



# Foxborough Regional Charter School

## Board Meeting

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### Date and Time

Tuesday February 8, 2022 at 6:15 PM EST

### Location

Foxborough Regional Charter School  
**Middle School Media Center**  
131 Central Street  
Foxborough, MA 02035

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### Meeting Format

Whether in person or online, the public is welcome to attend Board Meetings and have access to meeting minutes. Meetings are held once a month and additionally, as determined by the Board Chair. All meeting Agendas are posted to the school website at least 48 hours in advance of each public meeting.

During the meeting, the Board follows the published agenda and works through business. Audience members are not part of the formal discussion or deliberations, but may raise their hand to add brief comment or ask clarifying questions. Meetings start promptly on time as noted on the agenda.

### In person details:

- Please Review [COVID Guidelines](#) if you are attending in person
- Please Enter through the Middle School Main Office
- Please remember to sign in upon arrival

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### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>6:15 PM</b>
<b>A. Attendance</b>		Susanna Girard	
<b>B. Call the Meeting to Order</b>		Kathleen Crawford	

	Purpose	Presenter	Time
<b>II. Leadership Report</b>			
<b>A. Executive Director's Report</b>	FYI	Luis Soria	
<ul style="list-style-type: none"> <li>• MAP Assessment Data</li> </ul>			
<b>B. Equity &amp; Inclusion</b>	Discuss	Luis Soria	
<b>C. Personnel Update</b>	Discuss	Julia Garcia	
<b>D. Special Topic</b>	Discuss	Annie Azarloza	
<ul style="list-style-type: none"> <li>• SEL Grant from DESE</li> </ul>			
<b>III. Community Group Updates</b>			
<b>A. English Language Parent Advisory Committee (ELPAC)</b>	FYI		
<b>B. Parent Advisory Group (PAG)</b>	FYI		
<b>C. Partners in Education (PIE)</b>	FYI		
<b>D. Special Education Parent Advisory Committee (SEPAC)</b>	FYI		
<b>IV. Policy Review</b>			
<b>A. First Reading of New/Changing Policies</b>	Discuss	Luis Soria	
<ul style="list-style-type: none"> <li>• Debt Management Policy</li> <li>• Code of Conduct</li> <li>• Student Handbook</li> </ul>			
<b>B. Second Reading of New/Changing Policies</b>	Vote	Matthew Yezukevich	
<ul style="list-style-type: none"> <li>• Investment Policy</li> </ul>			
<b>V. Committees</b>			
<b>A. Enrollment</b>	Discuss	Susanna Girard	
<ul style="list-style-type: none"> <li>• General Committee Update (Girard)</li> <li>• Current Enrollment (Berkowitz)</li> </ul>			
<b>B. Facilities</b>	Discuss	Badawi Dweik	
<ul style="list-style-type: none"> <li>• General Committee Update (Dweik)</li> <li>• Project Updates (Harrington)</li> </ul>			

	Purpose	Presenter	Time
<ul style="list-style-type: none"> <li>◦ ES Flooring</li> <li>◦ MS Roof</li> <li>◦ Staff Laptops</li> <li>◦ ES Broken Seals/Window Coverings</li> <li>◦ ES Gym Roof</li> <li>◦ ES Lobby/Rot Corrosion</li> <li>◦ ES 10gb &amp; Firewall</li> </ul>			
<b>C. Finance</b>	Discuss	Matthew Yezukevich	
<ul style="list-style-type: none"> <li>• General Committee Update (Yezukevich)</li> <li>• Current Budget Trends (Calvert)</li> <li>• FY2023 Budget Development Calendar</li> </ul>			
<b>D. FRCS Foundation Inc</b>	Discuss	Susanna Girard	
<ul style="list-style-type: none"> <li>• General Committee Update (Girard)</li> <li>• Financial Update (Crawford)</li> </ul>			
<b>E. Governance</b>	Discuss	Kathleen Crawford	
<ul style="list-style-type: none"> <li>• General Committee Update (Crawford)</li> <li>• Expanding the Board of Trustee Membership (Martin)</li> <li>• Board Committees Scope and Membership (Crawford)</li> </ul>			
<b>VI. Board of Trustees Business</b>			
<b>A. Old Business</b>	Discuss	Kathleen Crawford	
Nothing planned at this time			
<b>B. New Business</b>	Discuss	Susanna Girard	
Board on Track Changes			
<b>C. Items for the next meeting</b>	Discuss	Kathleen Crawford	
<b>VII. Closing Items</b>			
<b>A. Approval of Minutes: 14DEC2021</b>	Vote	Susanna Girard	
<b>B. Approval of Minutes: 11JAN2021</b>	Vote	Susanna Girard	
<b>C. Vote to Adjourn</b>	Vote	Kathleen Crawford	
<b>D. Adjourn Meeting</b>	Discuss	Kathleen Crawford	

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.

