



Map Academy Charter School
Board of Trustees Meeting Agenda
December 14, 2020 - 4:00pm
Location: Zoom Virtual

1. Call to Order/Attendance: The meeting was called to order at 4:06 pm. Board members in attendance: Rachel Babcock, Josh Charpentier, Mary Burke, Liza Veto.
2. Public Comment: No comments were offered from the public.
3. Consent Agenda: Mary Burke offered a motion to approve the consent agenda, which was seconded by Liza Veto. The board voted unanimously to approve the motion.
 - a. October 19, 2020 minutes
 - b. Finance Report
4. Co-Directors Report
 - General Operating: Outdoor WIFI has been installed with support from the Outdoor WIFI - RLTE Grant. Furniture phase II has been completed, with all furniture now in the building; all blinds have been installed as well.
 - Map Academy COVID-19 update: Massachusetts has changed color coding around COVID metrics again; as a result, Plymouth is now in “red” status as of last week after being in “yellow” status in November. As described by the school leaders, staff are investing time and effort in COVID protocols to keep the community safe. To date, the school has had a minimal amount of students test positive; and one staff member quarantined due to exposure, which ultimately led to additional close contact quarantines. Leadership continues to monitor and work with the school nurse to ensure safety.
 - Closely monitoring MA COVID-19 Response Reporting
 - Plymouth - Week of December 10, 2020 - Red
 - Plymouth - Week of December 3, 2020 - Yellow
 - Plymouth - Week of November 27, 2020 - Yellow
 - Plymouth - Week of November 19, 2020 - Yellow
 - Plymouth - Week of November 12, 2020 - Yellow
 - Plymouth - Week of November 6, 2020 - Yellow
 - Nurses/Admin Protocol Update/Status of Students: Josh & Rachel, plus a counselor, have been doing more of the contact tracing, which is more of an administrative skill, while the nurse is handling more of the medical issues.
 - Enrollment: As of December 10th, the school has 199 students enrolled. Map is anticipating four additional graduates this fall, for whom individual ceremonies will be held.
 - Housing insecure students update: 24 current Map students are homeless, doubled-up, in shelters, or unsheltered. (Of these students, the majority are doubled-up.) Leaders noted that students may be traveling a considerable distance from their housing supports to participate in the Map community, such as three female students currently sheltered in Boston. (No female

shelter beds were available closer.) Leaders noted that these are the students they know about; the need is clear, and Map needs more housing resources for students.

- Lottery & application updates (SY 20-21 and SY 21-22):
 - On December 14th, a lottery was held to establish a waitlist order for any spots that may open during the remainder of the school year. Leadership anticipated offering seats to approximately 10 additional students in January.
 - The application is open for SY 21-22, with the lottery (required in statute) to be held on February 23, 2021. Applications have begun to be submitted. Deadline for applications is February 16, 2021.
- DESE-related updates:
 - MCAS updates: DESE has changed course a few different times about what MCAS may look like this year. Currently, the agency is focused on testing students who will graduate this year.
 - Special Education & English Language Education (ELE) Tiered Focus Monitoring (TFM) submissions: Map has submitted all required information and prepared all files that may be required for state review. Next steps: Leadership has heard that the Special Education file review will happen in March; currently awaiting information about the ELE next steps.
 - DESE Student Learning Time review: DESE has confirmed that Map Academy already meets the current and potentially upgraded standard for amount of live learning time (defined by DESE as sum of in person and remote synchronous instruction). This was determined based on a student learning time survey that Map completed earlier this fall.
- Academics/Student Engagement:
 - Academic review process and next steps: Map staff are getting better at figuring out what types of academic courses and supports students need. By using individual student data, the team is able to both provide more personalized supports and determine what new courses should be in the pipeline.
 - Curriculum review and development: Hybrid schedule has allowed the school to work through some curriculum development.
 - Foundational math courses: Launched four new courses for students with skill deficits or those who haven't passed MCAS yet. The school uses NWEA data to help make these determinations, which has been easier this fall with fewer students in the building at one time.
 - Options for student learning: Map continues to explore new learning options guided by student interest. Driver's education will begin in January, and Rosetta Stone language courses will be available soon as well. Partnerships continue with Break a Leg Theater Works and the NAN Project, which has provided a wellness and mental health elective course option.
- Staffing/Professional Development
 - Staffing: hired new fellow.
 - Professional Development: Recent professional development has included a focus on mental health first aid, remote teaching and learning tools, and staff goal-setting.
 - School leaders noted that one "silver lining" of the pandemic is that they are seeing now the results of the extra time devoted to professional development before school started in the fall. The combination of staff effort, some new staff who are a good fit for Map, plus the extra PD has led to positive results that leaders are able to observe.
 - Staff appreciation: Working really hard to find ways to celebrate the staff, using flexible grant funding. Example: Used funds Map would normally allocate toward a holiday celebration to provide a variety of staff choice personal wellness options.

