

APPROVED



## Foxborough Regional Charter School

### Minutes

#### Board Meeting

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#### **Date and Time**

Tuesday February 11, 2025 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, Ishika Kumar (remote), Katie Breault, Matthew Yezukevich, Mia Ortiz, Ryan Higgins, Saanvi Kumar (remote), Sergio Martin, Todd Tetreault

#### **Trustees Absent**

Badawi Dweik

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

Toby Romer

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## **Non Voting Members Present**

Toby Romer

## **Guests Present**

Christine Barraford, Karen Calvert, Kathleen Foley, Lesly Michelot

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## **I. Opening Items**

### **A. Record Attendance**

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

Sergio Martin called a meeting of the board of trustees of Foxborough Regional Charter School to order on Tuesday Feb 11, 2025 at 6:05 PM.

Mr. Martin welcomed new Trustees Katie Breault and Ryan Higgins. They will abstain from voting until their trusteeship has been officially approved by DESE.

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

There was no privilege of the floor.

## **II. Leadership Report**

### **A. Leadership Report**

Mr. Romer presented his Executive Director Board update including the following highlights:

- Recent school events.
- Enrollment open house - 200 applicants.
- Teaching and learning team equity audit.
- MCPSA advocacy week.
- Federal policy updates.

Both student representatives Saanvi and Ishika Kumar commented on the success of the high school social event and the debate team representing FRCS at the regional debate event in March.

## **III. Board Business**

### **A. FY26 Key Dates Calendar**

Mr. Romer reported that he had contacted the union on proposed changes to the schedule and they are onboard with proposed changes to the calendar.

He then reviewed the FY26 calendar. Due to late timing in the season when families have already made vacation plans, etc., he proposed to keep the schedule as it is for this year with orientation the week before Labor Day, Kindergarten starting the following day and the rest of the school the day after on Wednesday.

Changes will be proposed for FY2027.

Todd Tetreault made a motion to approve the academic calendar for FY26 with one correction: April 3 is the correct day for Good Friday.

Mia Ortiz seconded the motion.

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

**Roll Call**

Matthew Yezukevich	Aye
Anissia Vixamar	Aye
Sergio Martin	Aye
Saanvi Kumar	No
Badawi Dweik	Absent
Katie Breault	Abstain
Ishika Kumar	No
Mia Ortiz	Aye
Ryan Higgins	Abstain

**B. FY26 Enrollment**

Mr. Romer reviewed his chart providing proposed multiple scenarios of all grade level enrollments over the next five years with the goal to project an enrollment number that ensures a stable staffing level. Discussion ensued on the various scenarios for tuition reimbursement from the state.

The Finance Committee had approved the pre-enrollment number to be submitted to DESE and he asked for the Board's approval.

Matthew Yezukevich made a motion to authorize senior leadership to submit to DESE a student pre-enrollment number of 1,525 for FY26.

Mia Ortiz seconded the motion.

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

**Roll Call**

Ryan Higgins	Abstain
Todd Tetreault	Aye
Badawi Dweik	Absent
Anissia Vixamar	Aye
Ishika Kumar	Aye
Matthew Yezukevich	Aye
Sergio Martin	Aye
Mia Ortiz	Aye
Katie Breault	Abstain

**C.**

### Policy Review Project

Mr. Romer reported that he and Ms. Berkowitz have been reviewing FRCS policies approved by the Board to ensure that they are clearly communicated and referenced, are up-to-date and in alignment with current best practices and legal requirements. Ms. Berkowitz reviewed her spreadsheet of all policies which she has begun to edit and suggested that a template issued by the Charter Association be used in customizing all FRCS policies. These policies will all be centralized.

Mr. Romer added that the policies are designed to be at a high-level followed by detailed procedures and guidelines on how policies are to be implemented. The HR director is currently reviewing student and employee handbooks for conflicts and inconsistencies.

### D. Committee Membership

Mr. Martin reviewed the chart of committees and current membership. The following votes were taken:

Incorporate Appeals Committee into Governance Committee.  
Appoint Chairs and Vice Chairs.

Discussion on membership will continue at the next meeting.

Todd Tetreault made a motion to remove the Appeals Committee from the scope of Board on Track with work to be absorbed by the Governance Committee.

Mia Ortiz seconded the motion.

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

#### Roll Call

Matthew Yezukevich	Aye
Katie Breault	Abstain
Todd Tetreault	Aye
Ryan Higgins	Abstain
Ishika Kumar	No
Badawi Dweik	Absent
Mia Ortiz	Aye
Anissia Vixamar	Aye
Sergio Martin	Aye
Saanvi Kumar	No

Todd Tetreault made a motion to have himself as Chair of the Governance Committee with the new Vice Chair to be determined at a future date.

Matthew Yezukevich seconded the motion.

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

#### Roll Call

Matthew Yezukevich	Aye
Sergio Martin	Aye

**Roll Call**

Badawi Dweik	Absent
Anissia Vixamar	Aye
Ishika Kumar	No
Todd Tetreault	Aye
Mia Ortiz	Aye
Saanvi Kumar	No
Ryan Higgins	Abstain

Todd Tetreault made a motion to have Mia Ortiz serve as Chair of the Academic Excellence Committee immediately.

