



Cape Cod Lighthouse Charter School  
195 Route 137, E.Harwich, MA 02645  
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## Cape Cod Lighthouse Charter School Annual Meeting of the Board of Trustees

Date & Time: **Monday, June 26, 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 6:05 pm

**Present:** Catherine O’Leary, Seth Rolbein (virtual), Beth Woelflein, Jim Foley, Jim McAuliffe (virtual), John Scichilone, Tracy Murphy, Andy Murphy, Katie Prchlik

**Absent:** Rachel Lake, Challis Crema, Kathryn Wilkinson, Pat Johnson

II. Declaration of a Quorum: There are 9 of us.

III. Public Forum - No members of the public.

IV. Approval of Minutes for May 15, 2023 - Jim Foley moved to approve the minutes as presented. Seconded. Unanimously approved.

#### V. Directors Report

1. Year in Review PD –

- To foster safety and happiness within the classroom and

therefore, open the adolescent brain to receive information / experiences more deeply and meaningfully

- PD on impactful language
- Trauma Informed instruction
- UDL - 1619 presentation
- MTSS structure – academic, behavioral, social emotional (academic this year, tier 1 with intervention)
- Personnel Updates:
  - 7SS, 7Math, PE/health
  - putting in place an on-boarding committee to help new teachers to CCLCS to support new teachers
- MCAS Raw Data
  - Individual item responses, percentage accuracy, and a portion of open response scores - nice place to start - helps with the intervention program
- Calendar:
  - Sibling verification report - 7/7
  - Annual report due- 8/1
  - SOA report due
  - MCAS preliminary data release - late August

## 2. Board Committees: Development, Alum Relations, Recruitment and Retention, Facilities

- Catherine previously mentioned that there are several board members whose term is coming to a close and provided a Google Form to solicit interest
  - Outgoing: Pat Johnson, Laura Gill, Kathryn Wilkinson, Jim Foley
  - Incoming: Josh Stewart, Mike McMillan

## VI. Chair Report -

- Outgoing Members & Vote on Board slate for 23/24 school year
  - Outgoing: Pat Johnson, Laura Gill, Kathryn Wilkinson, Jim Foley (great debt of gratitude)
  - Incoming: Josh Stewart, possibly Michael McMillan (who has children at CCLCS)
  - Board Committee voted to accept Josh Stewart and Michael McMillan as members of the Board. Voted unanimously

- Sally Probolous also indicated interest and board voted unanimously to accept her as a potential member of the Board, should she agree.
- Discussion and Vote to allow Chair to negotiate contracts for professionals and paraprofessionals with the Executive Director and Union Rep.- Voted unanimously
- Executive Director Evaluation Results - Catherine O'Leary was rated in 5's across most categories. Some comments included, "CCLCS is still rebounding from the pandemic and so PD has shifted from staff to students as is necessary." "Behaviors have been challenging this year. She will continue to grow into an excellent ED."

VII. Staff Report - No staff report tonight.

VIII. Finance Committee

A. We finished the year in the positive, just slightly, but enough. We met our quota with the bank.

B. Vote for the 23/24 budget: Per pupil tuition - a 6% increase, circuit breaker (may not qualify), bank interest higher than usual, art spark is included, we looked at salaries, PD and dissemination are two different lines now since they are different, our direct student costs, team sports is going to go up to \$70, direct student costs \$181K, maintenance, insurance went up 15% because we had a workman's comp. claim. Enrichment to go up hopefully, also hoping to be able to give 2% raises to staff if possible after Q2 numbers are published.

Voted unanimously to approve the 23/24 budget.

IX. Topics not reasonably anticipated by the chair - None noted.

X. Next meeting - August 21, 2023

XI. Vote to adjourn regular meeting - Motion to adjourn. Seconded. Unanimously voted to adjourn at 6:46pm.

*Notification Date: May 10, 2023*