

APPROVED



## Foxborough Regional Charter School

### Minutes

#### Board Meeting

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##### **Date and Time**

Tuesday January 13, 2026 at 6:00 PM

##### **Location**

In Person and Remote  
FRCS Edwards Conference Room

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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.

Online meeting link: <https://foxboroughrcs-org.zoom.us/j/81031801860?pwd=Sa1FaADSrqL13vYX2lnHdvqjdrtRBI.1>

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##### **Trustees Present**

Andrea Alberto, Anissia Vixamar, Katie Breault, Mia Ortiz, Sally Guadagno, Sergio Martin

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**Trustees Absent**

Matthew Yezukevich, Ryan Higgins

**Ex Officio Members Present**

Toby Romer

**Non Voting Members Present**

Toby Romer

**Guests Present**

Christine Barraford (remote), Karen Calvert (remote), Kathleen Foley (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 Jan 13, 2026 at 6:08 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 to the Board including the following highlights:

- Upcoming events and reminders.
- Ongoing accountability and compliance activities.
- Advocacy update.

Discussion ensued on various aspects of the report.

**III. Board Business**

**A. Strategic Plan Presentation and Approval**

Mr. Romer reviewed his PowerPoint presentation on the Final Three-Year Strategic Plan 2026-2029, including the following highlights:

- Our foundation and pre-work.
- Strategic planning process.
- Stakeholder input synthesized to identify priority areas 1-4.
- Next steps: plan implementation.

Discussion ensued with input from consultant Lisa Jackson, including the following highlights:

- Timeline for assessing whether plan is working or not working and identifying specific reasons therefor.
- Integration of priority issues with ongoing Board agenda.
- Alignment and implementation of plan with FY27 budget cycle.

Katie Breault made a motion to approve the strategic plan for 2026-2029 with change in priority #4 goal #1 to November-December, 2026.

Mia Ortiz seconded the motion.

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

#### **Roll Call**

Sergio Martin	Aye
Anissia Vixamar	Aye
Mia Ortiz	Aye
Andrea Alberto	Aye
Matthew Yezukevich	Absent
Sally Guadagno	Aye
Katie Breault	Aye
Ryan Higgins	Absent

Mr. Romer reported that at the suggestion of a parent, the strategic plan presentation will be recorded and distributed to families. He is scheduled to meet with the faculty to discuss the approved plan.

#### **B. Update on Mid-Cycle DESE Charter Review**

Mr. Romer reported that a meeting is scheduled on February 10th at 8:00AM with DESE and visiting team for FRCS annual review.

#### **C. Board Committee Membership Discussion**

Mr. Martin reviewed the committee membership and asked for interested members.

Following discussion about alignment of committees with the strategic plan, it was agreed that the DEI Committee would be changed to DEI/Culture and Community.

Committee membership will be finalized and reviewed at the next meeting along with assignment of ELT contributors.

## **IV. Updates and Reports**

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

#### *FinCom*

Ms. Calvert reported that the budget-to-actual comparison from FY25 to FY26 at end of December, revealed expected trending except for adjustment in tuition reimbursement. Mr. Martin added that projections for the full year are slightly lower than expected, and leadership is currently reviewing management from a financial perspective for the entire year.

#### *Academic Excellence*

Meeting is scheduled for January 21st.

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

No update at this time.

### **C. Policy Review and Approval**

#### *Fiscal Policies and Procedures Handbook - Second Reading*

Following discussion of the document, it was agreed to continue the discussion at the next meeting.

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

### **A. Review Agenda Items for Next Meeting**

- Enrollment recommendation.
- Key calendar dates.
- Mid-year review of Executive Director goals.
- Review of Handbook.

#### *Executive Director Evaluation*

A meeting will be scheduled for January 17th at 8:00AM to discuss and approve the Executive Director evaluation for FY24-25.

## **VI. Consent Agenda**

### **A. Meeting Minutes**

Mia Ortiz made a motion to approve the minutes from Board Meeting on 09-18-23.

Katie Breault seconded the motion.

