

MAP ACADEMY CHARTER SCHOOL

Board Meeting Minutes

June 8, 2020

via Zoom due to COVID-19

The meeting of the Map Academy Charter School Board of Trustees convened at 4:00 PM on June 8, 2020, via Zoom due to COVID-19 stay at home orders. A quorum of members was present. The members present were: Rachel Babcock, Josh Charpentier, Mary Burke, Edward Jacobs, and David Peck. Debbie Lister from Education Board Partners was also present. Ed Jacobs called the meeting to order at 4:04 and ascertained that sufficient members were present at the meeting, and that, accordingly, a quorum existed.

PUBLIC COMMENT: none.

CONSENT AGENDA:

The Consent Agenda included the April 13, 2020 Minutes; FY20 March and April Financial Reports (prepared by AAFCPA). The Financial Reports were reviewed. With no further discussion, **David Peck made a motion that was seconded by Mary Burke to approve the Consent Agenda by UNANIMOUS vote.**

CO-DIRECTORS REPORT:

- Map Academy Response to COVID-19
 - Needs assessment and ordering are in progress for all PPE and safety supplies in anticipation of reopening school in the fall
 - Regular disinfecting continues and we are exploring options for additional cleaning protocols as we head into discussions about reopening in the fall
- Academics/Student Engagement
 - Remote learning will continue through the last day of school on June 17th. The Co-Directors shared an update that was sent to students and families
 - Appointment-based Summer Studio will begin on July 7th and continue for 6 weeks on Tuesdays, Wednesdays and Thursdays
 - Statewide MCAS postponement for Spring 2020
 - Graduation update - Staff have been celebrating graduates with a personalized car parade to their houses to deliver lawn signs, and a drive through celebration will be held on June 17th, which was originally scheduled to be graduation day. The current plan is to hold a socially distant ceremony at the end of August.
- Staffing
 - Hiring is ongoing for the fall, both for new positions and to fill vacancies
- Institutional Advancement
 - Map Academy continues to apply for a wide range of grants
 - We have been unable to hold in person information sessions this spring. In an effort to provide more in depth information virtually we have engaged in a project with Hairpin Communications to update the Map Academy website and specifically to add a Knowledge Center which will hold significant new content

and will be a resource for prospective students, families, staff and thought partners interested in the Map Academy model.

NEW BUSINESS:

- Discussion and Vote: Accountability Plan - Map Academy's Charter School
Accountability Plan has been formally approved by the Commissioner. The plan will go into effect during the upcoming school year. **David Peck made a motion, seconded by Mary Burke, to approve the Accountability Plan. The motion passed by unanimous vote.**
- Discussion and Vote: EFMLEA & EPSLA COVID-19 Policies - The Co-Directors have worked with HR Knowledge to draft required new policies relating to these COVID leaves. **David Peck made a motion, seconded by Ed Jacoubs, to approve the EFMLEA & EPSLA policies and add them to the Employee Handbook. The motion passed by unanimous vote.**
- Discussion and Vote: FY21 Budget - The Board discussed the ongoing uncertainty about the FY21 budget, and the reality that the Legislature still has no timeline for approval of a budget upon which tuition numbers will be based. Josh Charpentier presented several budget scenarios for discussion. Paul Kitchen stated that many districts are forecasting a 10% decrease in Chapter 70 funding. The Board discussed adopting a conservative approach by adopting a budget based on a 5% reduction in tuition based on FY 20 rates and then will revisit as the financial picture becomes more clear. **David Peck made a motion, seconded by Ed Jacoubs, to approve an FY21 budget based on a 5% reduction in tuition revenue.**
- Discussion and Vote: Draft 2020-2021 Board Meeting Schedule - The Board discussed keeping the existing Monday at 4pm time for meetings. **Rachel Babcock made a motion, seconded by David Peck to approve the 2020-2021 Board Meeting Schedule. The motion passed by unanimous vote.**
- Discussion: Education Board Partners - Board Development
 - Debbie Lister from Education Board Partners led the Board in discussion of the status of the ongoing scope of Board Development work which was started in the Board retreat held in October 2019. Debbie encouraged the Board to move forward with action items as the Board moves out of start up mode and into implementation now that the school is winding down its second year of operation.
 - The Board discussed several action steps, including:
 - Establishment of a Board Member Agreement using an EBP template to outline the expectations for Member participation
 - Recruitment of new members. The Board discussed the status of these efforts and next steps. Several members have had ongoing discussions with potential new members. The goal is to onboard 3-4 new members over the next few months. Ed Jacoubs will lead this effort and Rachel Babcock will facilitate calendaring.
 - Board leadership transition - Debbie is working with the Board to succession plan for Board members whose terms are coming to an end
 - Board Goals - Over the next few months, the Board will incorporate feedback from the DESE site visit and also metrics established in the newly approved Accountability Plan into goals for the upcoming 2020-2021 school year and will work to align future Co-Directors reports

to those goals. The Board will utilize Education Board Partners templates for this process and Debbie will facilitate.

- Evaluation of Co-Directors - Mary Burke will take the lead on this and the Board will use the Education Board Partners template.

OLD BUSINESS:

- Discussion: Facilities Update - Landlord's work on the lower level expansion is moving along and is overall on pace for completion in time for the opening of school on August 31. The Board was invited to stop by and see the progress.
- Discussion: 2020-2021 Academic Calendar - The Board discussed the possibility of pushing back the start date of school to accommodate additional staff development and embed additional time for the process of obtaining an occupancy permit for the renovated lower level. The Board will revisit at the next meeting.

COMMENTS/ANNOUNCEMENTS: none

DOCUMENT LIST:

- Agenda
- April 13, 2020 Minutes
- FY20 March and April Finance Reports (AAF CPA)
- Co-Directors Report
- Remote Learning Update
- EFMLEA & EPSLA COVID-19 Policies
- FY21 Budget Scenarios
- 2020-2021 Board Meeting Schedule

Upcoming meeting dates

Monday, August 10, 2020 @ 4pm

David Peck made a motion to adjourn the meeting. Josh Charpentier seconded the motion. The meeting adjourned at 5:27 PM.

Member

Minutes taken by Rachel Babcock, Board