



**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: November 18, 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, John Scichilone, Rachel Lake **Absent:** None

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

**III. Public Forum** - None

**IV. Approval of Minutes for October 21, 2024** - Catherine motioned to approve, seconded by Beth, and unanimously approved by all.

### **V. Directors Report**

1.) Facilities - Sewer installation that the town has mandated:

Phase 2 was delayed. O’Reilly is our civil engineer. Mid-December - design complete - will then acquire 3 bids (10K - 50K)

2.) Calendar of Events:

- November/December : Read a Thon! Boosterthon
- November 19th : Admissions Open House #1
- December 5th : Book Fair / Heritage Night

- December 16th : The Outsiders Movie!
  - December 20th : 8th goes skating! :)
  - December 20th : MarketPlace
  - December 20th : Flea Market
- 3.) Eastern Bank roof loan - 5-year budget projection. Catherine reports that we need to vote to approve submitting a letter to the commissioner that includes a 5-year projected budget for approval of the roof loan. Micheal M made a motion to approve the letter to be submitted, seconded by Micheal G, and unanimously approved.
- 4.) Academic Data:
- MCAS: Math and ELA data from 2024 was reviewed. Catherine reports a need to be more deliberate around how we respond to the lower scores that we are seeing. The data team met this morning to discuss a more holistic view of how we can tackle increased MCAS performance by our students. Catherine notes that this is the lowest-performing year she has seen.
  - STAR Math and ELA results were shared. Results are used for internal data collection to help drive intervention programming as well as help guide curriculum in math and ELA. They show a very different student profile than the MCAS results.
  - Discussion by board members regarding how we will address these skill gaps and how an increase in teacher motivation and creativity can sometimes occur when we see data like this.

**VI. Chair Report:** None

**VII. Staff Report:** None

**VIII: Topics not reasonably anticipated by the chair:** None

**IX: Next meeting December 16, 2024 @ 6 PM**

**X: Vote to adjourn the regular meeting:** at 7:00, Catherine motioned to approve, Beth seconded, and unanimously approved by all present.

