

APPROVED



## Foxborough Regional Charter School

### Minutes

#### Board Meeting

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**Date and Time**

Tuesday April 13, 2021 at 6:15 PM

**Location**

Virtual

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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.

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**Trustees Present**

Kathleen Crawford (remote), Matthew Yezukevich (remote), Sergio Martin (remote), Susanna Girard (remote)

**Trustees Absent**

Badawi Dweik, Reem Ozone

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**Guests Present**

Annie Azarloza (remote), Ben Dyer (remote), Cathy Alix (remote), Christiana Benson (remote), Heidi Berkowitz (remote), Karen Calvert (remote), Krisan Pope (remote), Luis Soria (remote), Matt Harrington (remote), Mike Cournoyer (remote)

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## 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 Apr 13, 2021 at 6:20 PM.

## II. Leadership Report

### A. Awards, Honors, and Recognition

An FRCS Student, **Jade Moynihan**, has been elected to the position of President of the Student Executive Board with the Massachusetts Association of Student Councils. This honor is not just a first for FRCS to have a student hold a position on this board but also the first time a charter school student has held this position. Congratulations, Jade!

Events this year have been modified for student involvement but we have persevered with the following

- Regional Science Fair
- Debate Teams

### B. Equity & Inclusion

- Joined the Diversity Network with the Department of Education where we have been meeting with other schools in the state.
- Last year we focused on recruiting.
- This year we are focused on retaining staff.
- Held 3 meetings so far this year. The last one will be in May
- Working on building relationships with colleges/universities to recruit new staff
- Joined the New England Minority Network this year
- Dave Elsner and Christiana Benson have been working on a student internship program for HS students in the ES.
- Working on making connections with FRCS graduates to be ambassadors for our school
- Updated our Middle School program to be more culturally responsive
- New diverse hires include: Executive Director and a School Nurse

### C. Personnel Update

Dr Luis Soria joined us for his first BOT meeting despite his start date not being until 01JUL2021. We are all excited to get started on a new chapter at FRCS under his leadership.

The search for a new Executive Director has taught us a lot about best practices on process of selection of a candidate. We plan on adopting this for other positions as it is more transparent.

We made an offer to a outside candidate for the position of Middle School Principal who was turned down to take a position closer to home. The position has been reposted and we have 2 interviews set up.

#### **D. Special Topic**

##### **Parent Advisory Group PAG**

- New parent advisory group has been created and the plan is to provide feedback throughout the year.
- Supports faculty, families and encourages wellbeing and quality of education for FRCS students. It is meant to be a springboard between the parents and school administration to increase parent involvement and support the mission /vision of the school

##### **Reports from the Principals**

Christiana Benson, Ben Dyer and Mike Cournoyer presented their annual goals and achievements for this year in the schools. Please see attached presentation from the three Principals. The BOT thanks them and their staff for all their hard work during this challenging year.

### **III. Committees**

#### **A. Enrollment**

##### **School Year 2020/2021**

- Current enrollment: 1685
- CAP: 1700

##### **School Year 2021/2022**

- Although the number of applications were down across the state for charter schools like FRCS. The response rate for offers has been high.
- Offers have only been sent to K so far as we wait to hear where opening will be for higher grades.
- Currently 35 siblings are on the waitlist for grades 1-9
- Current enrollment is 1771

- CAP is 1700

## **B. Facility**

### **ES Flooring**

- Conversion of carpet to flooring continues with the RFP going out to bid in 1-2 weeks.

### **Food Service**

- RFP has been made public and the bidding window is open

### **ES School Gym Leak**

- The BOT asked the school to look into warranties from the manufacturer and installer as it has not been that long

### **Universal Power Supply**

- We have purchased a new one
- Expected to arrive in Mid June
- BOT asked if we can rent something in the mean time

### **Exterior Wireless Internet**

- Wireless HUBs have been installed for Wifi outside the school to allow for more outdoor areas so classes could take place outside as good weather arrives.

### **Ed Lucy, Network Administrator at FRCS**

Matt Harris let the BOT know that Ed Lucy will be leaving the school after years of service. He has seen the school through multiple expansion projects and the transition to virtual learning. We are all very fortunate to have had an opportunity to have worked with Ed and wish him the best of luck in his new position closer to home.

