



Cape Cod Lighthouse Charter School

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Cape Cod Lighthouse Charter School Regular Meeting of the Board of Trustees

Date & Time: Monday April, 2021 at 6 p.m.

Location: Cape Cod Lighthouse Charter School,

195 Route 137, East Harwich, MA 02645

This meeting will be conducted via remote participation consistent with the Governor's executive order of March 12, 2020. The public is invited to email the Chair, Karen Whitney, at cclcsboardchair@cclcs.info by Monday April 12, 2021 at noon with any comments related to the agenda and/or for an invitation to participate in the meeting remotely.

Meeting Minutes

I. Call to Order - Karen Whitney called the meeting to order at 6:03 pm

Present: Paul Niles, Karen Whitney, Susy Remillard, Kathryn Wilkinson, Seth Rolbein,, Lauren Elliott-Grunes, Jim Foley,, Laura Gill, Kathleen Phelan, Pat Johnson, Jim McAuliffe

Absent: Debbie Kimball, Sharon Shaw, Andy Murphy,Thomas Langway

II. Declaration of a Quorum

III. Meeting Participation Statement read by Karen Whitney

IV. Public Forum - Kathleen Trask - trustee at the South Shore Charter Public School

V. Approval of Minutes for March 15, 2021

Minutes approved as written, with a unanimous roll call vote with one abstention (Jim McAuliffe who was not present at the March meeting). Moved by pat Johnson, seconded by Kathleen Phelan

VI. Vote on Academic Calendar 2021-22

Board votes on the Academic Calendar for 2021-22. Vacations align with the surrounding public school, and the after-Labor-Day start is our tradition. One addition to be made - We should have June 29th on the calendar for 5+ snow days. Also will change "Columbus Day" to "Indigenous Peoples Day"

Role call vote. Academic calendar 2021-22 has been unanimously approved by the Board.
Moved by Jim McAuliffe, seconded by Jim Foley

VII. Director's Report

a. COVID Dashboard Update

Paul reviewed case trends on Cape Cod, including a recent uptick in case numbers. ([Cape Cod COVID dashboard](#)) It appears that this wave has crested and numbers are beginning to recede. With respect to mitigation at the school, our strategies seem to be continuing to be successful at protecting our community. Paul reviewed the numbers of cases reported with possible contact or spread at school including the breakdown of quarantines, close contacts, and positive cases. The rapid test being administered at school has been very useful in our strategies.

Cases that triggered our COVID protocols between 3/15- and 4/12/2021

Since 3/15

10 Students and staff travelled and had to test or quarantine to return
4 Students or staff who were symptomatic at home, 1 POSITIVE result
8 students or staff who were symptomatic at school all were tested with
BinaxNOW and results were NEGATIVE
6 students or staff who were labelled close contacts

Grand Totals

62 students or staff travelled
42 who were symptomatic at home and needed to be cleared
20 who were symptomatic at school
62 who were close contacts
186 total quarantine events

Binax NOW rapid antigen test

12 total tests done in the past month all negative

7 students or staff who were slightly symptomatic, tested negative and went back to class
5 family members of teachers all tested negative so the teachers felt comfortable back in class

B. Re-opening Update

Paul presented a summary of the current plan for re-opening for in-person instruction full time. Most families are choosing to return their students to school in this model. Band and chorus plan to expand programming, using tents and outdoor spaces. We have developed a plan to begin

intramural soccer but have put those plans on hold until the safety of participants can be better assured.

There has been a major revamp of the schedule by Liz Novack and Kathryn Wilkinson. The schedule needed to accommodate space and time requirements has led to an extensive revision of the daily schedule and all of its moving parts. Our internal and external spaces are being reconfigured to accommodate students and mask and lunch breaks. Bus service will be expanded along with reconfigured arrival and dismissal plans.

[-Extensive schedule revamp](#)

-Extensive space reorganization -3-6 feet-[An example of space allocation-recess](#)

Pat Johnson asked about the re-integration of students moving from full virtual to full time. Several strategies for the integration of these students were discussed.

