



# Foxborough Regional Charter School

## Board of Trustees

Amended on December 15, 2020 at 3:48 PM EST

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### Date and Time

Friday June 26, 2020 at 7:30 AM EDT

### Location

Virtual

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Board meetings are open to the public. Members of the audience who wish to address the board may do so during the "Privilege of the Floor" portion of the monthly Board meeting. Forms for Privilege of Floor, for items other than those on the agenda, must be submitted by noon the day before the Board meeting in order to be heard during the meeting. Forms may be obtained from and submitted to the school's central office.

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### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>7:30 AM</b>
A. Roll Call Attendance			
B. Call the Meeting to Order			
<b>II. Leadership Report</b>			
A. Race & Social Unrest			
B. Re-Opening Planning			
<b>III. Committees</b>			
A. Enrollment			
B. Facility			
C. Finance			
FY2021 Draft Budget			
D. Governance			

	Purpose	Presenter	Time
E. Foxborough Regional Charter School Foundation			
<b>IV. Policy Review</b>			
<b>V. Special Reports</b>			
A. Partners In Education (PIE) Report			
B. English Learner Parent Advisory Committee (ELPAC) Report			
C. Special Education Parent Advisory Committee (SEPAC) Report			
<b>VI. New Business</b>			
A. School Leader Evaluation			
<b>VII. Old Business</b>			
A. Remote Learning Update			
<b>VIII. Closing Items</b>			
A. Approve of Minutes: 10DEC2019	Approve Minutes		
B. Approval of Minutes: 12MAY2020	Approve Minutes		
C. APPROVAL OF THE MINUTES: 09JUN2020	Approve Minutes		
D. Adjourn Meeting	Vote		

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The listed matters are those reasonably anticipated by the Chair to be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may be brought up for discussion to the extent permitted by law.

# Coversheet

## Approval of Minutes: 12MAY2020

**Section:** VIII. Closing Items  
**Item:** B. Approval of Minutes: 12MAY2020  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:** Minutes for Board of Trustees Meeting on May 12, 2020

APPROVED



## Foxborough Regional Charter School

### Minutes

#### Board of Trustees Meeting

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##### **Date and Time**

Tuesday May 12, 2020 at 7:30 AM

##### **Location**

Virtual

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##### **Trustees Present**

Badawi Dweik (remote), Kathleen Crawford (remote), Matthew Yezukevich (remote), Reem Ozone (remote), Sergio Martin (remote), Susanna Girard (remote)

##### **Trustees Absent**

*None*

##### **Guests Present**

Annie Azarloza (remote), Ben Dyer (remote), Heidi Berkowitz (remote), Karen Calvert (remote), Kayla Leary (remote), Krisan Pope (remote), Lori Obenchain (remote), Mark Logan (remote), Matt Harrington (remote), Mike Cournoyer (remote)

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#### **I. Opening Items**

### **A. Roll Call Attendance**

### **B. Call the Meeting to Order**

Kathleen Crawford called a meeting of the board of trustees of Foxborough Regional Charter School to order on Tuesday May 12, 2020 at 7:33 AM.

The meeting was called together by verifying all participants could hear and respond over the virtual platform.

## **II. Leadership Report**

### **A. Awards, Honors & Recognition**

The school was excited to report our class of 2020 Co-Valedictorian's, Ms Catherine Fandel and Ms Katya Lammey, and their stories. Our salutatorian is Ms Lydia Chubet. The three ladies participated in a meeting to discuss the exciting news and share their experiences over the past four years with staff from the school. Plans for their participation in the upcoming graduation ceremonies are underway.

Mark Logan highlighted a letter from a high school senior featuring Mike Cournoyer's work over the past school year. This is his first year with us and already making a great impact.

This week has been teacher appreciation week and we say a number of families, student and staff participating in a shout out to teachers in weekly newsletter.

### **B. High School Graduation**

We have postponed the graduation to June 19th in order to get more guidance from the state. Seniors last day of classes is next Friday but it should be noted they are the only grade in high school that is not receiving a numerical grade for term 3.

The board reviewed a draft of the graduation modifications to the plan which includes using pre-recorded speeches and an outdoor graduation. The graduation plan will be released by June 1st to families.

The guidance department is working with seniors on their college acceptances which was already an electronic system. Fortunately this has not been impacted by virtual learning. Seniors are on track to meet previous years acceptance goals for acceptance into higher learning opportunities.

### **C. Remote Learning Update**

Annie Azarloza updated the board with the news that the elementary and middle school are seeing close to 100% participation in remote learning. The high school is lower and

we are working on different ways to engage them. The focus is on quality and not quantity.

The school is able to look at the analytics of using the on line tools and using that information to make changes. For example the school found that instructional videos that are longer than 15 minutes are not watched by students but shorter videos are sometimes watched multiple times by the same person and get more individuals to watch them.

Annie thanked the school principals: Christiana Benson, Kayla Leary, Ben Dyer and Mike Cournoyer as well as the head of Special Education, Lori Obenchain, for their unwavering support.

