

**Board of Trustees**  
**Meeting Minutes ~ Regular Meeting**  
*Tuesday, February 23rd, 2021 – 6:00 p.m.*  
Collegiate Charter School of Lowell  
1857 Middlesex St, Lowell, MA 01851

I. **Call to order** – President Walter McGrail at 6:02 PM

President Walter McGrail called to order the January meeting of the Collegiate Charter School of Lowell Board of Trustees at 6:02pm on Tuesday February 23rd , 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- Absent

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** –February 2021

Motion to approve the December agenda was called by E. Souza and seconded by P. Patel.

Yes=4 No=0 Motion approved.

VIII. **Approval of Minutes** – January 2021

A motion to approve the January meeting minutes was called by E. Souza seconded by A. Miller

Yes=4 No=0 Motion approved.

IX. **New Business**

a. **Fall II and Spring Sports Season: Vote**

The fall II sport proposal suggests cross country competing against MIAA and MCSAO and soccer clinics at the Tynsboro Sports Club. This season would start March 22nd and end April 25th.

Spring sport proposal suggest having cheerleading in the MCSAO. Track participating in MIAA and MCSAO for high school and EAA for middle school students. This season would start April 26th- July 3rd.

E. Souza made a motion to accept the fall II and spring sport proposals for Cross country, soccer activities, cheer and track. K. McCarthy seconded the motion. Yes=4 No=0. Motion approved.

**b. March 30/31 Site Visit: 1 hour Meeting with BOT**

Dr. Laurie Hodgdon discussed the site visit with the board. Two board members should attend. The visit will consist of checking meeting minutes, check up on annual report, charter renewal, and the report will tell how the school is doing. It was decided Walter and Pravin will attend the meeting.

**c. ESP 2019-2020 Performance Review- Vote**

A motion was made to accept ESP 2019-2020 performance review was made by K. McCarthy and seconded by A. Miller.

Yes=4 No=0. Motion approved

**d. School Director 2019-20 Performance Review - Vote**

A motion was made by E. Souza to accept performance review was made by E. Souza and seconded by K. McCarthy

Yes=4 No=0. Motion approved

**X. SLO Video by students**

SLO update was presented. There were four students who discussed their departments. There was a successful virtual game night held for students and families. There will be a high school support group to help students apply to college.

**XI. Committee Reports**

- a. Finance: Alan Miller, Pravin Patel – Monthly Budget Report, Miller and P. Patel reviewed the budgets reports. Motion to approve the finance report as presented was made by A. Miller seconded by K. McCarthy Yes=4 No=0. Motion approved.

Carly Nystrom discussed the grants the school has received this year. They received over 1 million in grants. The goal is to account and use every grant that has been given to the school.

- b. Governance: Kathleen McCarthy

K. McCarthy discussed having a retreat. There will be a discussion to follow before next meeting.

- c. Outreach: Brian Chapman

No update on outreach.

- d. High School Facilities: Walter McGrail

There is not much construction being completed at this time. The first and third floor are ready for an occupancy permit. The second floor will be a new job.

Mike McNaulty, the project manager, is not answering any phone calls or emails. The board would like to see him attend meeting. He has been invited multiple times and has not reached out or attended.

The board decided Carl should send an email to CCH to get to the bottom of why Mike McNaulty is not responding to emails or phone calls. Carl will email and call CCH.

The board also decided any payments should be put on hold at this time until the project is complete.

**XII. Director's Comments – Dr. Laurie Hodgdon (Director CCSL); December 2020**

- a. **Return - to - Hybrid Update**

405 students returned to school on Monday February 22nd. All students are sitting six feet apart in the classroom. There are 145 students who are taking the bus to school. Chrome Books travel to and from school.

- b. **Term 2 Academic Data**

Dr. Laurie Hodgdon discussed the academic data. The academic data has been reviewed from this time last year, “before COVID” and data to date. The 9th and 10th grade data shows they are struggling in Math, English and Science.

- c. **Enrollment Data**

**Collegiate's current enrollment is 1,023 as of February 19th, 2021. This number is two students lower than the January 2021 board meeting.**

d. **Project Return and Enrollment Update 2021-2022**

Dr. Laurie Hodgdon called and met with every 8th grade parent indicating that they may be leaving CCSL. Moving forward the Collegiate College counselor will meet with every 8th grader and his or her parents to discuss high school at CCSL.

Enrollment for next year is 917. There is an 88% re-enrollment rate. Project return called everyone who may not return.

e. **Staffing Update**

A high school Biology Teacher left to pursue a different position. Dr. Laurie Hodgdon is actively searching for a new Biology teacher.

f. **Marketing Update**

There have been articles in the Lowell sun as a non-paid exposure. There was an article promoting the new high school building. Lowell Five Bank will have CCSL advertising. There were two virtual open house events held in January.

Departments of education at UMASS will be partnering with CCSL as a site for students to complete pre-practicum hours.

Middlesex Community College will work with CCSL to complete Dual Enrollment classes, where students get college credits for classes they take while in high school.

g. **Pooled Testing Update**

Collegiate was chosen as a site to participate in the pooled testing. Pooled testing is performed by doing PCR on every student and submitting small pools of 10-25 tests. The lab will send the results back within 48 hours. This is a free program until March 28th. After March 28th grants will be used to cover the price.

h. **Update on CVS Flu Clinic and Covid Pool Testing**

CVS canceled the Flu Clinic as the requirement for flu vaccines changed.

Dr. Laurie Hodgdon filled out the forms to have Pool testing in the school.

XIII. **SABIS support Report- Amy Wesley**

Amy Wesley discussed the type of support SABIS has in place for teacher and students. There is Academic, Finance, IT and HR support for teachers.

XIV. **Unfinished Business**

N/A

XV. **Floor open to the Public-**

Erin Crowley a parent of a 10th grader spoke of how thankful she is for the board for supporting the teachers and students and working hard to get the high school built.

XVI. **Adjournment**

Motion to adjourn was made by K. McCarthy and seconded by E. Souza All in favor.

Meeting Adjourned at 8:26.

**Minutes Submitted by: Kaleigh Brothers**