



Cape Cod Lighthouse Charter School

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**Cape Cod Lighthouse Charter School
Regular Meeting of the Board of Trustees
Monday, August 24, 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 **August 24, 2020 at noon** with any comments related to the agenda and/or for an invitation to participate in the meeting remotely.

Meeting Minutes

I. Chair Karen Whitney called the meeting to order at 6:02 pm .

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

II. Approval of Minutes for July and August 10, 2020

Comments –July under item four changed to approved Jim Foley unanimously. August 10 minutes at the very end unanimously approved by the Board by roll call vote.

Motioned to approve the Minutes of July and August 10th 2020, with unanimous vote to accept.

III. Public Forum

Pat Johnson
Catherine O'Leary

By unanimous vote of the Board, Pat Johnson was elected to the Board of Trustees

IV. Director's Report

Paul shared the reopening timeline with the Board, including time for extensive PD for staff before the beginning of school on September 16th. There is still a fair amount to do, but we are getting it done.

Paul spoke to the difficult decisions families are facing when choosing between a fully remote experience and a hybrid experience. We are able to offer students and their families the opportunity to change the model as the year progresses rather than locking them into one model or the other. Our families are choosing a fully remote model at 13% of our student population, with some families choosing models based on their experiences with the school and based on the needs and learning styles of each of their children. Families choosing fully remote learning will have a spot held in a hybrid group in case they choose to change learning models.

One decision that was discussed at our last meeting was the AB/AB or AA/BB models for bringing students into school. We have chosen the AB/AB model which brings students in two days a week with days for remote learning interspersed between "live" days. This model was carefully chosen with a family survey, which proved inconclusive as results were fairly evenly distributed between the two models and not logistically favored by families. Staff strongly preferred the AB/AB model at 70/30 because they did not want students out of school for extended periods, if this model could be implemented safely. The school has contracted with a new COVID-certified cleaning service that will deeply disinfect and prepare our school for a new group of students each day. As exposure is more highly dependent on airflow and masking among students and staff, there seemed to be no significant advantage epidemiologically to the AA/BB model with potentially some downsides to teaching and learning in the AA/BB model.

Paul, Karen, and Catherine will be involved in union negotiations tomorrow with the anticipation of signing a memorandum of mutual understanding between the staff and the administration to take into account the family leave considerations brought on by the COVID situation.

Staff has been working very hard this summer to prepare for the next school year. In particular, Kathryn Wilkinson and Liz Novak have worked nonstop on creating a totally new schedule for the hybrid model. They have worked to keep teachers sane and create prep time within the schedule and also to give time in their rooms for working on this new teaching. Three teachers will be room sharing with their interior rooms being used as office space for them. There are some details still to be worked out, but they are close to completing the schedule. Groupings are proving challenging, in part because there will be no movement within groups. Students and parents have been surveyed about preferences, friendships, and interests, as well as geographical location, special education, and busing. Families should know this week what days their children will be attending school.

Karen Whitney spoke to the work that Kathryn has done this year and in the past to take into account the needs of the incoming students, including their social and emotional needs as individuals and members of the CCLCS community.

Seth asked about the school's response to COVID in the school community, and Paul directed him to our re-opening plan and the state's protocols for schools when such events happen. One benefit of having a virtual cohort at every grade is that we can move people in and out of that cohort as necessary to accommodate health concerns.

Susy shared an update on the garden and the physical space of the garden area. She shared information about the PD that she is developing around blended learning and new technologies that will support teaching and learning this year.

Filmmaker and CCLCS alum Eli Powers has agreed to help us create videos that help students and families to understand the protocols for school this year.

VI. Finance Committee

There has been no budget passed by the state, so we are planning for level funding. We are taking extra kids that

will allow for 2% raises. We will again need a covenant for our mortgage with Eastern Bank, but the bank expressed resistance to continuing this model after this year. We will meet with the bank monthly this coming year in order to assure them as to the strength of our organization. We have received three COVID grants, one grant is still out to FEMA, and there is anticipation that the federal government will be sending money to the states to cover educational costs related to COVID.

Karen mentioned the upcoming audit which helps to keep us aware of our financial status.

VII. Chair Report

Karen mentioned the Board survey and encouraged those who have not done so to complete this.

The CCLCS 2019 Annual Report is now posted on our website. This report fulfills a state requirement in addition to providing an overview of the school's operation.

We will review the Director's goals at our next meeting. We anticipate talking about the Board's goals, as well.

Karen thanked Paul for his work with the union on teachers' contracts.

VIII. Topics not reasonably anticipated by the Chair

IX. Next meeting

Next meeting will be September 21st. The yearly calendar has been emailed to all Board members.

Discussion of items for next agenda.

None

X. Vote to Adjourn regular meeting

Adjourned by unanimous vote at 6:54 pm