



Cape Cod Lighthouse Charter School
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Cape Cod Lighthouse Charter School

Annual Meeting of the Board of Trustees

Date & Time: **Monday, December 18, 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 6:00, **Present:** Andy Murphy, Catherine O’Leary, Beth Woelflein, Challis Crema, Tracy Murphy, Mike MacMillian, Rachel Lake, Joah Stewart, Jim McAuliffe, **Absent:** John Scichilone

II. Declaration of a Quorum: YES

III. Public Forum: None

IV. Approval of Minutes for November 20, 2023: Catherine O’Leary motioned to approve, Jim McAuliffe seconded. Unanimously approved.

V. Directors Report:

Calendar Update

- Friday, 12/1 = Term 1 ended
- Saturday, 12/2 = Music Performance at Wequassett for Holiday Stroll
- Wednesday, 12/6 = Half Day, PD, MARC presentation
- Thursday, 12/7 = Wequassett’s Generosity!
- Monday, 12/11 = Winter Track began! A first!!!

- Friday, 12/14 = PR's sent out
- Thursday, 12/21 = Holiday Break begins
- Tuesday, January 2nd = PD day for Staff
- Month of January = Roland Sherman photos are on loan on display at the Eastham Library through January

Enrollment Update

- still looking to fill our 8th grade slot
- 6 and 7th are full

Accountability Update:

- December Reports:
- End of Year Financial Report - DONE!
- Pre-Enrollment Estimate Report - DONE!
- EPIMS - due 12/20
- Q2 #'s - released this week
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VI.: Chair Report

- Wants to wish everyone a happy holiday.
- Nothing formal to report this month

VII: Staff Report

- Grade 7 is going to the Orpheum to watch The Tale of Despereaux following an ELA study of figurative language in the book. Then, they will engage in Marketplace, which board members may recall from past years. Students created their own businesses and will be selling self-made items using a check register of money earned in class in December. Thursday will be a special day of activities including card making, Minute-to-Win-It games, a holiday spelling bee, and more. The team is currently planning an afternoon of bowling in Orleans for the Friday before Martin Luther King weekend.
- Kathryn Wilkinson was granted a Cape Cod Five grant to create a Water is Life mural that will also display the photos of the wells in South Sudan that we have helped sponsor. The mural has begun! You can check it out by the water fountain. Students started this in last term's seminar, and we will complete it after school.
- 6th graders will be having our first-ever Fika in 6th grade Social Studies. This is a Swedish tradition of taking a break during the day with friends and family and enjoying sweets, coffee, and tea. This was inspired by a speaker we had from Sweden who came in and gave a presentation about Swedish life and culture.

- The Diversity, Equity, Belonging and Inclusion Committee joined ELA and Reading Teachers in sponsoring a Book Fair/Heritage Family night which included arts and crafts, food and book sales.
- The Special Education Department has started professional development on the IEP Improvement Project. This has been a years-long overhaul by the Department of Elementary and Secondary Ed. The new format, which requires both technical and adaptive changes, will roll out for the 24-25 school year
- Comfort Dog Program coming - Hearts and Paw!

VIII: Finance Committee

- Mike discussed that the finance committee looking at the funding report: Michelle gave an update to the committee this afternoon. Everything is continuing as expected. Nothing major to report

IX. Topics not reasonably anticipated by the chair:

- Rachel Lake working on Alumni relations. Paul was able to help get all the alumni names in a spreadsheet. This is the first time we have a comprehensive list of names from when the school opened. Stay tuned for budding ideas on how to beef up alumni relations, more to come in 2024.

X. Next meeting January 22, 2024

XI. Vote to adjourn the regular meeting at 6:18, Challis Crema motioned to approve, seconded by Mike MacMillian: Unanimously approved