



Cape Cod Lighthouse Charter School

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

Monday November 16, 2020 at 6 p.m.

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 November 16, 2020 at noon** with any comments related to the agenda and/or for an invitation to participate in the meeting remotely.

Meeting Minutes

I. Called to Order at 6:03

Present: Paul Niles, Karen Whitney, Susy Remillard, Kathryn Wilkinson, Sharon Shaw, Andy Murphy, Jim Foley, Andy Murphy,, Kathleen Phelan, Thomas Langway, Pat Johnson, Seth Rolbein, Debbie Kimball, Lauren Elliott-Grunes

Absent: James Hilliard, Laura Gill,

Public: Catherine O'Leary

II. Declaration of a Quorum

III. Meeting Participation Statement

IV. A motion was made to enter Executive Session - To consider the purchase, exchange, lease or value of real property with respect to a proposed Hall's Path Easement, off Route 137, East Harwich. Executive Session is warranted because

the chair declares that an open meeting may have a detrimental effect on the negotiating position of the board (M.G.L. c. 30A, §21).

- a. The Board will reconvene in open session at the end of the executive session;
- b. Roll call vote to enter executive session was unanimous;
- c. Conduct executive session;

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

- d. Roll call vote to close executive session and convene in open session again. Motion to leave executive session and return to general session. Approved unanimously roll call vote by all Board members.

V. Approval of Minutes for October 19, 2020

Motioned to approve the Minutes of October 19, 2020, with unanimous roll call vote to accept.

Amendments - Jim Hillard was absent last month. Executive session minutes need to be separated in its own document.

Roll call and all approve.

VI. Public Forum

Catherine O'Leary

No emails were received from the public regarding this meeting.

VII. Review School Handbook

Catherine O'Leary presented the handbook. It is complete and in three different languages - English, Spanish, and Portuguese. The procedure document is longer because of COVID procedures, so the handbook is a bit bigger this year. Restraint training section had an addition - "no student should be restrained with a mask on". The handbook will be on the website in the next few days. A few years ago we piloted having the handbook only on the website. However, we found that we like having the handbook both in print and online.

The Board needs to overview school policies. As a Board, we need to know where the handbook is and weigh in when necessary.

VIII. Discussion and Vote on Auditors for 2020-21 Academic Year

The auditors are extremely busy and have not been able to put together a proposal. So, we will hear from them next month.

IX. Director's Report

a. COVID Dashboard Update

Paul shared a COVID dashboard update. He will ask the Board to give input on whether or not to change our model of learning due to the state's requests to analyze and consider our learning model based on the data.

Paul shared last month's slide show "When Do We Change Our School Model?" with the new information. Karen reminded the Board that members will need to answer to state officials if we are challenged on our model. The Board is responsible for decisions regarding the school's model (eg hybrid, remote, etc). Paul updated the data on daily incidence rates for our sending communities, noting that many towns are seeing cases rise in the previous two weeks.

Paul reminded Board members of the limited square footage of our school, with our facility proving 80 sq feet per students and other schools at 300 sq feet.

Plans for the week after Thanksgiving break have been formalized. We will be all virtual for the two days after break, our usual remote Wednesday, with a return for students on Thursday 12/3.

On November 6th, new state guidelines came out with a prioritization of in-person learning, particularly in districts coded gray, green, and yellow. A hybrid should only be used if health and safety requirements cannot be met in the current school facility. These guidelines deem our communities safe, so the question for the Board is whether or not our facility meets health and safety requirements if all students were to return to the building. Currently, with half of our student attending school each day for in-person instruction, we feel we are safely addressing the needs of our students and staff, including adequate spacing, space for eating lunch inside, and cleaning and sanitizing between groups of students.

Our student reporting system for exposure to COVID seems to be working, largely because of the temporal distance between kids and open lines of communication. Quick response to testing could also be challenging if we increase our numbers and need test results to come back more quickly to insure safety.

The parent survey to a shift to in-person with a 3 foot distance between students shows that 49.1% of families would move to this model if it was offered. As a follow up question, if the shift was made to 3 feet, would you move your student to a completely virtual model. The survey shows that we could go from 39 virtual families at present to over 100 families who would choose a fully virtual model to avoid the 3 foot spacing between students.

Staff surveyed reported that most would be uncomfortable moving to a 3 foot model.

Paul shared data related to student performance. Student averages are pretty much on par with where students were last year, with most performing well in this model. Inside teacher grade books, more assignments were noted in the online grading platform. Overall, the hybrid model seems to be working well. Paul shared data on student grade status. The takeaway is that most students are performing in a similar fashion to what we would have seen during in-person learning, although there is no doubt that safe in-person learning is always preferred.

