

**Board of Trustees**  
**Meeting Minutes ~ Regular Zoom Meeting**  
*Tuesday, September 15th – 6:00 p.m.*  
Collegiate Charter School of Lowell  
1857 Middlesex St, Lowell, MA 01851

I. **Call to order** – President Walter McGrail at 6:09 PM

President Walter McGrail called to order the May meeting of the Collegiate Charter School of Lowell Board of Trustees at 6:06pm on Tuesday September 15th , 2020 on Google Meets.

II. **Roll Call** – Kaleigh Brothers conducted a roll call

- a. President Walter McGrail- Absent
- 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** – September 2020

Motion to approve the September agenda was called by A. Miller and seconded by K. McCarthy Yes=5 No=0 Motion approved.

VIII. **Approval of Minutes** – August 2020

A motion to approve the August meeting minutes was called by E. Souza seconded by B. Chapman  
Yes=5 No=0 Motion approved.

IX. **New Business**

X. **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 was made by A. Miller seconded by P. Patel. Yes=5 No=0. Motion approved.

- b. Governance: Kathleen McCarthy  
Discussed if we could meet in person next month.
- c. Outreach: Brian Chapman  
N/A
- d. High School Facilities: Walter McGrail

**XIII. Academic Report**

Khalid discussed the hybrid model, online and in person. The children at home will be able to see what is happening in the classroom. They are learning with the Children at school. The children are using Microsoft Teams.

The teachers had training from August 31st to September 16th on how to use Microsoft Teams and how to teach children in the classroom and at home. The teachers also were trained in sanitation and school protocols. The teachers are well prepared for the start of the school year.

**XIV. Director's Comments – Dr. Laurie Hodgdon (Director CCSL); September 2020**

Dr. Laurie Hodgdon discussed Transportation for the first two days of school. Students will all be remote on Thursday and Friday. They will start hybrid on Monday.

Looking at the Mass DESE health metric map Lowell is yellow. If Lowell stays yellow it is okay to go to school. If Lowell goes to red on the map there will be No school for two weeks.

There is a new designed website. There are marketing coordinators being interviewed.

Almost all teacher positions have been filled. There is a possibility of a new Spanish teacher

**Unfinished Business-** None

**XV. Floor open to the Public- N/A**

**XVI. Adjournment**

Motion to adjourn the meeting at 6:56 was made by K. McCarthy Seconded by P. Patel All in favor. Meeting Adjourned.

**Minutes Submitted by:** Kaleigh Brothers