



Cape Cod Lighthouse Charter School

195 Route 137, E.Harwich, MA 02645

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Cape Cod Lighthouse Charter School Regular Meeting of the Board of Trustees

Date & Time: Monday, August 23, 2021 at 6 p.m.

Location: Cape Cod Lighthouse Charter School,

195 Route 137, East Harwich, MA 02645

Minutes

I. **Call to Order** - Andy Murphy called the meeting to order at 6:04 pm

Present: Paul Niles, Andy Murphy, Rachel Lake, Tracy Murphy, Kathryn Wilkinson, Seth Rolbein, Jim Foley, Pat Johnson, Jim McAuliffe, Susy Remillard

Absent: Thomas Langway, Catherine O'Leary, Lauren Elliott-Grunes, Laura Gill

Public: Sarah Toren Flores

II. Declaration of a Quorum

III. **Executive Session** - To consider the purchase, exchange, lease or value of real property with respect to CCLCS property at 195 Route 137, East Harwich. Executive Session is warranted because the chair declares that an open meeting may have a detrimental effect on the negotiating position of the board (M.G.L. c. 30A, §21). a. The Board will reconvene in open session at the end of the executive session. b. Motion to enter executive session, and roll call vote for the same.

c. Conduct executive session. Roll call to enter executive session.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

d. Motion to exit executive session and convene in open session again. Roll call vote to exit the session.

IV. **Public Forum** - none

V. **Approval of Minutes for July 26, 2021** - Move to approve the minutes and seconded.

VI. **Director's Report**

Fall planning

Paul sent a letter to families regarding Covid protocols for the fall. We will require masking for students. On third of our students will not be vaccinated and the rise of the Delta variant makes this a prudent move. Overall, family support for this initiative is high. There are many ways that we will be ahead of last fall. There will be no

minimum distancing indoors and no requirement for cohorts. We will have full athletic and musical programming. We will not require masks outdoors, although students and staff will have the option to do so. We will be raising our three tents again for programming. We will provide free lunches with state support. We are still planning our fall field trips which are under discussion, including the option of rescheduling for the spring. A committee is considering a revised version of the Sea Camps experience. We are revising our rapid testing model for the school community, including quarantining models and keeping kids in school. We will be signing up for pool testing for students and staff in part because the state is providing resources to conduct this program. This will help us to identify asymptomatic cases. Full-time in person learning is scheduled for the fall with no virtual cohorts.

Andy Murphy suggested the Board vote to support Paul's covid strategies for the school.

Jennifer Hyora has been promoted to student services coordinator. We have hired Steve St. Martin as sixth grade special education teacher.

Katie Motta and Aria Booras have been hired as learning specialists.

Andrew Sims has been hired for front office support.

Andrea Philbrook will continue to work on back office support of our data systems.

Staff meetings for the beginning of the year will be held next Tuesday and Wednesday. First day of school is September 7th. Our revised schedules will be in effect, including six period days. We have several new plans submitted to the state for school operations.

Physical plant - Two new rooftop air handler units will be installed soon. 7 of our 8 will now be new. There are also some storm drainage issues, and DirtWorks will be repairing this. They will also be giving us a plan for long term parking lot care. Summer landscape improvements are underway. We have asked families to take charge of small landscaping projects around their school on their own time. Tents will be back in place before Labor Day.

VII. Approval of Union Contracts - We had a great negotiating session with our Union reps. There were some changes in the contracts and those are highlighted in red. Since we made our debt ratio this year, this allowed us to be more generous this year. There were some inequity issues that we wanted to address. We want to give a 4% raise, instead of a 3% raise. Those who are still on the salary scale get a 7% raise. We added a longevity bonus. We added an annual longevity bonus to the paraprofessional scale. Since we don't have homerooms this year, there is no longer a \$2500 homeroom stipend. So, instead we have created a duty plan that all will participate and get a \$1300 stipend. We also upped the stipends for other positions, like coaches.

Motion to approve the union contracts. Unanimously approved by the Board.

VIII. Chair Reports

Andy Murphy complimented Paul on the management of the issues around Covid and suggested a vote of full confidence in his continuing leadership. Pat Johnson suggested that the Board consider a motion to support the DESE recommendations and support his continued leadership through this situation. The Board unanimously approved this motion.

Andy asked the Board to approved an upcoming letter regarding the transition to a new director for the school. The Board approved the drafting of that letter. It should include messaging regarding family involvement in the process.

IX. Director Search Committee - The search committee started today at 5pm. We will start off by sending a letter to parents in mid September. That will be followed by a survey. In advance of our next meeting, we would like to give the Board a draft of a survey. Then, we will send this survey out to families that week.

Our steps to the process - Letter, survey, analyse the survey, job description, advertising, interviews, recommendations to Board, interview the finalists. This hopefully will be accomplished by January 17, 2022.

XI. Topics not reasonably anticipated by the Chair - none

XII. Next meeting September 20, 2021

XIII. Vote to Adjourn meeting. Roll call vote. Meeting adjourned at 7:25 pm.

**Kathryn Wilkinson
Susy Remillard**

Patrick Johnson, Clerk