



# Cape Cod Lighthouse Charter School

195 Route 137, E. Harwich, MA 02645

phone: 774-408-7994

## PLEASE POST

Pursuant to Open Meeting regulations, this is notification of

the **Cape Cod Lighthouse Charter School**

**Special Meeting of the Board of Trustees**

Date & Time: **Monday, March 30, 2026 at 3:30 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

Tracy called the meeting to order at 3:40

- **Present:** Tracy Murphy, Caitlin Wojkowski, Christin Sims, Ben Parsons, John Scichilone, Michael Grugan, Jim McAuliffe, Michael MacMillan, Beth Woelflein,
- **Absent:** Rachel Martin, Josh Stewart, Lisa Mincieli

### II. Declaration of a Quorum

- Tracy declared a quorum

### III. Public Forum

- None present

### IV. Action Planning

- A. Ben presented a summary of the work completed on Saturday, highlighting changes made to the strategic priorities. He discussed the evolution of the

three original priorities and how they arrived at the current five.

- B. After a discussion of the appropriate lens with which to determine targeted objectives for each strategic priority, the Board generated ideas for each, with their draft objectives as follows:

1) **Enhance the Overall Student Experience** through curricular and co-curricular initiatives that promote student belonging and intellectual, social, emotional, and physical growth.

OBJECTIVES

- Provide students with opportunities to engage in relevant and deep learning experiences and a creative range of assessments which include content that crosses disciplines and develops critical lifelong skills.
- Increase student engagement in extra- and co-curricular activities.
- Implement an advisory program
- Allocate and train staff to support student belonging and growth.
- Promote equitable access to all experiential learning for all students
- Define and celebrate the arc of the CCLCS experience to students and families

2) **Improve Academic Achievement** by leveraging data and best-practices to ensure that all students find academic success.

OBJECTIVES

- Use data to target interventions
- Leverage project-rich curriculum for all students
- Use MTSS to guide instruction for individual students and to offer guidance for
- Develop a Portrait of a Graduate

3) **Cultivate strong partnerships** with families and the broader community to inspire engagement, shared responsibility, and student outcomes.

- Renew the SEMINAR program to incorporate more community partners (internally and externally).
- Strengthen parent engagement via community series, potlucks, conferences, coffees with the ED.
- Explore/expand community partnerships to raise visibility for students currently underrepresented at CCLCS.
- Maximize the impact of our digital outreach (website, social media, etc.) to broaden our reach.
- Energize alumni and board engagement

4. **Attract, retain and develop a team of excellent educators** who have a passion for middle school teaching, learning and leading.

- Promote collaboration across disciplines and grade levels (group lunches)
- Teacher-driven professional development that addresses what they need
- Strengthen the onboarding process to assist new hires

5. **Promote Responsible Stewardship of our Resources** to allow us to realize our strategic priorities and sustain our mission-driven value proposition.

- Develop a five year financial plan that supports stability in the face of changing state and federal support.

- Diversify revenue sources to benefit the student experience.  
Design a facilities plan
- C. Jim raised the question of whether or not the strategic plan is coming together as intended: to respond to threats and to present opportunities. He surfaced tensions between breadth over depth and of copying others' plans over crafting our unique plan. He also raised the point about how much to align the Strategic Plan with the new accountability plan so that the school can be focused on its directives. The Board considered these points and will refine and revise in light of these considerations.

V. Communication plan for sharing

- Ben said that he intends to share the draft strategic priorities, objectives and metrics with the full faculty at their meeting on 3/31. He will encourage input from them before bringing a subsequent draft plan to the full board on 4/27.

VI. Vote to adjourn special meeting

- A motion was made by Tracy to adjourn the meeting at 5:20. Motion seconded by Michael M. Unanimously approved.

**Next meeting April 27, 2026**