



# Foxborough Regional Charter School

## Monthly Board Meeting

October

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### Date and Time

Tuesday October 14, 2025 at 6:00 PM EDT

### Location

Remote Only

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### Meeting Format

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

During the meeting, the Board and its committees follow the published agenda. Gallery members are not part of the formal discussion or deliberations. Those wishing to speak at a meeting are asked to follow our [Privilege of the Floor Policy](#). To request to speak at a meeting, please complete the following [google form](#) before the start of the meeting.

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### Agenda

	Purpose	Presenter	Time
I. Opening Items			6:00 PM

	Purpose	Presenter	Time
<b>A.</b> Record Attendance		Todd Tetreault	1 m
<b>B.</b> Call the Meeting to Order		Sergio Martin	1 m
<b>C.</b> Privilege of the Floor		Sergio Martin	5 m
<b>II. Leadership Report</b>			<b>6:07 PM</b>
<b>A.</b> Leadership Report	Discuss	Toby Romer	15 m
<ul style="list-style-type: none"> <li>• Highlights/ Accomplishments</li> </ul>			
<b>III. Board Business</b>			<b>6:22 PM</b>
<b>A.</b> Foxborough Police SRO Support and Community Partnership	FYI	Toby Romer	15 m
<b>B.</b> Executive Director Evaluation	Vote	Sergio Martin	15 m
<b>C.</b> Executive Director Annual Goals FY26	Discuss	Toby Romer	15 m
<b>D.</b> Annual Audit	Vote	Matthew Yezukevich	5 m
<b>E.</b> Student Board Member Selection	Vote	Sergio Martin	5 m
<b>F.</b> Board Recruitment	Discuss	Sergio Martin	10 m
<b>G.</b> Policy Review First Reading	Vote	Todd Tetreault	10 m
<ul style="list-style-type: none"> <li>• Policy Concerning School and Family Relations Goals</li> <li>• Policy Concerning Communications with News Media and News Releases</li> </ul>			
<b>H.</b> Solar Panel Update	FYI	Lesly Michelot	10 m
<ul style="list-style-type: none"> <li>• Bond Counsel Approval</li> </ul>			
<b>IV. Updates and Reports</b>			<b>7:47 PM</b>

	Purpose	Presenter	Time
<b>A.</b> Committee Reports ( Finance/Facilities, Governance, DEI, Academic Excellence)	Discuss	Sergio Martin	5 m
<b>B.</b> Community Groups (FEA, Foundation, ELPAC, SEPAC)		Toby Romer	5 m
<b>V. Administrative/Housekeeping (Trainings, Member Reminders)</b>			
<b>VI. Meeting Summary and Items for Next Meeting</b>			<b>7:57 PM</b>
<b>A.</b> Items for Next Meeting <a href="#">Review Next Month</a>	Discuss	Sergio Martin	5 m
<b>VII. Minutes of Meetings</b>			<b>8:02 PM</b>
<b>A.</b> Approval of Minutes	Vote	Todd Tetreault	5 m
			<ul style="list-style-type: none"> <li>• September 9, 2025</li> <li>• Past minutes</li> </ul>
<b>VIII. Executive Session</b>			<b>8:07 PM</b>
<b>A.</b> Adjourn to Executive Session	Vote	Todd Tetreault	1 m
			<ul style="list-style-type: none"> <li>• Adjourn to Executive session , not to return to open session in accordance with the Open Meeting Law, M.G.L. c. 30A, Section 21(a), as the Chair has determined that an open session would have a detrimental effect.</li> </ul>
<b>IX. Closing Items</b>			<b>8:08 PM</b>
<b>A.</b> Adjourn Meeting	Vote	Todd Tetreault	1 m

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

## Executive Director Evaluation

**Section:** III. Board Business  
**Item:** B. Executive Director Evaluation  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** ED Goals Report for 24-25 - October 2025.pdf

**Toby N. Romer**  
**Executive Director Goals Report to Board of Directors**  
**School Year 2024-25**  
**October 14th, 2025**

**Goal 1 - Complete Entry Process**

- Rationale- To fully understand our district’s strengths, areas for growth, history, and culture, and to create the conditions for specific academic and organizational improvements.
- Goal - Complete entry process with one-on-one meetings, focus groups, and observations with board members, families, faculty and staff, and students by February 1st, 2025. Make initial presentation on findings to board in January 2025 and complete report to the board and school community on the entry findings by April, 2025.
- Strategic Actions