# Cover Sheet

## Executive Director's Report

<b>Section:</b>	II. Leadership Report
<b>Item:</b>	A. Executive Director's Report
<b>Purpose:</b>	FYI
<b>Submitted by:</b>	
<b>Related Material:</b>	February 2022 Board Report.pdf



## Highlights, Achievements, News & Notes February 2022

### Term 1 Honor Roll



We're proud to announce the names of our Middle and High School scholars who made the Honor Roll for Term 1 (2021-2022 School Year)

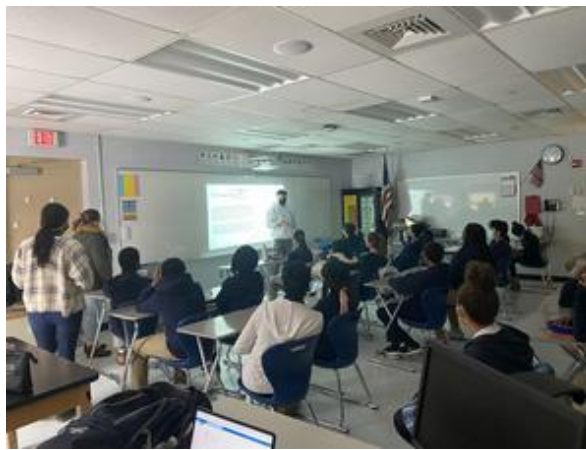
Congratulations to all on a job well done! *Enter to Learn, Exit to Lead!*

- [Click here to view the Middle School Term 1 Honor Roll](#)
- [Click here to view the High School Honor Roll for Term 1.](#)

### Formation of Our Middle School Student Council

FRCS is excited to announce our first Middle School Student Council!

This group consists of scholar representatives in grades 5-8 who will work to help be the voices of their grades. Student Council members will lead by example and will need to demonstrate strong leadership and exemplary citizenship. Scholars will demonstrate responsibility, respect, and safety. Student Council is an organization that represents Foxborough Regional Charter Middle School Students. Student Council members will participate in a variety of activities throughout the school year. Students will aid in event planning, fundraising, school spirit, and leadership opportunities.



## Hands-On Learning

We've seen some incredible hands-on learning in action over the past few weeks!

Scholars in Ms. Bartucca's Grade 3 class recently wrapped up their unit about volcanoes. They had so much fun making their own volcanoes during class!

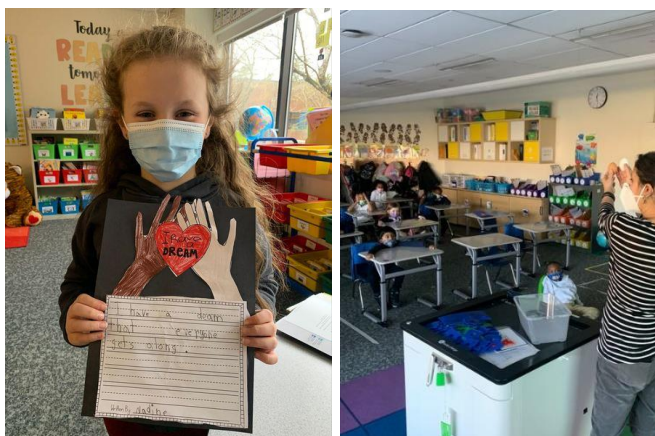


## Learning About Dr. Martin Luther King, Jr.

This past month, our young scholars learned about Dr. Martin Luther King, Jr. They completed several activities that helped them understand his life, legacy, and message.

Scholars in Mrs. Arenella's Kindergarten class completed an egg activity. The scholars did an egg experiment, with one brown and one white egg. What did they learn? Both eggs are exactly the same on the inside - regardless of their outward appearance. This helped scholars understand MLK's message that all people should be treated equally; regardless of what they look like

Ms. McGrath's Grade 1 scholars spent some time in class today talking about Dr. King's "I Have a Dream" speech. Each scholar wrote a dream that they have and shared with their classmates.



