



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: **Monday, April 24, 2023 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**

Minutes

I. Call to Order

Andy Murphy called the meeting to order at 6:07 pm

Present: Andy Murphy, Catherine O’Leary, Seth Rolbein, Beth Woelflein, Jim Foley,
Challis Crema, Tracy Murphy, Jim McAuliffe, John Scichilone

Absent: Kathryn Wilkinson, Rachel Lake, Pat Johnson

II. Declaration of a Quorum

III. Public Forum - Kate Ryan

IV. Approval of Minutes for March 20, 2023, Unanimously approved

V. Executive Session -

Executive Session - Executive Session is warranted to discuss strategy with respect to litigation if an open meeting may have detrimental effect on the bargaining or litigating position of the public body and the chair so declares (M.G.L. c. 30A, 21).

- a. The Board will reconvene in open session at the end of the executive session;

b. Motion by Andy Murphy to enter executive session, Seconded by Catherine O’Leary, and roll call vote for the same.

c. Conduct executive session

Sarah Turano Flores will write to Mr. Singer, Mr Wise’s attorney, that the Board of Directors will be moving forward with the plan that was outlined and dated in November of 2021. Unless we hear from Mr. Wise or his counsel by Monday, May 29th, the renderings prepared by **Delaney**, with the exception of location of the northerly planted Linden tree, will be shown to a landscaper hired by CCLCS and carried out. Andy made a motion to accept this action, seconded by Jim Foley, unanimously approved.

d. Motion to exit executive session and convene in open session again, and roll call vote for the same. Seconded by James Foley.

VI. Presentation from the CCLCS Foundation Board Chair - Paul Niles

- Was designed as a legal entity to house funds
- Provided us with the mission statement
- Reviewed the foundation trustees - 5 members
- Meets 3 times per year.
- Accomplishments: Bylaws revision, alumni database, annual appeal, March 4th alumni appeal, CCLCS Auction (not conducted by the Foundation, but the funds from the Auction get housed with foundation monies)
- 325K in CC5 accounts(including 22K from Annual Appeal, 34K from the March 4th appeal, Auction brought in 44K)
- Goals: Expand foundation board, continue alumni outreach, work with CCLCS community to develop and support broader strategic goals.

Discussion of the possibility of creating a development position.

VII. Fundraising updates - report from Kate Ryan who ran the auction. She reports that the night raised 44K and the money is still coming in. Kate feels that there is money out there through alumni outreach. Discussion around having the auction yearly and possibly adding an online component, artwork sales, and experiences like “donuts with the director”

VIII. Directors Report

A. The last admissions open house was structured differently this year. It was

dedicated solely to the students who will be attending the 6th grade next year.
 Student tours were given by the student council members

B. MA Charter Assn - Catherine had a meeting with Robert Carpenter about the Board Survey. There will be a meeting date to discuss the results.

C. Calendar VOTE & Updates

Notable Dates:

- Pre Labor Day start
- December / January break (half day start)

New Additions:

- Early release days (every month)

Motion by Jim Foley to accept 23/24 calendar as proposed, Seconded by Tracy Murphy,, unanimously approved

Upcoming Events:

- 4/11: Everyone Out Drill
- 4/28: Spring Delegate Assembly
- 5/8 - 5/26: Math MCAS & Make Ups
- 5/9: Senator Cyr Visits!
- 5/18 & 5/19: C-Camps!

