



Cape Cod Lighthouse Charter School

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Cape Cod Lighthouse Charter School
Regular Meeting of the Board of Trustees
Monday, June 22, 2020 at 6:00 p.m.

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law and his subsequent Orders dated March 15, March 23, March 31, April 28, May 15, and June 6, 2020 imposing and maintaining strict limits on the number of people that may gather in one place, this meeting will be conducted via remote participation. The public is invited to email the Chair, Karen Whitney, at cclcsboardchair@cclcs.info by June 21, 2020 at noon with any comments related to the agenda and/or for an invitation to participate in the meeting remotely.

Remote Teleconference: Invitation to come via email

Meeting Minutes

I. Chairman Karen Whitney called the meeting to order at .

Present: Paul Niles, Karen Whitney, Susy Remillard, Kathryn Wilkinson, Tom Langway, Seth Rolbein, Debbie Kimball, Lauren Elliot-Grunes, Jim Hilliard

Absent: Sharon, Andy Murphy

II. Approval of Minutes for May 2020

Motioned to approve the Minutes May 2020 minutes, with unanimous vote to accept.

III. Public Forum

Catherine O'Leary

IV. Accountability Plan Update

Catherine reported on feedback from the Board regarding our Accountability Plan. The Board survey revealed that they support the design elements of the school. With guidance from the state regarding the number of key design elements that work best for schools, Catherine focused in on the four key design elements with the most robust support from survey data. The language was tweaked to reflect more current thinking. Feedback was provided by the state including measurements and data to be collected and reported back. Catherine is working with Esther..... to refine the draft of the key design elements to be reviewed by the Board during the next meeting, with the anticipation that key design elements will be revised and approved before the start of the next school year.

V. Annual Meeting Business: Approval of the Preliminary 20-21 Budget

Our projected budget. This includes...

The starting number is using last year's numbers from the sending districts. It is a little more than we had at the end of the year, since we are bringing in more students next year. This budget includes the additional money from the CARES Act. It includes a 2% salary increase, transportation cost, and the COVID supplies is an approximation. We may get reimbursed for that. We have qualified for a FEMA grant. There is an increase in custodial expenses. We are keeping in an expense for roof repair. We are looking at enhancing technology in case we need it for distant learning. That would be an additional expense, if needed. We may be able to spend some of our FEMA money on that.

Unanimous approval of the budget.

Unanimous approval of the Board to negotiate the contracts consistent with our budget.

Unanimous approval of the Board to authorize the contract with director, Paul Niles. His contract is up June 30.

VI. Annual Meeting Business: Approval of Board Officers for 20-21

The slate of officers was reviewed and approved by the Board

A potential new Board Member, Laura Gill, was introduced by the Karen Whitney and Lauren Elliot-Grunes. Laura is an outstanding member of the Brewster community. Her resume was reviewed by Karen and Lauren nominated Laura to the Board. The Board approved her addition to the Board of Trustees.

VII. Director's Report

a. Remote Learning Update

It's over! Proud of the teachers for their work to pull kids through. Some final statistics of remote learning...92% of the class units were passed in the 6th grade, 93% passed in the 7th grade, and 89% passed in 8th grade. According to our failure policy, 3-5 students will be in our summer credit recovery program.

End-of-year events - We had a driveby parade for our 8th graders on the last day of school - 70 of the 80 families participated. During the parade, there was music, photos taken, and we tried to recreate some memorable moments, like throwing water balloons.

We are going to have an in-person graduation ceremony.

Kathryn reported on this year's Walk for Water, which brought the school community together and raised over \$9,000 for Water for South Sudan. T-Shirts will be made to further the celebration of the student and family walks. Kathryn will be posting a video of the community effort.

b. School Re-Opening Task Force

We will hear tomorrow from the State. We need to take the guidance from DESE and turn it into operational protocols for the Fall. By July, there will be more to share, so we might want a July Board meeting, so we can discuss this.

c. Advocacy Update

No advocacy update at this point, but we are hoping for some education funds through the state

legislature. The legislature is asking towns to come up with a level budget and move forward 1/12th of the budget at a time. The state has recommended that we come up with contingency plans if the situation changes and evolves.

