

## MAP ACADEMY CHARTER SCHOOL

### Board Meeting Minutes

March 26, 2018

The meeting of the Map Academy Charter School Board of Trustees convened at 4:31 PM on March 26, 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, and Linda McCann. Members absent were Mary Burke, Kim Hunt, David Peck, Joanne Peterson.

Ed Jacobs, Board Chairperson, called the meeting to order at 4:31 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 January 22, 2018 meeting and asked for any discussion. With no further discussion, a motion was made to approve January 22, 2018, minutes. By **UNANIMOUS** vote accepted the January 22, 2018, minutes were approved.

#### CO-DIRECTORS REPORT

##### STUDENT RECRUITMENT:

- Map Academy is fully enrolled for the 2018-2019 school year with the acceptance of 130 interested students. A wait list has been created for other interested students who did not meet the March 15, 2018 deadline.
- The Co-Directors have been meeting with parents/families/students to answer any questions and discuss individual situations.

##### STAFF RECRUITMENT:

- Staff recruitment is underway. Map Academy has received over 300 applications for staff positions. Pre-application questions were created and sent to applicants with appropriate backgrounds/interests. Roundtable Interviews have taken place with applicants and Outreach Ambassadors. Josh and Rachel continue to work to get the word out and attract high quality, mission-fit applicants.

*Engage New England: Doing high school differently* cohort: Co-Directors have submitted a final application for an implementation grant of \$750,000 for up to three years from Barr Foundation.

*MASS IDEAS School Design Institute*: Rachel and Josh have been asked to serve as mentors/coaches for teams who are beginning the process of starting new schools across Massachusetts. Josh and Rachel thanked Ed Jacobs for giving a great keynote speech at the first School Design Institute in February.

*HR Knowledge*: Rachel and Josh are working with HR Knowledge to develop staff benefit packages.

#### FINANCE:

The January and February 2018 Finance Reports were presented. The motion to approve by Linda McCann and was seconded by Paul Kitchen. The members by **UNANIMOUS** vote accepted the January and February reports.

**OLD BUSINESS:**

- Paul Kitchen made a motion to accept the *Kittyhawk Digital* Instructional Platform Tracker Scope of Work proposal for no more than \$97,000. Ed Jacobs seconded the motion. The members by **UNANIMOUS** vote accepted the contract to develop the asynchronous, blended instructional platform in preparation for launch.
- Board of Directors were brought up to date about the 11 Resnik Road site for Map Academy. Lawyers for both sides are working to finalize the lease. A motion was made by Paul Kitchen to allow Josh Charpentier, Co-Director, to sign the lease for 11 Resnik Road, Plymouth, MA, upon the completion of the final lease revisions and upon recommendation of legal counsel. Ed Jacobs seconded the motion. The members by **UNANIMOUS** vote accepted the motion for Josh Charpentier to sign the lease on behalf of Map Academy.

**NEW BUSINESS:**

- HR Knowledge, who works with other charter schools, has created a hiring letter/template which will be updated for Map Academy and presented for approval at the next meeting.
- A copy of the draft School Calendar 2018-2019 was shared with the Board. Rachel Babcock made a motion to accept the School Calendar with a second from Josh Charpentier. The members by **UNANIMOUS** vote accepted the School Calendar. The draft will be submitted to DESE for the Commissioner's approval.
- The Board has received a letter of resignation from Joanne Peterson due to work commitments. Moving forward, Josh and Rachel asked the Board Members to think about recruiting individuals who would be an asset to the Map Academy Board of Directors.
- An Advisory Board will be created closer to the opening of Map Academy in August 2018.

**Future meeting dates:** April 23, 2018 and May 21, 2018. All meetings will begin at 4:30 PM except Monday, April 23, which will begin at 4 PM.

Next meeting: Monday, April 23, 2018 @ **4:00 PM**.

The meeting adjourned at 5:37 PM.

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Linda McCann, Secretary/Clerk