

## MAP ACADEMY CHARTER SCHOOL

### Board Meeting Minutes

August 20, 2018

The meeting of the Map Academy Charter School Board of Trustees convened at 4 PM on August 20, 2018, at Map Academy at 11 Resnik Road, Plymouth, MA and was held in compliance with the open meeting laws. A quorum of members was present. The members present were: Rachel Babcock, Mary Burke, Josh Charpentier, Ed Jacobs and Paul Kitchen.

Ed Jacobs, Board Chair, called the meeting to order at 4:07 PM. He ascertained that sufficient members were present at the meeting, and that, accordingly, a quorum existed. In Linda McCann, Clerk's absence, Rachel Babcock, Co-Director, kept minutes of the meeting.

#### CONSENT AGENDA:

Rachel Babcock, Co-Director, directed attention to the August 20, 2018 Consent Agenda, which includes minutes from the 7/23/18 meeting, a Financial Report for July 2018, and revised SPED, ELL and Expulsion policies for submission to DESE. With no further discussion, Paul Kitchen made a motion that was seconded by Ed Jacobs to approve the August 20, 2018 Consent Agenda which was approved by **UNANIMOUS** vote.

#### CO-DIRECTORS REPORT:

All efforts are currently focused on final preparations to open on August 30th. Staff started today for the first of 8 days of professional development. Open Houses are being held to welcome students and families to tour the building. Work continues with the Landlord and his contractors to ensure the building is ready for student occupancy on 8/30/18.

#### OLD BUSINESS:

- Technology Changes--CDWG was unable to meet the deadline for delivery of necessary technology. As a result, two other vendors from the state contract list were utilized: Whalley Computers for Chromebooks and HubTech for all other initial technology. These new vendors have been extremely responsive and will ensure that all technology is here on time.
- Food Services Update--The National School Lunch Application is complete. Revolution Foods is all set to begin serving food on August 30th.
- Board members were reminded to be on the lookout for an email from DESE with a link to the Financial Disclosure form which is an annual requirement.
- Ed Jacobs suggested that we hold a Legislative Breakfast to welcome community stakeholders and spread the word about Map Academy and its mission.

#### NEW BUSINESS:

- School Physician--the Co-Directors talked to Rising Tide to inquire about who they use as a School Physician of Record. They have been happy with their established relationship with Dr. Injil Abu Bakar of Plymouth. Josh Charpentier made a motion which was seconded by Ed Jacobs to contract with Dr. Injil Abu Bakar as the Map Academy School Physician for the 2018-19 school year. The motion was approved by **UNANIMOUS** vote.
- CORI/Background Check Assurances--All Map Academy staff have passed CORI checks and have been fingerprinted. Josh Charpentier made a motion to send the required CORI/Background

Check Assurances to DESE. Rachel Babcock seconded the motion. The motion was approved by **UNANIMOUS** vote.

- Non-Employee Insurance Plans--The Co-Directors have worked with Bob Hollis of Hollis Insurance on a package of all required insurance plans for Map Academy. The vendor with the best overall plan and price is Guide One. Paul Kitchen asked the Co-Directors to confirm with Hollis Insurance that they and the Board are appropriately bonded. The Co-Directors will confirm and report back. Paul Kitchen made a motion to approve the package of Non-Employee Insurance from Hollis Insurance. Josh Charpentier seconded the motion. The motion was approved by **UNANIMOUS** vote.
- The Co-Directors have received the final benefit rates from HR Knowledge. We had estimated conservatively and rates came in lower than expected once the final employee census was submitted.
- The Ribbon Cutting was discussed. The date has tentatively been slated for September 26th.
- The Board will tour the 11 Resnik Road facility following the meeting's adjournment to see the finished renovations and furniture installation.

COMMENTS/ANNOUNCEMENTS:

**Future meeting dates:** October 15, 2018, November 26, 2018. All meetings begin at 4 PM.

The meeting adjourned at 4:37 PM. Following adjournment, the Board will tour the facility.

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Linda McCann, Secretary/Clerk  
(Rachel Babcock, substitute for 8/20/18 meeting)