

Board of Trustees
Meeting Minutes ~ Special Meeting
(Remote)
March 2, 2023 – 5:00pm
Collegiate Charter School of Lowell
1857 Middlesex St, Lowell, MA 01851

- I. **Call to Order** – President Walter McGrail called the meeting of the Collegiate Charter School of Lowell Board of Trustees at 5:02pm on Thursday March 2, 2023 on Microsoft Teams.
- II. **Roll Call** – Pamela Rondon conducted a roll call.
- a. President Walter McGrail – Present-5:03pm
 - b. Vice President Kathleen McCarthy – Present-5:03pm
 - c. Treasurer Alan Miller – Present-5:03pm
 - d. Secretary Erika Souza – Present-5:03pm
 - e. Board Member Pravin Patel – Present-5:03pm
 - f. Board Member Brian Chapman – Present-5:04pm
 - g. Board Member Sathya Pholy – Absent
- III. **Approval of the Agenda as presented** –Alan Miller made a motion to approve the March 2, 2023 agenda. Seconded by Brian Chapman. **Yes = 6 No =0. Motion approved.**
- IV. **New Business**

a. **Vote on response letter from S.E.M. LLC to Staff and Parents dated 2/24/2023**

A motion to approve the response letter prepared by Collegiate’s Attorney to S.E.M called by President Walter McGrail, Seconded by Alan Miller.

Roll Call Vote

- President Walter McGrail – Yes
- Vice President Kathleen McCarthy – Yes
- Treasurer Alan Miller – Yes
- Secretary Erika Souza – Yes
- Board Member Pravin Patel – Yes
- Board Member Brian Chapman- Yes
- Board Member Sathya Pholy – Absent

Motion approved.

b. **Vote on Board of Trustees position relating to letter from S.E.M. LLC to Staff and Parents dated 2/24/2023**

A motion to approve the response letter to Media inquiries if needed called by Board Member Brain Chapman, Seconded by Treasure Alan Miller.

Roll Call Vote

President Walter McGrail – Yes
Vice President Kathleen McCarthy – Yes
Treasurer Alan Miller – Yes
Secretary Erika Souza – Yes
Board Member Pravin Patel – Yes
Board Member Brian Chapman- Yes
Board Member Sathya Pholy – Absent

Motion approved.

V. Adjournment – Vice President Kathleen McCarthy motioned to adjourn the open meeting at 5:45pm.

Seconded by Alan Miller. **Yes=6 No=0. Motion approved.**

Meeting Documents:

1. Letter to S.E.M LLC
2. Response letter

Minutes prepared by: Pamela Rondon

Respectfully Submitted,

Erika Souza
Secretary Collegiate Charter School of Lowell Board of Trustees