

APPROVED



Foxborough Regional Charter School

Minutes

Finance & Facilities Committee Meeting

Date and Time

Friday March 1, 2024 at 8:00 AM

Location

[https://foxboroughrcs-org.zoom.us/j/82847245118?](https://foxboroughrcs-org.zoom.us/j/82847245118?pwd=WGdkS0pXMnIRSDVRY3VSVGFTdkNrUT09)
[pwd=WGdkS0pXMnIRSDVRY3VSVGFTdkNrUT09](https://foxboroughrcs-org.zoom.us/j/82847245118?pwd=WGdkS0pXMnIRSDVRY3VSVGFTdkNrUT09)

Meeting ID: 828 4724 5118

Passcode: 427654

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.

Committee Members Present

Karen Calvert, Lesly Michelot, Matthew Yezukevich (remote), Sergio Martin (remote)

Committee Members Absent

Badawi Dweik

Guests Present

Christine Barraford, Heidi Berkowitz

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

Matthew Yezukevich called a meeting of the Finance & Facilities Committee of Foxborough Regional Charter School to order on Friday Mar 1, 2024 at 8:03 AM. Mr. Yezukevich asked Ms. Berkowitz to follow up on a proposed member's ability to join the FinCom because it may pose a conflict of interest with the teacher's union. He will send out a list for the next meeting. Also, in order for students to join the meeting, future meetings' start time will be changed to 7:45AM.

II. Finance

A. FY24 Budget Updates

Ms. Calvert stated that the projection of \$29million for tuition reimbursement is too high based on current enrollment. The January and February tuitions were the same at \$2.2million and she anticipates that number decreasing. She also stated that there have been no adjustments to foundation rates.

Ms. Berkowitz added that while Ms. Foley is knowledgeable on securing grants for teaching and learning identified through DESE, the finance department guides the management process of all grant funds and tracking of expenses.

To Mr. Martin's point, Mr. Yezukevich questioned whether not having a dedicated grant researcher on staff resulted in missed opportunities, Ms. Berkowitz stated that grant seeking falls under her purview, and when the new Executive Director is onboard she will be able to have the additional bandwidth to follow through on opportunities as she has done in the past with the Walton grant.

On the expense side, Ms. Calvert reported that the district received another \$59K of federal food reimbursement. She also removed \$20K from the snow and ice expense line item.

Mr. Yezukevich stated that, although revenue was soft and there was no assurance of enrollment, things have worked in a positive direction. He mentioned that there was some confusion about field trips being cancelled.

Ms. Berkowitz stated that there were several international field trips that were booked without leadership approval. Consequently, a pause was put on further international field trips until a trip policy could be reviewed by the Board and procedures put in place to reflect structure, consistency, equity and oversight.

Mr. Martin noted that before 2020 field trips were ongoing every year in celebration of elementary students moving up to middle school and middle school moving up to high school, etc. Ms. Calvert stated that the traditional trip for middle schoolers to Nature's Classroom became too prohibitive in cost and other alternatives are being sought.

Ms. Berkowitz stated that the goal of leadership is to re-implement field trip opportunities for students as a very enriching experience to the curriculum. Building based behavior and other things take precedence before moving in the direction to go back on schedule where every grade has a field trip end goal.

Mr. Martin noted that these trips are often relived by students as a fond memory, and the experiences are what "makes FRCS what it is." It gives kids the excitement of having these trips to look forward to. It is not only good for our students but acts as an indirect marketing tool.

Ms. Berkowitz confirmed it is a priority of the leadership team. Post-covid student behavior is getting back on track in the classroom which will transfer to social environments, and now teachers are needed with the energy and desire to chaperone. The annual calendar would list consistent events tracked to the curriculum, so that graduating students will have experienced thirteen events.

Discussion ensued on the protocols for investing in students for the next year. Ms. Calvert cautioned that auditors require a request for prepayment for contracts pertaining to the next school year.

In response to Mr. Martin's question on projects to be completed before the end of the school year like roadwork, etc., Mr. Michelot stated he and Ms. Calvert can look into getting projects completed within the timeframe.

B. FY25 Budget Discussion

Ms. Berkowitz reported that the pre-enrollment number submitted to the state is 1,525 with 1,450 number of students budgeted. The pre-enrollment number is a bit higher than projections to ensure tuition reimbursement.

Generally, between 50-75 is the difference of students between enrollment and budget. She stated the following phenomena around the 1,525 number including the following highlights:

- Lowest historic number of Kindergarten applications; while highest number of ninth grade.
- When families apply for following year from October to February suggests a solid desire to come to FRCS; whereas application in spring or summer may indicate problems and an exit strategy at play.
- Pre-enrollment based on a number of assumptions on a variety of different things.

Mr. Martin expressed concern that the increase of ninth grade students would have a dramatic change on teachers and resources of the high school. Ms. Berkowitz responded that the principals and leadership team are in discussion on ensuring that the high school has sufficient staff and adjustments to classroom schedule to make it work. Since the changes would have implications for union negotiations, the leadership team and principals are having preliminary discussions.

Ms. Berkowitz noted that FRCS is limited to the number of students it can enroll from any one given town. The state issues early in March a list of districts that are near cap. Each district is allowed 10% of its population to exercise its right of school choice. If the district is at cap, the particular charter or vocational school cannot enroll any more students. The FY25 list is not yet issued, so in the meantime FRCS can process students and keep on the wait list until a determination is made whether they can be admitted.

FRCS is bound to conduct a blind application process by accepting all applications and process in a lottery wait list. There is no way to control what districts the applications are coming from. The general concern is not something the district can control, i.e. it can't control where anyone is applying from. The school will be available to any town in Massachusetts above and beyond the community that are sent to FRCS. At some point the district is responsible for figuring out a workable solution, just as a public school district has to figure out the demands for service to the students sent to them.

C. Elementary Roof

III. Other Business

A. Bond Investor Call

Mr. Michelot reported elementary school roof and HVAC system project is moving along.

IV. Facilities

A. Capital updates

No updates at this time.

V. Other Business

A. Bond Counselors

Ms. Calvert reported that she had telephone conference with bond counselors with regard to enrollment, etc.

VI. Closing Items

A. Adjourn Meeting

Sergio Martin made a motion to adjourn.

Karen Calvert seconded the motion.

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

Roll Call

Sergio Martin	Aye
Lesly Michelot	Aye
Badawi Dweik	Absent
Heidi Berkowitz	Abstain
Karen Calvert	Aye
Matthew Yezukevich	Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:02 AM.

Respectfully Submitted,
Christine Barraford

Documents used during the meeting

- February Projections FY2024.xlsx
- Enrollment Projections FY25 February 2024.xlsx

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.