



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

Date & Time: January 27, 2025 at 6 p.m.

Meeting held on Zoom -

<https://us02web.zoom.us/j/3364539980>

Meeting ID: 336 453 9980

I. Call to Order: Call to Order 6:00, **Present:** Catherine O’Leary, Challis Crema, Caitlin Wajkowski, Mike Grugin, Beth Woelflein, Tracy Murphy, Jim McAuliffe, Micheal MacMillian, Josh Stewart, John Scichilone, Annie Haven **Absent:** Lauren Barker, Rachel Lake

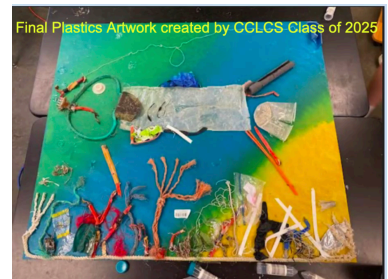
II. Declaration of a Quorum: Tracy declared a quorum

III. Public Forum: None

IV. Approval of Minutes for December 16, 2024, and January 2, 2025 (special meeting) Jim motioned to approve, seconded by Michael, and unanimously approved by all.

V. Teacher Presentation - Annie Haven - 7th grade Math

Microplastics: Tiny pieces, Big problem: Annie reviewed the reasons this project came about. She explained her partnership with a local organization, Friends of Pleasant Bay. The project helped students realize their impacts on the environment. Through grant monies, Annie and Aaron were able to secure microscopes to help with the project implementation. They then took field trips and collected material at several beaches around Pleasant Bay and brought it back for analysis: One question was whether the debris was organic material or plastic; which was determined by using the microscopes. The materials were then categorized. With the sorted materials, the students created an art project. Nate the Plastic Fish was the culmination!



VI. Directors Report

1. Calendar: January - Round 2 of Star Testing,
 - January 31st - T2 Seminars begin
 - February 3rd-7th - Advocacy Week
 - February 4th: Admission Open House
 - February 12th: Applications Due
 - February 25th: Lottery held
2. Advocacy Week: Mass Charter School Association - February 3-7. Be on the lookout for messages from the Charter Association. The kick-off rally is on Feb 3rd at 6 pm via Zoom. Catherine has reached out to our new representative, Hadley Luddy. Hoping to get her in for a visit to the school
3. Admissions Procedures: Admission Open House is 2/4 and application deadline is 2/12. Lottery Date is 2/25.
4. Financials: Next year's 2026 projections are up - 4% increase from last year to this year. Current Q2s were published in late December. Current years Q3s will be published mid-march
5. Accountability - Summary of Review- received early January. Catherine shared the report with the board. Overall, a very strong report.
6. Academic Data - Added a Data Committee Update. Analyzing MCAS and STAR data - by grade, content areas, and cohort.
7. Strategic Planning Update: The first meeting was on 1/8/25. Consists of parents, Board members, and staff members. Looking for feedback from our stakeholder groups. Next meeting: Deep dive into documents and analyze data trends.
8. Staff Workshopping: Took a 1/2 day PD and did some staff workshopping. Takeaways: a strong desire for department time, creation of an employee guide ("Lighthouse Lantern"), staff wants to stay on the forefront of education on Cape Cod - grounded in our roots and still growing into new buds.

VII. Chair Report

A. Update from Search Committee: 3 interviews are scheduled. Forums happening for families, staff, and teachers are also happening to get more input. This is the collecting information stage and then recognizing priority to help with

B. Vote to appoint additional Search Committee members: Tracy made a motion to the board to add Brian Bates, Catherine O'Leary, and Challis Crema to the Search Committee, Seconded by Michael Grugin. Unanimously approved

C. Executive Director Vote: Tracy made a motion to release Catherine O'Leary from her contract, effective June 30, 2025, and Jim seconded. Unanimously approved

D. Retreat Update: Spoke with Julia Bowen regarding a Board retreat. Tracy will get back to the board with particular dates.

E. Vote to appoint Treasurer and Clerk: Tracy made a motion to nominate Micheal MacMillian as Treasurer and Mike Grugan as Clerk, and seconded by Josh

VIII. Staff Report

Tech Department

We purchased Gaggle software for backing up staff and student emails along with a Student Safety Management System that has helped get staff connected with students who need help.

