

MAP ACADEMY CHARTER SCHOOL

Board Meeting Minutes

April 30, 2019

The meeting of the Map Academy Charter School Board of Trustees convened at 4 PM on April 30, 2019, at Map Academy at 11 Resnik Road, Plymouth, MA and was held in compliance with Open Meeting Laws. A quorum of members was present. The members present were: Josh Charpentier, Rachel Babcock, Mary Burke, Linda McCann, David Peck, and Paul Kitchen. In the absence of the Board Chairperson, Josh Charpentier called the meeting to order at 4:10 PM and presided throughout the meeting. Josh Charpentier ascertained that sufficient members were present at the meeting, and that, accordingly, a quorum existed. Stephanie King kept minutes of the meeting.

PUBLIC COMMENT: none

CONSENT AGENDA:

Josh Charpentier directed attention to the Consent Agenda, which included the February 11, 2019 Minutes and March 2019 Financial Report, and asked for any discussion. With no further discussion, Linda McCann made a motion that was seconded by Mary Burke to approve the Consent Agenda by **UNANIMOUS** vote.

CO-DIRECTORS REPORT:

- Enrollment Update – A small group of new students are starting this week as a result of a secondary lottery held earlier this month. There continues to be a waitlist for the fall, and applications continue to come in.
- MCAS Update – At the end of March, the Next-Gen computer based testing for ELA MCAS started with a cohort of 27 students. Computer-based math MCAS is scheduled for the end of May and science is scheduled for June.
- PD Training – DESE required PMT restraint and protective hold training has started. The other half of training is scheduled for 5/15/2019.
- LiFT Platform -- We are piloting this online system which will allow us to build and track non-core experiences. LiFT embeds NGLC- MyWays competencies and allows for staff and students to collaborate on goal setting, project based learning and evidence collection. The goal is to rollout LiFT school-wide in the fall.
- Graduation -- Graduation will be held on Wednesday June 19, 2019 at Alden Park in Plymouth with a 4:00 PM reception and a 5:00 PM ceremony. Invitations to follow.
- Staffing Update -- We continue to expand according to our growth plan and to fill vacancies, with 5 new hires including a humanities teacher, a 3rd social worker, a science teacher (PT daily and FT in fall 2019), a wayfinding coordinator, and a special education teacher who will start in the fall.
- Visits -- In the last month, we have hosted NGLC, SRI Research, Springpoint and Hairpin. We have also attended the Commissioners Kairos retreat and the New England Secondary School Redesign Consortium Conference.
- National School Lunch Audit -- DESE reviewers will be onsite next week

NEW BUSINESS:

- FC240 and FC336 grants
 - FC240- Special Education grant. Funds were not included in the original FY19 budget and will be used to support a summer studio program which will be held on Tuesdays, Wednesdays, and Thursdays from 9:00AM- 2:00PM. The program will be staffed by instructional, special education and support staff.
 - FC336- Mental and Behavioral Health Services grant to create sustainable systems of support, including access to improved transportation options.
- Discussion & Vote: FY19 Amended Budget & FY20 Budget
 - Proposal of amended budget utilizing QuickBooks. Surplus is running ahead of 5 year plan. Technology and furniture lines have been increased in preparation for next year's facility expansion.
 - Researching potential grant opportunities for nutrition and security including kitchen equipment to lower food service cost long term.
 - Rent in FY20 is identical to FY19
 - David Peck made a motion to approve the FY19 Amended Budget; Paul Kitchen seconded the motion. The motion passed by **UNANIMOUS** vote.
 - David Peck made a motion to approve the FY20 Budget; Mary Burke seconded the motion. The motion passed by **UNANIMOUS** vote.
- Discussion: CPA/AAF Managed services
 - Meeting scheduled with AAF CPA Services to transition to using them for Managed Services rather than as auditors. They have extensive experience in charter school finances and will ensure that we are well-prepared for audits. More information to follow at our next meeting, as well as identification of another auditor to replace AAFCPA. We will vote on a new auditor next month.
- Discussion: 403b options for employees.
 - Discussion of options.
 - Co-Directors will research and bring back options to the Board for a vote this summer.
- Discussion: DESE Accountability Plan.
 - Work is in progress on a draft to be submitted to DESE this spring. The goal is to create accountability measures that capture Map Academy's unique model and measure student growth.
 - As with the original draft Accountability Plan submitted as part of our charter application, we are working with Momentum of Strategy and Research, a nationally recognized expert in alternative accountability for off track youth.
 - A draft will be submitted to DESE for feedback this spring and then brought to the Board for a vote this summer.
 - The plan will go into effect for the upcoming 2019-2020 school year.
- Discussion: March 12 DESE Charter School Site Visit Report
 - We received the Core Criteria Site Visit Report from DESE and it has been distributed to the Board for review.
 - Overall, the report is very positive accurately reflects Map Academy in its first year of operations.
 - More discussion to follow about action items based on the report.

OLD BUSINESS:

- Discussion: Board Development
 - Ongoing goal is to recruit and onboard additional Board members
 - As outlined in our Bylaws, we will add a Parent and Student Representative in the near future, hopefully for the upcoming school year. The Map Academy SEPAC (Special Education Parent Advisory Council) is progressing very well and will hopefully lead to a Parent Representative for the Board of Trustees.
- Discussion: Official Ribbon-Cutting/Celebration
 - David Peck brought up that it remains a goal to host a formal celebration
 - Discussed potentially combining with Graduation, but the goal of Graduation is to celebrate the graduates, so the Board will continue to explore options for a more public celebration in the near future
- Discussion: Facility updates
 - Some minor summer work is anticipated
 - Window treatments/screens
 - Bathroom improvements

COMMENTS/ANNOUNCEMENTS

DOCUMENT LIST:

- Agenda
- Co-Directors Report
- February 11, 2019 Minutes
- March 2019 Finance Report
- March 12, 2019 DESE Visit Draft Report
- FY20 Operational Budget Overview
- FY19 Proposed Amended Budget
- FY19 Budget to Actual

Future meeting dates: May 13, June 10, Summer TBD. All meetings begin at 4 PM.

Josh Charpentier made a motion to adjourn the meeting. Paul Kitchen seconded the motion. The meeting adjourned at 5:25 PM.

Minutes taken by Stephanie King, reviewed by Rachel Babcock, Board Member