

DRAFT



# Foxborough Regional Charter School

## Minutes

### Monthly Board of Trustees Meeting

February 2023

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#### Date and Time

Tuesday February 14, 2023 at 6:15 PM

#### Location

Edwards Conference Room

Online info:

Join Zoom Meeting

<https://us02web.zoom.us/j/84868241391?pwd=YXN0a0hkdIR0RFpHRIRYNGpYZW05dz09>

Meeting ID: 848 6824 1391

Passcode: 787860

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#### Meeting Format

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

During the meeting, the Board and its committees follow the published agenda. Gallery members are not part of the formal discussion or deliberations. Those wishing to speak at a meeting are asked to follow our [Privilege of the Floor Policy](#). To request to speak at a meeting, please complete the following [google form](#) before the start of the meeting.

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### Trustees Present

Anissia Vixamar, Badawi Dweik, Kathleen Crawford, Matthew Yezukevich, Sergio Martin, Todd Tetreault

### Trustees Absent

None

### Trustees who arrived after the meeting opened

Badawi Dweik

### Guests Present

Eddie Ingram, Heidi Berkowitz, Karen Calvert, Lesly Michelot, Mallory St Brice (remote), Saanvi Kumar

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## 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 Feb 14, 2023 at 6:15 PM.

### C. Privilege of the Floor

No requests received for the Feb 14 meeting

## II. Leadership Report

### A. Leadership Report

- Dr. Ingram reviewed the material in the packet, noted that:
  - The Shared Values exercise was complete
  - Reviewed key dates (See packet)

Todd Tetreault made a motion to approve the Schedule of Key Dates and Holidays, as amended.

Matthew Yezukevich seconded the motion.

Saavi Kumar voted in the Affirmative

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

### Roll Call

Badawi Dweik	Abstain
Kathleen Crawford	Aye
Anissia Vixamar	Aye

#### **Roll Call**

Sergio Martin Aye

Matthew Yezukevich Aye

Todd Tetreault Aye

Badawi Dweik arrived at 6:38 PM.

FY24 Enrollment Recommendation:

- Heidi Berkowitz reviewed the FY24 Enrollment Recommendation (see packet)
- Sergio Martin questioned whether or not the school could handle the proposed increase
- Heidi confirmed that the 130 number was agreed upon with Teachers over the summer; that behavior issues were improving.
- Saanvi Kumar asked how we know things are improving, Heidi cited a reduction in disciplinary referrals, and a reduction in the severity of the referrals received.
- Matt asked if there was any penalty for pre-enrollment number being too high; Heidi confirmed that as long as it was at or below the cap there was not.
- Ultimately the vote to approve was deferred to a future session; this must happen by March 14th as the numbers are due to DESE March 15th.

#### **B. Personnel Update**

- Mallory St. Brice provided a walk-through of the material in the packet.
- Overall the depth and breadth of the pulse check survey was well received.

#### **C. Enrollment Update**

Heidi Berkowitz provided an update; see material in packet.

### **III. Board Business**

#### **A. Administrative / Housekeeping Items**

Todd Tetreault made a motion to extend an offer to Christine Barraford for a Clerk position with the Board of Trustees.

Anissia Vixamar seconded the motion.

The Board discussed moving forward with extending an offer to Christine Barraford for a part-time clerk position with the board of trustees. This motion was the result.

Saanvi Kumar voted in the affirmative.

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

#### **Roll Call**

Todd Tetreault Aye

Anissia Vixamar Aye

Matthew Yezukevich Aye

Sergio Martin Aye

Kathleen Crawford Aye

**Roll Call**

Badawi Dweik      Aye

**B. Board Training - Document any training Board Members Attended this month**

No board members identified any training in the past month.

**C. Executive Director Search**

Anissia Vixamar provided an update to the Board regarding the search for an Executive Director:

- Search committee interviews with candidates scheduled for the following week
- Any finalist candidates would be scheduled for in-person interviews with the Board the second week of March
- A call was put out for any interview questions from prior searches; Karen Calvert offered to search for previous questions.

**D. Dashboards/Reporting Discussion**

This was a carryover agenda item from a prior meeting; there was no significant discussion on the topic.

**IV. Community Group Updates**

**A. Advisory Groups**

Heidi Berkowitz provided a brief update on SEPAC; info in packet

**B. English Language Parent Advisory Committee (ELPAC)**

(no update this meeting)

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

(no update this meeting)

**D. Partners in Education (PIE)**

(no update this meeting)

**V. Policy Review**

**A. First Reading**

(no policies were scheduled for first reading)

**B. Second Reading**

(no policies were scheduled for second reading)

## **VI. Committees**

### **A. Finance**

Matt Yezukevich and Karen Calvert provided an update on Finance Committee:

- Material in packet
- Matt noted that FY24 budgeting process has begun
- Matt noted that FY23 is tracking on target, decrease in state funding is offset by reduced staffing cost due to vacancies, esp. at start of year

### **B. Facilities**

Lesly Michelot provided an update on Facilities/Operations, see notes in packet.

### **C. Governance**

(no update this meeting)

### **D. Diversity, Equity, & Inclusion**

Anissia Vixamar provided an update, see notes in packet.

### **E. Appeals**

(no appeals since last meeting)

### **F. Staff Recruitment & Retention**

(no update this meeting)

### **G. Student Recruitment & Retention**

(no update this meeting)

Saanvi Kumar left the meeting at 8:13PM

## **VII. Closing Items**

### **A. Approval of Minutes**

Matthew Yezukevich made a motion to Approve the minutes of the January 10th Board Meeting, as amended.

Anissia Vixamar seconded the motion.

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

#### **Roll Call**

Matthew Yezukevich Aye

Todd Tetreault Aye

**Roll Call**

Kathleen Crawford	Aye
Badawi Dweik	Aye
Sergio Martin	Aye
Anissia Vixamar	Aye

**B. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:24 PM.

Respectfully Submitted,  
Todd Tetreault

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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.