



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

**Date & Time: March 18, 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 6:07, **Present:** Andy Murphy, Catherine O’Leary, Challis Crema, Tracy Murphy, Jim McAuliffe, John Scichilone Mike MacMillian, Rachel Lake, Josh Stewart **Absent:** Beth Woelflein

II. Declaration of a Quorum: Yes

III. Public Forum: None

IV. Approval of Minutes for February 26, 2024 - Jim McAuliffe motioned to approve, and Josh Stewart seconded. Unanimously approved.

V. Directors Report

#### Accountability

- 1.) 3/15 - pre-enrollment, sibling enrollment and waitlist information are all due
- 2.) Our 5-year renewal is quickly approaching!!
  - Renewal application just released March 2024 (due Aug. 1st)
  - Catherine will submit the application and meet with DESE in May to hear more about

the process

- Summer - work, work, work!
- Fall (by Nov) - Renewal conducted (with an educational consulting firm as part of the team)
- Summary of Review - Dec / Jan
- Commissioner Determinations - Feb '25

## Calendar

- 3/6: Professional Development - Jenna Meleedy - The Media Literacy Playground
- 3/11: e-Sports began!
- 3/24: Spring CELEBRATION @ Wequasset from 2 to 5
- 3/25 - Remaining spring sports begin! (still looking for a softball coach)
- 3/25 - MCAS season commences

The CCLCS 2024/2025 calendar was presented to the board. It was decided that Catherine would bring it back to the staff to get a vote surrounding PD days. During the April board meeting, the calendar will be presented for full board approval.

Facilities Updates: Roof Update - Michele Gallucci, CCLCS' business manager, presented the following:

- Stressed that the roof needs immediate replacement and requires the expertise of a design firm to develop specs and a technical plan for replacement.
- Current Status: Michele has done extensive due diligence to learn about what is needed to complete the bid process
- Keenan & Kenny Architects, Ltd out of Falmouth, MA have provided Michele and Administration with a proposal
- Earmarked funds from Commonwealth (100K) have to be used by June 30th
- Michele shared what the architectural services by K & K will include. Their fee is a total of \$29,000. Michele feels it is a reasonable price.
- Architects need 2-3 weeks to do work in preparation for the bid, bid must be advertised for 14 days
- Recommendations: -Accept Keenan & Kenny's proposal to start work immediately- execute contract based on our counsel - review construction bids that come in and select in accordance with the procedures

Josh Stewart motioned to approve the proposal set forth by Keenan & Kenny Architects, and Mike MacMillian seconded. Unanimously approved.

## VI. Chair Report

- Tracy Murphy got some names of potential names - asked Catherine to discuss with Tracy and try to get that going
- Andy is busy helping to secure the beverages from his restaurant for the upcoming auction

## VII. Staff Report:

**Seth Roberts:** Seventh Grade is in the midst of a t-shirt design contest that will be available for purchase once the winning design is chosen in early April! Our theme is centered around our roles as light keepers!

**Annie Haven:** Grade 7 had a marvelous Pi Day today! We focused on becoming pi-lingual with the vocabulary words diameter, radius, circumference, and pi. We measured the diameter and circumference of many circular-shaped items, large and small, edible and inedible, to determine the constant proportional relationship between the two. Many students came very close to pi and were able to relate our studies of the constant of proportionality to diameter. Measuring and snacking on a Life Saver candy was a highlight! Photos can be seen on the CCLCS Connection FB site.

### **Debbie Greenwood:**

- My Paw Prints Seminar students have created a variety of art prints that will be on sale at our CCLCS Auction Proceeds from the sale of these original prints will be donated to the Sampson Fund, which provides financial assistance for veterinary care for critically ill or injured dogs and cats on Cape Cod.
- 8th graders Bianca Dibble and Juliette Diehl-McIntyre; and 7th grader James Ayala have artwork that will be exhibited in the “Through Young Eyes” K-12 Student Art Exhibit at the Cape Cod Museum of Art in Dennis. The exhibit will take place from March 21 through May 12, 2024. The public is invited to the reception on Saturday, March 23rd from 1-3 pm.
- 21 CCLCS students’ art was selected for the Orleans Cultural Council's Youth Art Show at the Orleans Town Hall. Many attended the Opening Reception this past Friday, March 15 .
- She was awarded First Place in Watercolors at the Art Association of Cape Cod in Barnstable in the “ Shadows and Light “ exhibition which closed last week.
- Debbie attended a zoom professional development class sponsored by the Massachusetts Art Educators Association learning how to upcycle t-shirt material for woven projects.

- She secured financial assistance from the Museum of Fine Arts in Boston for our upcoming 7th Grades Field Trip on April 4. I applied for and received a \$1,000. transportation grant.

**Mary Marvullo** - All 7th graders participated in the SBIRT screening protocol on March 15, 2024. SBIRT stands for Screening, Brief Intervention and Referral to Treatment. This is a mandatory screening required by Massachusetts DESE (Public Health Unit) to assess students' use of alcohol, marijuana, nicotine, and other drugs. All 7th graders were screened individually and privately by the school psychologist, the school nurse, the social work intern, and a paraprofessional (who is a licensed mental health counselor). The data (without any student identifiers) is reported to the state of Massachusetts, similar to other screenings (such as BMI, chronic diseases and immunizations).

VIII. Finance Committee Report: Mike and the finance committee met this afternoon. No major issues with expenditures. Discussion continued around roof updates with business manager and committee members.

IX. Topics not reasonably anticipated by the chair: Catherine shared some of the auction items that have been donated and will be at this weekend's celebration.

X. Next meeting April 22, 2024

XI. Vote to adjourn the regular meeting at 7:07, John Scichilone motioned to approve, seconded by Josh Stewart. Unanimously approved

