



Map Academy Charter School  
Board of Trustees Meeting Minutes  
December 13, 2021 - 4:00pm  
Location: Zoom Virtual

1. Call to Order/Attendance: The meeting was called to order at 4:20 pm, with members Josh Charpentier, Rachel Babcock, and Liza Veto in attendance. (This constituted a quorum.)
2. Public Comment: There was no public comment offered.
3. Consent Agenda: Josh made a motion and Rachel seconded the motion to approve the consent agenda.
  - a. October 18, 2021 Minutes
  - b. Finance Reports
4. New Business
  - a. Discussion & Vote: Board membership updates The board has received a resignation letter from Paul Kitchen dated November 4, 2021 to resign from Board of Trustees. Josh made a motion to accept the resignation effective November 4th; it was seconded by Liza. This motion was approved unani9mously by the board. At the February meeting, the board will discuss and determine who will become the board's new Treasurer.
  - b. Discussion: Co-directors Report (See end of this document for the complete report content.)
  - c. Discussion & Vote: LOA Cheryl Harris & Associates: At the October meeting, it was discussed that initial diversity, equity, and inclusion professional development with this provider was high-quality and leadership wanted further engagement. The Co-directors obtained a proposal for future work with this provider, which will include a combination of work with the school's leadership team and PD for all staff. The Co-directors plan to bring updates and best practices from work with this provider to the board and also to incorporate in board practices and board development. Liza made a motion and Rachel seconded the motion for Map to contract with Cheryl Harris & Associates for the proposed scope of work. This motion was approved unanimously by the board.
  - d. Discussion: FY21 EOY Finance Report: This report has been submitted to DESE, after collaborative work on the document with AAFCPA's managed accounting services division. As discussed during the board's previous audit discussion, the surplus is an important part of this submission. Map Academy is under the legal limit for surplus funds that can be carried over. In the FY 22 audit, this document will be included to show evidence of end of FY 21 reporting.
  - e. Discussion: FC534 AUP: This is a standard state audit of Map Academy's procedures in alignment with federal requirements, as a result of Map Academy having received a

charter school planning grant in FY 21. There were no findings. In the overall school FY 22 audit, this document will be included to show evidence of reporting on this grant.

- f. Discussion: Midyear Co-directors evaluation progress update: This discussion will be tabled until the February 2022 meeting when more board members are present. The Co-directors continue to document and tag evidence of work toward their SY 21-22 goals for later use in the evaluation process. At the February meeting, Liza will also review the process for spring 2022 for board members to contribute their input to the evaluation process.

5. Old Business

- a. Discussion: Board Development: School leaders are continuing to work toward the goal of having a new potential board member at each board meeting this year. There is someone ready to meet the board at the February meeting, for the board to consider for membership. He would add diverse identities to our board, and has a variety of life and professional experiences that make him passionate about Map Academy's student community. In addition, he previously worked at Map Academy, which gives him an interesting perspective to contribute.
  - i. Derek invited the Co-directors to attend a future board meeting of the Old Colony YMCA to see how their board development has worked and to potentially recruit additional members for Map Academy's board.
- b. Discussion: Finalized FY21 Audit: This has been submitted to DESE, after the board's vote at the October meeting.

6. Discussion: Comments & Announcements

7. Upcoming meeting dates

- a. Monday, February 7, 2022 ([rescheduled from February 14, 2022](#))
- b. Monday, April 11, 2022
- c. Monday, June 13, 2022

8. Adjournment: Rachel moved to adjourn the meeting; this motion was seconded by Liza. The board approved the motion unanimously, and the meeting was adjourned at 5:10 pm.

Map Academy Charter School  
Co-Directors Report  
December 13, 2021  
Virtual Zoom

- General Operating

- Food service changes: The Co-directors have been working directly with the food service provider -- and incorporating considerable student input -- to improve food service quality.

