

APPROVED



## Foxborough Regional Charter School

### Minutes

#### Board Meeting

July

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#### Date and Time

Tuesday July 8, 2025 at 6:00 PM

#### Location

Heidi Berkowitz is inviting you to a scheduled Zoom meeting.

Topic: Monthly Board Meeting FY26

Time: Jul 8, 2025 06:00 PM Eastern Time (US and Canada)

Every month on the Second Tue, 36 occurrence(s)

Please download and import the following iCalendar (.ics) files to your calendar system.

Monthly: [https://foxboroughrcs-](https://foxboroughrcs-org.zoom.us/meeting/tZUtcOqurDirH90tPQEKB3nvwWFN66I8XN-E/ics?icsToken=DPdl2llpHWMcLkvAOQAALAAAAtji0ULbqWp_Mxs4FV5wPgJGjm9QnhRYS_6Ktr87EMbZgt12POBwF2hZmuH6YJ_0w3JQ2rJ8qEV4pCTFjAwMDAwMQ&meet)

[org.zoom.us/meeting/tZUtcOqurDirH90tPQEKB3nvwWFN66I8XN-E/ics?](https://foxboroughrcs-org.zoom.us/meeting/tZUtcOqurDirH90tPQEKB3nvwWFN66I8XN-E/ics?icsToken=DPdl2llpHWMcLkvAOQAALAAAAtji0ULbqWp_Mxs4FV5wPgJGjm9QnhRYS_6Ktr87EMbZgt12POBwF2hZmuH6YJ_0w3JQ2rJ8qEV4pCTFjAwMDAwMQ&meet)

[icsToken=DPdl2llpHWMcLkvAOQAALAAAAtji0ULbqWp\\_Mxs4FV5wPgJGjm9QnhRYS\\_6Ktr87EMbZgt12POBwF2hZmuH6YJ\\_0w3JQ2rJ8qEV4pCTFjAwMDAwMQ&meet](https://foxboroughrcs-org.zoom.us/meeting/tZUtcOqurDirH90tPQEKB3nvwWFN66I8XN-E/ics?icsToken=DPdl2llpHWMcLkvAOQAALAAAAtji0ULbqWp_Mxs4FV5wPgJGjm9QnhRYS_6Ktr87EMbZgt12POBwF2hZmuH6YJ_0w3JQ2rJ8qEV4pCTFjAwMDAwMQ&meet)

Join Zoom Meeting

[https://foxboroughrcs-org.zoom.us/j/81073629159?](https://foxboroughrcs-org.zoom.us/j/81073629159?pwd=p4Rb1r3HUFK27pqEXRXXe1wd3RtjGB.1)

[pwd=p4Rb1r3HUFK27pqEXRXXe1wd3RtjGB.1](https://foxboroughrcs-org.zoom.us/j/81073629159?pwd=p4Rb1r3HUFK27pqEXRXXe1wd3RtjGB.1)

Meeting ID: 810 7362 9159

Passcode: 044471

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One tap mobile

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Dial by your location

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- +1 305 224 1968 US
- +1 309 205 3325 US
- +1 507 473 4847 US
- +1 564 217 2000 US
- +1 669 444 9171 US
- +1 669 900 9128 US (San Jose)
- +1 689 278 1000 US
- +1 719 359 4580 US
- +1 253 205 0468 US
- +1 253 215 8782 US (Tacoma)
- +1 346 248 7799 US (Houston)
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Find your local number: <https://foxboroughrcs-org.zoom.us/j/khpaEHgZu>

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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**

Badawi Dweik (remote), Katie Breault (remote), Matthew Yezukevich (remote), Mia Ortiz (remote), Sergio Martin (remote)

#### **Trustees Absent**

Anissia Vixamar, Ryan Higgins, Todd Tetreault

#### **Trustees who left before the meeting adjourned**

Badawi Dweik

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

Toby Romer (remote)

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### **Non Voting Members Present**

Toby Romer (remote)

### **Guests Present**

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

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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 Jul 8, 2025 at 6:04 PM.

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

No privilege of the floor.

## **II. Leadership Report**

### **A. Leadership Report**

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

- Recent school events.
- Academic goals for 2025-26 school year.
- FRCS instructional vision development.
- FRCS strategic planning update.
- Grant and federal funding updates.

## **III. Board Business**

### **A. Strategic Planning Update**

Mr. Romer introduced Lisa Jackson, founder and CEO of Insigth Solutions consulting firm, which works with non-profits on strategic planning leadership and government.

Ms. Jackson reviewed the contents of her memo submitted to the Board with regard to developing a strategic plan for FRCS and developing its priorities for the future.

Discussion ensued on focus areas for the plan. A draft is due in December to be reviewed and refined in the first quarter of 2026.

### **B.**

### **Recruitment and Onboarding Procedure**

Mr. Martin reported that one of the priorities that was discussed at the retreat was development of a formal recruitment and onboarding procedure. This procedure will be contained in a separate binder from the policy binder.