Lori Obenchain gave an update on special education. Students on an IEP are meeting in small groups or individually with staff to support their IEPs. All IEP students have had a written learning plan created for virtual learning. Students who are in substantially separate classrooms meet with staff every day and sometimes more than once. This is a challenge for us to continue to work through. Progress on a student's IEP plan will be difficult to assess this year.

We are expecting more students to need summer school this summer and will be looking into increase staff for this year.

Elementary and middle school grading will be based on Term 1 & 2. Term 3 will be a Credit/No-Credit reporting to records. High school will be getting a numerical grade for term 3 as it will need to be reported on their transcripts. Kayla Leary shared with us that the items called on by the state for the students to cover have already been covered in terms 1 & 2 making term 3 easier to execute virtually.

Some teachers have requested technology to complete their jobs while at home and the school has been able to support them with those requests. There have not been requests for paper or ink as there is no need to print work while using google classroom as items are electronic. Teachers have been working together as they learn new ways of working and have become the best resource for one another. Their collaboration has been a highlight of this situation.

### **III. Committees**

#### **A. Enrollment**

The school cap is 1700 students

The current goal is to enroll 1672 students. This is up 12 student from last years goal We currently have 1861 Students enrolled for next year of which 174 are enrolled for kindergarten.

## **B. Facility**

We are postponing capital spend until we have more guidance from the state and federal governments on the expectations and support that will be required for the 2021/2020 school year to make adjustments for public health concerns. We may need to buy more equipment or disposables to support the schools "new normal".

Cathy Alix, RN. has been working with the state department to see what support they will be providing to public school for needed supplies. We are waiting on details.

## **C. Finance**

Year to year is on track.

FY2021 has several drafts in progress as we learn more information from the state and federal governments. We are required as a charter school to have a full year balanced budget by July 1st.

## **D. Governance**

Board on track would like to support the school in moving to posting the meeting agenda's and minutes by linking them to the school web site. Susie Girard and Kathleen Crawford will continue to work with them.

## **E. Foxborough Regional Charter School Foundation**

The 2020 Golf tournament and carnival have been cancelled.

## **IV. Special Reports**

### **A. Partners In Education (PIE) Report**

Nothing to report

### **B. English Learner Parent Advisory Committee (ELPAC) Report**

Nothing to report

### **C. Special Education Parent Advisory Committee (SEPAC) Report**

Nothing to report

## **V. New Business**

### **A. Middle School Principal 2020/2021**

Mark Logan thanked both Kayla Leary and Ben Dyer for their amazing job for the middle school in a school year that would be difficult for anyone. They rose to the occasion and

surpassed all expectations. The school interviewed a number of potential candidates for the 2020/2021 school year. The decision has been made to have Ben Dyer continue into the next school year as our middle school principal to maintain consistency for students and staff.

## VI. Old Business

### A. Old Business

Nothing to report

## VII. Closing Items

### A. Approve of Minutes: 10DEC2019

Tabled

### B. Approval of Minutes: 27MAR2020

Matthew Yezukevich made a motion to approve the minutes from Board of Trustees Meeting on 03-27-20.

Reem Ozone seconded the motion.

The board **VOTED** to approve the motion.

#### Roll Call

Sergio Martin	Aye
Matthew Yezukevich	Aye
Susanna Girard	Aye
Reem Ozone	Aye
Badawi Dweik	Aye
Kathleen Crawford	Aye

### C. Approval of Minutes: 08APR2020

Badawi Dweik made a motion to approve the minutes from Board of Trustees on 04-08-20.

Matthew Yezukevich seconded the motion.

As amended

The board **VOTED** to approve the motion.

#### Roll Call

Susanna Girard	Aye
Matthew Yezukevich	Aye
Reem Ozone	Aye
Badawi Dweik	Aye
Sergio Martin	Aye
Kathleen Crawford	Aye

### D.



### **Approval of Minutes: 14APR2020**

Matthew Yezukevich made a motion to approve the minutes from Board of Trustees Meeting on 04-14-20.

Badawi Dweik seconded the motion.

The board **VOTED** to approve the motion.

#### **Roll Call**

Matthew Yezukevich Aye

Susanna Girard Aye

Sergio Martin Aye

Kathleen Crawford Aye

Reem Ozone Abstain

Badawi Dweik Aye

### **E. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:51 AM.

Respectfully Submitted,

Susanna Girard

The motion to adjourn was made by Susanna Girard and seconded by Badawi Dweik which passed unanimously by a roll call vote.

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The listed matters are those reasonably anticipated by the Chair to be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may be brought up for discussion to the extent permitted by law.

