

## MAP ACADEMY CHARTER SCHOOL

### Board Meeting Minutes

September 16, 2019

The meeting of the Map Academy Charter School Board of Trustees convened at 4 PM on September 16, 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, Edward Jacoubs, and David Peck. Board Chairperson, Edward Jacoubs, called the meeting to order at 4:12 PM and 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: June 10, 2019 Minutes; EOY Financial Report; and asked for any discussion. The EOY Financial Report was reviewed. With no further discussion, Edward Jacoubs made a motion that was seconded by Mary Burke to approve the Consent Agenda by a 4-1 vote. David Peck abstained.

#### CO-DIRECTORS REPORT:

- General Operating
  - Summer Program Update - Successful summer program. Approximately 60% of students attended at some point during the 5 week program. Program met its goal of keeping students connected and allowing academic progress during the summer months.
  - Drivers Ed Program Update - Scheduled through Safety First Drivers Ed with sixteen students completing the classroom portion of the course and drive hours scheduled to begin this fall
  - AAF CPA & Livingston and Haynes Audit - Audit to be voted on by the Board of Trustees on Monday, October 21 in advance of DESE submission deadline of Friday, November 1.
  - Window Treatments - Working with Budget Blinds of Plymouth to finalize the remaining treatments.
  - MEMA - Completed all requirements with the Massachusetts Emergency Management
  - GATRA FY20 MOU - GATRA reworked the route to accommodate enrollment for centralized transportation from Carver and Wareham.
- Academics/Student Engagement
  - MCAS preliminary data - Embargoed data to be released in upcoming weeks.
  - NWEA assessments - Administering to all students to track progress with growth measures in reading, mathematics, and language.
  - Shift to interdisciplinary studios- Studios are staffed with teams of teachers from different disciplines to create cross-disciplinary teams.

- Completed all required EOY data sets- Completed DESE data for EPIMS, SIMS, and SCS.
- Eskolta all staff PD- Professional development included days of training in positive youth development and competency based education.
- Staffing
  - Update on FY20 Staffing - Seven new hires included three math instructors, two experiential learning coordinators, one special education/humanities instructor, and one humanities/ELA instructor. Total Map Academy staff of 24.5
  - Hairpin recruitment strategy plan- Strategy session on the marketing of positions. Digital content with Nick Tetrault. Nick Tetrault focuses on youth development and digital media with students on Wednesdays.
- Institutional Advancement
  - Education Disruption podcast launch-Completion of three episodes with Rachel Babcock and Josh Charpentier as training, recruitment, professional development and institutional advancement tool.
  - Invited to present at MA PTA Health Summit Conference - September 26
  - Invited to testify on behalf of a bill that would enable charter schools to conduct weighted lotteries to prioritize high-need students at State House Joint Committee on Education- October 4
  - Fund Code 336- Access to Behavioral & Mental Health Services Launch Event- October 16
  - Invited to present at MA DESE Dissemination Fair- November 8
  - Invited to present at National Alternative Accountability Forum- November 13- 15

#### NEW BUSINESS:

- Discussion: Annual Report
  - MA DESE report submitted August 1 as an annual statutory requirement on operations. The report covers program delivery, budget and finances, and recruitment/retention plans.
- Discussion: Accountability Plan Update
  - Plan submitted June 24 as per the deadline and awaiting feedback.
  - Engagement phase rubric as an accountability metric
- Discussion: Facility Update FY20
  - Current- As forecast, space is tight with our increased enrollment and staffing. Working toward utilizing temporary space on lower level. Tenants are vacating. We are connecting with inspector, locksmith, and landlord to prepare for Town Inspection for Occupancy Permit for remainder of this school year.
  - Future- Landlord is convening Phase 2 kickoff meeting on October 23. Current timeline includes January 2020 for ordering and planning and June 2020 for demolition with occupancy by end of August 2020.
- Discussion and Vote: CEP Media Release
  - Statutory requirement as a federal program issue press release that Map Academy offers school meals for all students at no charge
  - David Peck made a motion to approve the CEP Media Release; Josh Charpentier seconded the motion. The motion passed by **UNANIMOUS** vote.
- Discussion and Vote: 7 Dimensions Consulting Contracted Services

- Same special education consultant from FY 18-19 holds Special Education Administrator license and is contracted to oversee special education procedures and compliance.
- Edward Jacobs made a motion to approve the 7 Dimensions Consulting Contracted Services; David Peck seconded the motion. The motion passed by **UNANIMOUS** vote.
- Discussion and Vote: GATRA Wareham & Carver Transportation
  - Plan is to renew contract on bus routes customized to Map Academy with more bus stops in progress.
  - David Peck made a motion to approve continued use of GATRA for Wareham & Carver Transportation; Mary Burke seconded the motion. The motion passed by **UNANIMOUS** vote.
- Discussion: DESE Year Two Site Visit
  - Members of Board of Trustees will need to be present at DESE visit on December 11 and/or 12
- Discussion: Concern re Scobee Circle
  - Concern raised about proposed dispensary very close to Map Academy. Discussed reaching out to Zoning Board regarding construction on land parcel.

OLD BUSINESS:

- Discussion: 403B Implementation
  - Lincoln Financial Group will provide employees with two options--a self-directed option and an advisor pathway
- Discussion: FY19 Audit and AUP
  - Audit is in progress. Livingston and Haynes will present audit for approval at next meeting on October 21 so that audit can be submitted to DESE by Nov 1 deadline
- Discussion: Board Development: Education Board Partners Contract
  - One year project scope includes support with recruiting of three to five new board members, assistance with goal setting, schol leader evaluations, and Board training/retreat.

COMMENTS/ANNOUNCEMENTS: none

DOCUMENT LIST:

- Agenda
- June 10, 2019 Minutes
- EOY Finance Report
- Co-Directors Report
- CEP Media Release
- 7 Dimensions Consulting Contracted Services
- DESE Year Two Site Visit
- Education Board Partners Contract

**Upcoming meeting dates**

Monday, October 21 @ 4pm

Monday, January 13 @ 4pm

Monday, April 13 @ 4pm

Monday, June 8 @ 4pm

David Peck made a motion to adjourn the meeting. Josh Charpentier seconded the motion. The meeting adjourned at 5:45 PM.

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