

**Board of Trustees**  
**Meeting Minutes ~ Regular Meeting**  
*Tuesday, March 16th, 2021 – 6:00 p.m.*  
Collegiate Charter School of Lowell  
1857 Middlesex St, Lowell, MA 01851

I. **Call to order** – President Walter McGrail at 6:04 PM

President Walter McGrail called to order the March meeting of the Collegiate Charter School of Lowell Board of Trustees at 6:04pm on Tuesday March 16th , 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

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** –March 2021

Motion to approve the March agenda was called by K. McCarthy and seconded by E. Souza.

Yes=5 No=0 Motion approved.

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

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

Yes=5 No=0 Motion approved.

IX. **New Business**

a. **Motion to bring on Sathya Pholy as new board member**

A motion was made by K. McCarthy to add Sathya Pholy on as a new board member of Collegiate Charter School of Lowell and seconded by B. Chapman.

Yes=5 No=0. Motion approved

X. **SLO update**

SLO update was presented. Three students from SLO academics spoke about peer tutoring, virtual book fair and Kahoot night. A news letter was handed out to the board that is created by the SLO students.

## **XI. Committee Reports**

- a. Finance: Alan Miller, Pravin Patel – Monthly Budget Report, Miller and P. Patel reviewed the budgets reports. The electric bill is higher due to the solar panels being out of use as a result of the fire. Motion to approve the finance report as presented was made by A. Miller seconded by B. Chapman Yes=5 No=0. Motion approved.
- b. Governance: Kathleen McCarthy  
No update on governance
- c. Outreach: Brian Chapman  
Brian Chapman discussed the Lowell Parks trust. Girls inc is starting an afternoon STEM class and has been in touch with Dr. Lori
- d. High School Facilities: Walter McGrail  
There was a walkthrough of the high school. It is looking good and clean. Mike McNaulty said there has been quality work being completed in the building. The first and third floor are substantially finished. The fire inspection is March 22nd. The gym is still being worked on. The exterior work will be finished up around April.

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

- a. **Return - to - Hybrid Update**  
405 students returned to school on Monday February 22nd. Another 60 students opted for in student learning. There are now 465 in person learning. There has been one student exposure.
- 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 students being back in school is improving the grade average.
- c. **Enrollment Data**  
For the 20-21 school year there are 1,018 students enrolled. 5 students have moved out of the city of Lowell. The attendance rate is at 95%
- d. **Lottery Update**  
March 6th 2021 Mr. Sokhary Chau was the distinguished guest and read names of 200 applications. There are 112 students registered and 88 on the waitlist. The target enrollment for 2021-2022 school year is 1,107 and current enrollment is 1,090.
- e. **Staffing Update**  
A fourth grader teacher has left the school. The teacher has been replaced with a certified 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 will be signs on the LRTA busses for four months. The social media engagement is up.
- g. **Pooled Testing Update**  
The application to participate in the pooled testing has been submitted. Dr. Lori is still waiting for a statement of assurance and waiting to apply CIIA. Once these steps are completed a consent form will be sent out to families.
- h. **Athletic Update**  
**Soccer Clinics are scheduled. There is room for the maximum of 23 students. These events cost \$400 each. The registration for cross country has started. Remote students can participate as well.**

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

Amy Wesley discussed ways SABIS supports teachers and employees. There are writing lessons and professional development days for staff to take place and learn. SABIS provides a SDP exam.

**XIV. Unfinished Business**

**a. Approval of director salary increase for 2021-**

A motion was made to accept the salary increase review as presented by B. Chapman and seconded by A. Miller.  
Yes=5 No=0. Motion approved

**XV. Floor open to the Public**

**XVI. Adjournment**

Motion to adjourn was made by B. Chapman and seconded by E. Souza All in favor.  
Meeting Adjourned at 7:38

**Minutes Submitted by: Kaleigh Brothers**