

APPROVED



Foxborough Regional Charter School

Minutes

Finance & Facilities Committee Meeting

Date and Time

Friday March 7, 2025 at 8:00 AM

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

Committee Members Absent

Badawi Dweik

Guests Present

Christine Barraford (remote), Heidi Berkowitz, Toby Romer

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 7, 2025 at 8:02 AM.

C. Approve Minutes

Tabled to next meeting.

D. Vote to authorize Chair to approve Executive Session minutes

Tabled to next meeting.

E. Consent Agenda

II. Finance & Facilities

A. FY2026 Budget Rev 1

FY2025

Mr. Romer and Ms. Calvert reported that monthly expenditures are being monitored with department heads and the budget is on track. More details will be presented at the April meeting.

Enrollment

Ms. Berkowitz reported that charter statute limits enrollment from any given district to 9% of school-aged children exercising school choice in favor of a charter school to ensure tuition reimbursement. The exception is if the sending district is in the lowest 10% of districts, the cap is increased to 18%. The advice from the state is for charter schools to maintain stability of enrollment numbers. While not a problem in the present year and projected for FY26, numbers will be monitored so as to not have an adverse effect on the budget in FY27.

Facilities

Mr. Michelot reviewed the following facilities update:

- The following items have been temporarily repaired but are in need of replacement:
 - Chiller part of the HVAC system, which measures the temperature in the cafeteria in the middle/high school at a quoted cost of \$225K.
 - Boiler in the elementary school at a quoted cost of \$234K.
 - Both of the above quotes are from vendors already on the state procurement list and will not require an RFP.

Following discussion it was agreed that a meeting will be scheduled for March 13th at which time Mr. Michelot will provide more detailed information on going forward with the solar project by either purchasing the panels outright or lease; and the result of his work with an outside consultant on developing a five-year capital plan. Draft information will be distributed before the meeting.

Report on Bond Inquiry

Mr. Romer reported that he, Ms. Calvert and Mr. Martin met with bond attorney Jen Mendoza to review the probability of falling under the 1.2 debt ratio. She advised that, based on the strong history of FRCS, the situation continued to be monitored and reassessed in the spring.

Discussion ensued on paying off the Eastern Bank loan balance of \$2.6M. Discussion included the uncertain pressures facing FRCS over the next five years including a) federal cuts in educational programs; b) loss of present undocumented families as well as future levels of immigration, etc. Ms. Berkowitz noted that projections from the state or charter school association are not obtainable and every school needs to do its best in anticipating changes that will impact enrollment. However, she did note that the current retention rate is 33% higher than last year indicating a trend in the right direction. Ms. Calvert noted that, if the Department of Education is dismantled as proposed by the current administration, FRCS will not lose its federal grant as they flow directly from the Department of Human Service.

Following discussion, it was agreed that the loan payoff will not be considered at the present time.

Operations

Mr. Michelot reported that although the YMCA rented facilities this year, Mass Premier as of today has not fulfilled its commitment to rent. The budget will be adjusted next year if in fact they use the space.

Transportation

Mr. Romer reported that the transportation fee was increased by 2%. Discussion ensued on consideration of protecting families with the highest number of children from the financial impact of an increase. Mr. Romer will draft a proposal of so lessening the impact.

Personnel

Ms. Calvert reported on personnel costs as follows:

- Average Teacher Association salary increase of 3.02%
- Vacant positions not aligned with 3% increase.
- No increase in teacher stipends.

Discussion ensued on doing a comparative survey of other districts as to a compensation policy for non-union personnel, including administrative staff and leadership positions. Mr. Romer will draft a initial policy for further discussion.

Mr. Romer reported that positions were identified and positions were eliminated to shift resources to strategic goals. Three new key positions were added: curriculum coordinator, sped coordinator and additional building substitute. The curriculum coordinator assists Ms. Foley in working with principals in implementing new curriculum. The sped coordinator ensures compliance with IEPS and makes changes to right-size caseload across grades in accordance with student needs.

At the suggestion of Mr. Yezukevich, Mr. Romer will supply a bullet-point list of positions and their responsibilities for further discussion in the context of operating expenses at the March 13th meeting. Mr. Calvert noted that finalized numbers for health/dental insurance have not been received.

III. Closing Items

A. Adjourn Meeting

Matthew Yezukevich made a motion to adjourn.

Karen Calvert seconded the motion.

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

Roll Call

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:00 AM.

Respectfully Submitted,
Christine Barraford

Documents used during the meeting

- FY2026 Rev 1 w Change and Percentages Rolled Up.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.