



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

Date & Time: **Monday, December 19, 2022 at 6 p.m.**

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

Minutes

IN-PERSON ATTENDANCE

I. Call to Order

Andy Murphy called the meeting to order at 6:05 pm

Present: Andy Murphy, Catherine O’Leary, Seth Rolbein, Beth Woelflein,
Pat Johnson, Jim Foley, Challis Crema, Rachel Lake, Tracy Murphy, Jim
McAuliffe

Absent: Kathryn Wilkinson

II. Declaration of a Quorum - Andy Murphy declares forum - 10 present

III. Public Forum - none

IV. Approval of Minutes for November 21, 2022, moved to approve by Jim
Foley, seconded by Jim McAuliffe Seconds

V. Directors Report

A: Current Enrollment Status:

- 6th- full, 7th - full, 8th - 83 (four on the waitlist for 8th)

- Admissions Slideshow - encourages BOD to take a look to see what we show to families during our admissions open houses.
- Rediker Admissions: New portal for admissions information in the software that we are already using. Rediker to conduct lottery virtually
- 17 siblings coming next fall.

B: Calendar

- 11/30: TFM visit, 12/2: Term ended, 12/1 and 12/2 Book Fair, 12/7: Half Day (PD), 12/16: Last day of seminar, 1/17: Staff Retreat 1/19: Admissions Open House

C: Staff Retreat:

- As we are transitioning from the founding generation to the next generation, it is important to discuss overall visions. “The Power and Necessity for Re-Imagining” is the overall theme of the retreat. Staff will have the opportunity to provide input into the most crucial topics to discuss.

D: Accountability Update:

- 12/7 = Pre Enrollment Data to DESE
- 12/15: EPIMS Data to DESE
- Q2 numbers will be released late December/early January. These are very indicative of what our funding looks like for the upcoming year.

E: Board Goals

- Fundraising: Discussion related to our previous fundraising goal of pulling off an auction. Do we have time to get it done by March, like originally discussed? Possibly try to make it less complicated than the auctions of our past. Andy discussed the possibility of using the Charles Moore Arena for a venue. Seth discussed the idea of fund-a-need to raise a lot of money. Beth discussed the possibility of a 50/50 Raffle. Catherine will bring it back to staff.

- Diversification: Work needs to be completed around obtaining 2 more individuals to address areas of need on the BOD. Andy will discuss the resume of a potential new board member during his chair report.

VI. Chair Report

- Potential board Member interest - resume has been sent by John Scicholone. He is an alum of the Charter school and has a strong interest in the school. BOD are encouraged to look at his materials and then at the next meeting we can vote him in if all are in agreement. In the meantime we will determine if he needs to be in person at the meetings after meeting regulations change in March of 2023. Pat brings up possible challenges of being remote.

VII. Staff Report

Classroom Activity

Grade	Staff	Activity	How it Relates to Our Mission
6	Kathryn Wilkinson	As part of their Asia project, where culture was the theme, the sixth graders built models of UNESCO World Heritage sites. The projects were so creative and unique. They are displayed in the main hallway for everyone to admire and enjoy.	project-rich lessons, creative opportunities
8	Sandra Hemeon-McMahon	¡Felices Fiestas! The Holiday Season is upon us, and we are celebrating (and learning about) it in 8th grade Spanish class. Since this year the Global Simulation Project "takes us" to Spain, we are listening (and learning about) "villancicos" (carols) that are particular to that country, old Hanukkah songs from before 1492, and holiday songs that we recognize, but are also in the Spanish language. We will finish up with a singalong of "Cascabel" (Jingle Bells) and Rudolfo as we prepare for the Holiday break. Have a "Próspero año nuevo" -- A happy New Year!!	social/emotional learning, project-rich lessons, creative opportunities, global experiences

All-Grade/School Activity

Grade/Group	Activity	How it Relates to Our Mission
All School	Scholastic Book Fair - On December 1st and 2nd the school had its first in person book fair in 3 years. It was a huge success, bringing in over	creative opportunities, community building

	1000 dollars for the school to buy books and technology for our classrooms.	
All School	The Holiday Coin Drive was a HUGE success! We are still tallying the money as of today, 12/16, but we estimate it's over 1.000 dollars. The coins collected were taken to Child and Family Services to help provide for families in need this holiday season. It was an all school effort, and each homeroom should be very proud of how they've helped their community.	social/emotional learning, creative opportunities, personal responsibility, community building, local partners/resources

Professional Development

Grade	Staff	Professional Development	How it Relates to Our Mission
6	Annie Haven	Just finished a graduate class called "Fostering Mathematical Mindsets" about teaching math growth mindset to students. Fantastic class on neuroplasticity of the brain and the power of making mistakes.	social/emotional learning, academic challenges, rigorous curriculum, project-rich lessons, creative opportunities, risk-taking for growth
7	Daniella Garran	I received a CC5 grant which allowed me to purchase a MetaQuest VR headset to take students on virtual field trips!	creative opportunities

VIII. Finance Committee: Jim Foley reports:

- Per pupil tuition increase of 1302 dollars.
- Waiting for 2Q numbers to come in soon

IX. Topics not reasonably anticipated by the chair:

- Catherine: Town of Brewster is still debating how to best utilize the old Sea Camps property . Catherine will go to the next Selectmen's meeting to listen to what ideas are being generated. Could CCLCS explore having students use the property for creative teaching ideas?

X. Next meeting January 23, 2023

XI. Vote to adjourn regular meeting: motion to adjourn by Tom Foley, seconded by Tracey Murphy.

Notification Date: December 13, 2022