. Souza and seconded by B. Chapman All in favor.
Meeting Adjourned at 8:18

Minutes Submitted by: Kaleigh Brothers