- October 27 & 28 - power outages - update to last day of school is now: 6/24/22 due to those days of school missed.
  - Onsite Flu Vaccine Clinic - 11/15/21. The school used Walgreens this year to provide the vaccinations onsite. More staff than students chose to participate, approximately 30 persons vaccinated.
  - EPIMS/SCS submitted and certified: Data were submitted to DESE through SIF.
  - iDECIDE (Drug Education Curriculum: Intervention, Diversion, and Empowerment): This research-based program is from the Institute for Health & Recovery in partnership with MGH, focused on substance misuse prevention/harm reduction. Map Academy is part of the initial pilot. After training and preparation, the goal is to begin using the curriculum in summer/fall 2022.
  - FileMaker Dashboard enhancements: As discussed at a previous board meeting, FileMaker is the system that Map Academy is using to house its newly created data dashboard. There has been an important new system enhancement since the last report to board: the school's academic learning management system now automatically, nightly exports reports that are uploaded into FileMaker. This update doesn't require any down-time during the school day. This allows all data to be viewed in FileMaker.
- Map Academy COVID-19 update
    - The state has extended the public school mask mandate for the entire Commonwealth of Massachusetts until at least 1/15/22.
    - Vaccination rates update: Map Academy student vaccination rates are hovering at around 60%. Staff are getting boosters; the nurse is starting to track and help facilitate students getting boosters as well. Map Academy does have access now to the state vaccination database.
    - DESE COVID case weekly reporting: At the time of this meeting, Map Academy hasn't had any more than three cases at a time to report; however, there's more activity out in the community, and cases are among people who are vaccinated. It hasn't had any substantial operational impact on the school this fall.
- Academics/Student Engagement/Enrollment
    - PBL project month implementation: After launching project-based learning (PBL) work this past summer, Map Academy is now conducting a November 30-December 22 project month of eight projects, each including an experiential component and interaction with community. Projects will earn an elective credit and the courses are co-taught. Experiential Learning partnerships have been incorporated into these projects as well.
    - November 2021 lottery/waitlist update: The lottery was held on November 22nd, yielding a waitlist of approximately 70 students. Map Academy offered seats to about 10 students from that lottery; these students will start in December/January.
    - Primary Enrollment Window open - Deadline 2/15/21 for SY 22-23. Statutory lottery is scheduled to be held on February 23, 2022.
    - MCAS Retest complete: MCAS retests were completed in November. There was good participation from the students who needed to take those tests.

- Modified Competency Determination process: This was the biggest round of competency determination approvals that Map Academy has had to date; these were conducted for students who were 10th graders in the first year of the pandemic.
  - Winter Graduation - January 26, 2022: At this time, it appears that up to five students will be eligible to graduate at that time.
  - Post-Grad Mini Fair kickoff: This weekly program began last Thursday in order to highlight different partners' post-grad opportunities, including community college. It will run with different partners featured throughout the winter.
  - SEPAC meeting: The Special Education parent advisory council met last week by Zoom. Meetings will be held regularly, with agenda items proposed by both the school and parent participants.
  - DESE Views of Climate and Learning (VOCAL) survey results: This annual survey of school climate yielded positive results for Map Academy; across respondents, those who took the survey view the school and its environment/culture favorably.
- Staffing/Professional Development
    - New Community Support Partner (CSP) for food service --This new role worked with the Co-directors to improve food service quality, and is also involved in figuring out food support for students outside of the school day.
    - .6 Clinical Psychologist: The school has hired someone to be on staff in this role. The new staff member recently retired from DYS. The school is happy to have someone on staff as opposed to previously contracting out for this service which was costly and inefficient.
    - Full Staff PD PBL Implementation - 10/20/21: This was in follow-up to a summer PD on project-based learning. This additional day was in preparation for the project month currently underway.
    - Full Staff CPI Training - 11/2/21: This training was about deescalation techniques, mandated by the state. The second half of this training will be forthcoming in January 2022.
- Dissemination/Institutional Advancement/Partnerships/Grants
    - Launch of [Education Disruption Knowledge Center](#): This online knowledge center collects and archives information, student and staff stories, podcasts, and other artifacts to be disseminated from Map Academy's experiences to date. This will also be responsive to requests for information that often come to the Co-directors. The Knowledge Center was developed as part of the contract with Hairpin.
    - NGLC 10th Anniversary Celebration via Zoom.
    - Hairpin full day onsite: During this recent onsite day, Hairpin recorded more student stories to help with student recruitment. The team also recorded a focus group on the academic experience that will be used for staff PD, about holding high academic expectations for students.
    - Canopy Project School Leaders Focus Group

- Barr Foundation 13 Month Grant Award: The Barr Foundation has awarded \$70,000 to support charter renewal and strategic planning , as well as planning for institutional advancement.
- Mass Grad Promising Practices Grant FC324: As part of this state effort in dropout prevention, Map Academy was awarded \$20,000.
- SXSW EDU planning: Map was accepted to present on March 9, 2022. School leaders are currently determining which staff and alumni will participate in the program, which will be a live version of the Education Disruption podcast.
- McKinney-Vento Grantee Convening: The Co-directors recently participated in a convening of state grantees supporting homeless students. Map Academy received a \$10,000 grant. Receiving this award will open up Map to potential future grant opportunities as a result of this designation for the school.
- DLAC Presentation acceptance (Digital Learning Annual Conference): The Co-directors were accepted to present at the organization's conference in Atlanta in February 2022. The organization's emphasis on the school of the future being hybrid is a good match with Map Academy's model and vision for the future.
- The Learning Accelerator Profile: A profile of Map Academy will be added to the organization's collection of profiles.
- FC613/311 application submission - Supporting Students' Social Emotional Learning, Behavioral & Mental Health, and Wellness through Multi-Tiered Systems of Support (SEL & Mental Health Grant): Map has been a recipient of this competitive grant opportunity in the past. Map Academy applied for \$100,000 in this cycle, and is currently awaiting news of whether the application will be funded.