

Cape Cod Lighthouse Charter School
Meeting of the Board of Trustees
Monday, August 23, 2010 at 6:00 p.m.

Minutes

Members Present: Kathy McNamara, Allison Graham, Heidi Schmidt, Scott Barron, Kathie Grenon, Carole Ridley, Norm Michaud, Bob Dwyer, Marion Hobbs, Stefanie Fournier. **Absent:** Josh Stewart, Lori LaBarge, Chris Wells, Bill Bogdanovich **Faculty/Staff/Public:** Jon Fuller, John Stewart, Mary Lyttle, Phoebe Lyttle, Paul Niles

Call to Order: Heidi called the meeting to order at 6:04 p.m.

Approval of Minutes from Special Meeting on July 19, 2010: Minutes of the July 19, 2010 Special Meeting were approved. Stefanie abstained; all others voted to approve.

Public Forum: No discussion

Executive Session to Discuss Matters of Real Property: Deferred until end of meeting.

Director's Report: Kathy reported that the Annual Report has been completed. The sixth grade is fully enrolled. Joe Schichilone has been hired to teach eighth grade science with Paul Niles and eighth grade math, allowing Paul to spend more time on administrative matters. Thirty-eight families attended the "welcome picnic" at Cape Rep for incoming sixth graders. Kathy attended a program about the new Massachusetts statutes to address and combat bullying. All Cape school districts were represented. CCLCS was the only school to have a bullying policy. New statute requires annual staff training regarding bullying. Cindy Horgan of Cape Cod Children's Place will lead a workshop for faculty/staff.

Committee Reports:

Finance Committee: Stefanie reported that the annual audit has begun, with a new firm. Committee has determined that there are some salary gaps, compared to local districts. Recommendations will be forthcoming regarding adjustments and increases and regarding benefits.

Nominating Committee: Bob reported that the nominating committee recommends inviting Tom Berkley to join the Board. A motion was made, seconded and unanimously approved to add Tom Berkley to the Board. A motion was made, seconded and unanimously approved to re-appoint the following trustees for second terms: **Scott Barron, Bill Bogdanovich, Stefanie Fournier, Chris Wells.** Bob also presented the slate of officers for the coming year. A motion was made, seconded and unanimously approved to elect the following slate of officers: **Norm Michaud:** Chair; **Bill Bogdanovich:** Vice Chair; **Stefanie Fournier:** Treasurer; **Marion Hobbs:** Clerk

Capital Campaign Committee:

Recommendations on Feasibility Study: Carole reported on the results of an RFP for a professional consultant to assist CCLCS with a capital campaign feasibility study. Three highly qualified local firms submitted proposals: Development Solutions of New England (DSNE), Butcher & Briggs, Peter Dubay. The committee contacted their references and interviewed representatives from all three firms. The consultant will interview prospects to determine what will resonate with potential donors and provide a realistic estimate of fundraising results. The Committee recommends that DSNE be hired. DSNE has also agreed to screen the CCLCS database to identify prospects. A motion was made, seconded and unanimously approved to request that the Foundation fund the feasibility study to be conducted by DSNE.

Organizational Development Committee:

Report on Board Meeting with John Tarvin, MCCPSE: The Board met with John Tarvin on August 18, 2010. John will meet with the Faculty/Staff on August 31, 2010 and provide a summary of points raised by the Board and by the Faculty/Staff for the Committee to address.

Kathie Grenon moved that the Board rescind the action taken on June 28, 2010 to create a separate conflict resolution committee and incorporate the conflict resolution committee into the OD committee. This motion was seconded and unanimously approved.

VII: Chair's Report: Heidi thanked everyone for their contributions to the Board. Applause and thanks to Heidi for her time and dedication as Chair for the last two years.

VIII: Faculty Report: Allie reported that Liz Novak and Kathryn Wilkinson are working on the schedule. Under Maggie Bossi's direction, the select chorus and a cappella group performed at the Cape Cod Chamber Music Concert at the CC Museum of Art.

IV: Executive Session: A motion was made, seconded and unanimously approved by roll-call vote to enter into Executive Session to discuss matters pertaining to real property.

The regular meeting resumed at 7:05 p.m.

IX: Motion to Adjourn: A motion was made, seconded and approved by all to adjourn.

Meeting adjourned at 7:05 p.m.

Submitted by: Marion Hobbs

Documents, Exhibits: Minutes of July 19, 2010 Meeting; Memorandum to the Board from the Capital Campaign Committee; Graphic from Development Solutions of New England (DSNE) summarizing services to be provided; July 31, 2010 Balance Sheet; Agenda for Opening Faculty Meetings 2010