We purchased Rise Vision software and hardware to run the Hallway TV screen promoting daily activities and schedules for students, staff, and parents, who visit the school. We are hoping to add another to the multi-purpose areas this summer.

We purchased two robots from Pitsco Education to use in both seminar classes and regular science classes. They are awesome to work with and we hope to purchase more if possible.

We purchased from TalentLMS in January 2025 an LMS portal. We will use this portal for all staff onboarding activities including for new staff and during staff orientation in late August before the new school year begins. Staff are already using the portal to complete this year's mandated activities.

We have been able to revive the school's key fob system which has not been working since Sept 2021 and we are working with Cape Cod Alarm to add additional cameras and improve upon system functionality as we plan to regularly arm the building this summer.

We have held two Tech Depts meetings already this year and are working on deciding to use the Clever portal for both staff and students starting next Sept.

Club News:

Model UN has just received our second conference details! There are 5 committee options. They are:

- 1.) On the Social, Humanitarian, and Cultural Committee: Protecting and Promoting Rights of Women in Conflict Zones
- 2.) On the United Nations Environment Programme Committee: Global Water Scarcity
- 3.) On the UNESCO UN's Educational, Scientific and Cultural Organization Committee: Preservation of Education for Children in Conflict Zones
- 4.) A new committee! Formula One: Crisis on the Grid: Dive into a high-stakes reimagining of Formula One, where scandal, sabotage, and corruption redefine the sport after the 2024

season. Delegates will navigate secret agendas, heated debates, and dramatic power plays to shape the future of the grid amid chaos and reinvention.

5.) On the historical committee: Ancient Rome, Republic to Empire: The committee examines Ancient Rome's shift from Republic to Empire, navigating key events like Caesar's assassination and Augustus's rise to power. Delegates will shape Rome's future amid political chaos.

This will be the second conference we attend this year, scheduled in March. Our first Conference was at Suffolk Law School and focused on greater accessibility to financial resources for immigrants and refugees in the US. Our final conference will be in May - stay tuned on the topics!

Athletic Department:

Our first season of Basketball in the Super Six League has been going well. The Boys Green Team (A team) is 5-1 with 4 games to play before the playoffs. The Girls team is 1-5 and has been competitive in all of its games. The Boys Gold Team (B team) is 3-3 and looking for another matchup before the end of the season. Having a separate gym for the boys and girls to practice has been very helpful. We were also able to secure the HYCC in Hyannis for our home games against Rising Tide and Falmouth Academy. This meant we only had to travel to Falmouth and Plymouth once instead of twice. We're still hopeful that in the future we can find a gym where we can hold all our home games.

Winter track just wrapped up its season. Coach Ken had an active group of runners. They joined the Cape Cod Athletic Club's race series. This was a lot of fun for the kids having regular races. The final race of the year was a 5 miler, which our team ran as a relay.

We're looking forward to a busy spring with baseball, softball, tennis, golf, track, and Esports!

Social Emotional News

The Signs of Suicide program was administered to 7th-grade students during the week of 1/21 and will be administered to 8th-grade students during the week of 1/27. This program is administered to the students by the School Psychologist, the School Nurse, and an intervention teacher (who is a licensed mental health counselor). The students are provided with information about the signs of depression and suicide. Students complete an anonymous depression screening and students are given the opportunity to follow up with the school psychologist and the school nurse for referral to a mental health provider, if needed.

Project Rich Learning:

The sixth graders have created some impressive projects over this last month, from the Asian landmark projects in Social Studies to the adaptation creatures in Science. Project day at CCLCS is always a highlight, filled with excitement and pride. With a Cape Cod 5 grant that we received, we used some of the money to purchase more display tables so that these projects can be appreciated and admired by the whole school.

IX. Topics not reasonably anticipated by the chair: None

X. Next meeting February 24, 2025 @ 6PM

XI. Vote to adjourn the regular meeting: 7:04: Challis motioned to adjourn and seconded by Josh

Notification Date: January 23, 2025