Cape Cod Lighthouse Charter School
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Under Open Meeting regulations, this is a notification of the

Cape Cod Lighthouse Charter School

Special Meeting of the Board of Trustees

Date & Time: **Tuesday, May 27, 2025 at 6 p.m.**

Meeting via Zoom
https://us02web.zoom.us/j/3364539980
Meeting ID: 336 453 9980

Location: PLEASE NOTE THIS IS A FULLY VIRTUAL MEETING

Agenda

I. Call to Order: Call to Order 6:03, **Present:** Catherine O'Leary, Challis Crema, Caitlin Wajkowski, Tracy Murphy, Jim McAuliffe, Michael MacMillian, Josh Stewart, Rachel Martin, Lauren Barker, Michele Gallucci **Absent:** Beth Woelflein, Mike Grugin, John Scichilone

II. Declaration of a Quorum: Tracy declared a quorum.

III. Public Forum: None

IV. Approval of Minutes from March 4, 2025, March 6, 2025, and April 28, 2025: Motion to approve March 4, 2025, seconded by Michael, Motion to approve March 6th, seconded by Catherine, Motion to approve April 28th, seconded by Catherine.

V. FinCon Report

FY26 Proposed Budget - Michele Galluci shared and reviewed the budget spreadsheet.

- Accurate pupil tuition of 5,094,925.

- Bank interest - hopeful for 60,000+, depending on interest rate trends
- Reviewed state grant money, expected private grants, and miscellaneous. income
- Josh asked about the per-pupil budget and the actual numbers, not the projected numbers. Catherine explained why we budgeted at a 5% increase and that the state would adjust for the FY26. Discussed enrollment trends (i.e., sending districts and the loss of higher per-pupil districts)
- Personnel expenses are the biggest expenses for our school.
- Direct student expenses - added a line item for remote learning. Added a small amount for teaching supplies
- Technology - Ken has been trying to make our technology more robust. 12% decrease
- Office expenses - up slightly due to vendors having to increase costs
- Building costs - same as last year's projection
- Discussion around increasing our outreach to local, lower Cape districts.

Jim moved to propose the budget as proposed, and Michael seconded. 7 approvals and 2 abstentions

VI. Director's Report

A: Calendar Update: May 19th - Science MCAS, May 27th - Civics MCAS, June 2nd - Night of Knowledge (It is back this year) and Pass on the Light, June 6th, Step Up Day, June 9-13 8th grade trip, June 13th Six Flags.

B: Did not get enough responses from parents to go with the half-day shift.

C: Shared the 25/26 calendar. Jim motioned to approve the calendar as presented, seconded by Rachel, and approved by everyone

B: Accountability Update: First draft went to DESE. Got feedback and will adjust. Also questioning when to bring in the new director to give input into the accountability plan. Beth has been in touch with him.

VII. Chair Report:

A. A reminder that the state sends an email to the Board to file Financial Disclosures for the previous year (Other required forms, e.g., Conflict of Interest, etc, align with the board member's start date)

B. Discuss adding new Board members: important to think about as we wrap up the school year. We have room in the bylaws for up to 17. Tracy hopes to bring on another board member specifically to add to the finance committee. Michael suggested that we could possibly man a table at an evening event.
C. Role of the Board/Role of ED scenario: Didn't get to the case studies, but will hold off to do this at an in-person meeting. Nominate officers for the upcoming year. It will be voted on at the June meeting. Catherine made a motion to nominate the full slate of officers (Tracy -President, Jim- Vice President, Michael - Treasurer, Mike- Clerk), Jim seconded, and unanimously approved.
D. Reminder that the Board meets with Robert Carpenter for the New Leader Transition session on Wednesday, May 21st, from 3:30-5 on Zoom. Reach out to Tracy with questions

VIII. Staff Report

IX. Topics not reasonably anticipated by the chair: none

X. Next meeting: June 16, 2025 @ 6pm

XI. Vote to adjourn regular meeting: 7:01 PM, Jim motioned to adjourn, seconded by Michael, unanimously approved.