

APPROVED



## Foxborough Regional Charter School

### Minutes

#### Board Meeting

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#### Date and Time

Tuesday December 12, 2023 at 6:00 PM

#### Location

Edwards Conference Room/Zoom

[https://foxboroughrcs-org.zoom.us/j/87990446343?  
pwd=dU9zQ3ZQUmdLdDZxR2xjb3ZFK0ZZZz09](https://foxboroughrcs-org.zoom.us/j/87990446343?pwd=dU9zQ3ZQUmdLdDZxR2xjb3ZFK0ZZZz09)

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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, Mia Ortiz (remote), Sergio Martin, Todd Tetreault

#### Trustees Absent

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None

**Trustees who arrived after the meeting opened**

Anissia Vixamar, Badawi Dweik

**Guests Present**

Christine Barraford (remote), Heidi Berkowitz, Karen Calvert (remote), Kathleen Foley, Lesly Michelot

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**I. Opening Items**

**A. Attendance**

Badawi Dweik arrived.  
Anissia Vixamar arrived.

**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 Dec 12, 2023 at 6:00 PM.

**C. Privilege of the Floor**

**II. Leadership Report**

**A. Deputy Executive Director Report**

Ms. Berkowitz began her PowerPoint review of the disciplinary actions taken by administration. Mr. Martin stated that, in accordance with DESE regulations that the report is filed on an annual basis, the Board also required to review disciplinary actions on a timely basis. Ms. Berkowitz reviewed the three tiers of behaviors that trigger referrals for disciplinary action by school, grade level, percentage, demographic data and historical comparisons.

Discussion ensued including the following highlights:

- Inclusion of demographic data leads to understanding whether or not to which the district disproportionately applies discipline to students who need greater support.
- DESE requires demographic data and holds the district accountable to provide equitable discipline to marginalized populations.
- While the Board provides the tools for disciplinary action outlined in the student handbook, feedback from administration is crucial to ensure the policy is working.
- Regular review of the handbook is needed to address new circumstances that require attention; a review next December will look more closely at trends that may be developing on infractions in broader categories and categories.

- Data that tells the broader story put into context is needed, i.e. in one instance 78% of infractions caused by two students, and 70% of the school population is black/brown and 14% white, etc.

Ms. Foley, addressing her comments to the student contingent at the room, stated that the high school student population is both thoughtful and articulate, and is a “joy” to interact with them and “share my time with them.”

## **B. Personnel Update**

In Ms. St. Brice’s absence, Ms. Berkowitz displayed the personnel report. She also updated the Board on the new software program tracking the details of personnel coverage.

## **C. Enrollment Update**

Ms. Berkowitz reported that three new students were enrolled, well below the goal, with withdrawals continuing and backfilling of positions.

Mr. Yezukevich noted that the general trend of enrollment is a problem across charter and public schools. Ms. Crawford stated that she will reach to Erica Brown to make a presentation at the January meeting on the issue being experienced across the state.

# **III. Board Business**

## **A. Board Business**

Mr. Yezukevich began the discussion on the district’s consideration to join the MIAA and ensuring that the district is in compliance with the various policies of the MIAA. Mr. McDonald, FRCS Director of Athletics, responded to the issue by stating the ways the district is in fact in compliance with the MIAA policies. He added that additional costs would be transportation in the estimated amount of \$10K, as well as the cost of \$2,450 for membership of ten sports.

Todd Tetreault made a motion to approve moving forward with the MIAA, pursuant to the required “form of vote”, recognizing the role and authority of the MIAA and MIAC outlined therein.

Matthew Yezukevich seconded the motion.

Mr. McDonald will work with Ms. Calvert on shaping the motion for approval at a future meeting on the funding of the program.

Note: Mr. Martin had left the meeting at this point and was absent for the vote.

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

**Roll Call**

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

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

No Board trainings.

**C. Academic Excellence**

In Ms. Ortiz' absence, Ms. Crawford asked Mr. Martin to bring her up-to-date on the materials in the packet on this subject.

