



Cape Cod Lighthouse Charter School
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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: **Saturday, March 28, 2026 at 9 a.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

Agenda

I. Call to Order Tracy called the meeting to order at 9:10

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

II. Declaration of a Quorum - Tracy Murphy declared a quorum

III. Where are we now?

- Ben presented meeting norms and discussed what “strategy is” and is not.
 - A. An ice breaker asked those present to imagine the headlines of a newspaper article featuring CCLCS.
 - B. A review last year’s materials presented three primary focus areas: 1) Enhance the Overall Student Experience & Improve Achievement Data, 2) Foster Transparency, Trust and Collaboration in Governance and Community Engagement, 3) Promote Responsible Stewardship of Resources and Ensure Future Sustainability (Fundraising

for Facility Improvements)

- C. Current values and behaviors were discussed by having each attendee who is or was a parent of a CCLCS student speak to why they chose the school originally and what they found when here. Tracy shared that her son found it comfortable and that he could manage its size. CCLCS is nimble and responsive. By virtue of the size and philosophies of the school, we can make changes based on the students in front of us. Field trips connect students to their peers and adults. Tara shared that she taught 26 years at DY, but she wanted something different for her children. Her son shadowed here and said, "These are my people." The projects are where he shined. The people know everybody's names and there is a sense of community. Getting out of the building - getting in a van and going down the street is easier without the hoops the traditional schools have. Caitlin cited that field trips were cut in Barnstable. She noted the individual attention, opportunity, and size of CCLCS as advantages, and the negative behaviors in Barnstable - her son's class was cleared 24 times - as disadvantages of remaining in his previous school. Her kids loved the opportunities, the vibe, the access to adults. Rachel said that the size was a big reason - she skipped 5th into 6th and could do it at CCLCS, her parents were very involved and liked that. Michael Grugan noted that parents made the intentional choice where to educate their children and the Grugans wanted their children surrounded by children whose parents made an intentional choice. Christin cited familiar faces, the connections, that it felt like an opportunity for her daughters. She also noted opportunities to be academically challenged, feelings of community, and wanting students to come here and engage. Ben summarized that many of the comments touted the value of small schools, of explorations and trips, of project-rich learning, and of the people and teachers in the community.

IV. What makes our organization?

A. A SWOT analysis was conducted by attendees, with the following assessments:

- **Strengths** We are fully enrolled next year with a wait list, have a very invested and stable staff, have plenty of data, knowledge of ourselves: affirmation of mission/values & overall identity, confidence in mission, future-forward looking, strong reputation.
- **Perceived weaknesses:** Facilities impacting programs, transportation to actual school + extra curricular activities...late bus, board engagement & awareness, need new voices, clearly communicating outcomes of all students, disconnect between parents, technology.
- **Opportunities:** Tracy suggested creating a portrait of a graduate. Engage families more - parent /teacher conferences, maybe not be invite-only? Student led conferences? John asked how do we effectively operate as a teacher-led school? Can create more opportunities to be involved in the community. Can revisit seminars to be community facing/mission aligned. Cultivate leadership in our 8th graders. Need to be more innovative around gym space and athletics by improving transportation and facilities

- **Threats:** The need to focus on retention of 8th graders. Will the MS experience be the same with the advent of AI, the devaluing of education in society? Will the charter sector remain viable at state level? How will the funding formula change in 2028?

B. External Analysis and Environmental Scan

- Ben presented slides from the Cape Cod Commission and DESE showing the precipitous decline of the school aged population in Barnstable county and the very real possibility of enrollment declining in the coming years.

V. Vision: Where are we going?

We discussed the need to modify the original strategic plan focus points in light of changes from last year to this. Ben shared several different examples of Strategic Plans and placed out work in the larger context of DESE's core values and the MCPSA Strategic Plan, which focuses on: Effective leadership and governance, Supportive political environment, Sustainable organization, Ecosystem of access, opportunity and belonging.

Ben discussed translating these ideas to the school level by doubling down on our mission and focusing on project rich learning experiences, teaching to the whole child, and community partnerships. He showed the Board three school-specific examples of strategic plans, two from the charter sector and one from an independent school. In all three, he cited that "people", especially teachers, were given more attention in the final report. Beth discussed the need to emphasize Belonging, Passion, and Integrity. As the closing exercise, Ben asked the group, "If we could add one position, what would it be?" Results were: Social worker, Alumni relations or outreach coordinator, Educational technology coordinator, Dean of students, Dean of academics / curriculum coordinator, An additional arts teacher, a Principal in addition to ED, a Dean of culture, and Intervention specialist / student support coordinator. The responses confirmed that the final plan should value teachers as much as facilities, if not more so.

VI. Summary and wrap up

- It was decided that a three year plan, rather than a five year, is what we will pursue due to the urgency of this work and the highly unpredictable factors governing education locally and nationally.
- Plans were made to reconvene on Monday as a full board to finish the discussion. Ben agreed to reword some of the focus points and add a couple of additional points prior to the next meeting in light of the morning's discussion.

VII. Vote to adjourn special meeting

Tracy made a motion at 12:10. Ben seconded. Unanimously approved.