



Foxborough Regional Charter School

Facilities Committee Meeting

Published on October 9, 2022 at 2:23 PM EDT

Date and Time

Thursday October 20, 2022 at 5:00 PM EDT

Location

Zoom

Topic: Facilities' Zoom Meeting

Time: Oct 20, 2022 05:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/81832283585?pwd=WWVZYWVLNHVJZE5uOGVxSEp0dlpYQT09>

Meeting ID: 818 3228 3585

Passcode: 956439

One tap mobile

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+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 360 209 5623 US

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Agenda

	Purpose	Presenter	Time
I. Opening Items			5:00 PM
A. Record Attendance - Roll Call		Lesly Michelot	
B. Call the Meeting to Order		Badawi Dweik	
II. Facilities Business			
A. Welcome new Committee Members	Vote	Badawi Dweik	
<ul style="list-style-type: none"> • Ensure everyone has a scope document for Finance Committee • Vote Adult member into the position of Clerk/Secretary (VOTE) <ul style="list-style-type: none"> ◦ Adult Member responsible for OML compliance: Posting Meeting notices, Agendas & Minutes • Remind Committee Members to send BOT, and Secretary a copy of OML certificate of receipt 			
B. Open projects	Discuss	Lesly Michelot	
Facilities update <ul style="list-style-type: none"> a. ES gym roof still has a leak, we are working with the vendor to correct the issue b. ES exterior doors E4 and E5 replaced c. MS roof project awaiting energy efficiency and engineering reports d. Oven build out project completed 			
C. FY23 Capital projects	Discuss	Lesly Michelot	
<ul style="list-style-type: none"> a. ES flooring (phase 3) b. ES front door replacement c. Door K in the MS needs to be replaced and drain added d. additional cameras added in the ES 			
III. Policy Review			
A. 1st Reading	Discuss	Badawi Dweik	
Nothing at this time			
B. 2nd Reading	Vote	Badawi Dweik	
Nothing at this time			
IV. Closing Items			
A. Privilege of the Floor	FYI	Badawi Dweik	
B. Approve Minutes	Vote	Lesly Michelot	

	Purpose	Presenter	Time
<ul style="list-style-type: none">• 19MAY2022• 15JUL2022			
C. Adjourn Meeting	Vote	Badawi Dweik	

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

Welcome new Committee Members

Section: II. Facilities Business
Item: A. Welcome new Committee Members
Purpose: Vote
Submitted by:
Related Material: Facilities Committee Scope Approved 23AUG2022.pdf
Certificate of Receipt of Open Meeting Law Materials.pdf

FOXBOROUGH REGIONAL CHARTER SCHOOL

SCOPE OF THE FACILITIES COMMITTEE

Reports to: The Board of Trustees

Term of Office:

- Board of Trustees and 12-month employees September to August.
- Staff, Adults/Guardians & Students for one school year from September to June.

Meeting Frequency

- This committee will meet at least every month on the first Thursday of the month.
- The committee shall call additional meetings as needed.

General Purpose

The facilities committee is commissioned by and responsible to the Board of Trustees. It has the responsibility for working with the Executive Director, Directory of Operations and Deputy Director to create a technology plan, maintain and upgrade physical buildings/grounds, and regional transportation/food services to support learning at FRCS as well as maintain a five-year capital plan. The committee shall bring to the Board of Trustees recommendations to change the following policies when appropriate.

- Technology Use (Shared with Staff Recruitment & Retentions and Facilities committees)
- Appropriate Internet Use Policy for Foxborough Regional Charter School – Students (Shared with Staff Recruitment & Retentions)

Responsibilities

- Support the Five-year capital plan
- Support the security plan for the school district.
- Provide oversight of the procurement process.
- Contribute to maintaining and upgrading the physical building and grounds
- Contribute to the regional transportation services
- Contribute to the district food services
- Contribute to the district's technology plan
- To notify the Finance Committee of any decisions made that impact the school finances. Such decisions will be made with a clause stating that they are recommendations and are subject to the school's budget policies and procedures. Depending on the nature of the proposed budget change, related policies and procedures may include approval by the Finance Committee and/or the Board of Trustees

FOXBOROUGH REGIONAL CHARTER SCHOOL

SCOPE OF THE FACILITIES COMMITTEE

Composition

- A member of the Board of Trustees must act as the Chair and V-Chair of this committee.
- Appointments to the Committee shall be made at least annually in accordance with the FRCS Bylaws.
- District Administration will be appointed to the committee by the Board of Trustees annually.
- The clerk/secretary to the committee is any adult member of the committee and is responsible for open meeting law compliance.
- Up to two additional members from the following stakeholders:
 - Staff Members
 - Parent/Guardians
 - Students

CERTIFICATE OF RECEIPT OF OPEN MEETING LAW MATERIALS

I, _____, who qualified as a member of the
(Name)

_____, on _____, certify pursuant
(Public Body) (Date)

to G.L. c. 30A, § 20(h) and 940 CMR 29.04, that I have received and reviewed copies of the following Open Meeting Law materials:

- 1) the Open Meeting Law, G.L. c. 30A, §§ 18-25;
- 2) the Attorney General’s Regulations, 940 CMR 29.00–29.11;
- 3) the Attorney General’s Open Meeting Law Guide, explaining the Open Meeting Law and its application; and
- 4) if applicable, a copy of each Open Meeting Law determination issued by the Attorney General within the last five (5) years to the public body of which I am a member and in which the Attorney General found a violation of the Open Meeting Law.

I have read and understand the requirements of the Open Meeting Law and the consequences of violating it. I further understand that the materials I have received may be revised or updated from time to time, and that I have a continuing obligation to implement any changes to the Open Meeting Law during my term of office.

(Name)

(Name of Public Body)

(Date)

Pursuant to G.L. c. 30A, § 20(h), an executed copy of this certificate shall be retained, according to the relevant records retention schedule, by the appointing authority, city or town clerk, or the executive director or other appropriate administrator of a state or regional body, or their designee.