Action	Status
Complete individual meetings with each member of the Board of Trustees and senior district leaders	<b>Completed Summer/Fall 2024</b>
Complete individual meetings, school walkthroughs and classroom observations with each school principal and assistant principal	<b>Completed Summer/Fall 2024</b>
Hold focus group meet and greets with parents and families of FRCS students, including summer meetings and the school year director’s breakfasts.	<b>Completed Summer/Fall 2024</b>
Shadow one student in each FRCS school for a day to learn about our schools from the student “day-in-the-life” perspective.	<b>Completed Fall 2024</b>
Conduct focus groups with secondary school students during the school year	<b>Completed Fall/Winter 2024</b>
Hold focus groups with faculty and staff members at the elementary, middle, high and district level during the summer and fall	<b>Completed Summer/Fall 2024</b>
Review data and narratives from most recent school assessments, self-evaluations, external reports, and financial audits	<b>Completed Summer 2024</b>
Review existing school and district communications structures	<b>Completed Summer/Fall 2024</b>
Review and synthesize all notes and narratives from these entry meetings	<b>Completed Winter 2024</b>

- Anticipated Outcomes -
  - A report to the FRCS board of trustees on the overall findings from this process by March 31st, 2025, to be further shared in the appropriate format and level of detail with all school stakeholders mentioned above
  - Overall findings will include high-level themes, including strengths and areas for growth, as well as the stakeholder groups most likely to endorse each finding
  - A list of suggested actions steps in the short and middle term to address the findings of the entry process
    - **Completed January 14th, 2025**

**Goal 2 - Develop and Strengthen Management Structures & Supports**

- Rationale - To ensure a solid management foundation for ongoing work to improve student outcomes and to continue to develop the operational infrastructure of our district.
- Goal - Ensure continued and improved function of each school and the district overall, including implementation of the new contract, and well-planned and executed daily operations, student enrollment, staffing, and staff support.
- Strategic Actions

Action	Status
Develop and support FRCS school and district leaders, ensuring high functioning and mutually supportive teams and structures	<b>Ongoing School Year 2024-25</b>
Partner with labor relations legal council, human resources experts, and FRCS district and school leaders to accurately implement all aspects of the FRCS-FRCSTA contract, including salary adjustments and leave policies	<b>Completed School Year 2024-25</b>
Review school and district communications and develop an improved and differentiated flow of communication to families and staff from school and district leaders, to ensure confidence in district leadership	<b>Completed Summer/Fall 2024</b>
Support human resources and school leadership teams to recruit, hire and retain highly qualified educators in all key school roles	<b>Ongoing School Year 2024-25</b>
Support leadership team to adapt school processes to new structures and staffing models created during the planning for the 2024-25 school year budget process	<b>Ongoing School Year 2024-25</b>
Support finance team to adapt budgeting process to account for changes to the collective bargaining environment	<b>Completed Spring 2025</b>
Supervise and monitor enrollment and recruiting of new students and families, as well as retention of current FRCS students and families, including identifying new target audiences for recruiting materials and ensuring access by all linguistic, cultural and socio-economic groups in our charter area	<b>Ongoing School Year 2024-25</b>
Explore new areas and groups to recruit for enrollment based on demographic trends in our feeder communities and current patterns of enrollment	<b>Ongoing School Year 2024-25</b>
Review current FRCS policies, as well as formal procedures and protocols, in key areas and identify policy areas needing updates, additions and revisions	<b>Ongoing School Year 2024-25 and beyond</b>

- Anticipated Outcomes -
  - Full implementation of the FRCS-FRCSTA contract by February 1st, 2024.
    - **Completed Fall/Winter 2024**
  - Clear plans for a multi-year budget forecast that integrates the full cost of the new contract
    - **Developing Spring 2025**
  - Increase in educator retention rates by at least 10% from the 2024-25 school year to the 2025-26 school year.
    - **Completed Fall 2025**
      - **In the Fall of 2024, 57 of 181 applicable educator positions had turned over since the previous year (32%).**
      - **In the Fall of 2025, 34 of 181 applicable educator positions had turned over since the previous year (19%).**
      - **This is a decrease of 13 actual percentage points, and a decrease of 40% from the previous year.**
  - Accurate enrollment projections for the 2025-26 school year, incorporating new enrollment strategy gains, as well as decreases to the overall school-age population in the region.
    - **Ongoing School Year 2024-25**
  - FY26 budget that incorporates accurate enrollment/revenue projections and budgets reflective of new collective bargaining agreement
    - **Completed Winter/Spring 2025**
  - Complete documentation of existing policies, procedures and protocols and identification of priority areas for additional development
    - **Developing Spring/Summer 2025**



