

**Cape Cod Lighthouse Charter School
Regular Meeting of the Board of Trustees
Monday, November 28, 2011 at 6 p.m.**

Minutes

I. Call to Order

Norm Michaud

The meeting was called to order at 6:02 p.m. Members present: Scott Barron, Bob Dwyer, Norm Michaud, Paul Niles, Catherine O'Leary, Sarah Porzig, Georgann Ramage, Carole Ridley.
Absent: Tom Berkley, Stefanie Fournier, Lori LaBarge, Chris Wells.

Public: Marion Lay, Joanne Amaru

II. Approval of Minutes from the Regular Meeting of October 17, 2011

Handout: Regular Meeting Minutes, October 17, 2011

Motion made and seconded to approve the minutes of October 17, 2011 Seconded. Voted, with correction to Director's Report 2nd sentence: See "no" need to.

III. Public Forum

None

IV. Director's Report

Paul Niles

Paul attended charter school leaders meeting. MA opting out of **AYP** via waiver, almost assured. MA trying to sell charter school model across the country, so oversight becoming more strenuous. Our policy and procedures will be scrutinized. **Race to the Top**. Designed for large, failing districts. Time consuming and expensive and little remuneration for a small school. Most charters opting out but Paul has tried to make us fit but informed the Board his sense is to opt us out well. Appears no stigma attached for a school of our size. Question: would participating give us brownie points for future rounds? A wash for the \$20,000 we would have to expend.

Forming a staff building transition committee to address the small issues we will have to attack - furniture to technology to transportation. Ctte meets next Monday to develop a task list. May involve the Board at some point. **High School Night** reps from local schools making presentation to our 8th graders and parents. Should be more efficient than inviting them in one by one. **Dec. 8 book fair** and ice cream social, parents will socialize, kids watch movies. **Japan Homestay**: interrupted by tsumani. Program will go forward with visit from them next summer. **Bill Wibel** continues his work with Math dept. Liz Novak transitioning back from her maternity leave. Common Core standards will be a challenge to implement. Bill moving on to work with Paul and Joanne around administrative issues. **Sarah T-F** \$140,000 worth of work to date for which they have billed us \$15,000. Very complicated negotiations. Sarah gave two options. Nutter/McClennan bill us \$15,000 more or Sarah would beg for a waiver of all fees. Sarah as a most valued resource, clearly done more for us than even the \$140,000 represents. Paul recommends spending the \$15,000 with a sincere letter of thanks from the Board. **Admissions** Open House early Nov. had 70 families attend. Most successful first open house ever. Two more in January. **Auction**: brought in about \$27,000 up from last couple of years. Good value to yield. Time to return the auction to an evening adult gala affair. Thanks to Board who attended and bid. **Staff committee work**: Academic Integrity Ctte to tighten up rules about cheating, plagiarism, not always understood at this age. Student Success Ctte implementing academic advisories in 7th

grade - occasional small group meetings working on the same themes. Breaking down this small requires lots of staff involvement. Joanne saw the need, rallied the troops, and it is going into effect. Kudos to staff for seeing the need and implementing so quickly. **Philanthropy Day.** Carole on a panel on our Feasibility Study, Bob on another. Great to have our Board so prominently represented. Handout: Student Handbooks. Questions: **National Jr. Honor Society** induction ceremonies? Daniella Garran in charge. She finished writing her book this weekend.

