

MEETING MINUTES

Board of Trustees Meeting

Monday, May 15, 2023

Attendees:

Liza Veto (Chair) Remote

Josh Charpentier (Co-director, Board Member)

Rachel Babcock (Co-director, Board Member)

Anre Dowell (Board Member)

Derek Paiva (Board Member) Remote

Kerin McGue (Board Member) Remote

Steve Sell (Staff)

Mike Balaschi (Staff)

Absent:

None.

1. CALL TO ORDER/ATTENDANCE

- a. Welcome new board member

The Chair called the meeting to order at 4.33pm. She welcomed the new board member, Kerin McGue. Kerin McGue introduced herself to the Board regarding her professional background and personal life.

- b. Public Comment

Nil.

2. CONSENT AGENDA

- a. March 20, 2023 & April 6, 2023 Board Minutes
- b. February & March 2023 Finance Reports
- c. Co-directors Report

There were no comments on the documents referenced in the Consent Agenda. Josh Charpentier confirmed that there was nothing out of the ordinary in the finance reports.

Josh Charpentier moved to approve the consent agenda. Anre Dowell seconded the motion. The Chair asked each board member to vote.

<u>For:</u> Josh Charpentier Anre Dowell Rachel Babcock	<u>Against:</u> None
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Derek Paiva Kerin McGue Liza Veto	
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The Board unanimously voted to approve the consent agenda.

3. NEW BUSINESS

a. Data Highlights: MCAS & Summer Studio Participation

Rachel Babcock presented the Data Highlights: MCAS & Summer Studio Participation document.

Josh Charpentier added that the 2022 and the upcoming 2023 summer programming were grant funded.

Rachel Babcock remarked that staff were opting into the Enhanced Teacher Contract option and being compensated for that commitment throughout the year. Those teachers covered the summer programming and it was believed to be improving staff retention.

The Chair requested updated data be presented to the Board after this year's summer studio. The Chair also asked if there was a way to provide the data to students so that they would be made aware of the benefits of attending the program. Mike Balaschi responded that when students attended the program, they were looking for more one-on-one academic support or wanted to have a calmer environment. It was his view that it demonstrated a greater level of maturity in students.

Josh Charpentier added that it was not widely promoted because it was not possible to provide students with transportation. It was hoped that would be possible in the future. Mike Balaschi remarked that the program was not necessary for all students and particularly those who were achieving with the day programming.

b. Discussion & Vote: Organizational Fiscal Management – Regional Transportation Contract

Josh Charpentier stated that Map Academy was eligible for transportation reimbursement if it were provided to the whole catchment area. Therefore, when expanding, it was necessary to provide transportation support to all students living in the identified catchment area, including the new municipalities, except for those living in Plymouth who would continue to receive transportation from Plymouth Public Schools.

He continued that an Invitation for Bids (IFB) was issued to recruit bids for the transportation services. The bidding process was closed with two bids. First Student had been selected as the winning bidder. First Student was also the provider for Plymouth Public Schools so there was an existing working relationship. It also was the lowest bid.

Josh Charpentier presented the contract to the Board. He further explained how the reimbursement process worked. He stressed that reimbursement would be received two fiscal years after the cost had been incurred.

Josh Charpentier explained that centralized stops would be used to reduce costs and presented the suggested stops to the Board. Rachel Babcock stated that they committed to this plan as part of the charter renewal, despite not being obligated to provide it.

Josh Charpentier reported that there would need to be an amendment of an additional \$6k to the FY24 approved budget.

The Chair asked how many years the contract ran for. Josh Charpentier replied that they would sign for three years, after which they could renegotiate during renewal.

The Chair asked if the contract would replace the existing GATRA routes. Josh Charpentier responded that GATRA would be replaced, from the perspective of MAP Academy. However, it was understood that the GATRA would continue the service but without Map Academy's funding. He confirmed that there would be no termination fee. GATRA passes would still be purchased by Map Academy. Rachel Babcock mentioned that once the reimbursement was received, the aim would be to increase the routes in the future.

Derek Paiva asked who had reviewed the contract. Josh Charpentier responded that it had been reviewed by himself and Rachel but it was his view that further review was unnecessary as First Student were a well-known company, not only to Map Academy, and had provided school transportation for a significant period of time.

Derek Paiva asked if this would be Map Academy's biggest expense, excluding staffing costs. Josh Charpentier was not certain without the budget in front of him but believed that benefits and the building lease costs were greater.

Derek Paiva confirmed the bidding process. Josh Charpentier responded that it was not a legal requirement to put the contract out to bid as Charter schools are not mandated to follow chapter 30B laws. However, due to the size of the contract, it was considered appropriate. He continued that there were few options to provide the services and so it was his view that receiving two bids was a successful process. Rachel Babcock agreed with that assessment.

Mike Balaschi added that Uber costs would be reduced through the provision of this service. Josh Charpentier remarked that it would also mitigate issues that had been experienced from using a public bus provided by GATRA.

The Chair moved to approve the new Regional Transportation Contract with First Student, Inc. Rachel Babcock seconded the motion. The Chair asked each Board Member to vote.

<u>For:</u> Josh Charpentier Anre Dowell Kerin McGue Derek Paiva Rachel Babcock Liza Veto	<u>Against:</u> None
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The Board unanimously voted to approve the new Regional Transportation Contract.

c. Discussion & Vote: Organizational Fiscal Management – Changing Banks

Rachel Babcock stated that concerns about FDIC insurance had been raised as a result of the recent banking crisis. Further, there had been issues with the services provided by Citizens Bank. She presented a plan for changing the servicing bank to BayCoast Bank that ensured all Map Academy deposits were fully insured through FDIC and DIF insurance.

