

APPROVED



## Foxborough Regional Charter School

### Minutes

#### Board Meeting

August 15, 2023

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#### **Date and Time**

Tuesday August 15, 2023 at 6:00 PM

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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 (remote), Badawi Dweik (remote), Kathleen Crawford, Matthew Yezukevich, Sergio Martin, Todd Tetreault

#### **Trustees Absent**

*None*

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#### **Trustees who arrived after the meeting opened**

Matthew Yezukevich

**Guests Present**

Christine Barraford, Dana Benton-Johnson (remote), Eddie Ingram, Heidi Berkowitz, Karen Calvert (remote), Kathleen Foley, Mallory St Brice

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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 Aug 15, 2023 at 6:00 PM.

Matthew Yezukevich arrived.

**C. Adjourn to Executive Session**

Todd Tetreault made a motion to consider entering executive session in accordance with the Open Meeting Law, M.G.L. c. 30A, Section 21(a), pursuant to Purpose 3, to discuss strategy with respect to collective bargaining to return to Open Session because the Chair finds that an open meeting may have a detrimental effect on the bargaining position of the Board.

Badawi Dweik seconded the motion.

**Roll call vote:**

<b>Sergio Martin</b>	<b>Aye</b>
<b>Badawi Dweik</b>	<b>Aye</b>
<b>Kathleen Crawford</b>	<b>Aye</b>
<b>Anissia Vixamar</b>	<b>Aye</b>
<b>Todd Tetreault</b>	<b>Aye</b>
<b>Motion passed 5-0</b>	

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

**Roll Call**

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

**D. Reconvene to Open Session**

Mr. Tetreault called the meeting back to order at 6:54PM.

Mr. Yezukevich joined the meeting.

**E. Privilege of the Floor**

Mr. Tetreault reported that he had not received any requests.

**II. Board Business**

**A. Administrative / Housekeeping Items**

**2023-2026 Accountability Plan**

Ms. Berkowitz requested that this agenda item be tabled due to further edits being made.

Mr. Tetreault suggested commenting on the original accountability plan. He also noted that there were two corrections to the agenda. This would be the first reading of the accountability plan, and the employee handbook is incorrectly listed as the first reading and should be listed as the second reading.

Mr. Tetreault confirmed that there are members assigned to each of the measures of the accountability plan. He noted the importance of measuring the predictor of outcomes, i.e. if FRCS is doing a better job of preparing students for college and careers, having a metric to reflect that outcome. Discussion ensued. Ms. Foley and Ms. Benton-Johnson worked together to ensure success in supporting educators to define and enhance equity and justice, and to align student social/emotional needs with culturally responsive teaching and engaging students in the promotion of those skills. Different measures are derived from the same data collection.

Ms. Berkowitz noted that she had advised the state that the plan was revised and a follow-up call will be made tomorrow. Following feedback, the final plan will be voted on by the Board.

**B. Mr. Tetreault noted a correction in the agenda that the Employee Handbook should be designated as the second reading, not the first reading.**

**III. Policy Review**

**A. Second Reading**

**Employee Handbook**

Mr. Martin noted the inconsistency of language with regard to changes in the calendar. Either the Board gives flexibility leadership to make changes under special circumstances, or Board approval is needed before any change can be made. Discussion ensued on granting executive leadership the discretion to make changes to the calendar based on extenuating sometimes emergency situations within the constraints of and oversight of the 180-day calendar year. These circumstances may, but not be limited to,

weather, facilities issues, public health emergencies, etc. It was the consensus of the Board to maintain the language that grants executive leadership this discretion.

Mr. Martin also suggested raising compensation for referrals from \$250 to \$500. Discussion ensued including the budgetary impact. It was the consensus of the Board that the increase in the referral amount would be beneficial to attracting good talent.

**Vote:**

Upon motion duly made by Mr. Tetreault and seconded by Ms. Crawford, it was unanimously voted to approve the Employee Handbook as amended to increase the referral compensation from \$250 to \$500.