VIII. Committee Reports

a. Finance Committee - FY 20 Budget

We have a net income of 46k. The last time we met it was closer to 30k. This is due to the savings that came from not having to run a physical school. This leads to a small surplus.

There were three items related to the audit process. Karen Schichilone has a back-up system- she back-ups on the Cloud every day . A physical inventory is still in process

IX. Faculty Report

See below

X. Chair Report

We are working on recruiting new members. We are happy that Laura Gill will join us, and we are continuing to put out feelers for other potential members. Karen will put a survey out to the Board members, so we can have a leadership plan in place and know people's thoughts.

In the next year or so, we will need to redo our bylaws. The State is supposed to email with recommendations. The bylaws are over 10 years old.

By September 1, Board members need to complete the State ____?

XI. Review Results of Director's Evaluation Survey

Karen shared the results of the Director's Survey. Overall, the Board is thrilled to have Paul as our leader for the next year. His ability to look ahead in a difficult year has benefitted the school in numerous ways, important given our financial situation and the added challenges brought on by Covid-19. Our survey results were significantly higher this year than last. The parent and staff survey results were primarily 4s and 5s in support of Paul's leadership. The survey revealed areas for growth that could be used to set goals next year. Karen summed up by saying how grateful the Board is to have Paul's strong leadership, particularly in these challenging times.

Karen would like to convey to the community at large how much the Board appreciates the feedback from all community members.

XII. Topics not reasonably anticipated by the Chair

None

XIII. Discuss meeting schedule for 2020-21. Possible next meeting July 20, 2020.

We would like to have a Board meeting on July 20 at 6pm. We will have more guidance on the opening.

Discussion of items for next agenda.