D. Facilities: Roof

- Obtaining quotes for roof replacement - all three have come in around 190K

E. Board Committees

Potential Sub Committees:

1. Development
2. Alum Relations
3. Recruitment & Retention (students, staff, Board)
4. Facilities

F. Board Goals:

- Board recruitment - Nominations for May

IX. Chair Report

- Andy expressed his desire to move forward with development
- Great news about two new potential board members

X. Staff Report

All-Grade/School Activity

Grade/Group	Activity	How it Relates to Our Mission
All	The DBEI invites the Board of Trustees to participate! Calling all Family Favorite Recipes for the CCLCS Cookbook	social/emotional learning, creative opportunities, community building, local partners/resources, global

	<p>Greetings CCLCS Families,</p> <p>Lots of things were made very clear at the incredible auction April 8 at Wequassett, among them – we are a part of an amazing, supportive, unique, family centered, lifelong-learning-focused community that loves to eat!!!!</p> <p>We are a diverse group that brings a whole host of different cultural backgrounds and wonderful family traditions to our present experiences.</p> <p>Pre-pandemic we had several opportunities for students to share favorite family food traditions. Students were asked to write a short, descriptive paragraph describing an event and to share a recipe from a food eaten at the celebration. Some of the celebrations students wrote about were: Fourth of July; birthdays; Hanukkah; Thanksgiving; Christmas, and St. Lucia’s Day. We’ve shared recipes from Jamaica, India, China, Germany, Scotland, Brazil, Portugal, Sweden, Tanzania, England, The Dominican, Korea, Russia and Kazakhstan - those are just a few that come to mind.</p> <p>All of that said, we are hoping to put together a cookbook of students’ favorite celebratory recipes, recipes that have a little story behind them that somehow connects to family heritage. We’re pretty sure that the recipes and stories will be a pretty amazing collection that reveals some of what makes us such a unique community.</p> <p>We hope to make both print and digital copies available.</p> <p>Attached is a form into which we invite you to share a favorite family food tradition.</p> <p>Thank you! The DBEI Committee</p> <p>https://docs.google.com/forms/d/1BRXprQFnWSZm1CkpZA6N7DFghP_jrJyO-vw4P6EP7m0/edit#settings</p>	experiences
7th	<p>In March, 7th grade students participated in SBIRT. SBIRT stands for Screening, Brief Intervention, and Referral to Treatment (SBIRT). It focuses on prevention, early detection, risk assessment, brief counseling and referral for assessment that is utilized in the school setting. A validated screening tool was used by Nurse Smith, Mrs. Marvullo (School Psychologist) and Mrs. Berner (Special Education staff) to detect risk for substance use related problems. Brief intervention strategies help to address these concerns at an early stage in adolescents. Of the 82 students who participated, three students received brief intervention and zero students required intervention.</p>	social/emotional learning, personal responsibility
All	<p>We had one very minor item out of many criteria to correct from our Tiered Focused Monitoring review for Special Education and Civil Rights. We received confirmation last week that it is now complete and no further action is required. Our next TFM - Group A, which focuses on Student Identification, IEP Development, Programming and Support Services and Equal Opportunity will take place with a self-assessment in 2 years, followed by an onsite visit during the 25-26 school year.</p>	

Professional Development

Grade	Staff	Professional Development	How it Relates to Our Mission
7	Daniella Garran	I was just informed that I had an article accepted for publication in the National Council for the Social Studies journal "Middle Level Learning." This was a double-blind, peer reviewed article and it will be published in the back to school issue this fall. The title of the article is "Using Material Culture To Bring History to Life."	academic challenges, rigorous curriculum, project-rich lessons
6	Annie Haven	I presented at the National Science Teaching Association Conference in Atlanta, GA in March with Monomoy Middle 7th grade science teacher Nancy Gifford. We presented work related to teaching students CER - Claim, Evidence, and Reasoning. Students do research in math (their evidence), make a claim about their research, and explain their claim based on the evidence (reasoning). This concept of CER crosses all academic domains, so the process can be applied to all subject areas. The claim is like a thesis statement. In math and science, the evidence could be a graph, table, equation, etc., while in ELA and SS, it could be quotes from primary and secondary sources. The reasoning is the explanation.	rigorous curriculum, global experiences

XI. Finance Committee

Jim Foley reported on the current state of the budget.

XII. Topics not reasonably anticipated by the chair - None

XIII. Next meeting May 15, 2023. Motion to adjourn by Jim Foley

Seconded by Catherine O’Leary. Unanimously approved.

Notification Date: April 12, 2023