Anissia Vixamar seconded the motion.

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

**Roll Call**

Ishika Kumar	No
Mia Ortiz	Aye
Todd Tetreault	Aye
Anissia Vixamar	Aye
Saanvi Kumar	No
Ryan Higgins	Abstain
Matthew Yezukevich	Aye
Sergio Martin	Aye
Badawi Dweik	Absent
Katie Breault	Abstain

**E. Interim Assessment Review and Update**

In Ms. Foley's absence, Mr. Romer suggested that the Academic Excellence Committee take the matter of assessment review to committee for in-depth study and report back to the Board.

**IV. Updates and Reports**

**A. Committee Reports ( Finance/Facilities, Governance, DEI, Academic Excellence)**

*Finance and Facilities*

Overall Net Operating Income trending lower than budget due to offset based on salary adjustments. Next meeting of the FinCom is March 7.

*DEI*

Efforts underway to bring in new members to support administration and school.

Concerns on federal policy with regard to immigration enforcement being addressed.

**B. Policy Review**

Mr. Romer noted that, since Taunton's enrollment has been increasing over the past four to five years to be one of the top five sending districts, leadership has explored whether it

makes sense to formally make the town part of its sending districts. Up to this time Taunton's increasing enrollment has been possible because of the way the lottery works and the relative availability of spaces in different grades for the initial enrollment of a student and the guarantee of enrollment for siblings.

While FRCS now offers a fee-based regional transportation to a large majority of families, as a larger district it could take part of the state reimbursable transportation program. This program mandates transportation to all families. Taunton is geographically the farthest away, and while offering a protection to Taunton families, it would set a higher bar overall for the district to meet.

Following discussion with the Finance Committee, it was agreed not to add Taunton as a formal district. The decision does not impact Taunton's ability to enroll students.

### **C. Community Groups (FEA, Foundation, ELPAC, SEPAC)**

No updates.

## **V. Administrative/Housekeeping (Trainings, Member Reminders)**

### **A. Board Retreat**

Mr. Martin reported that an offsite strategic retreat of the Board will be scheduled in May. External facilitators will be interviewed. Suggestions were made for a) a weekday half-day morning retreat as well as a mid-day-evening retreat with dinner; and b) possible off-campus retreat at Wheaton College.

Ms. Berkowitz will send out a doodle poll for available dates.

She will also put together a suggested table of contents for a Board binder to distribute to members for the purpose of onboarding the two new members with copies to existing members, as well as a "welcome" FRCS logo gift.

### **B. Trainings**

Mr. Martin reminded the new Trustees to attend DESE's open meeting law training. All board members need to attend conflict of interest training on March 9th.

Heidi Berkowitz has created an onboarding binder with key FRCS and Charter's information for new members, as well as current board members.

## **VI. Consent Agenda**

### **A. Meeting Minutes**

Todd Tetreault made a motion to approve the minutes from Monthly Board of Trustees Meeting on 05-09-23.

Anissia Vixamar seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

Badawi Dweik	Aye
Anissia Vixamar	Abstain
Sergio Martin	Aye
Todd Tetreault	Aye
Ishika Kumar	Aye
Ryan Higgins	Abstain
Matthew Yezukevich	Aye
Mia Ortiz	Abstain
Katie Breault	Abstain

Todd Tetreault made a motion to approve the minutes from Monthly Board Meeting on 10-10-23.

Matthew Yezukevich seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

Todd Tetreault	Aye
Badawi Dweik	Absent
Sergio Martin	Aye
Ryan Higgins	Abstain
Mia Ortiz	Abstain
Matthew Yezukevich	Aye
Katie Breault	Abstain
Anissia Vixamar	Abstain
Ishika Kumar	Aye

**VII. Executive Session**

**A. Adjourn to Executive Session**

No executive session.

**VIII. Closing Items**

**A. Adjourn Meeting**

Matthew Yezukevich made a motion to adjourn.  
Mia Ortiz seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**Roll Call**

Matthew Yezukevich	Aye
Ishika Kumar	Aye
Anissia Vixamar	Aye
Mia Ortiz	Aye

**Roll Call**

Badawi Dweik	Absent
Todd Tetreault	Aye
Sergio Martin	Aye
Katie Breault	Abstain
Ryan Higgins	Abstain

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:50 PM.

Respectfully Submitted,  
Christine Barraford

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**Documents used during the meeting**

- academic-year-calendar FY26 Board Recommendation.xlsx
- FY26 Enrollment Recommendation - Board Proposal February 2025.docx (1).pdf
- FRCS Mid-Year Data 2024-26.pdf
- FY2026\_Budget\_Development\_Calendar.docx
- Jan. 31 - Budget to Actual (Comparative Summary) (1).pdf
- Jan. 31 2025 - Balance Sheet (Summary) (1).pdf
- Jan. 312 2025 - Budget to Actual (Summary) (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.