**Goal 3 - Initiate Organizational Planning and Improvement Process**

- Rationale - To set the conditions to ensure the long-term health and success of the district.
- Goal - Establish a timeline and process for a strategic plan for the next chapter of FRCS' development that includes mechanisms for student, family, staff and leader input, as well as an assessment of the educational ecosystem, by June 1st, 2025.
- Strategic Actions

Action	Status
Review best practices in strategic planning in the educational and charter school sector	<b>Completed Fall 2024</b>
Attend professional development related to strategic planning and goal setting for school leaders, in collaboration with district leaders and board of trustees members	<b>Completed Fall 2024</b>
Meet and review support and facilitation options from strategic planning consultants in the region with experience in the education sector	<b>Completed Fall/Winter 2024</b>

- Anticipated Outcomes -
  - An action plan and timeline for strategic plan development, which would be completed by August 2026.
    - **Completed Spring 2025**
  - Specific, measurable and attainable district goals to guide leadership actions for the 2025-26 school year
    - **Developing Spring 2025**
  - Key action steps to engage all FRCS stakeholders, including students, families, staff and leaders in shaping the next chapter of FRCS' development, including mission, vision, facilities and technology
    - **Developing Spring/Summer 2025**
  - Strategic planning outcomes clearly identified to include data driven goals that ensure plan implementation
    - **Ongoing School Year 2025-26**

# Coversheet

## Executive Director Annual Goals FY26

**Section:** III. Board Business  
**Item:** C. Executive Director Annual Goals FY26  
**Purpose:** Discuss  
**Submitted by:**  
**Related Material:** Toby Romer - ED Draft Goals 25-26.pdf

**Toby N. Romer**  
**Executive Director Goals**  
**School Year 2025-26**  
**October 2025**

**DRAFT**

**Goal 1 - Complete FRCS Strategic Planning Process**

- Rationale - To establish a clear plan for organizational improvement for the next 3 years
- Goal – With input from all stakeholders and facilitation from our planning partner, create and present to the Board for approval a comprehensive strategic plan for the next chapter of FRCS' development that includes clear priorities and measurable benchmarks and outcomes, by February 10<sup>th</sup>, 2026.
- Strategic Actions and Outcomes – To be added once goals are finalized.
  - To include action steps to incorporate and streamline current FRCS Mission and Vision Statement.

**Goal 2 – Support Instructional Improvements to Promote Academic Growth**

- Rationale- To ensure that FRCS is faithful to our mission of providing a challenging academic program to prepare our students for college.
- Goal – Together with instructional leaders from across our district and our three schools, develop a shared vision of high-quality instruction at FRCS that allows us to align our supervision, evaluation, coaching, mentoring and collaboration to support educators in growing and consistently implementing high quality instructional practices in their practice.
- Strategic Actions and Outcomes – To be added once goals are finalized.
  - To include discussion of specific and measurable academic outcomes.

**Goal 3 – Continue to Develop and Strengthen Management Structures & Supports**

- Rationale - To ensure a solid management foundation for ongoing work to improve student outcomes and to continue to develop the operational infrastructure of our district.
- Goal - Ensure continued and improved function of the district overall, including implementation of best-practices in employee support and supervision (including application of the FRCSTA contract), continued revision of our district-wide policies and procedures, successful hiring and retention efforts, successful student recruitment and enrollment processes, alignment of budgetary resources to strategic needs, and the development of assessments to track key non-academic outcomes, such as student, family and staff culture, belonging, and satisfaction.
- Strategic Actions and Outcomes – To be added once goals are finalized.
  - To include specific metrics for staffing, student retention, and non-academic outcomes.

