



**Cape Cod Lighthouse Charter School**  
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**Cape Cod Lighthouse Charter School**  
**Regular Meeting of the Board of Trustees**

Date & Time: **Monday February 28 , 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 6:03pm  
Present: Paul Niles, Rachel Lake, Kathryn Wilkinson, Pat Johnson, Jim McAuliffe, Catherine O'Leary, Andy Murphy, Tracy Murphy, Seth Rolbein, Laura Gill  
Absent:, Lauren Elliott-Grunes, Thomas Langway, Jim Foley
- II. Declaration of a Quorum
- III. Public Forum - none
- IV. Approval of Minutes for regular meeting on January 24, 2022; Special Meetings on 2/09/22, 2/10/22, and 2/14/22
  - A. Motion to approve minutes for all 4 meetings
  - B. Approved - minutes for 1/24, 2/9, 2/10, 2/14
- V. Academic Performance Report - none

## VI. Discussion and vote on mask policy

A. E.D. recommends (in accordance with DESE and CDC recommendations) that masks be optional in the building and on buses, starting on Tuesday, March 1st, except in the following situations:

1. Masks required in nurse's office,
2. Students and staff returning from a 5 day quarantine or isolation must use face coverings indoors and conduct active symptom monitoring thru day 10 of exposure
3. Request that all staff or students who have traveled to foreign countries or to domestic areas labeled "orange" by the CDC continue to mask indoors for 5 days upon their return

B. E.D. also recommends that the Board instruct the Leadership Team continue to monitor case counts in the community at large and in the school and authorize the E.D. to make adjustments to the masking policy if necessary

FYI - pool testing and home antigen testing will continue, hygiene, air quality control, communications to families re: symptoms, will all continue at the same rate they are currently at

FYI - we will work hard to ensure that there will be respectful interactions among all those who opt to continue masking and those who opt not to

The E.D. has been in consistent and constant contact w/ families - these encompass the full spectrum of viewpoints, all communications have been respectful and hospitable, we are confident that this will continue as we move forward.

The E.D. has been very transparent about his thinking with his recommendations to the Board. Paul's thinking has evolved since the data continues to show decline in cases, w/ the CDC recommendations, and with most schools opting to remove

mask mandates as of today. 80% of families wanted masks to be optional, 79% of staff wanted masks to be optional, there was variability in those stakeholder groups regarding when to lift the mandate. Paul has encouraged staff and families to speak with him and share viewpoints regarding the evolution of his thinking.

Re: thinking around waiting until 3/2 for pool results to come back this week?

Asking families who have traveled to high risk areas to continue to mask should be sufficient to keep a check on this.

Board chair has full confidence in the manner in which Paul has made decisions from the start of this pandemic. Andy is in support of the current recommendation. Is there value in being more specific about the metrics that may drive reinstating mask wearing? It's challenging to be too explicit at this point. The metrics being used as a threshold have evolved as well. It's challenging to select a specific #, but 1 - 2 positive cases in the pool testing will be prompting a discussion re: masking. Paul has been communicating pool results on a weekly basis, this fell off when cases decreased significantly, but this will be re-invigorated with this new change. With the authority to make adjustments as necessary, Paul will add an additional line to his communication with families regarding the notion that masks are not gone forever, and they may show up in certain situations.

Pat Johnson agreed with giving the leadership team the discretion to adjust as necessary. He inquired about the length of funding and timeline regarding the pool and at home testing. We believe it's thru the current school year. Another inquiry from Pat was regarding the communication to students about this adjustment, given individual circumstances that may influence a student to wear a mask.

- 1.) Starts w/ an email tonight to families - request that the information be shared with students this evening

2.) A detailed announcement tomorrow at the start of school, Paul has checked in with over a dozen students across the spectrum to get a sense of how they are feeling about masking.

3.) There will be a March meeting with Advisory groups to discuss further

4.) Potential lunch “drop in” groups to discuss masking w/ the E.D.

Board chair made a motion to accept the proposed policy presented by the E.D. to commence on the 1st of March. Seconded. All in favor. Motion passed.

Board chair made a motion to instruct the leadership team to continue to monitor COVID case counts in the community at large ... *(need wording here)*

## VII. Director's Report

A. Thank you to those who participated in the Board Focus Group this evening at 5PM.

B. A schedule of the Site Visit was presented (Thursday, 3/3)

C. A brief overview of the day at the check out - no findings will be reported yet.

D. Lotteries held in February remotely

1. 178 applicants for rising 6th grade class

2. Used an electronic sorting tool

3. Shout out to our admissions coordinator, Andrea Philbrook, she did a magnificent job, also with the help of Sallie, Crash & Mindy

4. # of applicants was up 20 students from last year - rebounding back to historical figures

5.

E. COVID report - none

1. A reinforcement of the case reports down to the week prior to Feb. break

## F. Facilities Update

2. (3) new faucets installed in the girls room - manual handles instead of the sensors - the sensors can fail quickly

## G. Charter school advocacy week

3. Over 30 families have signed up for the week!

## VIII. Chair Report

Lots to do! Lots to brainstorm! The Board has been discussing next steps - what needs to be done as we transition leadership. Let's continue to do this moving forward. We need to focus on our community families, our local businesses, recruiting new Board members, raising money, spending money, and taking on loans. In the Focus Group, there was a question about building up the Board even more so, and how this is being done. This is the time for growth. Pat and Rachel have discussed the alumni connections and how to foster these. There are people with whom we can reach out and create connections. We need to identify small, manageable goals to move forward and build momentum.

## X. Recruitment and Retention Committee

A meeting scheduled for April 4th at 9AM. Plan to discuss ways to measure and track how our outreach efforts performed. Invite the members of Cape Cod Voices & the DBEI committee to help brainstorm new ways to promote, market CCLCS to a wider demographic. There is a way to know the demographics of the incoming lottery data. Families have just completed the registration process and by mid-March, we can have the data mined and report back on these statistics.

## XII. Topics not reasonably anticipated by the Chair

Strategic plan could be on the horizon - is this the Board's next priority? The time seems appropriate to make this the next big task. What process will we use to get to a strategic plan? The school has explored various avenues in the past. Can

this be an Agenda item for the next meeting? What is the vision and how should it unfold? A presentation at next meeting from Catherine O'Leary regarding this.

XIII. Next meeting March 21, 2022

XIV. Vote to Adjourn regular meeting

Motion to adjourn the meeting at 6:49PM. Seconded. Approved.