

APPROVED



## Foxborough Regional Charter School

### Minutes

#### Board Meeting

---

##### Date and Time

Tuesday December 8, 2020 at 6:15 PM

##### Location

Zoom

Meeting ID: 713 0446 0400

Passcode: Ve7j7a

---

##### 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.

---

##### 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), Heidi Berkowitz (remote), Karen Calvert (remote), Mark Logan (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 Dec 8, 2020 at 6:18 PM.

### **II. Leadership Report**

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

Congratulations to the Special Education Department for the successful implementation of a virtual SEPAC and ELPAC family meetings. There have been 40 students that are high needs individuals that have been on campus this school year and it has been going well.

#### **B. Equity and Inclusion**

- Sub-Committees have been meeting virtually
- Steering committee is planned for 06JAN2021
- They are reviewing the impact of their efforts to ensure their efforts are being placed in the appropriate places.

#### **C. Personnel Update**

Working with Edgility Consulting to set up focus groups with the staff to support the search committee.

### **III. Committees**

#### **A. Enrollment**

- Current enrollment is 1699
- The lottery application has launched for the 2021-2020 school year and to date we have received 420 applications.

#### **B. Facility**

##### **2020 Chrome Books**

- Arrived this week and are being distributed to grades 11 & 12 on 09DEC2020 to test the distribution and technical questions from families.
- Distribution to grades 5-12 are planned for 16th, 17th & 20th
- All school owned devices (i.e. iPADS) will need to be returned

### **UV Light Installation**

- Air Scrubbers will be install by next week
- UV light is still projected to arrive in January

### **10gb circuit**

- Phase 1 & 2 are complete
- Waiting on phase 3 progress is being made and phase 4 will hopefully complete before the winter break. This will cause a day where the internet will be down on school property.

### **Food Services**

- About 75 families have signed up for the curbside pick up of food. This program is paid for by State and Federal funding. All students may order and pick up meals for free during this school year.
- We have had 3 vendors supply our meals and snacks at the school. The vendor that supplies the snacks including milk has gone out of business.
- We are currently only using one vendor as the volume is low.
- One vendor has not been following the Massachusetts food guidelines for school so we are not using them.

### **Fiber Cable repair to Elementary School**

- The repairs are complete.

## **C. Finance**

- A draft budget calendar is being routed for review and should be available to the board at an upcoming meeting.
- Nothing surprising – Revenue is down due to no cash receipts for Food Service, Extended Day, Transportation (reduced), Building Rental (Student Activity Fees)
- Personnel Expenses – lower due to no Extended Day salaries, reduced food service salaries, no crossing guards
- Operating Expenses – lower due to no students on campus. T & L made several purchases in FY20 for FY21
- Also reported out on an update on per Pupil Tuition. After the Community of Practice Meeting on 12/2 with MCPSA and other charter school financial leaders

we were informed that we should expect reductions in our per pupil tuition for Dec, March and June. I have some meetings set up to try make some projections.

- Mark Logan and I will be meeting on Friday to discuss response to DESE if appropriate.
- In addition to this fiscal year, we were told to expect a reduction in per pupil tuition for FY22. Currently, Karen is preparing the budget calendar for next year and getting ready to start budget planning.

#### **D. FRCS Foundation Inc**

Nothing to report

#### **E. Governance**

##### **By-Laws**

Reem, Kathleen and Susie met to review the by-laws over the weekend and have a few open questions on the current wording that we would like to review further. The board agreed to table the approval of the by-laws until after the questions are answered.

##### **Search Committee**

The board discussed the recommendations by Edgility Consulting on the makeup of the search committee.

### **IV. Policy Review**

#### **A. New /Old Policies**

Nothing to report

### **V. Special Reports**

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

ELPAC had 18 families attend the recent virtual meeting

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

Nothing to report

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

There has been an increase in attendance now that these meetings are virtual.

### **VI. New/Old Business**

#### **A. Quality of Education**

The question about how the students are doing and keeping them from loosing ground while we have been in an extended virtual learning model:

- Students have been given extensions on assignments
- Rubrics have been adjusted to get them used to learning from home.
- Other schools' hybrid models will be 2 days on campus and 3 days of self-paced learning without live interaction with teachers. Our model has a plan to have students using the hybrid model will have 2 days on campus, 1 days of self-paced learning with access to teacher's office hours to ask questions and 2 days of virtual learning via on-line learning with their teachers.
- Our middle school has a workshop built into their schedules to allow students to have extra help worked into their schedules
- We are focusing on grades 3-8 to ensure they are not losing ground by testing to see how they are doing.

## **VII. Items for the Next Meeting**

### **A. Future meetings**

#### **22DEC2020**

- Search Committee
- Finance Committee update on tuition reimbursement & annual budget timeline
- Re-opening planning

#### **30DEC2020**

- Presentation by Edgility Consulting

## **VIII. Privilege of the Floor**

### **A. Nothing to report**

## **IX. Closing Items**

### **A. Approval of Minutes: 22OCT2020 Executive Session**

Tabled

### **B. Approval of Minutes: 18NOV2020**

Tabled

### **C. Approval of Minutes: 03DEC2020**

Tabled

### **D. Adjourn Meeting**

Matthew Yezukevich made a motion to adjourn the meeting via a roll call vote.

Sergio Martin seconded the motion.

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

**Roll Call**

Susanna Girard Aye

Reem Ozone Aye

Sergio Martin Aye

Kathleen Crawford Aye

Badawi Dweik Aye

Matthew Yezukevich Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:04 PM.

Respectfully Submitted,

Susanna Girard

---

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.