# Coversheet

## Policy Review

**Section:** III. Board Business  
**Item:** G. Policy Review  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** Policy Concerning School and Family Relation Goals.docx.pdf  
Policy Concerning News Media Relations and News Releases.docx.pdf

## **Policy Concerning School and Family Relations Goals**

### **Policy Concerning School and Family Relations Goals**

The Board of Trustees of Foxborough Regional Charter School (FRCS) affirms the importance of strong, collaborative relationships between the school and families. The overarching goal is to foster cooperation between and among students' homes and FRCS in order to establish and achieve shared educational goals that support student success.

While parents and guardians are individually responsible for their children's upbringing, FRCS provides direct educational services to students in its care. Recognizing these shared responsibilities, school staff will, as appropriate, consult with parents and guardians regarding:

- Student progress and achievement;
- Student social, emotional, and developmental needs; and
- Proposed plans for enhancing growth and learning outcomes.

Family involvement in the educational life of the school is encouraged through regular communication with school administration, teachers, and staff; active participation in the Parent/Teacher Organization; engagement in the school volunteer program; and attendance at events and activities. This partnership between home and school is essential to creating a supportive environment that enables each student to reach their full potential.

### **Commitments of the Board of Trustees**

The Board is committed to:

- Building a bridge between home and school cultures to promote understanding and mutual respect;
- Ensuring a smooth and supportive home-to-school transition for students and families; and
- Creating a welcoming and inclusive environment where all families feel valued and engaged.

### **Expectations for Family Engagement**

The Board of Trustees recognizes that the active involvement of parents and guardians is critical to student achievement and encourages all families to:

- Stay informed about what their child is learning;
- Communicate openly and regularly with school staff;
- Advocate for their child's individual learning and developmental needs; and
- Support their child's learning at home and through participation in school activities.

Through these shared commitments, FRCS strives to cultivate a strong, trusting partnership with families that enriches the educational experience and supports the academic, social, and emotional success of every student.

### **External Communications**

The Board of Trustees invites and welcomes communications and inquiries from the public. Members of the public are invited to participate in and observe every Board of Trustees meeting that is open to the

public. Members of the community are also encouraged to participate in school groups and organizations working on behalf of Foxborough Regional Charter School.

The Board of Trustees shall support Foxborough Regional Charter School's procedures for communications with parents, guardians, students, and members of the community.

**FOXBOROUGH REGIONAL CHARTER SCHOOL**  
**BOARD OF TRUSTEES POLICY CONCERNING SCHOOL AND FAMILY RELATIONS GOALS**  
**FIRST READING                      October 14,2025**  
**SECOND READING**

## **Communications with News Media and News Releases Policy**

### **Policy Concerning Communications with News Media and News Releases**

Foxborough Regional Charter School (FRCS) values open, accurate, and timely communication with the public and recognizes the essential role of the news media in keeping the community informed. FRCS will make every reasonable effort to assist the media in obtaining complete and accurate coverage of public information regarding the school's programs, challenges, planning, and activities.

In general, and except where confidentiality, safety, or legal obligations dictate otherwise, all representatives of the media will be afforded equal access to information about the School. General media releases intended for public interest will be distributed to all media outlets simultaneously to ensure fairness and transparency.

### **Procedures for Providing Official Information to the Media**

- **Official Spokesperson for the Board of Trustees**  
The Chair of the Board of Trustees, or their designated representative, shall serve as the official spokesperson for matters pertaining to the Board of Trustees. This provision does not restrict individual Board members from expressing their personal views; however, such statements must be clearly identified as personal opinions and not official positions of the Board.
- **Official Spokesperson for the School**  
The Executive Director, or an authorized designee, shall serve as the primary spokesperson for the school on matters related to school operations, programs, and activities.
- **Media Inquiries**  
When contacted by the media, any FRCS employee or representative should promptly and courteously direct the inquiry to the appropriate official spokesperson as outlined above.
- **Confidentiality of Student Information**  
In accordance with applicable laws, no member of the Board of Trustees, employee, or representative of the School shall release personally identifiable information about a student without prior written consent from the student's parent/guardian or from the student if they have reached the age of majority.

FRCS is committed to fostering a positive, cooperative relationship with the media while protecting student privacy, maintaining legal compliance, and ensuring that information released to the public accurately reflects the mission, values, and priorities of the School.

**Foxborough Regional Charter School**  
**Policy Concerning Subcommittees of the Board of Trustees**  
**First Reading      October 14, 2025**  
**Second Reading**