



# Cape Cod Lighthouse Charter School

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## **Cape Cod Lighthouse Charter School**

Regular Meeting of the Board of Trustees

Date & Time: Monday March 21, 2022 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 6:01 pm
  - Present: Paul Niles, Rachel Lake, Kathryn Wilkinson, Jim McAuliffe, Catherine O’Leary, Andy Murphy, Lauren Elliott-Grunes, Seth Rolbein, Patrick Johnson
  - Absent: Thomas Langway, Jim Foley, Laura Gill, Tracy Murphy
- II. Declaration of a Quorum
- III. Public Forum - none
- IV. Approval of Minutes for February 28, 2022 - Motion to approve the revised minutes from February 28, 2022. Seconded. Unanimously approved.
- V. Academic Performance Report
  - o Data collection tools - We have three happening right now.
    1. Daily Assessments (Jupiter online gradebook) - In Jupiter, teachers log in grades that parents and students can view. Term 2 just ended last Friday. Teachers will add personal comments for each student. PRs get sent home on paper two weeks after term ends.

2. Star Testing - We just started our second round. This testing gives us immediate feedback. The staff has gone through two PD sessions on how to use this tool.
3. MCAS Testing - MCAS is taken on the computers. We are updating our Chromebooks this week. Next week we are doing an infrastructure trial. We have a sliding window with MCAS which allows us to easily schedule make-ups. This Spring, ELA MCAS is from 4/7 - 4/15. Math/Sci is from 5/9 - 5/27. We get the comprehension reports in August.

## VI. Director's Report

### a. COVID report -

- i. Update on weekly COVID cases since New Year, presented data in red which reflected new mask policy (3/2 and beyond)
- ii. No cases the last 2 testing rounds

### b. Admissions update -

- i. Last month applicants vs. year presented to Board, we now have more information on this year's incoming class, we have state projections for tuition based on where our students are coming from
- ii. Compared year to year projections, as well as by district
- iii. This data makes an enormous difference in our budgeting strategies
- iv. Student Opportunity Act (SOA) is helping with the increase in these #s
- v. Discussion on what determines the PPE by district - made up of Foundation and Above Foundation, towns must spend up to Foundation budget, what a town has to lay out for the Foundation budget includes # of students in subgroup categories, the state contribution to the Foundation is based on this data
- vi. A good portion of the budget comes from the Above Foundation spending, we experienced a hit a few years ago when districts reacted to the SOA, the last 3 years have demonstrated that this was a unique occurrence.
- vii. We are also slowly getting information about our rising 6th graders (IEP students, EL students, and other categories), transition meetings yield more information and these begin in the Spring

### c. General charter matters- charter school advocacy week

- i. A lot of great activity over the week. 1,000 participants in the kick off rally. 1,700 emails sent to legislators in the per-pupil facility. We had a great meeting with Sarah Peake, and she walked away saying that she would do her best to support this initiative. This year we are advocating for an increase in the per pupil cost. Asking for an increase of \$150. This will allow us to start planning for building maintenance.

## VIII. Chair Report

I. Let's build on getting new Board Members - think about folks w/ skill sets that will help us in our next chapter. Members should talk to Andy about any potential candidates.

## IX. Personnel Update

- Catherine is managing the Associate Director search. The job has been posted on several platforms. We have a total of 8 candidates so far, 6 are external and 2 are internal. Closes April 1. The committee has been formed and members are going through the paperwork now.
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- 7th grade math teacher position has been posted. Our current 7th grade math teacher, Katie Prehlik, will be our new Business manager, taking over for Karen Scichilone. We have 4 candidates so far. That committee is meeting tomorrow on how we can cast a broader net, interview process, etc.
- Catherine and Paul have been talking about their transition. Paul's contract is up in June. But, Paul would like to negotiate with Andy to add two months on to his contract, so he can work on the transition with Catherine. He would ask for the same pay rate.
  - Lauren Elliott-Grunes made a motion to extend Paul's contract for an additional two months at his same pay rate. Seconded. Unanimously approved.

## X. Recruitment and Retention Committee

They did not meet this past month. But, the fact sheet that Catherine mentioned earlier would be helpful to have to pass out.

