

APPROVED



## Foxborough Regional Charter School

# Minutes

## Governance Committee Meeting

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### Date and Time

Monday October 3, 2022 at 5:00 PM

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### Committee Members Present

Heidi Berkowitz (remote), Karen Calvert (remote), Matthew Yezukevich (remote), Soraya Anderson (remote), Susanna Girard (remote)

### Committee Members Absent

Bethsaida Accino

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## I. Opening Items

### A. Record Roll Call Attendance

### B. Call the Meeting to Order

Susanna Girard called a meeting of the Governance Committee of Foxborough Regional Charter School to order on Monday Oct 3, 2022 at 5:02 PM.

## II. Policy Review

### A. 1st Reading

#### Privilege of the Floor Policy

Susie Girard drafted a Privilege of the Floor Policy based on the policy from Mansfield Public Schools. She will have it reviewed by the school's legal council on 05OCT2022.

- Delete "or performance of the superintendent"
- Delete fax option
- Reorganize so remote vs in person is more clear
- On the form
  - Delete Street Address requirement
  - Add "Affiliation"
  - Add a Conflict of interest question
  - Add disclaimer about exposing personal information at an open meeting subject to open meeting law.

### **III. Governance Committee Business**

#### **A. Governance**

##### **Executive Director Search**

- Working with Ray & Associates
  - Interim Executive Director
    - Sergio, Ramona & Matt from the Board of Trustees are working on setting up interviews with the full board on 05OCT & 06OCT. More resumes are coming in that are worth reviewing so we will like to book more meetings with the Board to interview them.
    - Matt shared with the Governance Committee that Heidi has expressed interest in continuing in this role until an ED has been hired. This is being put through the same process as the other resumes.
  - Executive Director
    - Todd, and Anissa from the Board of Trustees are working on preliminary work to get the process started.
    - A Cross-functional search committee will be created in Dec/Jan to begin selecting candidates.
    - Surveys have been sent to the stakeholders to get their initial input.

##### **Re-Charter**

- Site visit was 28SEP2022
- 27 Classrooms were visited
- No additional documents have been requested
- We are now in a waiting period until ~January 2023. A vote for approval will go to the Board of Education in February 2023.

##### **Board Committees**

- The Group acknowledged the Governance Committee Scope Document was present
- We discussed nominating someone to act as a Clerk/Secretary.
  - Susie & Heidi agreed to create a job description to hire someone across all committees.

### **Onboarding New Trustees**

- Susie walked the group through the attached documents and how to read them as well as how we can use them.
- We will continue this discussion at upcoming meetings.

### **B. Academics**

Nothing planned for this meeting

## **IV. Closing Items**

### **A. Privilege of the Floor**

No requests at this time

### **B. Approval of Minutes**

Karen Calvert made a motion to approve the minutes from Governance Committee Meeting on 08-08-22.

Heidi Berkowitz seconded the motion.

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

#### **Roll Call**

Matthew Yezukevich	Aye
Heidi Berkowitz	Aye
Soraya Anderson	Aye
Karen Calvert	Aye
Susanna Girard	Aye
Bethsaida Accino	Absent

### **C. Vote to Adjourn**

Karen Calvert made a motion to adjourn the meeting.

Matthew Yezukevich seconded the motion.

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

#### **Roll Call**

Matthew Yezukevich	Aye
Bethsaida Accino	Absent
Karen Calvert	Aye
Soraya Anderson	Aye

**Roll Call**

Susanna Girard	Aye
Heidi Berkowitz	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 6:06 PM.

Respectfully Submitted,  
Susanna Girard

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**Documents used during the meeting**

- Privilege\_of\_the\_Floor\_Form\_DRAFT\_\_1\_(1).docx
- Scope Document.pdf
- Sample Board Member Orientation Process.pdf
- E-BOOK 3-Year Board Recruitment Road Map.pdf
- BOT Skills & Demographics.pdf
- Board Annual Assessment.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.