## Falcon Feather Program

In January, we introduced the Falcon Feather Program at our Middle School.

Scholars who are nominated by their teacher to earn a Falcon Feather demonstrate exceptional behavior and go above and beyond the typical scholar expectations. They are promoting positive school culture & community. These scholars recognize and acknowledge the strengths of others; frequently offer to help others and consistently promote inclusion, rather than exclusion of others.

Falcon Feather recipients will meet with Dr. Soria on Fridays during Flex Time to receive certificates and some of the scholars may win a raffle prize. Here are a few photos of our recent recipients.



## Reverse College Fair



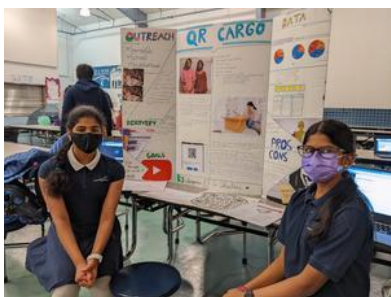
On Monday, January 10th, ten Foxborough Regional Charter School alum returned to campus in systemic leadership for our annual Reverse College Fair.

The fair, hosted by the High School Counseling Department is an opportunity for current juniors and seniors to ask questions and learn about the college experience, as well as other "life after high school" experiences in career, trade, and the military.

These incredible members of the FRCS family provided guidance and shared details of their journey and experiences to help our future grads look to the future.



## Congratulations to our Science Fair Winners!



Congratulations to the winners of our annual Middle and High School science fairs! Our scholars presented their projects on Tuesday, January 24<sup>th</sup>. All of our scholars worked hard researching, forming questions, exploring their findings and analyzing data. Their participation in the science fair has benefitted them in ways that will help them succeed in other areas. Through their presentations, interviews, and hard work they have shown the ability to do independent work and put their minds and determination towards a goal.

### High School Winners

1st Place Matthew Hayden: "Efficiency of Roller Coaster Launches"

2nd Place Camilla Royal: "Common Pollutants Turned Deadly"

3rd Place Akilan Dayasankar "Gaming the System: a Study on Card-Counting"

### Middle School

1st Place 1st Place Mukilan Dayasankar: "The Key to Encryption: Is Bigger Better?"

2nd Place (T) Vansh Mookim & Richaa Voley: "The Detoxification Device"

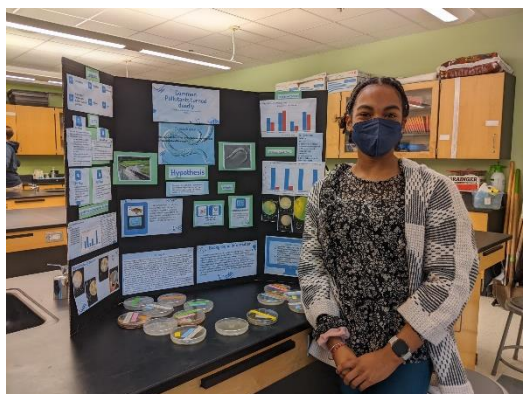
2nd Place (T) Jacklyn Omereokundaye: "Testing Water for Salt"

3rd Place Dhatri Daggubati & Sanjana Karlmarx "QR Cargo"

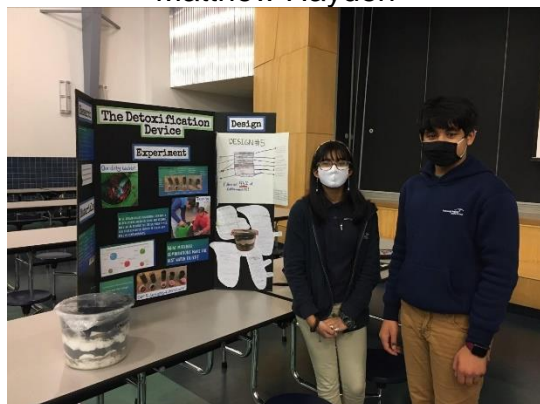
More than a dozen scholars will attend the Massachusetts Region III Science Fair which will be held virtually in March.