None

XIV. Vote to Adjourn regular meeting

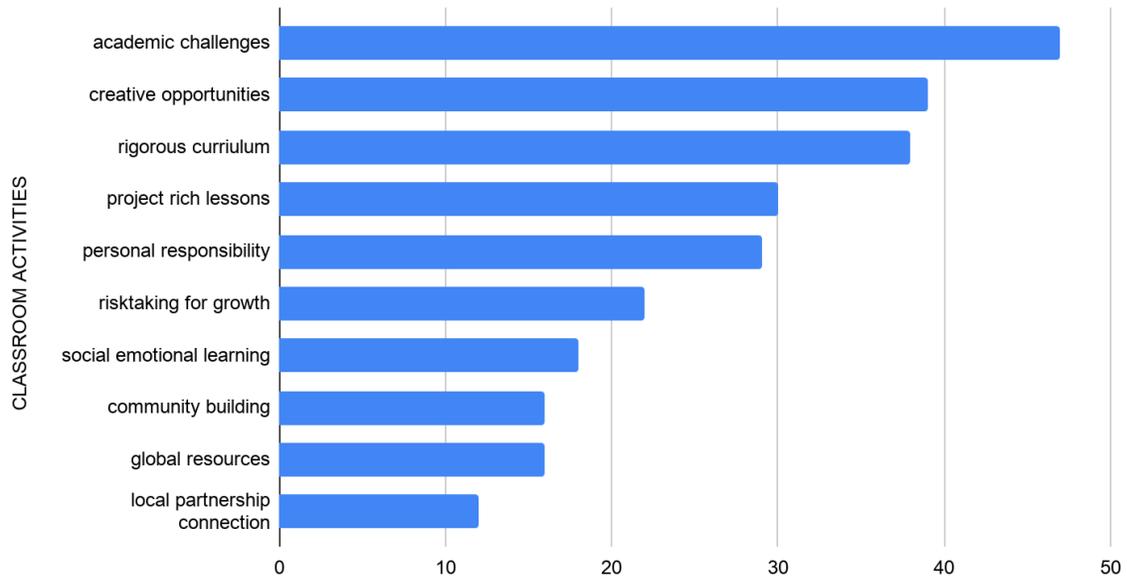
June Faculty Report

Kathryn Wilkinson	All		Walk for Water was a huge success! This was the first year that we made it a community event and opened it up to all grades, including alum. It turned out to be a record fundraiser. We raised over \$9000. Because of it, the CCLCS Class of 2022 will sponsor a well in South Sudan that will get drilled this winter.	project-rich lesson design, risk-taking for growth, community building, global experiences
Daniella Garran	7	Fall of Rome annual essay	Participated in the webinar, "Stories are stronger than hate: A call to action" hosted by the Shoah Foundation and Liberation 75 (moderated by actor Mike Myers whose parents both fought in the RAF during WWII)	social/emotional learning
Karen Scichilone	8	Kahoot	Learned to kahoot on Zoom and how to share screen..	creative opportunities, risk-taking for growth
Liz Novak	8	Math Placements	Math placements are tricky because students change so much during middle school. A child who is not ready for an accelerated or honors math class in 6th or 7th grade may well be ready for such a course of study by 9th or 10th grade. Also, the pace required to cover three math courses (7th grade math, 8th grade math, and Algebra 1) in two years can cause even very strong math students to fall behind grade level. We have a number of 8th grade students who are continuing their math studies through the summer in order to be ready for an accelerated or honors course of study in high school. These are strong math students who did not do the accelerated program in middle school but now are ready. They will have a mostly self-paced and self-directed course using a pathway that I have laid out for them with khan and an algebra textbook. They have topics broken down by learning objective with self-assessments along the way. If they get stuck, they can email me for help during the summer. It is very exciting to provide opportunities for these motivated students to find ways to continue to excel and grow!	academic challenges, rigorous curriculum, risk-taking for growth, personal responsibility
Hannah Kast	8	Personal Essay	8th graders wrapped up the year with their personal essays. The class of 2020 took this tradition quite seriously, and all but three students (who were previously identified as needing summer work due to struggling through distance learning) turned in high quality essays on time. Students worked at home through a brainstorming process, wrote first drafts, shared their drafts via Google Docs with a personal essay advisor, and used that feedback to revise before sending in a final copy. Six members of the Special Ed and ELA departments served as essay advisors, which made getting students quick and comprehensive feedback possible! Essay topics included living through the COVID pandemic, favorite hobbies and vacation spots, special relationships with grandparents or pets, overcoming personal challenges, and the impact CCLCS had on them.	academic challenges, rigorous curriculum
Hannah Kast	8	Car Parade	(Am sure Paul may share, but if not) Nearly 70 of our 8th graders marked their last day of school by participating in a send-off car parade. Families decorated cars and drove through our campus, waving at staff members on what should have been their graduation evening. Betsy Doris, Maggie Bossi, Mark Girardin, and staff children Hayden Novak and Chase Berner played pomp and circumstance with the accordion,	social/emotional learning, community building