## XI. Finance Committee -

Larger budget projections coming next month. This month all is well. THE bottom line (w/ depreciation out), 340K surplus. This is a good place to be, especially with the term of the loans.

A few personnel shifts that have shifted #s.

Utilities going up (beyond our walls as well), which is also reflected in the monthly #s.

## XII. Strategic Planning Discussion - 2022 and Beyond

- There have been a lot of changes since our doors opened in 1995. We have had strategic plans in the past, but historically, we have stumbled when it comes to the pathways that get us to accomplishing our strategic plans. We are great with coming up with the ideas, but we struggle with the follow through. Facilities are definitely a future focus. So, some thoughts that Catherine has are...
  - Facility - Using buildings, like Morton Buildings
  - Fact Sheet - Creating a one page fact sheet that might be helpful to push out to stakeholders
  
- Rachel mentioned that she would like to learn more about our Foundation. Can we learn about this next month?
- Our last strategic plan was in 2015. Ideally, we want to have a new one every five years. But, with COVID and Paul’s retirement, this was pushed off. Paul will send out our last plan, so that people can have a look at this.
- Catherine separated the Accountability Plan from the Strategic Plan. The Accountability Plan is more academically focused.

## XIII. Faculty Report

### **CCLCS STAFF REPORT**

**March 2022**

#### **Classroom Activity**

Grade	Staff	Activity	How it Relates to Our Mission
6	Susy Remillard	Students begin their unit on Walking Democracy today, using the photos of the Rowland Scherman as part of their study of the Great Migration leading up to the March on Washington. This unit was developed for Campus Without Walls, and while it was not matched with another school this time, we will be	social/emotional learning, academic challenges, rigorous curriculum, risk-taking for growth, personal responsibility, local partners/resources

		matched with an East Boston Middle School in late April to study the novel A Long Walk to Water and practice our persuasive writing. A grant to the 1619 Education Network is pending to further develop these materials within the UDL model.	
8	Emily Nowack	8th grade Civics students have spent the past week and a half diligently working on their Supreme Court Case Projects. For this project, students selected a Supreme Court case they feel has shaped or changed our country's social and/or cultural trajectory in some way. Students used knowledge gained through independent research to create a mini lesson plan which they will teach to their classmates starting this Wednesday. Some cases selected include: Brown v. Board of Education of Topeka, Korematsu v. USA, Obergefell v. Hodges, Dred Scott v. Sandford, and many more!	academic challenges, rigorous curriculum, project-rich lessons, creative opportunities, risk-taking for growth, personal responsibility
8	Hannah Kast	8th Grade ELA: We are introducing a new novel to the curriculum, Refugee by Alan Gratz. This unit is taking place in lieu of To Kill a Mockingbird. In addition to reading the novel, students will work on non-fiction reading in advance of the MCAS and will touch on current events in Europe.	creative opportunities, local partners/resources

### All-Grade/School Activity

Grade/Group	Activity	How it Relates to Our Mission
8	Eighth grade went skiing to Pat's Peak on March 10th. For almost all students, this was a first time experience! They rec'd a lesson in the morning, and a day full of sunshine and laughter!	social/emotional learning, community building
All Grades	Our Model UN Club will be competing this weekend at Bentley University. Students, aka "Delegates", will go up against others middle schoolers from across the state and collaborate to solve global challenges. Some of these include: colonization of space, women's rights, cybersecurity and the refugee/migration crises. I have run the Club for over 5 years now and this year, we have the most participants ever - 26!	
All School	The Butterfly Project mural will be unveiled on May 10 in honor of the day the Terezin Concentration camp was liberated. As a result of the article which was published in the Cape Cod Times, the Cape Cod Foundation called me to ask if we were interested in receiving grant money for the project. Obviously, I said yes! I had to answer a few questions and about 3 weeks later, they called to say that they were awarding us \$750 for the project! This money will be used to underwrite the cost of the installation.	project-rich lessons, creative opportunities, community building, local partners/resources
All Grades	A touchstone of our school programming, Mock Trial, is back up and running! After a short season and having to cancel trials at the start of Covid in 2020, then running an alternative seminar option in 2021, "Law	social/emotional learning, academic challenges, rigorous curriculum,

