



Cape Cod Lighthouse Charter School
195 Route 137, E. Harwich, MA 02645
phone: 774-408-7994

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

Date & Time: **Monday January 22, 2024 at 6 p.m.**

Meeting also available on zoom -
<https://us02web.zoom.us/j/3364539980>

Meeting ID: 336 453 9980

Location: **Cape Cod Lighthouse Charter School,
195 Route 137, East Harwich, MA 02645**

Minutes

I. Call to Order 6:00, **Present:** Andy Murphy, Catherine O’Leary, Beth Woelflein, Challis Crema, Tracy Murphy, Jim McAuliffe, John Scichilone **Absent:** Mike MacMillian, Rachel Lake, Josh Stewart

II. Declaration of a Quorum: Yes

III. Public Forum: None

IV. Approval of Minutes for January 22, 2024 - Andy Murphy motioned to approve, Tracy Murphy seconded. Unanimously approved.

V. Directors Report

a.) Enrollment Status

- 6th and 7th are full
- 8th down two students (at 82)
- Shared DESE’s “Near Cap” and “At Cap” guidance.

b.) Accountability

- Due 3/1 - Charter School Claim form (as of 2/15/24)
- Due 3/15 - Pre-Enrollment form (for 24/25) - this is a big one!

c.) Calendar

- 2/12 - 2/16: Charter Advocacy Week! (Thank you for your participation)
- 2/19 - 2/23 : Winter Break
- 3/6: Professional Development - Jenna Meleedy - The Media Literacy Playground

VI. Chair Report

A. Review progress on Board goals

- Increase Board Diversity: We continue to look for more diversity on our board. We will be looking for a Board chair in June when Andy's term is up. Jim's second 3-year term is also up in June. Keep looking for more board members to fill slots.
- Prepare a road map for financial planning: March 24th will be a scaled-back auction at Wequassett from 2 to 5 pm. Calling it a Spring Celebration. Please come and volunteer if you can.

VII. Staff Report: None

VIII. Finance Committee Report: Fin Con is not meeting until Wednesday. Catherine will send out minutes after they meet.

IX. Topics not reasonably anticipated by the chair: None

X. Next meeting March 18, 2024

XI. Vote to adjourn the regular meeting at 6:55, Challis Crema motioned to approve, seconded by Beth Woelflein. Unanimously approved

