

APPROVED



## Foxborough Regional Charter School

### Minutes

#### Board Meeting

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#### **Date and Time**

Tuesday April 8, 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, Matthew Yezukevich (remote), Mia Ortiz (remote), Sergio Martin (remote), Todd Tetreault (remote)

#### **Trustees Absent**

Badawi Dweik, Katie Breault, Ryan Higgins

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

Toby Romer

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## **Non Voting Members Present**

Toby Romer

## **Guests Present**

Christine Barraford (remote), Karen Calvert, Lesly Michelot, Martine Albama

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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 Apr 8, 2025 at 6:05 PM.

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

There was no privilege of the floor.

## **II. Leadership Report**

### **A. Leadership Report**

Mr. Romer reviewed his PowerPoint presentation on Executive Director updates including the following highlights:

- Recent school events
- Strategic planning plans
- Academic goal setting for 2025-26 school year
- Federal and local policy updates
- 2025-26 calendar

## **III. Board Business**

### **A. Competency Determination Proposal**

Mr. Romer reviewed his PowerPoint presentation on the policy for competency determination for graduation. The policy will adjust and allow for students coming to FRCS from other states or countries in order to apply the law of the policy.

In response to Mr. Martin's suggestion to add a personal finance class to the requirements for graduation, Mr. Romer stated that a process will be needed to see how it may fit into or complement other requirements in the schedule in terms of staffing.

Todd Tetreault made a motion to approve the MRCS competency requirements as defined in the document included in the packet.

Mia Ortiz seconded the motion.

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

**Roll Call**

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

**Board Trainings**

Ms. Ortiz participated in the webinar on *Defending Charter Schools*. Members are encouraged to reach out to legislators with concerns on possible changes in the Department of Education.

**B. FY26 Budget**

FY26

Mr. Romer reviewed the FY26 summary of budget changes as follows:

- DESE tuition projected at 1,460 enrollment at \$19,541.
- Grants level funded.
- Rental revenue updated to include weekend gym rental.
- Athletic fees – no changes to revenue family caps made explicit.
- Bus fee - pro-rated scale for multiple children in family.
- A number of positions in teaching and learning and students services were removed.
- Turnover savings @ 2.5% of teaching and learning personnel.
- Insofar as insurance companies declined to give a quote, FRCS will remain with Harvard Pilgrim at a 22% increase.
- Employer/employee split remains at 70/30%.

Matthew Yezukevich made a motion to allow senior leadership to executive a health insurance contract with Harvard Pilgrim for FY26 with same employer/employee share of costs.

Todd Tetreault seconded the motion.

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

**Roll Call**

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

**C. Policy Review - Second Reading**

*Field Trip Policy*

Mr. Martin expressed concern that the policy allows students eighteen years of age to drive themselves to a field trip event without signed parental consent.

While a student eighteen years of age is considered an adult by law and can sign a field trip consent form, discussion ensued regarding the school's acting out of care for the parents of children regardless of age and keeping the parents informed in a line of communication. Following discussion, it was agreed that a parent must sign the consent form for a student to be allowed to go on a field trip.

Following discussion, it was also agreed that if a parent decides to transport a student to a field trip in their own vehicle, the school is not liable for any accident or injuries caused while in the vehicle. Also, the words "trip chaperone" will be changed to "trip adviser."

Todd Tetreault made a motion to approve the field trip policy as amended as above discussed and recorded.

Anissia Vixamar seconded the motion.

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

**Roll Call**

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

*Trustee Ethics and Disclosure Policy*

Following review, the Board voted as follows.

Todd Tetreault made a motion to accepted the above policy as presented.

Anissia Vixamar seconded the motion.

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

**Roll Call**

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

*New Board of Trustee Member Orientation*

Following review, the Board voted as follows.

Matthew Yezukevich made a motion to accept the above policy as presented.

Todd Tetreault seconded the motion.