### **C. Board Retreat Goal Review**

#### *Academic Excellence*

Ms. Ortiz reported that the committee had its first session with Mr. Romer. The committee was requested to provide a number of data points on various issues like test scores, culture in the classroom, intervention efforts, etc. A google doc of these data points is being developed and a complete summary will be available by the end of the summer.

#### *Finance and Facilities*

A summary of ongoing finance and facilities needs is being developed for discussion in August.

### **D. Solar Project Update**

Mr. Michelot reported that he is awaiting feedback from the auditors and bond counsel. He also is awaiting remaining questions to be answered by Soltec on the PPA/lease options.

Discussion ensued on the two major questions to be answered by bond counsel and the auditors: does the lease/purchase of solar panels cause issues with bond limits and governing rules on how FRCS books leases.

### **E. Executive Director Evaluation**

Mr. Martin will forward information to members on how to enter information into BoardOnTrack for the executive director evaluation.

### **F. Policy Review**

Mr. Martin presented the four policies as second readings:  
First aid; accident reporting; officers of Board job description and policy on subcommittees of Board.

Badawi Dweik made a motion to accept the above policies.

Mia Ortiz seconded the motion.

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

#### **Roll Call**

Sergio Martin	Aye
Mia Ortiz	Aye
Todd Tetreault	Absent
Matthew Yezukevich	Aye
Katie Breault	Aye

**Roll Call**

Anissia Vixamar	Absent
Badawi Dweik	Aye
Ryan Higgins	Absent

**IV. Administrative/Housekeeping (Trainings, Member Reminders)**

**A. Tasks**

Mr. Martin reminded members to complete the following tasks:

- Update profile on BoardOnTrack.
- Submit financial disclosure to DESE.
- Complete MA ethics training.
  - Ms. Berkowitz to check if training is needed for multiple positions in MA.

**V. Meeting Summary and Items for Next Meeting**

**A. Items for Next Meeting**

No items identified.

**VI. Consent Agenda**

**A. International Trip Approval - FY27**

Mr. Romer was pleased to present the request for an international student trip to Rwanda in FY27.

Discussion ensued. Ms. Albama reported that Rwanda is currently a safe place to travel in Africa.

Following discussion, however, it was agreed that Mr. Romer will follow with the tour company to ensure that a full refund will be available if the trip needs to be cancelled due to foreign travel safety concerns.

Badawi Dweik made a motion to approve this international trip as presented by the director, taking care of other aspects of safety, educational value and accessibility of going on the trip and confirmation families are entitled to full refund if cancelled due to safety concerns.

Matthew Yezukevich seconded the motion.

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

**Roll Call**

Anissia Vixamar	Absent
Todd Tetreault	Absent
Mia Ortiz	Aye
Katie Breault	Aye
Badawi Dweik	Aye

**Roll Call**

Ryan Higgins Absent  
Matthew Yezukevich Aye  
Badawi Dweik left.

**B. Meeting Minutes**

Matthew Yezukevich made a motion to approve the minutes from November 23, 2024 as presented. Board Meeting on 11-12-24.

Mia Ortiz seconded the motion.

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

**Roll Call**

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

Sergio Martin made a motion to approve the minutes from March 11, 2025 as amended with the change to list policy reviews only and remove comments. Board Meeting on 03-11-25.

Matthew Yezukevich seconded the motion.

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

**Roll Call**

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

Matthew Yezukevich made a motion to approve the minutes from April 8, 2025 as amended. Board Meeting on 04-08-25.

Mia Ortiz seconded the motion.

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

**Roll Call**

Matthew Yezukevich Aye  
Sergio Martin Aye  
Todd Tetreault Absent  
Katie Breault Abstain  
Ryan Higgins Absent  
Anissia Vixamar Absent

**Roll Call**

Badawi Dweik      Aye

Matthew Yezukevich made a motion to approve the minutes from May 13, 2025 as presented. Board Meeting on 05-13-25.

Katie Breault seconded the motion.

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

**Roll Call**

Sergio Martin      Aye

Katie Breault      Aye

Matthew Yezukevich Aye

Badawi Dweik      Aye

Mia Ortiz            Abstain

Ryan Higgins        Absent

Todd Tetreault      Absent

Anissia Vixamar     Absent

The June 20 meeting minutes are tabled until next meeting.

**VII. Executive Session**

**A. Adjourn to Executive Session**

No executive session.

**B. Administrative Action Items for Discussion**

No actions items were identified.

**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**

Badawi Dweik      Absent

Anissia Vixamar     Absent

Matthew Yezukevich Aye

Ryan Higgins        Absent

Sergio Martin        Aye

Katie Breault        Aye

Mia Ortiz            Aye

Todd Tetreault      Absent

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**

- Executive Director Report 7-8-25.pdf
- FRCS July Board Memo.pdf
- FRCS\_Board\_of\_Trustees\_Recruitment\_and\_Onboarding\_Process\_and\_Procedure.docx.pdf
- First Aid Policy.docx (2).pdf
- Accident Reporting Policy .docx (2).pdf
- Board of Trustees Officers and Job Descriptions Policy (2).pdf
- Policy Concerning Subcommittees of the Board of Trustees .docx (2).pdf
- International Field Trip Approval Memo - FY27 Rwanda.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.