

MAP ACADEMY CHARTER SCHOOL

Board Meeting Minutes

October 21, 2019

The meeting of the Map Academy Charter School Board of Trustees convened at 4 PM on October 21, 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: Rachel Babcock, Josh Charpentier, Mary Burke, Edward Jacoubs, Linda McCann, Paul Kitchen, and David Peck. Board Chairperson, Edward Jacoubs, called the meeting to order at 4:14 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:

The Consent Agenda included the September 16, 2019 Minutes; FY20 July- August Financial Report (AAF); and asked for any discussion. The FY20 July- August Financial Report (AAF) was reviewed. With no further discussion, Rachel Babcock made a motion that was seconded by Mary Burke to approve the Consent Agenda by **UNANIMOUS** vote.

CO-DIRECTORS REPORT:

- Available on the Portal to review by Board of Trustees prior to Board of Trustees meeting on October 21, 2019.

NEW BUSINESS:

- Discussion & Vote: Livingston and Haynes & AAF CPA FY19 Audit Presentation
 - Two representatives discussed the financial statements and summary results of the audit performed by Livingston and Haynes. AAF CPA were also on the call under the MAS contract with Map Academy. Management discussion analysis, agreed upon procedures, component unit finances, and Board acceptance of the 2019 summary was reviewed. Paul Kitchen motioned to adopt the Livingston and Haynes & AAF CPA FY19 Audit; Mary Burke seconded the motion. The motion passed by **UNANIMOUS** vote.
- Discussion: Education Board Partners Engagement
 - Reviewing dates for Board of Trustees Retreat and a follow up during a year long engagement with Education Board Partners.
 - Next steps and action items to progress from FY19-FY20 includes Department of Elementary and Secondary Education site visit preparation, co-director evaluations, setting goals and expectations within the Board, expanding the Board of Trustees with new memberships, potential board leadership transitions, and recognition of committees.
- Discussion: DESE Year Two Site Visit- December 11 & 12

- Scheduling Board of Trustees participation in the DESE Year Two Site Visit target dates and times for protocol and full criteria site visit with the Board Members of Mary Burke, Paul Kitchen, and Edward Jacobs.
- Proposed Accountability Plan Review and MACS Year 1 Site Visit Report Review discussion scheduled for next Board of Trustees meeting.

OLD BUSINESS:

- Discussion: Facility Update FY20
 - Upcoming meeting with the landlord and Board Member on October 23, 2019 to review phase two of renovation of the Map Academy basement with a design similar to the second floor of the building. The scope and ordering of renovations are set to begin and continue through Summer 2020. Renovations are scheduled to include adjusted bathrooms and entryway, expanded nurse and kitchen space, and open staircase.

COMMENTS/ANNOUNCEMENTS:

- Graduation
 - Next Map Academy Graduation scheduled for March 2020.
- Kentucky Derby Fundraiser
 - Scheduled with Map Academy for May 2, 2020 at Alden Park in Plymouth, MA for FY20-FY21.

DOCUMENT LIST:

- Agenda
- September 16, 2019 Minutes
- FY20 July-August Finance Report (AAF)
- Co-Directors Report
- Combined General Purpose Financial Statements, and Independent Auditors' Reports

Upcoming meeting dates

Monday, November 18 @ 4pm

Monday, January 13 @ 4pm

Monday, April 13 @ 4pm

Monday, June 8 @ 4pm

Josh Charpentier made a motion to adjourn the meeting. Edward Jacobs seconded the motion. The meeting adjourned at 5:14 PM.

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