C. Personnel Update

This update will be given next month during our Board meeting once we know our needs.

b. Other

VIII. Committee Reports

a. Finance Committee

We are still working with our existing budget. Usually, we get adjustments from the State, but there has been no change yet. We get four quarterly updates from the State. Q2 and Q3 were all holding steady. We question in the Charter schools if the projections are valid this year, especially with the Q3 numbers, since the ESSR grants to districts may impact their Above Foundation spending. Officials at DESE agree that this could make the projections less reliable than usual. We're budgeting conservatively, and we are well within our margins at this point. Karen Scichilone has mentioned that the audit has been scheduled with planning from June 22-23, walkthrough on July 12, and field work the week of July 26. We will vote on the audit during our September meeting.

b. Recruitment Committee

Lauren Elliott-Grunes shared with the Board that they are continuing to explore social media and technology driven outreach projects. Paul spoke to members of the MLK action committee, including a zoom to share hopes for using the collection of photographs gifted to the school for a grant-funded project.

IX. Faculty Report

CCLCS STAFF REPORT

April 2021

Classroom Activity

Grade	Staff	Activity	How it Relates to Our Mission
7	Kate Ryan	In Language Arts, 7th grade is halfway through a Civil Rights Unit and the novel, Roll of Thunder, Hear My Cry. As they learn about movements like the Harlem Renaissance, they will be writing Langston Hughes inspired poems. Additionally, they will begin a project that incorporates the Universal Declaration of Human Rights articles and identify different types of human/civil rights in all the novels they have read so far this year.	academic challenges, rigorous curriculum
8	Sandra Hemeon-McMahon	Eighth-grade Spanish students have done their research into Madrid for their Global Simulation Project -- the sights to see, the activities to experience -- and now are in the midst of writing about their "plans" -- en español! This is an exciting and challenging step that the students are being asked to take in their target-language writing; in the seventh grade they began by writing short sentences and a paragraph in Spanish, and now they are being asked to expand their writing to essay length. It is always amazing to see what they accomplish, as they plan their "trip" to Spain.	academic challenges, rigorous curriculum, project-rich lessons, global experiences

All-Grade/School Activity

Grade/Group	Activity	How it Relates to Our Mission
6	The 6th grade headed to Nickerson State Park last week for "A Day in the Park". Students biked, hiked, explored Big Cliff pond, built fires, and bonded with their cohort.	social/emotional learning, community building, local partners/resources
All School	2020-2025 Accountability Plan was approved by Commissioner Riley last week! Next step is to try and capture our 4 Key Design Elements into a concise 1 page document for parents and other stakeholders for the website, open houses, etc. Also, data collection on our measures will begin!	
All School	Jen Hyora is in the process of doing the annual needs analysis for programming and staffing purposes for next year. Transition meetings for students with IEPs are being scheduled with sending districts that include: DY, Monomoy, Nauset, Barnstable and Sandwich. Our incoming class reflects about 21% of students with IEPs and 9% of students with 504 Accommodation Plans.	

X. Chair Report

Karen and Paul walked along Hall's Path to investigate the clearing and paving on Charter School property. Karen has reached out to our attorney and Paul has corresponded with the developer who has assured us that the property will be made whole to our satisfaction before the project is completed

Submitted bylaws to the State, but haven't heard anything back yet.

XI. Topics not reasonably anticipated by the Chair - none

XII. Next meeting May 17, 2021. Discussion of items for next agenda.

We will seek to present a slate of officers and new Board members at our next meeting. If any Board members have suggestions of new members to join our Board, please let Karen know so she may follow up with any potential candidates.

In May, we will revise the Director's Survey that goes out to our school community. Karen will be working on this and welcomes others to help with the revision process. Sallie Probolus is a tremendous help with this process which is meant to be collaborative.

Karen will be sharing her notes collected during her tenure.

Karen and Paul continue to look toward meeting in-person outside when it is safe to do so. Karen appreciates the Board's virtual participation and support during this challenging time.

XIII. Vote to Adjourn regular meeting. Role call vote. Meeting adjourned at 7:04pm.

Notification Date: April 7, 2021