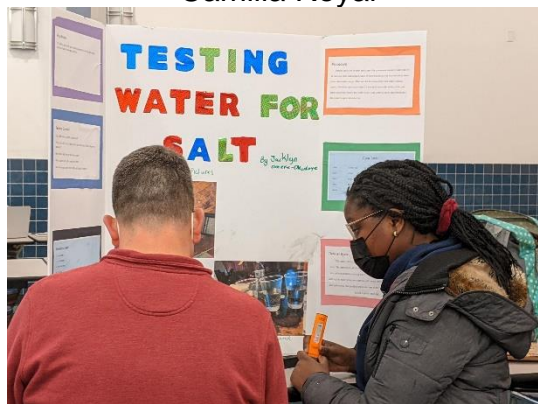
Matthew Hayden



Camilla Royal



Vansh Mookim & Richaa Voley



Jacklyn Omereokundaye

# Cover Sheet

## Facilities

<b>Section:</b>	V. Committees
<b>Item:</b>	B. Facilities
<b>Purpose:</b>	Discuss
<b>Submitted by:</b>	
<b>Related Material:</b>	Facilities Update FEB 2022.pdf

## Facilities Update: Tuesday February 8, 2022

### ES Flooring

- Cove base completed - phase 1 100% complete
- 5 coats semi-gloss were added to floors for resiliency/cleaning
- Phase 2 will commence July 2022

### MS Roof

- 2 bids received
- Initial meeting with 3<sup>rd</sup> vendor complete, Vision 3 Architects
  - o Site walkthrough scheduled for 02/08
- Bid analysis to be completed once 3<sup>rd</sup> bid received

### Staff Laptops

- Devices were distributed on 1/12
- Paraprofessionals also received a device (iPad's)
- Project complete

### ES Broken Seals/Window Coverings

- Project resumed 1/14 and additional windows were installed
- Approx 6-8 windows remain – will be completed over February break
- Window coverings complete

### ES Gym Roof

- Star Manufacturing and DAR completed on-site inspection the week of 1/17
- Issue identified as faulty seaming of room
- A “cap” is being manufactured to line the seam (has been done at other sites to solve similar issue)
- Install needs to occur when temperatures exceed 50 degrees

### ES Lobby Rot/Corrosion

- Final remaining facilities capital project for FY22
- Vendors being contacted – anticipated completion over spring break

### ES 10gb & Firewall

- New 10gb circuit being installed/going live in ES
- Will give both schools failover and redundancy
- New firewalls purchased and will be installed to compliment new 10gb

# Cover Sheet

## Finance

**Section:** V. Committees  
**Item:** C. Finance  
**Purpose:** Discuss  
**Submitted by:**  
**Related Material:** Jan. 2022 Budget to Actual Comparative.pdf  
Jan. 2022 Balance Sheet Summary.pdf  
FY 2023 Budget Development Calendar.pdf

# FY2023 Budget Development Calendar

<u>Date</u>	<u>Activity</u>
January 27, 2022	FY2023 budget calendar and development process review with Luis, Annie, Heidi, Matt H, Julia
January 31 – February. 4, 2022	Budget guidelines presented to staff at building, Department, and staff meetings
February 8, 2022	Board of Trustees – FY2023 Review Budget Calendar
February 14, 2022	Instructional and operational budgets, including staff level recommendations due to senior leadership team. FY 2023 Capital Plan priorities and recommendations reviewed with senior leadership team. Non-Renewal Conversations – HR & Supervisor
March 11, 2022	Finance Committee Meeting to review Proposed FY2023 Budget
March 25, 2022	Finance Committee Meeting to review Proposed FY2023 Budget
April 5, 2022	Employee benefits estimates completed by business office
April 11, 2022	Finance Committee meeting
April 12, 2022	Board of Trustees – Approval of employee benefits; FY2023 Budget framework and capital plan presented
April/May 2022	Finance Committee meetings to review budget
May 10, 2022	Board of Trustees – FY2023 budget presented for vote
May/June 2022	Finance Committee meetings (if necessary)
June 7, 2022	FY2023 budget discussion and approval (if necessary)

