



Foxborough Regional Charter School

Minutes

Board Meeting

Date and Time

Tuesday August 9, 2022 at 6:15 PM

Location

Foxborough Regional Charter School **Media Center**

131 Central Street Foxborough, MA 02035

Trustees Present

Anissia Vixamar, Badawi Dweik (remote), Kathleen Crawford, Matthew Yezukevich, Ramona Royal (remote), Susanna Girard, Todd Tetreault

Trustees Absent

Sergio Martin

Trustees who left before the meeting adjourned

Ramona Royal

Guests Present

Annie Azarloza, Dana Benton-Johnson, Heidi Berkowitz, Julia Garcia, Karen Calvert (remote), Kathleen Foley, Lesly Michael Collins (President of Ray & Associates)

I. Opening Items

A.

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 Aug 9, 2022 at 6:18 PM.

Note: The meeting started late due to a technical issue with the electrical system in the meeting room.

II. Board Business

A. Executive Leader Search

Michael Collins of Ray & Associates explained the process that they would use to search for a new Executive Director.

- Focus Groups
- Interviews
- Online surveys
- Advertisement
- · Setting expectations on the calendar

B. HR Knowledge Agreement

Tabled

III. Leadership Report

A. Orientation Week / Development Days

Kathleen Foley walked the board through the plan for Orientation week for the staff. There are also a few days for new hires the week prior. They are working hard to ensure there is no repeat information in the schedules to maximize people's time. Kathleen also shared the current agenda items for staff development days through the school year.

B. Personnel Update

Julia Garcia updated the board on the current staffing levels going into the new school year:

- The new Talent Ed platform is allowing us to post to multiple websites including
 <u>www.indeed.com</u> all at the same time with a single post. We see more
 applications come from that site than others. This is not a site we have previously
 used.
- **Kathleen Crawford** discussed the organizational structure for FRCS and confirmed for everyone that both Human Resources and Finance have a dotted reporting line to the Board of Trustees.

- Salaries are still an issue with people leaving despite the attempt to stabilize them
 for the educational staff last school year. This did not include all of the support
 staff. All teachers are in high demand these days, but Special Education teachers
 are particularly difficult to retain and get offers accepted.
 - Karen Calvert reminded everyone that the Finance Department is working
 with an actuary to review all salaries across the school district to see what
 can be done to be more competitive and fair. This is happening in the next
 few weeks.
 - The discussion reviewed the change that Dr. Soria made last year in switching from a Merit-Based system to a scaled system. Many teachers were not happy with the switch from an evaluation to a feedback communication that was not linked to a merit base. The administration would like to survey the staff to see what system they would like to use this year.
- The school district has thirty-eight open positions equally distributed across all three schools.
 - Fourteen offers have been extended. Eleven were accepted, and one was a transfer from another role.
 - Eighteen resignations have been submitted since school ended. Eight this past week (7 days.)
 - Eleven of these positions were newly created since school ended.
 - Special Education offers have been rejected at a higher rate than other positions across the country, and we are feeling it.
 - Signing bonuses were considered, but the administration and board both feel this is unfair to exist staff.

C. Listening Sessions for families and students

Tabled

IV. Policy Review

A. First Reading of New/Changing Policies

- Dress Code
 - The copy attached to the agenda did not have all the changes included. The board read the copy provided and requested that "scholars" be changed to "students".
- Governance Committee Scope Document
 - The title should have the word "excellence" removed
 - The Board requested it be reorganized so there is an "out of scope section" to add clarity to the document.

- Student Recruitment & Retention Committee Scope Document
 - The header has the wrong title on it
 - Term of office should match the Governance committee wording.
- Facilities Committee Scope Document
 - · Change the meeting time from Monday to Thursday

B. Second Reading of New/Changing Policies

- Board Committee Documents
 - · Eligibility Policy
 - Correct Typos
 - Participation Policy
 - Correct Typos
 - Selection Policy
 - Correct Typos
 - Appeals Committee Scope Document
 - No comments
 - Diversity, Equity & Inclusion Committee Scope Document
 - Tabled
- Code of Conduct
 - ∘ Tabled

Matthew Yezukevich made a motion to approve the Board Committee Eligibility Policy as amended.

Kathleen Crawford seconded the motion.

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

Roll Call

Matthew Yezukevich Aye
Todd Tetreault Aye
Badawi Dweik Aye
Anissia Vixamar Aye
Kathleen Crawford Aye
Ramona Royal Aye
Sergio Martin Absent

Susanna Girard Aye

Matthew Yezukevich made a motion to approve the Board Committee Selection Process Policy as amended.