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

**Roll Call**

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

**D. Policy Review - First Reading**

*Reporting Child Abuse and Neglect Policy*

*Background Check Policy*

*Open Meeting Acts Policy*

*Student Records Retention and Directory*

Ms. Albama stated the above policies have language legal in nature and reviewed by the legal team to be in compliance with state law.

Following discussion, it was agreed that the background check policy will be revised to be more reader-friendly, and the Student Records and Retention be revised to remove "must" and replace with "may" - that temporary files "may" be destroyed after seven years.

#### **E. FY25 Revised Staff Handbook**

Following review, the Board voted as follows.

Matthew Yezukevich made a motion to accept the above policy as presented.

Todd Tetreault seconded the motion.

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

##### **Roll Call**

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

##### *Employee Handbook*

Tabled to next meeting.

#### **IV. Updates and Reports**

##### **A. Finance Committee Report**

Mr.. Yezukevich gave the following update on the FY25 budget as follows:

- Changes in revenue offset for changes in personnel with unfilled positions, etc.
- On track to meet our debt service ratio requirements.
- Capital projects that need to move forward are the replacement of the cafeteria chiller and elementary school boiler not budgeted to FY25; another project to be discussed is solar.

The final FY26 budget will be presented at the May meeting.

##### **B. Governance Committee Report**

Mr. Romer stated that Board policies will be assembled into one packet for easy access by Board members, including the policy on student participation on Boards and Committees.

Mr. Martin will circulate the Self-Assessment survey to members.

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

No update.

## V. Meeting Summary and Items for Next Meeting

### A. Items for Next Meeting

- Approve FY26 budget.
- Approve Policy second readings.
- Executive Director Goals update.
- Athletics Department inclusion in MIA.

## VI. Consent Agenda

### A. Meeting Minutes

Todd Tetreault made a motion to approve the minutes as presented from Board Meeting on 02-11-25.

Mia Ortiz seconded the motion.

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

#### Roll Call

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

Todd Tetreault made a motion to approve the minutes as amended from Board Meeting on 01-14-25.

Mia Ortiz seconded the motion.

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

#### Roll Call

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

Matthew Yezukevich made a motion to approve the minutes as amended from Board Meeting on 12-10-24.

Todd Tetreault seconded the motion.

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

**Roll Call**

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

**VII. Executive Session**

**A. Adjourn to Executive Session**

No Executive Session.

**VIII. Closing Items**

**A. Adjourn Meeting**

Todd Tetreault made a motion to adjourn.

Anissia Vixamar seconded the motion.

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

**Roll Call**

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:13 PM.

Respectfully Submitted,  
Christine Barraford

### Documents used during the meeting

- Key Dates Calendar FY26 Revised April 2025.docx.pdf
- Executive Director Report 4-8-25.pdf
- FRCS Competency Determination Standard.pdf
- Draft Letter to Share Competency Determination with Families (1).pdf
- FY26 Budget Changes Summary.pdf
- Reporting Abuse and Neglect Policy.docx.pdf
- Background Checks 22425.docx (1).pdf
- Open Meetings Act Policy 31825.docx (1).pdf
- Student Records and Directory Information Policy Updated 5.2022 (R1634719x7ADD1) (4).pdf
- Board of Trustee Member Conflict of Interest Policy.docx.pdf
- Annual Reporting Policy.docx.pdf
- School\_Building\_Administration - TNR Edits 4-1-25.docx.pdf
- Field\_Trip\_Policy\_revised\_33125.docx (2).pdf
- Trustee\_Ethics\_and\_Disclosures\_Policy 32125.docx.pdf
- New Board of Trustee Member Orientation Policy.docx (1).pdf
- DRAFT Employee Handbook\_SY2025-2026\_With MA Edits per the CBA.pdf
- March 31, 2025-Financial Report - Balance Sheet (Summary).pdf
- March 31, 2025-Financial Report - Budget to Actual (Comparative Summary).pdf
- March 31, 2025-Financial Report - Budget to Actual (Summary).pdf
- Student Board Member Overview.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.