

APPROVED



## Foxborough Regional Charter School

### Minutes

#### Board Meeting

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

Tuesday August 29, 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 (remote), Sergio Martin, Todd Tetreault

##### **Trustees Absent**

None

##### **Guests Present**

Dana Benton-Johnson, Eddie Ingram, Kathleen Foley

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## **I. Opening Items**

### **A. Attendance**

### **B. Call the Meeting to Order**

Ms. Crawford called a meeting of the Board of Trustees of Foxborough Regional Charter School to order on Tuesday, August 29, 2023 at 6:12PM.

### **C. Privilege of the Floor**

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

## **II. Board Business**

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

#### **Executive Director Search**

Mr. Yezukevich reviewed the written plan on the Executive Director search and timeline. Discussion ensued.

Kathleen Crawford made a motion to recommend and approve Mr. Tetreault and Ms. Vixamar as the Board's representation on the Search Committee.

Matthew Yezukevich seconded the motion.

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

#### **Roll Call**

Kathleen Crawford Aye

Matthew Yezukevich Aye

Anissia Vixamar Aye

Todd Tetreault Aye

Badawi Dweik Aye

Sergio Martin Aye

Mr. Yezukevich will update Mr. Tarvin of the search firm on the Board's discussion on the history of previous searches and changes in student demographics and general FRCS environment and culture.

### **B. Discussion of Candidate Ortiz**

Mr. Martin began the discussion on the Board's interview of Trustee candidate Mia Ortiz. It was the consensus of the Board that Ms. Ortiz had the personal and professional background as an educator and parent to bring relevant expertise and complementary skills to the Board. Although no references were solicited, Mr. Martin confirmed that she had served on relevant boards and committees, and she understands the time commitment, energy and focus that the role demands.

Discussion ensued on next steps. Following discussion, it was agreed that a vote on candidate Ortiz would be deferred in order that Mr. Tetreault confirm staggering term limits for her appointment. Mr. Martin will communicate with Ms. Ortiz that the Board is interested in moving forward with her appointment upon the confirmation of dates of a three-year term limit as well as procedural steps for her to follow for DESE approval of her appointment.

### **III. Policy Review**

#### **A. Second Reading**

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

Ms. Benton-Johnson reported that, following the evaluation from DESE, FRCS was given a list of changes that needed to be made to the Student Code of Conduct. Due to significant changes to the disciplinary law on how schools demonstrate providing interventions to students, explicit criteria on what has to happen in the chain of command from principal to assistant principal before a student is suspended or expelled needed to be reflected in the code. Insofar as the language did not exactly reflect how the Board governs under the charter, adjustments were made to the language in recognition of the roles and responsibilities of personnel.

Discussion ensued. A new section will be added between Educational Philosophy and above the Vision section entitled Board Governance and Oversight. The language would reflect that the Board holds the charter and serves in governance to appoint the Executive Director and recognizes the designation of authority granted to leadership roles and responsibilities of personnel under his supervision. In particular, the chain of command would be clearly defined in the case of the absence of the principal, his/supervisor, the Director of Learning, and then to the Executive Director. This would clearly demonstrate the trajectory of the next level of availability, a process that is currently used in the case of bullying.

Discussion also ensued on the role of the Board in the appeals process, and at what point the process stops at the school level and runs the risk of flowing over to the Board's responsibility. Mr. Ingram stated that by law the Executive Director has the final say in the appeals process, and the Board would be protected from becoming involved in the hearing, except in the rare occasion of permanent expulsion of a student. Ms. Benton-Johnson stated that DESE is clear that its only concern is its relationship to discipline law. This process is moving FRCS in the right direction to be in alignment with the requirements of the law and due process is followed.

Mr. Tetreault confirmed that the changes to be made to the Code are: a) reference to parent include parent or guardian; and b) reference to administrator to school principal only.

Ms. Benton-Johnson will reach out to DESE for approval of the language. A vote of the Board on the Code would enable it to be posted in time for the start of the year. Approval of the Student Handbook will follow.

Todd Tetreault made a motion to approve the Student Code of Conduct as amended.

Kathleen Crawford seconded the motion.

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

#### **Roll Call**

Matthew Yezukevich Aye

Kathleen Crawford Aye

Badawi Dweik Aye

Anissia Vixamar Aye

Sergio Martin Abstain

Todd Tetreault Aye

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

This item is deferred for the next meeting.

#### **Student Handbook**

Discussion ensued on various changes to the Student Handbook including a) maintaining consistency when referring to the district as "FRCS" and referring to the Board of Trustees only in the governance section; and b) stating the full name of the organization or group in the first instance such as Department of Secondary Education (hereinafter referred to as "DESE"). Discussion also ensued on adapting the language in the next version of the handbook in order that the language does not cause an impediment to understanding of an audience at different reading levels.

Ms. Benton-Johnson stated that clear and concise language was used throughout the handbook in order that parents are encouraged to partner with the district in coaching students on district expectations in complying with policies and regulations in order to create order in operations. Although district expectations are consistent throughout the handbook, each section of the handbook contains explicit information with regard to each academic level. For instance, the elementary school prohibits cellphones while the middle school provides lockers with locks and high school provides caddies.

Mr. Tetreault demonstrated the use of a software that enables easy access to the online format of the handbook, providing searchable indexes, etc. Ms. Benton-Johnson will work with IT to provide this format.

Discussion ensued on the timeline for the next available iteration of the handbook for discussion and vote at the next meeting on September 7th. Mr. Martin and Mr. Tetreault will make an appointment with her to discuss further edits and changes preceding distribution to members in time for review prior to the meeting.

## IV. Closing Items

### A. Adjourn Meeting

Todd Tetreault made a motion to adjourn the meeting.

Sergio Martin seconded the motion.

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

#### Roll Call

Badawi Dweik      Aye

Anissia Vixamar      Aye

Todd Tetreault      Aye

Matthew Yezukevich Aye

Sergio Martin      Aye

Kathleen Crawford      Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:11 AM.

Respectfully Submitted,

Christine Barraford

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### Documents used during the meeting

- FRCS Search Plan.pdf
- Revised Discipline Code of Conduct - JLS revisions 8-1-23 Joan S. Edits- second read (1).docx
- Handbook Draft I 23-24 NO code of conduct revised 8-21.docx
- Sexual Harassment\_Title IX Process- revised by JLS[16287].docx

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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.