Todd Tetreault seconded the motion.

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

Roll Call

Susanna Girard Aye

Roll Call

Ramona Royal Aye
Sergio Martin Absent
Matthew Yezukevich Aye
Todd Tetreault Aye
Badawi Dweik Aye
Kathleen Crawford Aye
Anissia Vixamar Aye

Matthew Yezukevich made a motion to approve Board Committees Participation Policy as amended.

Anissia Vixamar seconded the motion.

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

Roll Call

Matthew Yezukevich Aye Susanna Girard Aye Badawi Dweik Aye Absent Sergio Martin Anissia Vixamar Aye Ramona Royal Aye **Todd Tetreault** Aye Kathleen Crawford Aye Ramona Royal left.

Anissia Vixamar made a motion to approve the Board Scope Document for Appeals Committee as written.

Matthew Yezukevich seconded the motion.

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

Roll Call

Kathleen Crawford Aye
Todd Tetreault Aye
Susanna Girard Aye
Ramona Royal Absent
Matthew Yezukevich Aye
Sergio Martin Absent
Badawi Dweik Aye
Anissia Vixamar Aye

V. Committees

A. Appeals

Discussed in the Policy Section.

B. Diversity, Equity & Inclusion

Discussed in the Policy Section.

C.

Finance

Thomas Philbin has begun working without a contract on the Solar Project. The board is working with Mr. Philbin to make changes to it but also happy with the work he has accomplished thus far.

Todd Tetreault made a motion to approve Thomas Philbin to invoice and be paid up to 50 hours at his stated rate in the current draft of the contract.

Badawi Dweik seconded the motion.

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

Roll Call

Sergio Martin Absent
Susanna Girard Aye
Ramona Royal Absent
Badawi Dweik Aye
Matthew Yezukevich Aye
Kathleen Crawford Aye
Anissia Vixamar Aye
Todd Tetreault Aye

D. Facilities

Discussed in the Policy Section.

E. Governance

- Discussed in the Policy Section.
- Susie Girard reminded the board to complete the Board Assessment in Board on Track in the next two weeks.

F. Staff Recruitment & Retention

G. Student Recruitment & Retention

Discussed in the Policy Section.

VI. Closing Items

A. Privilege of the Floor

No requests this evening.

B. Approval of Minutes

Susanna Girard made a motion to approve the minutes as amended via roll call vote from Board Meeting on 07-19-22.

Badawi Dweik seconded the motion.

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

Roll Call

Anissia Vixamar Aye
Badawi Dweik Aye
Ramona Royal Absent
Todd Tetreault Aye
Kathleen Crawford Aye
Susanna Girard Aye
Matthew Yezukevich Aye
Sergio Martin Absent

C. Vote to Adjourn

Matthew Yezukevich made a motion to adjourn the meeting.

Anissia Vixamar seconded the motion.

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

Roll Call

Ramona Royal Absent
Badawi Dweik Aye
Matthew Yezukevich Aye
Susanna Girard Aye
Kathleen Crawford Aye
Sergio Martin Absent
Todd Tetreault Aye
Anissia Vixamar Aye

D. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 10:08 PM.

Respectfully Submitted, Susanna Girard

Documents used during the meeting

- Foxborough, MA Contract Executive Director.pdf
- · Sample Timeline (payment structure reference).pdf
- HR Knowledge SOW.pdf
- #5 Instructional Staff Orientation Draft 2022-23 School Year .pdf
- _ES Wednesday Professional Learning Plan 2022-23.pdf
- MS Wednesday Professional Learning Plan 2022-23.pdf
- HS Wednesday Professional Learning Plan 2022-23.pdf

- Active Positions SY2223 BOT.xlsx
- Hires in Progress 8.4.22 BOT.xlsx
- DRAFT GOVERANCE Committee (3).pdf
- Dress_Code_Policy_Revisions_8-4-22 DRAFT.docx
- Student Recruitment and Retention Committee.docx
- DRAFT Facilities Committee description.docx
- DRAFT Committee Eligibility.pdf
- DRAFT Committee Selection Process.pdf
- DRAFT Board Committee Participation.pdf
- DRAFT Appeals Committee.pdf
- Finance request.pdf
- Ops updates for Aug 9 Board Meeting .docx

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.