## **C. Finance**

### **FY2021 Budget**

- There was an error in the Above Foundation Rate for the 3rd quarter. Details are still pending from the state.
- Spending is lower this year due an effort to spend conservatively this year. Thus, we are in a strong financial position.

### **FY2022 Budget**

- Budget will be presented at the May meeting

- We are picking back up with conversations with the YMCA to take over our Extended Day program under a contract with them.

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

An appeal for scholarships went out last week. We have received two sponsorships each for \$500 scholarships and several smaller donations.

There will be no golf tournament this year.

#### **E. Governance**

High School Graduation is currently planned for June 4th. It may need to be changed to accommodate some of our vendors that support the celebration. We are looking at outdoor options to hold the event outdoors and not interrupt the other classes that will still be in session in June.

Susanna Girard made a motion to authorize Mike Cournoyer and the graduation planning team the authority to change the date for graduation if needed.

Sergio Martin seconded the motion.

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

##### **Roll Call**

Sergio Martin	Aye
Kathleen Crawford	Aye
Susanna Girard	Aye
Matthew Yezukevich	Aye
Reem Ozone	Absent
Badawi Dweik	Absent

#### **IV. Policy Review**

##### **A. New Policy**

###### **Social Media Policy for Employees, 1st Reading**

The board ask questions about the policy and how it would impact staff as well as the definition of an "employee".

#### **V. Special Reports**

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

Meeting was held in March virtually. The focus this month was understanding ELE progress reports. We are looking for a parent to be come the ELPAC Officer. The next meeting will be in May which will be a multi-cultural virtual event.

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

Partners in Education (PIE) has not been active this school year

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

Meeting was held in March virtually. The focus this month was understanding special education reports. Our school psychologists presented information on our evaluation process/tools and how it correlates to classroom performance. The next meeting will be in April.

**VI. New/Old Business**

**A. 2021/2022 School Calendar**

The administration proposed a change to the 2021/2022 school year calendar.

- Change "Columbus Day" to "Indigenous People Day"
- Add "Juneteenth Day" to an observed holiday
- Change the last day of school to accommodate the addition of Juneteenth.

Matthew Yezukevich made a motion to approve the changes to the 2021/2022 school year calendar as proposed.

Susanna Girard seconded the motion.

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

**Roll Call**

Sergio Martin	Aye
Kathleen Crawford	Aye
Badawi Dweik	Absent
Matthew Yezukevich	Aye
Reem Ozone	Absent
Susanna Girard	Aye

**VII. Items for the Next Meeting**

**A. Items for the next meeting**

- Social Media Policy for Employees, 2nd Reading
- FY22 Budget
- Strategic goals: Finance

**VIII. Closing Items**

**A. Approval of Minutes: 09MAR2021**

Matthew Yezukevich made a motion to approve the minutes as amended via roll call vote from Board Meeting on 03-09-21.

Sergio Martin seconded the motion.

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

**Roll Call**

Reem Ozone	Absent
Susanna Girard	Aye
Sergio Martin	Aye
Matthew Yezukevich	Aye
Badawi Dweik	Absent
Kathleen Crawford	Aye

**B. Approval of Minutes: 23MAR2021**

Tabled

**C. Approval of Minutes: 01APR2021**

Matthew Yezukevich made a motion to approve the minutes as amended via a roll call vote from Board Meeting on 04-01-21.

Susanna Girard seconded the motion.

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

**Roll Call**

Susanna Girard	Aye
Sergio Martin	Aye
Reem Ozone	Absent
Kathleen Crawford	Aye
Matthew Yezukevich	Aye
Badawi Dweik	Absent

**D. Adjourn Meeting**

Matthew Yezukevich made a motion to motion to adjourn to the executive session, not to return to public session, for the purpose of reviewing and approving executive session meeting minutes via a roll call vote.

Susanna Girard seconded the motion.

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

**Roll Call**

Matthew Yezukevich	Aye
Sergio Martin	Aye
Kathleen Crawford	Aye
Reem Ozone	Absent
Susanna Girard	Aye
Badawi Dweik	Absent

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:52 PM.

Respectfully Submitted,

Susanna Girard

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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.