Paul recommends that we do not change our current model because bringing larger cohorts of students could affect our ability to insure the health and safety of our

community. Paul suggests that the Board empower staff to adjust the current hybrid model to accommodate more safely spaced time on campus for those students who might most benefit from this increased in-person time. Paul would like the Board to consider granting the Board Chair and the Director the power to make these program changes in consultation with our staff and our school community.

A motion was made and passed unanimously to allow Paul and Karen to reach out to families presenting the data and the rationale for program changes moving forward that reflect current data and maintaining the safety of our community as well as continued best practices in teaching our students in the various models.

X. Committee Reports

a. Finance Committee - FY 20 Budget

Tom Langway reported that there is no change to the budget from last month. Trying to get more funds from FEMA, for PPE, misters, tents, heating, etc. She has applied for a 48k grant. Is it categorized as a reopening fund or emergency fund? It makes a difference. She is optimistic that this will come through. There have been some additional fees. However, the deficit should be much smaller. We are only subsidized half of our lunch program, which is free to all students this year.

b. Recruitment Committee

The Recruitment Committee reported on progress in expanding the recruitment effort. One student and one alumni are working on videos projecting the image of CCLCS. Laura is working with local Cape Cod churches to give talks about the school. Paul spoke to a lovely tribute in Portuguese and English offered by one of our alumni on video.

Lauren spoke about antiracist statements being adopted by other schools. Lauren will disseminate some information about this resolution for the Board to consider.

XI. Faculty Report

CCLCS STAFF REPORT November 2020

Classroom Activity

Grade	Staff	Activity	How it Relates to Our Mission
7	Daniella Garran	We will begin a reinvisioned Mesopotamian Museum project this week!	academic challenges, rigorous curriculum, project-rich lessons, creative opportunities

8	Sandra Hemeon-McMahon	8th grade Spanish students continue to review all of the glorious Spanish that they were introduced to last year during the first part of the novice level, as well as add onto their knowledge through online websites and songs played in class. They are presently learning many new vocab words through the beautiful song "Gracias a la vida," Thanks to Life. Giving thanks in any language is so appropriate for this time of year, and it also serves to remind us of all that we do have, even during this difficult time. Gracias to all of you, for serving on our CCLCS Board!	social/emotional learning, academic challenges, rigorous curriculum, project-rich lessons, creative opportunities, global experiences
8	Hannah Kast	8th Graders are three weeks into our seven-week "Short Story/Essay Bootcamp" unit. In order to keep the pace and rigor of this unit with less in-class instruction time, students all received a hard copy "essay handbook" - which is a collection of all the stories we will read, suggestions for how to annotate & mark up the text, detailed organizers and outlines, and suggestions for all parts of the writing process starting with how to create a strong thesis statement. Increased supports during academic block time and recording mini-lessons that students can watch at home has also helped keep this unit intact in a unique year.	academic challenges, rigorous curriculum

All-Grade/School Activity

Grade/Group	Activity	How it Relates to Our Mission
All School	On November 5th and 6th we held a successful flu clinic thanks to the efforts of Laura Gil. The parents who signed their children up for this clinic were very appreciative	
6	Heifer Project Fundraiser - The sixth grade raised \$361 for Heifer Project International by collecting spare change during the Halloween season. By popular vote, we will be donating two alpacas and three flocks of chickens to families in developing countries around the world.	social/emotional learning, personal responsibility, community building, global experiences

Professional Development

Grade	Staff	Professional Development	How it Relates to Our Mission
7	Daniella Garra	I received my Online Global Educator status from IREX and the Department of State. The course focused on activity development, community building and instructional planning.	rigorous curriculum, creative opportunities, community building, global experiences
8	Hannah Kast	I'm in the process of working on the US State Department's Teaching Online for Global Competence certification	social/emotional learning, global experiences

XII. Chair Report

Karen spoke briefly about goals for the year. One goal is updating our bylaws. She will mail your current bylaws after this meeting for review and discussion next meeting. If the Board recommends revisions to our bylaws, we will be ahead schedule if we work on this next meeting. We will figure out how to tackle our strategic plan and revisions next meetings.

XIII. Topics not reasonably anticipated by the Chair

Andy Murphy - Sports in the winter or spring? Any plans? Paul is not optimistic about the winter since it is basketball and indoors. Transportation is difficult. However, Paul is optimistic about the Spring.

XIV. Next meeting December 14, 2020. Discussion of items for the next agenda.

XV. Vote to Adjourn regular meeting. Roll call. Meeting adjourned at 7:28