Rachel Babcock added that Map Academy's current funds with Citizens Bank did not receive any interest. However, BayCoast Bank could provide a 4% interest rate on deposits which are subject to change but would never reduce to 0%. It was also understood that BayCoast Bank offered improved customer services and would not charge fees.

It was proposed to move all of Map Academy's funds over to BayCoast Bank.

The Chair asked what the process would be to change the serving banks. Rachel Babcock replied that the first step would be to open an account at BayCoast Bank. The reserve funds would be moved first. Once that has happened, the other two accounts would be established and then the amounts would be moved over in phases to ensure the functioning of payroll, billing, and accounts payable was not interrupted. It was hoped that the process would be relatively quick.

The Chair moved to approve moving Map Academy's banking from Citizens Bank to BayCoast Bank. Anre Dowell seconded the motion. The Chair asked each Board Member to vote.

<u>For:</u> Derek Paiva Kerin McGue Anre Dowell Josh Charpentier Rachel Babcock Liza Veto	<u>Against:</u> None
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The Board unanimously voted to approve moving Map Academy's banking from Citizens Bank to BayCoast Bank.

d. Discussion & Vote: 23-24 Technology Purchases

Josh Charpentier stated that single purchases of over \$25k had to be approved by the Board.

Josh Charpentier explained that he had not received quotes for technology purchases yet as it was hoped to obtain a discount later. He asked the Board to allocate \$30k for the purchase of Student Chromebooks and \$30k for the purchase of Apple MacBook Pros. He stated that procurement would be done through state-approved contractors and so a bidding process was unnecessary.

Derek Paiva asked if these amounts had already been budgeted for. Josh Charpentier confirmed that they were.

Derek Paiva moved to approve the 2023-2024 technology purchases as presented. Anre Dowell seconded the motion. The Chair asked each Board Member to vote.

<u>For:</u> Kerin McGue Derek Paiva Anre Dowell Josh Charpentier Rachel Babcock Liza Veto	<u>Against:</u> None
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The Board unanimously voted to approve the 2023-2024 technology purchases as presented.

- e. Executive Session:
 - i. Discussion & Vote: Amendment to Co-directors Contract

This item was moved to the end of the meeting.

f. Data Highlight & Co-directors Report (additional)

Rachel Babcock alerted the Board to the MCAS data. She explained that the spring testing window for Grade 10 ELA was the largest cohort to date. Those students were currently preparing to take the Grade 10 Math test that week.

Josh Charpentier added that they would not cover every item in the Co-Directors Report. The report would be shared in advance of the Board meeting so the Board Members could present any questions or comments.

The Chair added that the enrollment would be included in the Co-Directors Report with the next graduation date.

4. OLD BUSINESS

a. Discussion: 2023-2024 Board Meeting Calendar

Josh Charpentier presented the amended 2023-2024 Board Meeting calendar that had already been approved. He asked whether the meeting time on Monday, July 31, 2023 should be changed to 4.00pm. The Board confirmed that was correct.

Josh Charpentier highlighted that the Annual Report would be circulated ahead of the Board Meeting on July 31, 2023. The Annual Report had to be approved and submitted as it would be due on August 1, 2023. The Chair mentioned that a quorum check had to be made before that meeting.

b. Discussion: Innovation Career Pathways Designation & YouthWorks

Rachel Babcock presented the letter dated March 23, 2023, from Innovation Career Pathways, which stated that Map Academy had been officially designated as an Innovation Career Pathways School for Manufacturing and Healthcare and Social Assistance. Those pathways included two high-level academic courses and two technical courses, which would be provided through college partners. MOUs had been established with employer partners.

Further, there was a recently approved YouthWorks proposal from MassHire of the South Shore. This funding would allow students to be paid for participation in career exploration and development. 30 students would be funded for an inaugural cohort, 15 students in the Fall, and 15 students in the Spring. The students would be paid \$17 per hour for attending the on-site career exploration course.

It was hoped that these initiatives would improve career success for students after their graduation. The goal is to hire a full-time staff member to coordinate the Pathways work.

Rachel Babcock added that one of the grants would permit for a July visit to a network of schools called Oakmont Education in Ohio.

5. DISCUSSION: COMMENTS & ANNOUNCEMENTS

The Chair remarked that the June graduation was a very rewarding experience and encouraged Board Members to attend.

6. UPCOMING MEETING DATES

- a. Monday, July 31, 2023
- b. Monday, September 18, 2023
- c. Monday, October 23, 2023

The Chair called for a vote to enter an Executive Session. The Chair asked each Board Member to vote.

<u>For:</u>	<u>Against:</u>
Anre Dowell	
Kerin McGue	None
Derek Paiva	
Josh Charpentier	
Rachel Babcock	
Liza Veto	

The Board unanimously voted to end the Executive Session.

7. ADJOURNMENT

Josh Charpentier moved to adjourn the meeting at 5.40pm. Liza Veto seconded the motion.

<u>For:</u>	<u>Against:</u>
Anre Dowell	
Rachel Babcock	None
Josh Charpentier	
Derek Paiva	
Kerin McGue	
Liza Veto	

The meeting was adjourned at 5.40pm.