V. Committee Reports

A. Capital Campaign Committee

Carole Ridley

Annual Appeal will go out once we have photos from groundbreaking. Want to separate from Capital Campaign. Separate fund to be established within Foundation to receive Capital Campaign funds. Taking an incremental approach - identify high priority items - fields, arts, science and break down so appeals can be made to a specific interest group. Paul and the staff will set the priority list. Still in the PR mode kicked off with groundbreaking. Limited window because work needs to begin. This Friday, Dec. 2, small program from 1:45-2:15 Paul, musical performance, student speaker, alum speaker, Harwich official, Statehouse delegation invited but they are on break. Following ceremony there will be a groundbreaking. Some interest from press, but probably the story will come from us. Ideas?: somehow related to learning experience here. Possible to do something - put up birdhouses. Could calculate weight in theater chairs saved from the waste stream and represent in graphs. Environmental sensitivity - reuse of the building as well. Work in progress. Can we use marquee for sign "future home of the Cape Cod Lighthouse Charter School." 8" letters. Publicity sent to all media outlets on the Cape. Reach out if you have contacts of your own. Concentration will be on photo ops, kids with dignitaries. Mostly outside, building not ready for a crowd. Encourage students and faculty to wear Spirit Wear. Josh will do sound. Annual Appeal list: Basically parents, alum families, donors. New names welcome. Thanks to Carole for the leadership on Capital Campaign.

B. Building Committee

Norm and Paul

Room divider had to be removed due to \$70,000 cost and complication. Staff voted to save the money, use toward future upgrade. Recommended to Bldg Ctte not to make the expenditure. Ctte has spent \$5,000 for the structural work for the dividing wall. Major work begins next week. Anticipating completing early - in July. Things moving smoothly at this point. Lots of excitement among staff that we are taking a major step forward toward the long term stability of the school. Tremendous opportunity to involve our extended community in the project. Crew was put together Saturday to save \$28,000 cost to remove the abandoned theater seats. 20 people showed up, unbolted 1,000 seats, staff parents, alumni parents. Next Saturday work party to move the unbolted chairs to donated trailers. Contacted local theater groups offering them the seats for free. Nice response from our community. Suggestion to contact 4Cs theater department.

C. Finance Committee

Norm Michaud

Stefanie unable to attend but in contact with Karen. Nothing significant since last month. Report at next month's meeting. Karen improving, intends to come back in January. She's watching over us in the meantime.

VI. Faculty Report

Sarah Porzig

Term 1 seminars: Select Chorus stole the show in two sold out concerts with Chatham Chorale. 7th grade groups. Daniella Garran **Cultural History of Wing Island** seminar excavated 2 dozen 4000 year old artifacts (mainly flakes) with the help of CCMNH staff and volunteers. Nice article on seminar by 8th grader Kevin Nicolai in TCC. Amy Woods' **Teachers in Training** seminar worked with Laurel School 2nd graders on their school literary fair. Beginning of a nice partnership. 8th LA Shakespearean workshops and unit completed. Moving on to thesis essays, poetry, Pigman, grammar demons. Speech/Language Pathologist Challis Crema newly certified as a Girls Circle Facilitator. Nationally recognized program for adolescent girls groups. Will lend her expertise to the 7th grade lunch groups.

VII. Chair's Report

Norm Michaud

Harwich required payment of property taxes. Applying for an abatement and establishing our tax exempt status, probably rebated in January.

Capital Campaign. Education is a major issue for us. Clearly there is misunderstanding about charter school funding, lack of building reimbursement, lottery. Make the message clear why we have to ask for money.

Lori ordered flowers sent to Karen on behalf of the Board.

Nominating Committee needs help identifying criteria for new draftees. Please think of good prospects and get names to Bob.

VIII. Vote to Enter Executive Session

At 7:09 p.m. following a motion duly made and seconded to enter into Executive Session to consider the purchase, exchange, lease or value of real property as an open meeting may have a detrimental effect on the negotiation position of the public body. Roll call vote: Scott B, aye; Georgann R, aye; Sarah P., aye; Carole R, aye; Bob D, aye; Norm M, aye; Paul N, aye

IX. Approval of Paraprofessional, Technology Coordinator, Clerical and Hourly Staff Contracts

Motion made to approve Paraprofessional, Technology Coordinator, Clerical and Hourly Staff Contract as written. Second. Unanimously voted with Sarah P abstaining.

Motion made to approve the Executive Director contract as written. Second. Unanimously approved with abstentions by: Paul and Sarah.

X. Old Business

None

XI. New Business

None

XII. Vote to Adjourn

Motion made and seconded to adjourn at 7:21 p.m. Unanimously voted.

Respectfully submitted

Recorded by,

Lori LaBarge, Secretary

Marion Lay