

MAP ACADEMY CHARTER SCHOOL

Board Meeting Minutes

February 11, 2019

The meeting of the Map Academy Charter School Board of Trustees convened at 4 PM on February 11, 2019, 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: Josh Charpentier, Rachel Babcock, Mary Burke, and Paul Kitchen. In the absence of the Board Chairperson, Josh Charpentier called the meeting to order at 4:08 PM and presided throughout the meeting. Josh Charpentier ascertained that sufficient members were present at the meeting, and that, accordingly, a quorum existed. Rachel Babcock kept minutes of the meeting in absence of the clerk.

PUBLIC COMMENT: none

CONSENT AGENDA:

Josh Charpentier directed attention to the Consent Agenda, which included: January 14, 2019 Minutes; January 2019 Financial Report; and asked for any discussion. With no further discussion, Paul Kitchen made a motion that was seconded by Mary Burke to approve the Consent Agenda by **UNANIMOUS** vote.

CO-DIRECTORS REPORT:

- Enrollment Update - Applications continue to be received in advance of the February 15th deadline. The Primary Enrollment Lottery will be held on February 22, 2019
- MCAS Update - March retests in ELA and Math will be paper-based. We are actively preparing for the March ELA and May Math exams which will be the first administration of computer-based Next Gen MCAS
- Staffing Update - Co-Directors have been meeting with each staff member individually to begin evaluation process. Staff recruitment is ongoing, including the recent posting for an Administrative Support Coordinator
- Student Data Update - According to recent data analysis, Map Academy's 2018-2019 student enrollment is 78% High Needs, which is consistent with our mission and indicates that our targeted recruitment strategies are working.

NEW BUSINESS:

- Discussion & Vote: 2019-20 Calendar
 - After much reflection, we have decided to return to a vacation schedule more consistent with the traditional one--February and April breaks rather than March.
 - Reflecting a need for increased staff PD, institutional advancement and operational work time throughout the year, the calendar includes several full day PD days.

- Paul Kitchen made a motion to adopt the 2019-2020 School Calendar; Mary Burke seconded the motion. The motion passed by **UNANIMOUS** vote.
- Discussion: 2019-2020 Budget Update
 - Staying at planned 160 student enrollment for next year, which is an increase of 30 students. More than 30 applications have been received and a waitlist is anticipated
 - Still waiting for updated Federal Entitlement Grant allocations
 - Currently looking at staffing needs for next year
 - As forecast, we continue to run a significant surplus for the 2018-2019 school year. Updated budget will be presented at next meeting

OLD BUSINESS:

- Discussion and Preparation: DESE Site Visit on March 12, 2019
 - Mary Burke, Ed Jacoubs and Linda McCann have volunteered to meet with the visitors from DESE
- Board Development: We continue to be on the lookout for new Board members. Paul Kitchen raised the question of existing Board Member terms. The Bylaws will be consulted and this will be discussed at the next meeting. The goal remains to have a parent and student participate on the Board beginning in Fall 2019.

COMMENTS/ANNOUNCEMENTS:

Future meeting dates: March 11, April 8, May 13, June 10. All meetings begin at 4 PM.

Rachel Babcock made a motion to adjourn the meeting. Mary Burke seconded the motion. The meeting adjourned at 4:49 PM.

Rachel Babcock, Board Member