



Foxborough Regional Charter School

Board Committee Task Force Meeting

Published on May 1, 2022 at 10:17 AM EDT

Date and Time

Friday May 6, 2022 at 8:00 AM EDT

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.

Agenda

	Purpose	Presenter	Time
I. Opening Items			8:00 AM
A. Roll call Attendance		Susanna Girard	
B. Call the Meeting to Order		Susanna Girard	
II. Main Agenda			
A. Task Force Membership	Vote	Susanna Girard	
B. Board Committee Eligibility & Participation	Discuss		
C. Board Committee Selection Process			
III. Privilege of the Floor			

	Purpose	Presenter	Time
--	---------	-----------	------

IV. Closing Items

A. Adjourn Meeting

Vote

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

Task Force Membership

Section: II. Main Agenda
Item: A. Task Force Membership
Purpose: Vote
Submitted by:
Related Material:
Board of Trustees Taskforce for the Formation of Committees (Responses)
06MAY2022.xlsx

Notice

The following file is attached to this PDF. You will need to open this packet in an application that supports attachments to pdf files, e.g. [Adobe Reader](#):

Board of Trustees Taskforce for the Formation of Committees (Responses)
06MAY2022.xlsx

Coversheet

Board Committee Eligibility & Participation

Section: II. Main Agenda
Item: B. Board Committee Eligibility & Participation
Purpose: Discuss
Submitted by:
Related Material: DRAFT Committee Eligibility and Participation.docx

DRAFT

Committee Eligibility & Participation

Criteria for being eligible to participate in the Board of Trustees at Foxborough Regional Charter School (FRCS) or one of its committees:

- Student Recruitment & Retention
- Staff Recruitment & Retention
- Finance
- Facilities
- Governance
- FRCS Foundation Inc.
 - The FRCS Foundation Inc is a 501c3 entity separate from the school. It has a process for adding adults to its membership. Students' eligibility and participation can be added following this process.

Eligibility

- Staff must be an active employee at FRCS.
- Parents/Guardian must have a child currently enrolled as a student at FRCS and complete a CORI check.
- Student representation
 - is not a voting position in alignment with the state of Massachusetts; thus, it does not count towards a quorum of members.
 - shall be enrolled in grades 9, 10 or 11 at FRCS.
 - meet the requirements for participation in extracurricular activities as defined in the student handbook.
- The Chairperson of the committee shall be a member of the Board of Trustees.
- If the Committee has two Trustees, the second trustee will act as the Vice Chair of the committee. Otherwise, any other adult member of the committee should be voted into the position by the committee at their first meeting of the year.

Commented [SG1]: conversation starter

Participation

- Term of office for a committee member is one year.
- Committee Members may be removed by the other members of the same committee
 - for failure to participate or unprofessional conduct via the same rules set out by the Foxborough Regional Charter School Bylaws for the Board of Trustees.
 - without a vote if the committee member no longer meets the eligibility criteria.
- Committees will
 - comply with Massachusetts Open Meeting law.

- meet in public sessions allowing for privilege of the floor.
 - meet at least every other month for a total of no less than 6 meetings per year and meet more often if needed.
 - create specific measurable committee-level goals for the year as part of the planning process.
 - review all policies annually within their scope of work and recommend changes in policy within their scope of work if appropriate. Policies must be reviewed by legal and compliance with DESE requirements. Work with other committees to communicate suggested changes if there is a shared responsibility.
 - annually evaluate its work as a committee and the objectives it has committed itself to and report on same to the Board of Trustees.
 - send an update on the committee work to the Board of Trustees regular monthly meeting.
- Committee Members will
 - attend Massachusetts Open Meeting Law training within 30 days (about 4 and a half weeks) of their appointment and repeat training annually. They shall turn in proof of training to the Committee Clerk/Secretary. The committee clerk will ensure everyone has completed the training and send the records to the Board of Trustees for retention.
 - follow Roberts' Rules of Order during meetings.
 - not miss more than 80% of all meetings to remain in good standing as a member of the committee.
 - participate in the planning and execution of activities relevant to the committee's scope of work.

Commented [SG2]: conversation starter

Coversheet

Board Committee Selection Process

Section: II. Main Agenda
Item: C. Board Committee Selection Process
Purpose:
Submitted by:
Related Material: DRAFT Committee Selection Process.docx

DRAFT

Committee Member Selection Process

The Process for participating in the Board of Trustees at Foxborough Regional Charter School (FRCS) or one of its committees:

- Student Recruitment & Retention
- Staff Recruitment & Retention
- Finance
- Facilities
- Governance
- FRCS Foundation Inc.
 - The FRCS Foundation Inc is a 501c3 entity separate from the school. It has a process for adding adults to its membership. Students' eligibility and participation can be added following this process.

Selection Process

Staff, parents/guardians, and students must first pass the edibility criteria to participate in committee work at FRCS.

- Staff and Parents/Guardians
 - A survey will be sent out in August to solicit volunteers for each committee.
 - Names will be drawn randomly in public for each committee at the September Board of Trustees meeting.
 - may only participate on one committee.
- Student representation
 - shall be elected by the student body each September.
 - may only participate on one committee. However, the student representative to the board of trustees may also sit on one of the committees.

Commented [SG1]: conversation starter

Commented [SG2]: conversation starter

Commented [SG3]: conversation starter