



MAP ACADEMY

## MEETING MINUTES

### Board of Trustees Meeting

Thursday, April 6, 2023

#### Attendees:

Liza Veto (Chair) Remote

Derek Paiva (Board Member)

Mike Balaschi (Assistant Director)

Josh Charpentier (Co-Director, Board Member)

Rachel Babcock (Co-Director, Board Member)

#### Absent:

Anne Dowell (Board Member)

Mary Burke (Board Member)

#### **1. CALL TO ORDER/ATTENDANCE**

The Chair called the meeting to order at 4.03pm. She noted that Mary Burke had resigned as a Board Member. The meeting had sufficient membership in attendance to constitute a quorum.

#### **2. PUBLIC COMMENT**

Nil.

#### **3. NEW BUSINESS**

- a. Discussion and Vote: New Board Member

##### Mary Burke's Resignation

The board has received a letter of resignation from Mary Burke. Rachel Babcock noted that Mary Burke had been a founding member and fierce supporter of Map Academy. She recognized Mary Burke's contribution and six years of service and expressed gratitude to Mary. Josh Charpentier vocally supported the sentiment. Liza Veto expressed her hope that the Map Academy would be able to continue to draw on Mary Burke's expertise informally.

Josh Charpentier moved to accept Mary Burke's resignation as a Member of the Map Academy Board of Trustees. Liza Veto seconded the motion. Liza Veto asked each Board Member to vote.

*Vote*

<u>For:</u> Josh Charpentier Rachel Babcock Derek Paiva Liza Veto	<u>Against:</u>  None
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The Board unanimously voted to accept Mary Burke's resignation as a member of the Map Academy Board of Trustees.

Kerin McGue

The Chair stated that a new Board Member, Kerin McGue, had been proposed. Rachel Babcock gave an overview of the proposed new board member. She is currently Chief Clinical Officer of The Arc of the South Shore. The Arc of the South Shore was one of the employer partners for work based learning. Derek Paiva gave specific details of his meeting with Kerin McGue. Derek Paiva shared the onboarding PowerPoint with Kerin McGue that helped build an understanding of expectations for new Board Member.

Rachel Babcock moved to approve Kerin McGue as a member of the MAP Academy Board of Trustees. Derek Paiva seconded the motion. Liza Veto asked each Board Member to vote.

*Vote*

<u>For:</u> Josh Charpentier Rachel Babcock Derek Paiva Liza Veto	<u>Against:</u>  None
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The Board unanimously voted to approve Kerin McGue's nomination as a member of the Map Academy Board of Trustees.

**Action:** Liza Veto confirmed that she would send an email confirmation to Kerin McGue of her successful nomination. **Action:** Following Kerin McGue's acceptance, Rachel Babcock would follow up with the DESE board member management items. Kerin McGue's resume would be required for this step. **Action:** Derek Paiva would schedule a Zoom meeting and complete the onboarding work with Kerin McGue so that she could attend the Board Meeting on May 15.

Liza Veto noted that there were other potential board members and asked about work needed to be done so that they could be voted on at a future meeting. Rachel Babcock responded that she did not have candidates in the pipeline from her end that would be ready for the May 15th meeting. Derek Paiva responded that he was meeting with candidates and hoped to have nominations before May 15.

**b. Discussion and Vote: FY23 and FY24 Budget Amendments**

Josh Charpentier proposed two minor amendments to the FY23 budget. He explained that these were:

- Teacher & Leadership Pipeline Development — \$20,000 added as a line item.

- Student Loan Benefit Establishment — \$15,000 added as a line item.

The objective of both lines is to make Map Academy more sustainable in hiring and retaining talent. This would reduce the surplus to \$347,000 for FY23.

There was an additional amendment to FY24. These were:

- Benefits and Payroll Taxes — An additional \$46,500. This represented a monthly \$100 student debt relief for each employee and paid directly to the student loan provider, and a \$2,500 for tuition reimbursement. This allocation amount was informed by the staff survey.
- Teacher & Leadership Pipeline Development — \$20,000 added as a line item.

This would reduce the budget surplus to \$42,000 for FY23.

Josh Charpentier stated that the contingency had been left unamended and that funds were available for the amendments.

Derek Paiva confirmed that the amendment would create two new line items for FY23. Josh Charpentier confirmed that was correct. The Teacher & Leadership Pipeline Development line item would carry over to FY24 and the Student Loan Benefit Establishment line item would be incorporated in Payroll.

Rachel Babcock added that before staff would be eligible, they would have to attend a loan counseling session from PeopleJoy first to ensure that they were enrolled on forgiveness programs and other initiatives. This would ensure the amounts were distributed appropriately.

Josh Charpentier added that PeopleJoy would work with staff to ensure loan repayments. For example, if they worked and paid off a loan over ten years of service, the remainder would be forgiven. It was hoped that this would retain and attract good talent to Map Academy.