	and Order: Fairy Tale Edition," where we put classic stories on trial, we are finally able to get back to the gavel. The case is a complicated first degree murder charge, and we have one of the biggest student participation numbers in years- 20 kids! We are fortunate enough to be assisted again this year by local lawyer Harrison Barrow. Trial competition will begin in early May again Nauset.	project-rich lessons, creative opportunities, risk-taking for growth, personal responsibility, community building
All Grades	Congratulations to the following students whose Art pieces were selected to represent CCLCS in the Massachusetts Statewide K-12 Youth Art Month Virtual Exhibit in Boston: Grade 7 - Silas Wirtz, Hugo Ceraldi, Sophie Grant, Amelia Stoots, Nick Cormier.	creative opportunities, local partners/resources
All Grades	Through Young Eyes Art Exhibit at the Cape Cod Museum of Art- Congratulations to these 3 CCLCS students: Marzipan Messina (7), Sophie Grant (7) and Larsen Wake (8) whose Art is presently exhibited from March 9th through May 8. In Person reception will take place Thursday, April 7 from 4-7 pm. * Art Teacher Deborah Greenwood also has a painting in this exhibit which features Student Art from grades K-12 alongside their Art Teachers.	creative opportunities, risk-taking for growth, local partners/resources
All School	Art Spark Session II starts up again this Thursday and will continue until June 9.	creative opportunities, local partners/resources
All School	Roots and Shoots returns in April! We are focusing on the garden and building a mini food pantry to repurpose the extra food that is often thrown away from our prepackaged meals. The students wrote a grant to the Hershey Foundation and were awarded \$250 for this project. Grants to the Roots and Shoots organization and Whole Kids are pending. We will soon be looking for garden volunteers and donations of seedlings, so please keep this opportunity in mind!  We recieved a grant of \$1,480 from Friends of Pleasant Bay to continue our work with Wampanoag history, particularly looking more closely at the life of Tisquantum, who is buried in the Pleasant Bay area. This study will inform the teaching of the first Thanksgiving in the sixth grade curriculum.	social/emotional learning, project-rich lessons, personal responsibility, community building, local partners/resources
All School	We had another successful "CCLCS only" Rock Night skating event at Charles Moore on Saturday, March 12th. Nearly 100 kids attended, behavior was great, and we raised \$530 for the student activities fund.	community building
Update	An update - Susannah Graham-Pye had announced earlier that we were going to participate in the memory stone project marking in communities where people who were enslaved lived - they wanted \$6,000 for the school to participate, and it is a trademarked project, so we opted out...	

## Professional Development

Grade	Staff	Professional Development	How it Relates to Our
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			<b>Mission</b>
Art	Deb Greenwood	I attended the National Art Education Conference in NYC on March 3 and 4.	rigorous curriculum
6	Susy Remillard	I will be participating in the U.S. Department of State's Bureau of Educational and Cultural Affairs' Alumni Thematic International Exchange Seminar (Alumni TIES) on the topic of American Identity: Exploring Our Collective Memory, Heritages, and Histories in Minneapolis, MN from March 21-25, 2022. The seminar will convene approximately 40 U.S. citizen alumni of U.S. government-sponsored exchange programs. This seminar brings together a diverse group of participants and will include alumni who have professional and/or exchange experience in education, culture, history, language and/or sociology. Through panel discussions, skills-building workshops, and training, the alumni participants will join subject-matter experts and U.S. government officials to identify current challenges, share practical experiences, and create a foundation for mentorship, networking, and partnerships that support integrating diversity, equity, inclusion, and access (DEIA) and storytelling into their work.	social/emotional learning, academic challenges, rigorous curriculum, project-rich lessons, risk-taking for growth, global experiences

#### XIV. Topics not reasonably anticipated by the Chair

- Foundation - We would like to learn more about it next month. Paul will present on this next month.

#### XV. Next meeting April 25, 2022

XVI. Vote to Adjourn regular meeting. Motion to adjourn. Seconded. All in favor.

Meeting adjourned at 7:24pm.

*Notification Date: March 10, 2022*