**Financial Report - Balance Sheet (Summary)****Foxborough Regional Charter School**

For 1/31/2022

Run: 2/03/2022 at 6:52 AM

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	1/31/2022	6/30/2021	Change
<b>ASSETS</b>			
<b>Current Assets</b>			
Cash - operations	10,018,513.60	12,528,627.38	(2,510,113.78)
Cash - debt service reserve	2,431,357.32	3,191,671.04	(760,313.72)
Accounts Receivable:			
Intergovernmental	0.00	222,910.59	(222,910.59)
Other	43,339.69	(337.01)	43,676.70
<b>Total Current Assets</b>	<b>12,493,210.61</b>	<b>15,942,872.00</b>	<b>(3,449,661.39)</b>
<b>Capital Assets</b>			
Land/Building Improvements	47,057,058.84	47,057,058.84	0.00
Furniture, equipment and software	5,148,049.76	5,148,049.76	0.00
Less: accumulated depreciation	(15,178,329.84)	(13,803,270.21)	(1,375,059.63)
<b>Total investment in capital assets</b>	<b>37,026,778.76</b>	<b>38,401,838.39</b>	<b>(1,375,059.63)</b>
Loss on defeasance (2017 bonds)	3,615,614.47	3,615,614.47	0.00
<b>TOTAL ASSETS</b>	<b>53,135,603.84</b>	<b>57,960,324.86</b>	<b>(4,824,721.02)</b>
<b>LIABILITIES AND NET ASSETS</b>			
Accounts Payable	495,551.99	542,833.90	(47,281.91)
Accrued expenses	214,784.26	725,155.91	(510,371.65)
Accrued compensation	149,214.18	1,460,225.74	(1,311,011.56)
Bonds payable - US Bank	0.00	0.00	0.00
Deferred income	42,396.78	105,507.64	(63,110.86)
<b>Total current liabilities</b>	<b>901,947.21</b>	<b>2,833,723.19</b>	<b>(1,931,775.98)</b>
BONDS PAYABLE 2017B	24,225,000.00	24,225,000.00	0.00
BOND PREMIUM 2017B	2,175,370.80	2,175,370.80	0.00
<b>Total bonds payable</b>	<b>26,400,370.80</b>	<b>26,400,370.80</b>	<b>0.00</b>
LOAN PAYABLE EASTERN BANK	4,157,685.95	9,379,998.72	(5,222,312.77)
<b>Total loans payable (Eastern)</b>	<b>4,157,685.95</b>	<b>9,379,998.72</b>	<b>(5,222,312.77)</b>
<b>Total liabilities</b>	<b>31,460,003.96</b>	<b>38,614,092.71</b>	<b>(7,154,088.75)</b>
<b>Net Assets</b>			
Investment in capital assets	0.00	0.00	0.00
Restricted - Board Capital	5,165,006.00	5,165,006.00	0.00
Restricted - Self Insured Dental	0.00	120,597.63	(120,597.63)
Unrestricted	14,060,628.52	12,087,916.54	1,972,711.98
Net income	2,449,965.36	1,972,711.98	477,253.38
<b>Total net assets</b>	<b>21,675,599.88</b>	<b>19,346,232.15</b>	<b>2,329,367.73</b>
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<b>53,135,603.84</b>	<b>57,960,324.86</b>	<b>(4,824,721.02)</b>