Derek Paiva expressed his strong support of the idea and commended the initiative from Rachel Babcock.

Liza Veto asked why the loan forgiveness item was a consultant fee in FY23 whereas for FY24 there was a merge of consultant fee and loan forgiveness. Rachel Babcock explained that there was a base administration fee and a per employee fee. Josh Charpentier added that the FY23 line item was established on the PeopleJoy platform that would subsequently translate to a benefit.

Liza Veto asked for confirmation that the majority of the FY24 amount represented loan forgiveness and tuition. Josh Charpentier confirmed that was correct. Liza Veto asked if the benefit could be used for new tuition by those who did not use loans and they would undergo similar financial counseling. Josh Charpentier confirmed that a staff member would need to give information on the purpose of the new tuition through the PeopleJoy platform. Further, the payments would be paid directly to the tuition provider.

Liza Veto further asked if any staff member of Map Academy could access financial counseling for tuition regardless of loan status. Rachel Babcock confirmed that it was possible, and the benefit could be enjoyed by all staff. Further, the staff would be able to discuss financial planning to fund their children's college tuition. Liza Veto emphasized that this benefit needed to be communicated well to all staff members. Josh Charpentier confirmed that PeopleJoy will be conducting a staff webinar to discuss all of these benefits in April via Zoom.

Derek Paiva asked whether employees had to make a commitment to remain at Map Academy for a certain period of time. Rachel Babcock replied that the forgiveness was paid monthly and there would be

no commitment. Josh Charpentier gave his view that it was a low cost but appreciated benefit for employees. Liza Veto added that it aligned with Map Academy's educational mission.

*Vote*

Liza Veto moved to approve the amended FY23 budget to incorporate the two new budget line items relating to loan forgiveness and teacher and leadership pipeline development. Derek Paiva seconded the motion. Liza Veto asked each Board Member to vote.

<u>For:</u> Rachel Babcock Josh Charpentier Derek Paiva Liza Veto	<u>Against:</u>  None
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The Board unanimously voted to approve the amended FY23 budget.

Liza Veto moved to approve the amended FY24 budget to incorporate the one new budget line item relating to teacher and leadership pipeline development and the amendment to an existing line item for loan forgiveness and tuition reimbursement. Josh Charpentier seconded the motion. Liza Veto asked each Board Member to vote.

<u>For:</u> Rachel Babcock Josh Charpentier Derek Paiva Liza Veto	<u>Against:</u>  None
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The Board unanimously voted to approve the amended FY24 budget.

**c. Discussion and Vote: FY24 Board Meeting Schedule**

Josh Charpentier presented the FY24 Board Meeting Schedule:

Monday, July 24, 2023

Monday, September 18, 2023

Monday, October 23, 2023 \*Audit

Monday, January 29, 2024

Monday, March 18, 2024

Monday, May 20, 2024

Rachel Babcock raised the issue of the meeting starting time. She proposed that meetings started at 4.00pm rather than 4.30pm. The Board indicated that 4.00pm was preferable.

Liza Veto queried the July 24, 2023, meeting. Josh Charpentier responded that the annual report needed to be voted for and it would not be ready by July 17. Josh Charpentier proposed that the date be moved to July 31, with the report circulated among members before the meeting for feedback.

Rachel Babcock moved to approve the FY24 board meeting calendar with meetings commencing at 4.00pm and to shift the July 24, 2023, meeting to July 31, 2023. Liza Veto seconded the motion. Liza Veto asked each Board Member to vote.

<u>For:</u> Derek Paiva Josh Charpentier Rachel Babcock Liza Veto	<u>Against:</u>  None
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The Board unanimously voted to approve the FY24 board meeting calendar.

#### **4. DISCUSSION: COMMENTS and ANNOUNCEMENTS**

None

#### **5. UPCOMING MEETING DATES**

- a. Monday, May 15, 2023**
- b. Monday, July 31, 2023**

#### **6. ADJOURNMENT**

Liza Veto moved to adjourn the meeting at 4.44pm. Josh Charpentier seconded the motion.

<u>For:</u> Derek Paiva Josh Charpentier Rachel Babcock Liza Veto	<u>Against:</u>  None
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The meeting was adjourned at 4.44pm.

#### **Document list:**

Map Academy 2023-2024 Board Meeting Schedule

Version 2 Amended FY23 Budget

#### **2022-2023 Board Goals**

- Codify a new board member process that contains criteria for prospective members, an onboarding process that includes board member expectations, and training.
- Participate fully and with high quality in the school's charter renewal, including thought-partnership with the Co-Directors, and active participation in all required board components of the DESE renewal process.

- At least quarterly during School Year 2022-2023, monitor measures of student success, in the aggregate and broken down by subgroup (e.g., race, gender, special needs, English learner, other subgroups meaningful for Map Academy population), thereby growing the board's understanding of student progress based on data.