

APPROVED



## Foxborough Regional Charter School

### Minutes

#### Governance Committee Meeting

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##### Date and Time

Tuesday August 19, 2025 at 8:00 AM

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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](#). Meetings start promptly on time as noted on the agenda.

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##### Committee Members Present

Heidi Berkowitz, Karen Calvert, Sergio Martin (remote), Toby Romer, Todd Tetreault (remote)

##### Committee Members Absent

None

##### Committee Members who arrived after the meeting opened

Todd Tetreault

##### Guests Present

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Christine Barraford

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## **I. Opening Items**

### **A. Record Roll Call Attendance**

Todd Tetreault arrived at 8:09 AM.

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

Sergio Martin called a meeting of the Governance Committee of Foxborough Regional Charter School to order on Tuesday Aug 19, 2025 at 8:05 AM.

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

There was no privilege of the floor.

## **II. Governance Committee Business**

### **A. Board meeting**

Ms. Berkowitz noted that the November meeting this year falls the day before Veterans Day. It will be rescheduled to November 18th.

## **III. Policy Review**

### **A. Board Candidate- Initial Screening**

### **B. Board Representative and Committee Members**

The Committee agreed that Ms. Berkowitz will reach out over the summer break to the school community for student representatives to boards and committees.

### **C. November Board Meeting**

Ms. Berkowitz reported that there were two possible Board candidates for initial screening

Mr. Romer suggested that outreach for Board members continue to be advertised both internally and externally. An agenda item will be placed on the September meeting of the Board for further discussion.

### **D. Initial Policy Review**

*News Media Relations and News Releases*

*School and Family Relations Goal*

Following discussion, it was agreed to advance the policies to the Board for approval.

*Board of Trustees Internal and External Communication*

Following discussion, it was agreed to add section B to the policy on School and Family Relations Goal policy and eliminate this policy.

#### **IV. Closing Items**

##### **A. Approval of Minutes**

Heidi Berkowitz made a motion to approve the minutes from Governance Committee Meeting on 04-15-25.

Karen Calvert seconded the motion.

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

##### **Roll Call**

Karen Calvert Aye

Todd Tetreault Aye

Heidi Berkowitz Aye

Sergio Martin Aye

Toby Romer Aye

Todd Tetreault made a motion to approve the minutes as amended from Governance Committee Meeting on 05-20-25.

Heidi Berkowitz seconded the motion.

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

##### **Roll Call**

Heidi Berkowitz Aye

Sergio Martin Aye

Todd Tetreault Aye

Toby Romer Aye

Karen Calvert Aye

Heidi Berkowitz made a motion to approve the minutes from Governance Committee Meeting on 06-17-25.

Karen Calvert seconded the motion.

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

##### **Roll Call**

Karen Calvert Aye

Toby Romer Aye

Heidi Berkowitz Aye

Sergio Martin Aye

Todd Tetreault Aye

##### **B. Vote to Adjourn**

Todd Tetreault made a motion to adjourn.

Karen Calvert seconded the motion.

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

##### **Roll Call**

Karen Calvert Aye

**Roll Call**

Sergio Martin Aye  
Heidi Berkowitz Aye  
Toby Romer Aye  
Todd Tetreault Aye

**C. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:42 AM.

Respectfully Submitted,  
Christine Barraford

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**Documents used during the meeting**

- FRCS Board of Trustees Recruitment and Onboarding Process and Procedure (1).docx
- Student board representative announcement.docx
- Board of Trustee Communications (Internal and External) Policy.docx
- Commcommunications with the Public Policy.docx
- Policy Concerning News Media Relations and News Releases.docx
- Policy Concerning School and Family Relation Goals.docx

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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.