



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: October 21, 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

I. Call to Order: Call to Order 6:04, **Present:** Catherine O’Leary, Challis Crema, Caitlin Wajkowski, Mike Grugin, Beth Woelflein, Tracy Murphy, Jim McAuliffe, Micheal MacMillian, Lauren Barker, Josh Stewart **Absent:** John Scichilone, Rachel Lake

II. Declaration of a Quorum - Tracy declared a quorum

III. Public Forum - None

IV. Approval of Minutes for September 16, 2024 - Micheal motioned to approve, seconded by Jim, and unanimously approved by all.

V. Directors Report

-Facilities Update: Sewer installation is fast approaching. JM O’Reilly is the civil engineer company is the company that will draw up the plans. The process is starting now to ensure hooking up to Harwich sewer.

-Calendar Update:

-Conflict of Interest Statement for Board Members to sign

VI. Chair Report

A. Vote on Vice Chair - Jim McAuliffe will be Vice Chair: Nominated by Tracy, seconded by Mike, and unanimously approved by all.

B. Director evaluation: Tracy went over a summary of the director evaluation survey from both the guardians and the staff. Jim McAuliffe will be Vice Chair: Nominated by Jim, seconded by Caitlin, and unanimously approved by all.

C. Discussion and vote on new Board goal: Strengthening the connection between the school and the board. Ideas include: adding board members to Notes to Home email blast, having staff members present at board meetings, etc. Possibly add a question to the Board's self-evaluation regarding feelings about their connection to the school. Josh added that other boards he has been on have been on short retreats to discuss important work and set goals. Possibly consider that. No formal decisions are made but he suggests it could be a healthy process for a school board. Tracy suggests possibly getting together in the summer in preparation for the upcoming school year.

Tracy motioned to make a new board goal, seconded by Micheal, and unanimously approved by all.

VII. Staff Report

- Micaela Champagne: Growth Mindset Identity Flag: project-rich lessons, creative opportunities, and social-emotional learning
- Suzanna G-P - shared that her book, For the Unremembered, A Journey of Reflection into Cape Cod's Connection to Slavery will be released on April 25. She hopes to work with the DBEI committee to develop a curriculum that can be used with the book.
- Sports Update from the Athletic Directors;

Boys and Girls Soccer received a first-round bye in the Super Six League Tournament coming up this week. The boys have the top seed and the girls have the second seed. This is our first season in this league and we have done very well so far.

Cross Country - Boys have the best record in the league and the girls have been very competitive so far. They will have their All-League Meet this week which is very exciting. Also, we have hosted meets here this year. Not only league meets but multi-team meets too. This is a first for the school.

Field Hockey - We were able to obtain the Brewster Town Hall Field for practice this year so the team has practiced on a regular sized field. The Team has been very competitive this great season.

Both soccer teams and cross country raised money for new uniforms which look

very nice.

- Challis Crema, Liz Novak, and Ari Booras will be headed to Nashville to attend AMLE and present on Neurodiversity across the curriculum. They plan on sharing the presentation at December's board meeting.
- SEL extensions: Explicit social-emotional instruction is happening during morning homerooms

VIII: Vote on the Final Audit Report Micheal motioned to approve, seconded by Challis, and unanimously approved by all.

IX: Topics not reasonably anticipated by the chair: Had a meeting with the finance committee today: Revenue is strong right now. The Business Manager is looking into refinancing our building loan. The committee is also looking to go out to bid for our audit next year.

X. Next meeting November 18, 2024 @ 6 PM

XI: Vote to adjourn the regular meeting: a 6:48, Catherine motioned to approve, Beth seconded, and unanimously approved by all present.