Roll Call Vote:

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

**Motion passed 5-0.**

#### IV. Policy Review

##### A. First Reading

###### ***Sexual Harassment Policy***

Ms. Benton-Johnson reported that she had submitted the sexual harassment policy to the state including bullying prevention and response and civil rights. All three policies will be presented at staff professional development sessions. Discussion ensued on the specific language contained in the policies with regard to staff as well as students.

Following discussion, it was the consensus of the Board that Ms. Benton-Johnson will seek clarification of language from legal counsel with regard to a) inconsistency of reference to the policy applying to employees and students; b) the process and procedure for dealing with persons in violation identified by staff members and/or students; c) insofar as all persons are protected under sexual harassment laws, should policies be collaborative for all members of the community or separate; and d) if determined to be collaborative, that they reflect federal laws and provide overlap protection with regard to grievances, retaliation and designate investigative responsibility and procedures.

###### ***Student Code of Conduct***

Ms. Benton-Johnson reviewed the Student Code of Conduct reflecting significant changes to the disciplinary law on how schools demonstrate providing interventions to students, and explicit criteria on what has to happen before a student is suspended or

expelled. The three levels of intervention involve minor infractions happening in the classroom and class management and major infractions that are escalated to the office level. The law defines the scope of teacher response to low level behavior minor infractions on three occasions before the fourth occasion triggers office administration support and determination of implementing a higher level intervention or corrective action. Infractions are entered electronically by teachers with major infractions being reported to the state. The language of all letters of suspension/expulsion have been changed to reflect DESE regulations. Discussion ensued.

In response to Mr. Martin's inquiry on the issuance of a data assessment plan, Ms. Benton-Johnson stated her six-month absence led to delays in reporting but that the data has been collected and will be summarized. Ms. Calvert added that an offer is forthcoming to fill the position of data analyst. Information will be placed in the calendar on the due date for timely district assessment of data.

### ***Student Handbook***

Mr. Martin noted that approval of the Student Handbook was behind schedule. Ms. Berkowitz agreed that discussion of the handbook needs to be on the October/November agenda to allow enough time for approval on June 1st prior to the next fiscal year. Ms. Benton-Johnson noted that the harassment policy and code of conduct are supporting documents and these were not received in a timely manner. Ideally the process should begin in March in time for finalization by end of the school year.

Ms. Benton-Johnson reported that each building level is being asked to determine the language that is applicable to their level. Language with regard to all levels is being developed around the process of the discipline of students and conversations with families so as to ensure process is followed explicitly to rule out biases. Also being considered is language with regard to tardiness to class as opposed to tardiness to school, progressive discipline with regard to dress code, cellphone policy at the middle school level, obtaining passes for movement in the building, etc.

Following discussion it was agreed that the next draft will be distributed to members in time for a second reading at the next Board meeting scheduled for August 23rd, and approval and printing in time for the start of the school year. The document will be posted as an attachment and also distributed in Word format for convenience of tracking change.

## **V. Closing Items**

### **A. Adjourn Meeting**

Upon motion duly made by Mr. Tetreault and seconded by Ms. Crawford, it was unanimously voted to adjourn the meeting.

Roll Call Vote:

Sergio Martin	Aye
Badawi Dweik	Aye
Kathleen Crawford	Aye
Anissia Vixamar	Aye
Todd Tetreault	Aye
Matt Yezukevich	Aye

**Motion passed 6-0.**

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:34PM.

Respectfully Submitted,

Christine Martin Barraford  
Recording Secretary

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:34 PM.

Respectfully Submitted,  
Christine Barraford

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**Documents used during the meeting**

- 2023-2028 Accountability Plan DRAFT..docx
- Sexual Harassment\_Title IX Process- revised by JLS[16287].docx
- Revised Discipline Code of Conduct - JLS revisions 8-1-23 Joan S. Edits.pdf
- Handbook Draft I 23-24 NO code of conduct.pdf
- Foxborough Regional Charter School Employee Handbook 2023-2024 (1).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.