

MAP ACADEMY CHARTER SCHOOL

Board Meeting Minutes

January 22, 2018

The meeting of the Map Academy Charter School Board of Trustees convened at 4:26 PM on January 22, 2018, in the Map Academy Office at 5 Main Street, Suite 304, Plymouth, MA and was held in compliance with the open meeting laws. A quorum of members was present. The members present were: Rachel Babcock, Josh Charpentier, Ed Jacobs, Paul Kitchen, Linda McCann and David Peck. Members absent were Mary Burke, Kim Hunt, Joanne Peterson.

Ed Jacobs, Board Chairperson, called the meeting to order at 4:26 PM and presided throughout the meeting. Ed Jacobs, Board Chairperson, ascertained that sufficient members were present at the meeting, and that, accordingly, a quorum existed. Linda McCann, Clerk, kept minutes of the meeting.

APPROVAL OF MINUTES:

Ed Jacobs, Board Chairperson, directed attention to the Minutes from the December 4, 2017 meeting and asked for any discussion. With no further discussion, a motion was made to approve the December 4, 2017, minutes. By **UNANIMOUS** vote accepted the December 4, 2017, minutes were approved.

CO-DIRECTORS REPORT:

- Targeted student recruitment is on pace. Through the use of social media to leverage networks, messages are being directed toward the target population of Map Academy. The deadline for initial enrollment lottery is February 15, 2018 but enrollment will continue beyond this date in an attempt to allow for semi rolling admission when kids are in need of a different option.
- Former students/graduates "Outreach Ambassadors" have been very helpful getting the word out about Map Academy
- The Co-Directors have hosted Open Houses every Thursday from 4:30 to 6 PM for interested students/families who want to learn more about Map Academy.
- Met with various community partners/stakeholders to explain the unique option Map Academy can provide. More community meetings have been held and scheduled for students and families Map Academy is designed to serve.
- Focus groups are also being planned with parents, community members, and anyone interested in Map Academy.
- *Engage New England: Doing high school differently* cohort. Co-Directors convened with other BARR partners focusing on new school design they are preparing for the implementation grant application phase the second phase of the initiative. Invitations to submit proposals are expected to be released in mid-February and we are hopeful to get one.

STAFF RECRUITMENT:

- Staff recruitment informational meetings continue to be held and more are planned for February, March and April. The Co-Directors have set up an account with Schoolspring website for job postings. The Map Academy website has been updated so that it can begin accepting cover letters/resumes for interested applicants.
- A general recruitment posting on Schoolspring for leadership team openings. The Co-Directors are taking a holistic approach to staffing mainly looking for people who will match Map Academy's mission and are in the process of creating the hiring timeline

FINANCE:

- The December 2017 Finance Report was presented. The motion to approve was seconded. The members by **UNANIMOUS** vote accepted the report.

OLD BUSINESS:

- Paul Kitchen made a motion to accept the “Employee Guidelines Handbook.” David Peck seconded the motion. The members by **UNANIMOUS** vote accepted the handbook.
- Rachel, Josh and David Peck have been in discussion about a possible North Plymouth site for Map Academy. It is hoped that a lease will be finalized by the end of February 2018.
- Paul Kitchen made a motion for the Co-Directors to work on the development and finalizing the terms of the lease for Map Academy. David Peck seconded the motion. The members by **UNANIMOUS** vote accepted Josh and Rachel working toward finalizing the lease for submission to the whole board at a later meeting.
- Rachel and Josh shared that there has been momentum with Bronx Arena in developing a competency based tracking system that is student facing and will be the glue that connects the competency based model at Map. More information and a contract to come with Kittyhawk developers on this tracker.

NEW BUSINESS:

- In February 2018 a draft FY19 Budget Process will begin. The state has a template that is used to describe fiscal policies, procedures, etc that the Co-Directors are utilizing as a basis. The FY19 budget needs to be submitted to the state by June 2018.
- Josh and Rachel will be working on the creation of Student Handbook/Expulsion Policy/School Calendar as this is up next on the opening procedures project plan. The Handbook must be submitted to the the board for approval.

Future meeting dates: February 26, 2018, March 19, 2018, April 16, 2018, and May 21, 2018. All meetings will begin at 4:30 PM.

Next meeting: Monday, February 26, 2018 @ 4:30 PM.

The meeting adjourned at 5:45 PM.

Linda McCann, Secretary/Clerk