

APPROVED



## Foxborough Regional Charter School

### Minutes

#### Board Meeting

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#### **Date and Time**

Tuesday July 9, 2024 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, Kathleen Crawford, Matthew Yezukevich (remote), Mia Ortiz (remote), Sergio Martin, Todd Tetreault

#### **Trustees Absent**

*None*

#### **Ex Officio Members Present**

Toby Romer

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## **Non Voting Members Present**

Toby Romer

## **Guests Present**

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

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## **I. Opening Items**

### **A. Record Attendance**

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

Todd Tetreault called a meeting of the board of trustees of Foxborough Regional Charter School to order on Tuesday Jul 9, 2024 at 6:00 PM.

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

No requests received.

Mr. Romer arrived at 6:12PM.

## **II. Leadership Report**

### **A. Leadership Report**

Ms. Berkowitz reported a very successful golf tournament with twenty-eight foursomes. An amazing group of people raised \$35-40K. Shout outs to Rachel Goldman, Amanda Mathias and Kevin Hayden for all their efforts. The Expo Country Club was the new venue.

Teachers are on vacation and the twelve-month staff is working hard planning for next year.

### **B. Personnel Update**

In Ms. St. Brice's absence, Ms. Foley reported that the majority of open positions have been filled for next year, including an experienced guidance counselor for the high school. Due to budget cuts in neighborhood schools, there are more candidates than last year. The team is energized and looking forward to the summer retreat next week.

### **C. Enrollment Update**

Ms. Berkowitz reported an enrollment of 1,600. Forty-five withdrawals have been received with an additional one-hundred expected. Fifty-three offers will be extended tomorrow following a third lottery. She is optimistic for the fall.

### **III. Board Business**

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

No updates.

#### **B. Board Training**

No updates.

#### **C. Board Planning**

Mr. Tetreault reviewed the outstanding items. He will ensure that members complete the DESE required financial disclosure form. In terms of the Executive Director evaluation, Ms. Berkowitz will check with the charter association on best practices for evaluation when the year has been split in leadership, i.e. Mr. Ingram and she for the remainder of the year.

The annual report is due August 1st and does not require a vote of the Board. The remainder of the items will be tabled until the next meeting when a full complement of the Board is present.

### **IV. Board Committee Reports**

#### **A. Academic Excellence**

Ms. Ortiz will meet with Mr. Romer to set academic goals and framework.

#### **B. Appeals**

No appeals.

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

Ms. Vixamar noted that the Board needs to continue the discussion on committee framework and how best to support the DEI.

#### **D. Governance**

Ms. Berkowitz reported that she will work with DESE on the completion of the bylaws for discussion/vote at the next meeting.

#### **E. Finance and Facilities**

Mr. Yezukevich reported that Ms. Calvert is preparing for the audit in August.

Mr. Michelot reported that: a) the elementary roof project and flooring are underway with the latter close to completion. No unexpected issues with the roof have arisen. Middle school painting will begin shortly.

## **V. Community Groups**

### **A. FEA**

Ms. Berkowitz reported that this enthusiastic group of the FEA has hit the ground running and continues to grow every day in recruiting volunteers. They conducted a very successful fourth and eighth grade graduation celebration.

### **B. Foundation**

Golf tournament previously reported in leadership report.

### **C. English Language Parent Advisory (ELPAC)**

No updates.

### **D. Special Ed Parent Advisory (SEPAC)**

No updates.

## **VI. Meeting Summary and Items for Next Meeting**

### **A. Board Calendar**

See below.

### **B. Items for Next Meeting**

Items for discussion at the next meeting:

- Bulleted list above noted under Board Planning.
- Address Board/committee structure early in the year to ensure September/October implementation.
- Start recruitment of new board/committee members including student representatives.

## **VII. Executive Session**

### **A. Adjourn to Executive Session**

Todd Tetreault made a motion to adjourn to Executive Session Adjourn to Executive session to return to open session in accordance with the Open Meeting Law, M.G.L. c. 30A, Section 21(a), as the Chair has determined that an open session would have a detrimental effect..

Matthew Yezukevich seconded the motion.

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

**Roll Call**

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

Before leaving the meeting, Mr. Romer stated that he was continuing to meet with members of the staff, and invited Board members to drop by his office or call him at any time.

**VIII. Minutes of Meetings**

**A. Approval of Minutes**

Mr. Tetreault noted that Ms. Barraford needs the recordings from August 2nd and February 12th through March 20th. In the event that the August 2nd recording is not available, he will complete the minutes.

Matthew Yezukevich made a motion to accept the minutes for December 21, 2023 meeting as presented.

Todd Tetreault seconded the motion.

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

**Roll Call**

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

Matthew Yezukevich made a motion to approve the minutes from Board Meeting on 04-09-24.

Todd Tetreault seconded the motion.

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

**Roll Call**

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

Todd Tetreault made a motion to approve the minutes from Board Meeting on 05-02-24.

Anissia Vixamar seconded the motion.

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

**Roll Call**

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

Matthew Yezukevich made a motion to approve the minutes from Board Meeting on 05-06-24.

Anissia Vixamar seconded the motion.

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

**Roll Call**

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

Matthew Yezukevich made a motion to approve the minutes from Board Meeting on 05-14-24.

Anissia Vixamar seconded the motion.

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

**Roll Call**

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

**IX. Closing Items**

**A. Adjourn Meeting**

Matthew Yezukevich made a motion to adjourn.

Mia Ortiz seconded the motion.

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

**Roll Call**

Matthew Yezukevich	Aye
Todd Tetreault	Aye

**Roll Call**

Kathleen Crawford	Absent
Mia Ortiz	Aye
Sergio Martin	Absent
Anissia Vixamar	Aye
Badawi Dweik	Absent

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:27 PM.

Respectfully Submitted,  
Christine Barraford

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**Documents used during the meeting**

- Open Positions 7.5.24.pdf
- HR Board Dashboard 7.5.24.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.