# Coversheet

## APPROVAL OF THE MINUTES: 09JUN2020

**Section:** VIII. Closing Items  
**Item:** C. APPROVAL OF THE MINUTES: 09JUN2020  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:** Minutes for Board of Trustees Meeting on June 9, 2020

APPROVED



## Foxborough Regional Charter School

### Minutes

#### Board of Trustees Meeting

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**Date and Time**

Tuesday June 9, 2020 at 7:30 AM

**Location**

Virtual

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**Trustees Present**

Badawi Dweik (remote), Kathleen Crawford (remote), Matthew Yezukevich (remote), Reem Ozone (remote), Sergio Martin (remote), Susanna Girard (remote)

**Trustees Absent**

*None*

**Guests Present**

Annie Azarloza (remote), Ben Dyer (remote), Christiana Benson (remote), Heidi Berkowitz (remote), Karen Calvert (remote), Krisan Pope (remote), Lori Obenchain (remote), Mark Logan (remote), Matt Harrington (remote), Mike Cournoyer (remote)

## **I. Opening Items**

### **A. Roll Call Attendance**

### **B. Call the Meeting to Order**

Kathleen Crawford called a meeting of the board of trustees of Foxborough Regional Charter School to order on Tuesday Jun 9, 2020 at 7:30 AM.

The meeting was called together by verifying all participants could hear and respond over the virtual platform.

## **II. Leadership Report**

### **A. High School Graduation**

- An in person graduation is planned for July 20th per the request of the class of 2020.
- This evening the school is celebrating the scholarships earned by the students with an online ceremony

### **B. Race & Social Justice**

- There have been age appropriate discussions across the school district to open the lines of communication and support students and staff through a difficult time across the nation.
- We are working with a consultant to facilitate the discussions and this will continue through the summer and into the next school year. It has been more challenging to meet this need due to the closure of the physical facility but the dedication to this effort has just increased because of it.
- The demographics of our study body does not match the staff demographics however it is higher than other districts across the state to due to a recruitment effort on the part of the school to get closer to the student population.
- We are continuing to educate staff on racial issues

### **C. Re-Opening Planning**

- The district does not expect any additional financial support from the state beyond the standard per pupil tuition that has not changed due to the pandemic.
- The board reviewed the equipment list that was in the board packet and discussed a few items. Of note the \$60,000 for temperature scanners does not seem to be needed as the correlation of fever is not a good indicator of COVID-19 illness.

### **D. Awards, Honors & Recognition**

- The board reviewed the student and staff academic and sport accomplishments and competitions from this school year from the packet provided.
- There have been numerous partnerships throughout this school year from many companies across the area that the school greatly appreciates.
- There was a shout out to the staff at the end of the school year which was great to read through and the board expressed their appreciation for everyone's hard work through trying times.

### III. Committees

#### A. Enrollment

- The school has been able to register 170 new students for the 2021/2022 school year. 70 more are scheduled to be registered this week.
- We are expected to enroll 1861 which is on track from previous year.
- Due to COVID-19 the enrollment team has been scheduling prospective students to come to an outdoor registration table.

#### B. Facility

- The facilities team is working on the logistics of summer as families report they need a break from remote learning.
- Playground has been completed and hydro seeding the areas has been done.
- Banners have been hung from the light posts that are both instructional and welcoming.

Matthew Yezukevich made a motion to approve the purchase of chrome books (\$332,000) for the middle and high school education program from Trinity3 Technology; up to \$125,000 may be used from the board capital account.

Reem Ozone seconded the motion.

- This is to support a one to one availability of chrome books to students
- They may also be used by staff if they need a chrome book at home
- Old equipment will go to the elementary school for their use
- The request for bid went through the states bid process
- The board discussed the approximate balance of the board capital account.
- The expected receipt of the chrome books is 8 weeks from the order date.

The board **VOTED** to approve the motion.

#### Roll Call

Kathleen Crawford	Aye
Sergio Martin	Aye
Badawi Dweik	Aye
Reem Ozone	Aye

**Roll Call**

Susanna Girard Aye

Matthew Yezukevich Aye

**C. Finance**

- We are trending normally for this school/fiscal year. Preparations to gather materials for the annual audit are underway
- FY2021/2022 budget will be ready later this month for the board's approval.

**D. Governance**

Susanna Girard needs assistance from a staff member to link the school web site to board on track so that we can utilize the functionality of posting approved agendas and meeting minutes through Board on Track.

**E. Foxborough Regional Charter School Foundation**

Nothing to Report

**IV. Policy Review**

**A. New or Updated Policies**

Nothing to report

**V. Special Reports**

**A. Partners In Education (PIE) Report**

Nothing to report

**B. English Learner Parent Advisory Committee (ELPAC) Report**

Nothing to report

**C. Special Education Parent Advisory Committee (SEPAC) Report**

Nothing to report

**VI. New Business**

**A. School Leader Evaluation**

Kathleen Crawford is working with Reem Ozone and Krisan Pope on Mark Logan's evaluation and contract negotiation. There should be an update by the end of June.

**VII. Old Business**

**A.**

### **Remote Learning Update**

Families have reported that most need a break from remote learning for the summer.

### **VIII. Closing Items**

#### **A. Approve of Minutes: 10DEC2019 & 12MAY2020**

Tabled

#### **B. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:30 AM.

Respectfully Submitted,  
Susanna Girard

The motion to adjourn was made by Susanna Girard and seconded by Matt Yezukevich which passed unanimously by a roll call vote.

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The listed matters are those reasonably anticipated by the Chair to be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may be brought up for discussion to the extent permitted by law.