**Financial Report - Budget to Actual (Comparative Summary)**

Run: 2/03/2022 at 6:35 AM

Page: 1

**Foxborough Regional Charter School  
For 1/31/2022**

	<b>Budget FY2022</b>	<b>YTD Actual 1/31/22</b>	<b>Current Year Budget - Actual</b>	<b>Current Year % of Budget</b>	<b>Budget FY2021</b>	<b>YTD Actual 1/31/21</b>	<b>Prior Year Budget - Actual</b>	<b>Prior Year % of Budget</b>
<b>REVENUES</b>								
Per Pupil Tuition	24,790,000.00	15,450,403.00	(9,339,597.00)	(62.33)	24,024,968.00	14,123,506.00	(9,901,462.00)	(58.79)
Federal Grants/Reimbursements	3,130,664.00	1,402,529.27	(1,728,134.73)	(44.80)	1,620,464.00	861,710.00	(758,754.00)	(53.18)
State Grants/Reimbursements	0.00	0.00	0.00	0.00	79,250.00	0.00	(79,250.00)	0.00
Other Grant Revenues	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Food Service Program	286,000.00	346,444.97	60,444.97	(121.13)	406,984.00	35,897.37	(371,086.63)	(8.82)
Extended Day Program	0.00	990.00	990.00	0.00	193,334.00	16,826.21	(176,507.79)	(8.70)
Transportation Program	861,750.00	581,038.73	(280,711.27)	(67.43)	745,000.00	121,464.16	(623,535.84)	(16.30)
Building Rental Revenue	69,615.00	18,000.00	(51,615.00)	(25.86)	67,000.00	0.00	(67,000.00)	0.00
Other Revenues	62,000.00	50,080.63	(11,919.37)	(80.78)	189,500.00	56,409.42	(133,090.58)	(29.77)
<b>Total Revenues</b>	<b>29,200,029.00</b>	<b>17,849,486.60</b>	<b>(11,350,542.40)</b>	<b>(61.13)</b>	<b>27,326,500.00</b>	<b>15,215,813.16</b>	<b>(12,110,686.84)</b>	<b>(55.68)</b>
<b>EXPENSES</b>								
<b>Personnel</b>								
Administration & Finance	1,024,223.00	544,281.85	479,941.15	53.14	891,297.00	460,917.78	430,379.22	51.71
Teaching & Learning	10,855,668.00	4,874,119.48	5,981,548.52	44.90	10,400,558.00	4,619,468.04	5,781,089.96	44.42
Student Activities	1,782,468.00	749,013.33	1,033,454.67	42.02	1,736,826.00	665,769.55	1,071,056.45	38.33
Operations	922,575.00	473,888.99	448,686.01	51.37	901,290.00	506,263.33	395,026.67	56.17
Grants	1,586,246.00	681,666.42	904,579.58	42.97	586,076.00	245,548.24	340,527.76	41.90
<b>Subtotal Personnel</b>	<b>16,171,180.00</b>	<b>7,322,970.07</b>	<b>8,848,209.93</b>	<b>45.28</b>	<b>14,516,047.00</b>	<b>6,497,966.94</b>	<b>8,018,080.06</b>	<b>44.76</b>
<b>Operating Costs</b>								
Administration & Finance	567,635.00	268,273.82	299,361.18	47.26	552,446.00	264,554.35	287,891.65	47.89
Teaching & Learning	472,160.00	138,789.77	333,370.23	29.39	502,197.00	131,049.51	371,147.49	26.10
Student Activities	2,393,565.00	1,163,549.47	1,230,015.53	48.61	1,927,570.00	780,174.86	1,147,395.14	40.47
Operations	2,015,320.00	1,232,368.74	782,951.26	61.15	2,075,775.00	995,389.38	1,080,385.62	47.95
Employee Benefits	2,356,000.00	1,091,923.60	1,264,076.40	46.35	2,594,169.00	1,130,394.45	1,463,774.55	43.57
Grants	1,514,418.00	978,271.56	536,146.44	64.60	1,119,596.00	678,629.74	440,966.26	60.61
<b>Subtotal Operating Costs</b>	<b>9,319,098.00</b>	<b>4,873,176.96</b>	<b>4,445,921.04</b>	<b>52.29</b>	<b>8,771,753.00</b>	<b>3,980,192.29</b>	<b>4,791,560.71</b>	<b>45.38</b>
<b>Total Expenses</b>	<b>25,490,278.00</b>	<b>12,196,147.03</b>	<b>13,294,130.97</b>	<b>47.85</b>	<b>23,287,800.00</b>	<b>10,478,159.23</b>	<b>12,809,640.77</b>	<b>44.99</b>
<b>NET BUDGET FROM OPERATIONS</b>	<b>3,709,751.00</b>	<b>5,653,339.57</b>	<b>1,943,588.57</b>	<b>(152.39)</b>	<b>4,038,700.00</b>	<b>4,737,653.93</b>	<b>698,953.93</b>	<b>(117.31)</b>
Capital Outlay	613,795.00	423,722.92	190,072.08	69.03	970,000.00	395,449.94	574,550.06	40.77
Debt Service	2,471,691.00	1,404,591.66	1,067,099.34	56.83	2,482,272.00	794,654.09	1,687,617.91	32.01
Depreciation	0.00	1,375,059.63	(1,375,059.63)	0.00	0.00	1,304,128.30	(1,304,128.30)	0.00
Board Capital Reserve	0.00	0.00	0.00	0.00	(425,000.00)	0.00	(425,000.00)	0.00
<b>NET BUDGET RESERVED</b>	<b>624,265.00</b>	<b>2,449,965.36</b>	<b>1,825,700.36</b>	<b>(392.46)</b>	<b>1,011,428.00</b>	<b>2,243,421.60</b>	<b>1,231,993.60</b>	<b>(221.81)</b>