

APPROVED



## Foxborough Regional Charter School

### Minutes

#### Enrollment Committee Meeting

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##### **Date and Time**

Thursday March 31, 2022 at 8:00 AM

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##### **Meeting Format**

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

During the meeting, the Committee 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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##### **Committee Members Present**

Heidi Berkowitz (remote), Kathleen Crawford (remote), Susanna Girard (remote)

##### **Committee Members Absent**

*None*

##### **Committee Members who arrived after the meeting opened**

Kathleen Crawford

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#### **I. Opening Items**

**A. Roll Call Attendance**

**B. Call the Meeting to Order**

Susanna Girard called a meeting of the Appeals Committee of Foxborough Regional Charter School to order on Thursday Mar 31, 2022 at 10:06 AM.

**II. Scope of Committee**

**A. Scope of the Enrollment Committee**

Kathleen Crawford arrived at 10:19 AM.

The committee reviewed the scope of the committee and membership. It is anticipated that the Board Committees will have updated guidance on membership of all committees so the specific topic was tabled.

The committee made recommends having the following committees

- An appeals board limited voting members who are also a Trustee. The District Administration should also participate on that board but not vote.
- A Student Recruitment & Retention Committee\*
- A Staff Recruitment & Retention Committee\*

\*The Student & Staff Recruitment & Retention Committees would have membership as defined by a selection process which is still to be determined across all Board Committees. It would include Trustees, District Administration, Staff, Parent/Guardians & Students.

**III. Closing Items**

**A. Approval of minutes: 18NOV2021**

Heidi Berkowitz made a motion to approve the minutes from Enrollment Committee Meeting on 11-18-21.

Kathleen Crawford seconded the motion.

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

**Roll Call**

Heidi Berkowitz Aye

Susanna Girard Aye

Kathleen Crawford Aye

**B. Approval of minutes: 21JAN2022**

Heidi Berkowitz made a motion to approve the minutes from Enrollment Committee Meeting on 01-21-22.

Kathleen Crawford seconded the motion.

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

**Roll Call**

Kathleen Crawford Aye

Susanna Girard Aye

Heidi Berkowitz Aye

**C. Adjourn Meeting**

Heidi Berkowitz made a motion to adjourn the meeting.

Kathleen Crawford seconded the motion.

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

**Roll Call**

Kathleen Crawford Aye

Susanna Girard Aye

Heidi Berkowitz Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 10:58 AM.

Respectfully Submitted,  
Susanna Girard

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**Documents used during the meeting**

- DRAFT Enrollment Committee.pdf

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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.