

**Board of Trustees**  
**Meeting Minutes ~ Regular Meeting**  
*Tuesday, May 18, 2021 – 6:00 p.m.*  
Collegiate Charter School of Lowell  
1857 Middlesex St, Lowell, MA 01851

I. **Call to order** – Walter McGrail – President

President Walter McGrail called to order the October meeting of the Collegiate Charter School of Lowell Board of Trustees at 6:00 pm on Tuesday May 18, 2021 in the school. (1857 Middlesex St. Lowell, MA 01851)

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

- a. President Walter McGrail- Present
- b. Vice President Kathleen McCarthy-Absent
- c. Treasurer Alan Miller- Present
- d. Secretary Erika Souza- Present
- e. Board Member Pravin Patel- Present
- f. Board Member Brian Chapman- Present (via call in)
- 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.

VII. **Approval of the Agenda as presented** – May 2021

Motion to approve the May agenda was called by A. Miller Seconded by E. Souza  
Yes=5 No=0 Motion approved.

VIII. **Student Life Organization Presentation-** (SLO)

SLO runs over 25 clubs throughout the school year. Students are now able to sign up for SLO jobs for the next school year. Some jobs will be chosen before next school year. 8th and 9th graders will have a semi formal dance outside of the school. A library for both high school and lower schools are in the works.

IX. **Approval of Minutes** –April

A motion was made by E. Souza to accept the April meeting minutes as presented. The motion was seconded by P. Patel.  
Yes-6 No-0. Motion approved

## X. Old Business

- a. Update on Exterior Signage  
A new sign will be placed on the tallest part of the building facing the Rourke Bridge. The cost of the new signage is \$11,726. It will be worked on in July.
- b. Update on Railroad Track work and Fence Repair  
There are trees hanging over the roof of the school. There is fencing down for about 75 feet. Carl reached out to Pan American to see if they will take a look at the area and remove the trees. The fence is the school's responsibility. The abutters to the railroad tracks are responsible for adding and repairing fencing.

## XI. New Business

- a. Discussion: Switching to Participation in the Ecumenical League (EAA) Rather than MIAA.  
President McGrail voiced his reasoning for wanting to join the EAA. It would be a great way to get people from other schools to be in our building and see the school, gym and our sports teams. The school could have basket ball, cheer, track and volleyball. Next meeting more information will be presented about the EAA.

## XII. Committee Reports

- a. Finance: Alan Miller, Pravin Patel – Monthly Budget Report,
  - a. Updated June Budget A motion was made by A. Miller to accept the monthly budget as accepted. The motion was seconded by E. Souza. 6-yes no-0. Motion approved
  - b. Grant Update by Carl total grants allotted were \$1,272,130 and the school has used \$872,791. Some of the grants roll over to the next school year. Title IV grants will be used for camp and summer school. Some of the grant money will be used to hire more school social workers and reading teachers.
  - c. FY21 End of Year Forecast. The school is expected to meet the bond. Ryan Meek went over the end of year budget with the board. Food service expenses are way down this year. Staff costs went up from 5.3 million to 6.5 million. There are 14 new staff openings.
  - d. FY21 End of Year Forecast and Revised Budget-vote. A motion was made to accept the end of year forecast and revised budget was made by A. Miller and seconded by E. Souza.
- b. Governance  
None
- c. Outreach  
None
- d. High School Construction  
Michael McNaulty joined the meeting to discuss the progress on the high school building. The first and third floor have temporary occupancy. The gym has wood floor down and it is just waiting on the paint. The second floor has a completion date of June 4th. It appears that it could be a week or two later at this point. The school is up to payment 13 of the high school building. When the final project is finished the board would like a walkthrough.

## XIII. Marketing Update

There was much positive word of mouth from the Lowell Sun's article about the ribbon cutting. There are a series of facebook ads that are being launched in May. Virtual open houses are taking place for the high school.

## XIV. SABIS Support Report and Transition to E-Books

**Amy Wesley was not present at the meeting.**

## XV. Director's Comments – Dr. Laurie Hodgdon (Director CCSL); May 2021

- a. **Pooled testing**  
Pooled testing began Wednesday, May 5, 2021. Students and staff are tested every Wednesday. There are 190 students and 12 staff who signed up for pooled testing.

- b. Update on Number of Positive Cases since Reopening. The majority of COVID cases occurred during April vacation. Any positive cases are reported to the BOT every month in the directors report.
- c. Hybrid Update & High School Return to School. Students continue to return to learn onsite. The school is at 80% capacity. High school students have had a successful first month of learning in school. There are 40 high schoolers onsite and 44 online.
- d. MCAS Updates. The MCAS calendar was presented to the board. Wednesday may 5th was a professional development day for MCAS training. Testing will be done both online and onsite. There will only be onsite testing for 9th and 10th grade.
- e. Target Enrollment for 2021/2022 school year. The school is at 99% of its target rate.
- f. 2021-22 busing update. Children in K-5 are still being bussed. There is no word on bussing students in 6-8 next school year.
- g. Athletic Update. Soccer clinics are taking place. Masks are worn at all times. The running club will be up and running, taking place on Monday and Tuesdays, starting May 17th.

**XVI. Unfinished Business- None**

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

**XVIII. Adjournment**

Motion to adjourn was made by E. Souza and seconded by B. Chapman at 8:57 PM all in favor. Meeting Adjourned.

**Minutes Submitted by: K. Brothers**