

Board of Trustees
Meeting Minutes ~ Board Retreat Meeting
Wednesday, November 4, 2021 – 5:00 p.m.
Collegiate Charter School of Lowell
1857 Middlesex St, Lowell, MA 01851

I. Call to order – Walter McGrail – President

President Walter McGrail called the board retreat meeting of the Collegiate Charter School of Lowell Board of Trustees at 5:15 pm on Thursday, November 4, 2021 at the school. (1857 Middlesex St. Lowell, MA 01851)

II. Roll Call – Vanessa Pileggi 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 (Remote)
- g. Board Member Sathya Pholy – Present

Guests: ***In Person***: Dr. Laurie Hodgdon, Amy Wesley, Carl Nystrom, Vanessa Pileggi, Ryan Meek ***Remote***: Christi Seiple-Cole

III. School Mission: Entire Board recited the mission.

IV. Approval of the Agenda as presented – November 3 and 4 board retreat.

Motion to approve the November 3 and 4, 2021 retreat meeting agenda was called by A. Miller, Seconded by E. Souza.

Yes=7 No=0. Motion approved.

V. Floor Open to the Public – No comments.

VI. Discussion and Development of Strategic Plan – Continued

a. Foundation for Discussion

i. Academic Performance Overview

MCAS performance from 2017-2019, and the 2021 diagnostic was reviewed. Improvements were made in 2019 prior to Covid-19. Cohort analysis will be provided at a future meeting. DESE has been unable to provide accountability ratings since 2019 due to Covid-19.

b. School's Mission: How is the school doing at achieving its mission?

The board discussed progress toward achieving the school's mission. One of the areas of significant focus since Collegiate's inception has been getting the school set up and operating, including the physical construction of the initial lower school building and

recent completion of the high school construction. The desire for lifelong learning can be seen through SLO. Improvements can be made, however, to engage more students in a meaningful way in SLO starting in middle school. The board would like to get a better understanding of engagement in SLO in K-8. A concern of the board is student retention especially in 5th and 8th grade. The mission to prepare students for success in college is difficult to assess as a younger school without graduates. The board is looking forward to celebrating Collegiate's first graduating class in 2023.

c. SWOT Analysis: Strengths, Weaknesses, Opportunities, Threats

Four different groups conducted a SWOT analysis for Collegiate in April – June 2021. The board discussed the SWOT analysis and provided additions to the strengths and weaknesses.

d. Identification of Short and Long-Range Goals

The board reviewed potential short and long-range goals for the strategic plan. Some of the goals discussed included high school graduates and college acceptances, staff retention and recruitment, BOT growth and succession planning, athletic field, scholarships, and growth to full enrollment. Board members ranked the goals. Next step will be to review those that ranked highest and prioritize their further development. This will happen at the next regular board meeting.

VII. Book Study Discussion – Due to time constraints, the book study discussion will be held at future board meetings.

A. Miller motioned to suspend the November 16, 2021 regular board meeting and Outreach subcommittee meeting. Seconded by S. Pholy.

Yes=7 No=0. Motion approved.

VIII. Adjournment

E. Souza motioned to adjourn the meeting. Seconded by S. Pholy.

Yes=7 No=0. Motion approved.

Meeting adjourned at 7:27pm.

Meeting Documents:

1. School Mission
2. SWOT Analysis
3. Strategic Planning: Identification of Short and Long-Range Goals

Minutes prepared by Vanessa Pileggi.

Respectfully Submitted,

Erika Souza, Secretary - Collegiate Charter School of Lowell Board of Trustees