- Institutional Advancement
 - FC320 - Mass Grad Grant award: This is the first year that Map is a recipient of this dropout prevention grant.
 - T Mobile Project 10 Million -- hotspots grant award: Map qualified for 82 hot spots, likely to be received in January. These will be free for five years, with an option to add additional low-cost hotspots.
 - Presentations:
 - 11.18 Independent Charter Schools Panel: The presentation topic was innovative reactions to COVID-19.
 - 11.19 Alternative Accountability Forum: The presentation topic was accountability metrics and how those will be used to show growth in Map's student population.
5. New Business
- a. Discussion: Charter School EOY Financial Report: AAFCPAs help Map to produce this required report. Map receives funding for 190 students. School leaders drew the board's attention to the surplus tab, noting that charter schools are only allowed to carry over a certain amount year to year. Once again, Map is under that threshold. Leadership will continue to monitor how Map charges various expenses to grants to ensure that the school continues to be under that carryover threshold. The ability to grow capital for the school is particularly important now as the ramifications of COVID on state and local budgets unfold over the upcoming years.
 - b. Discussion: BinaxNOW Testing: Map is of 134 schools in Massachusetts participating in phase 1 of on-site testing of symptomatic staff and students. Co-directors, and the school's nurse are being trained to administer the test; testing supplies have already been received by the school and are being kept in a secure storage space with access limited to leadership. Map is hoping to be able to begin testing next week, pending resolution of final administrative reporting issues on the state level.
 - c. Discussion: Food Security Infrastructure Grant - Van Purchase: Map has received the grant, identified the vans to purchase, and communicated with the funder about the use of the funds. One van is in stock; now likely delivered after the holidays. Other two vans will be coming in late February/early March; this timeline works for the funder. Two of the vans will be able to be retrofit for disabled passenger access if the need arises to make the vehicles more versatile.
6. Old Business
- a. Discussion: FY20 Audit: Map Academy submitted all of the relevant paperwork on time via the DESE security portal. This was the third audit process completed by Map Academy since its opening. Documentation is now on file with both DESE and the Map CPA firm in preparation for next year, when the state will want to see documentation of this year's submission.
 - b. Discussion: Evaluation of Co-directors: Mary Burke, Rachel Babcock, and Josh Charpentier will schedule a meeting to discuss the next steps on the evaluation process.
 - c. Discussion: Facility Update: New space has made a big difference and is much appreciated by both students and staff; added space has been particularly helpful for pandemic distancing requirements. Only unresolved facility issue is that the permanent railings are still in the manufacturing process; temporary railings are reasonable and safe. Leadership is also providing some on-site amenities to show how appreciated staff's dedication has been, such as vended coffee/tea service and amenities in the staff kitchen.
7. Discussion: Board Development: The Map team has not had an opportunity to work on this issue since the last board meeting. Liza Veto suggested inviting some potential board members to listen into the February 2021 board meeting as a way for them to learn more about what the board does; Liza also volunteered to help with outreach to potential new members as needed.

8. Discussion: Comments & Announcements

- a. Liza Veto asked whether DESE has reached out to the school about its usual charter accountability visit for the year. Map has been in communication with the Charter Office on a variety of topics, but has heard nothing about this visit. Map's 2019 visit was held early in the cycle; many other schools' visits had to be cancelled following COVID-19 related shut downs.
- b. The Map team had a call with Melissa Gordon, the DESE charter office's director of SPED and student supports, regarding a new federal mandate regarding significant disproportionality in special education. Map Academy was flagged as "potentially at risk of being disproportional" because of the school's relatively high enrollment of Caucasian students with health disabilities. This is an interesting situation for Map because students come to Map after having various disabilities already identified by other schools and districts. Ms. Gordon indicated that there will be some follow-up training via Zoom, but Map has not heard anything about this since the phone call.

9. Upcoming meeting dates

- a. Monday, February 8, 2021
- b. Monday, April 12, 2021
- c. Monday, June 14, 2021

10. Adjournment: Mary Burke offered a motion to adjourn the meeting, which was seconded by Liza Veto. The board voted unanimously to approve the motion. The meeting was adjourned at 5:14 pm.