**D. Executive Director Search**

Ms. Vixamar updated the Board on the Executive Director search including the following highlights:

- Position has been posted with twelve applications received to date with more expected.
- Screening next week with interviewed to begin after the school break.

**E. Interim Executive Director**

Ms. Crawford reported that she had been in touch with Dr. Ingram, and he is making progress in his recovery, he will not return as Executive Director. She recognized that “his time with us was.....was very productive.” His calm manner was “caught” by many in the district.

Discussion ensued on whether the district needed another interim executive director. It was the consensus of the Board that because the district is in an entirely different place than it culturally was and was working more collaboratively, that the district will go forward on its own in search of a permanent executive director.

Ms. Foley noted that the district had been through an “enormous amount of change,” and she advocated for more support from Board members and opportunities to dialogue in informal settings. Mr. Tetreault offered to commit to one hour of “unstructured time on campus.” Discussion ensued on other ways to make this time “more fruitful” in connecting and transferring of information. Mr. Yezukevich noted that, insofar as he did not “get in the way” of people doing their jobs, he would be make himself available on campus for meeting with staff.

Ms. Berkowitz affirmed that the district is in fact in a different place climate-wise, and that it can move forward to the smooth transition of a new executive director.

**F. Review of Board Committees**

**G. Board Planning Meeting**

Ms. Crawford reminded members to submit their self-assessment.

**IV. Community Group Updates**

**A. Advisory Groups**

Ms. Berkowitz updated the Board on advisory committees.

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

No update.

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

This committee is working on several different activities.

**D. Family Engagement Alliance (FEA)**

This "dynamic group of women" is holding monthly meetings and drawing new parents, and collaborating across the district with many different staff members on projects.

Second-grade paraprofessionals did a presentation on college scholarships.

**V. Policy Review**

**A. Second Reading**

In the absence of Ms. Dana-Benton, the second reading will be postponed until the next meeting.

**VI. Committees**

**A. Finance and Facilities**

Ms. Calvert updated the Board on the FY24 budget including the following highlights:

- Budget to actual for November 2023 shows no major changes and trending as expected based on declining enrollment and upcoming adjustment to tuition.
- Charter Schools Association will make credit adjustment against dues.
- Tuition higher because of increase in per pupil rate.
- Operational expenses higher due to HVAC and ground maintenance and new phone system.

- Transportation revenue higher.

Mr. Michelot updated the Board including the following highlights:

- Elementary roof project underway.
- OPM and design team are the same firms that handled the middle school roof.
- Ten responses to RFP and Umbrio chosen for cost and services; currently negotiating fee.
- Timeline: design by March, following general contractor to be chosen and project begin at the end of the school year.
- Board to schedule meeting to approve going forward with the design firm Umbrio.

#### **B. Governance**

No update.

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

In Ms. Dana-Benton's absence, there was no update.

#### **D. Appeals**

No update.

### **VII. Closing Items**

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

This agenda item is deferred to the next meeting.

#### **B. Adjourn to Executive Session**

No executive session.

#### **C. Adjourn Meeting**

Kathleen Crawford made a motion to adjourn.

Matthew Yezukevich seconded the motion.

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

#### **Roll Call**

Matthew Yezukevich	Aye
Sergio Martin	No
Mia Ortiz	No
Badawi Dweik	Aye
Anissia Vixamar	Aye
Todd Tetreault	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 7:51 PM.

Respectfully Submitted,  
Christine Barraford

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### **Documents used during the meeting**

- Sep-Nov 2023 ALC Referral Data - ES 12 8 23.pdf
- FRCS Discipline Board Update MSHS 12 8 23.pdf
- Open Positions\_12.6.23.pdf
- Scope Academic Excellence Committee 112023.docx
- Nov. 2023 - Balance Sheet (Summary).PDF
- Nov. 2023 - Budget to Actual (Comparative Summary).PDF
- Nov. 2023 - Budget to Actual (Summary).PDF
- ES Roof Project Timeline (1).docx
- Operations\_Department\_Update\_Dec 13 2023.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.