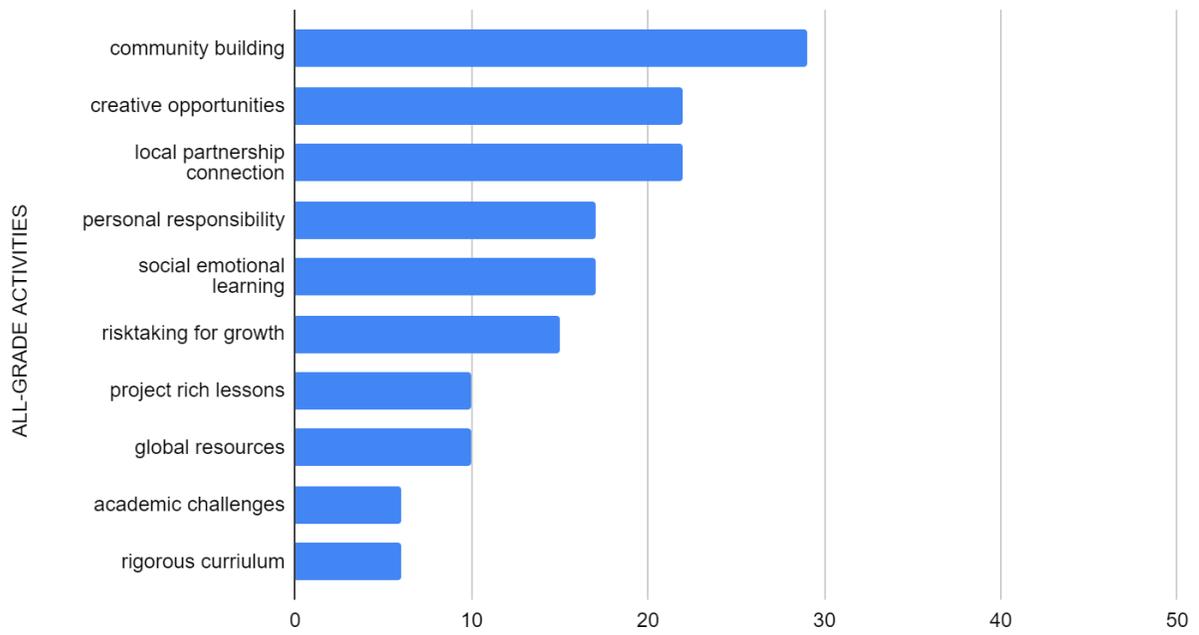
			drums, and cymbals. Catherine O'Leary organized a collection of painted rocks for an upcoming class of 2020 rock garden. Allie Graham painted a large HUZDAH banner, and with the help of Christin Sims greeted each car with the banner to take a socially distanced photo of the 8th graders. Emily Nowack created and passed out (via a lacrosse stick for distance) keepsake gifts (either a bracelet or key chain) for each student. Deb Greenwood painted a large "Wipe-Out Covid 19" board, and before driving off campus 8th graders had a chance to throw a previously-lysoled water balloon at the COVID board to express their anger at the pandemic and to keep some semblance of the Fort Donelson tradition alive. A fun, enthusiastic event attended by nearly the full staff and our SRO Officer Larivee.	
Sandra Hemeon-Mc Mahon	8	Spanish	8th-grade Spanish students had an overall strong finish to their school year, despite being in quarantine, especially with the activities related to the Global Simulation Plan (GSP). The vast majority of the students joined in to research music found in the various Autonomous Communities of Spain, and contributed to a playlist of songs that were then played on World Beat Radio Show on WOMR both last night (Sunday, June 21) and two Sundays prior to that (Sunday, June 7). Many of them listened in from home to hear the songs that they and their classmates selected, and through them learn more about the language, culture, people, geography, and history of this country. If anyone would like to hear it, you may listen to the 2nd part by clicking on the following link and then on Sunday, June 21. All music shows are available up to 2 weeks after their original broadcasts on radiofreeamerica.	academic challenges, project-rich lesson design, creative opportunities, personal responsibility, global experiences
DeAnna Judin	All		During the shut down ESL students were able to continue receiving services not only through Zoom meetings but through iLit, the online ESL curriculum adopted by CCLCS at the start of the 2019/20 school year. It is an online teacher driven curriculum that also personalizes materials for each students as they grow in English proficiency.	academic challenges
DeAnna Judin	All		ACCESS testing. I'm happy to report that all CCLCS ELL students showed remarkable growth this year and it showed on their state mandated English Language performance test.	academic challenges

News for the Board of Trustees
Aggregate Faculty Responses 2020

This classroom activity relates to our mission because it provides...



This all-grade activity relates to our mission because it provides...



This milestone or PD relates to our mission because it furthered or allowed me to share my understanding of...