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

**Roll Call**

Matthew Yezukevich Absent

Katie Breault Aye

Ryan Higgins Absent

Andrea Alberto Aye

Mia Ortiz Aye

Sally Guadagno Aye

Anissia Vixamar Aye

Sergio Martin Aye

Mia Ortiz made a motion to approve the minutes from Board Meeting on 09-21-23.

Katie Breault seconded the motion.

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

**Roll Call**

Katie Breault Aye

Anissia Vixamar Aye

Matthew Yezukevich Absent

Sergio Martin Aye

Ryan Higgins Absent

Andrea Alberto Aye

Mia Ortiz Aye

Sally Guadagno Aye

Mia Ortiz made a motion to approve the minutes from Board Meeting on 12-12-23.

Katie Breault seconded the motion.

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

**Roll Call**

Matthew Yezukevich Absent

Mia Ortiz Aye

Sally Guadagno Aye

Sergio Martin Aye

Ryan Higgins Absent

Katie Breault Aye

Anissia Vixamar Aye

Andrea Alberto Aye

Mia Ortiz made a motion to approve the minutes from Board Meeting on 02-15-24.

Katie Breault seconded the motion.

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

**Roll Call**

Andrea Alberto Aye

Matthew Yezukevich Absent

Mia Ortiz Aye

Sergio Martin Aye

Anissia Vixamar Aye

Sally Guadagno Aye

Katie Breault Aye

**Roll Call**

Ryan Higgins      Absent

Mia Ortiz made a motion to approve the minutes from Board Meeting on 03-12-24.

Katie Breault seconded the motion.

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

**Roll Call**

Anissia Vixamar      Aye

Katie Breault      Aye

Mia Ortiz      Aye

Matthew Yezukevich      Absent

Sergio Martin      Aye

Ryan Higgins      Absent

Andrea Alberto      Aye

Sally Guadagno      Aye

Mia Ortiz made a motion to approve the minutes from FRCS Board of Trustees Meeting on 03-20-24.

Katie Breault seconded the motion.

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

**Roll Call**

Sally Guadagno      Aye

Matthew Yezukevich      Absent

Sergio Martin      Aye

Ryan Higgins      Absent

Andrea Alberto      Aye

Anissia Vixamar      Aye

Katie Breault      Aye

Mia Ortiz      Aye

Mia Ortiz made a motion to approve the minutes from Annual Board Retreat on 05-14-25.

Anissia Vixamar seconded the motion.

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

**Roll Call**

Sergio Martin      Aye

Mia Ortiz      Aye

Katie Breault      Aye

Ryan Higgins      Absent

Anissia Vixamar      Aye

Sally Guadagno      Aye

Andrea Alberto      Aye

Matthew Yezukevich      Absent

Mia Ortiz made a motion to approve the minutes from Board Meeting on 06-20-25.

Anissia Vixamar seconded the motion.

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

**Roll Call**

Ryan Higgins      Absent

**Roll Call**

Sally Guadagno	Aye
Mia Ortiz	Aye
Matthew Yezukevich	Absent
Sergio Martin	Aye
Andrea Alberto	Aye
Katie Breault	Aye
Anissia Vixamar	Aye

Mia Ortiz made a motion to approve the minutes from Board Meeting on 09-23-25.

Anissia Vixamar seconded the motion.

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

**Roll Call**

Matthew Yezukevich	Absent
Anissia Vixamar	Aye
Andrea Alberto	Aye
Sergio Martin	Aye
Ryan Higgins	Absent
Katie Breault	Aye
Mia Ortiz	Aye
Sally Guadagno	Aye

Mia Ortiz made a motion to approve the minutes from Board Meeting on 12-09-25.

Anissia Vixamar seconded the motion.

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

**Roll Call**

Anissia Vixamar	Aye
Sally Guadagno	Aye
Matthew Yezukevich	Absent
Sergio Martin	Aye
Mia Ortiz	Aye
Katie Breault	Aye
Ryan Higgins	Absent
Andrea Alberto	Aye

**VII. Executive Session**

**A. Adjourn to Executive Session**

Sergio Martin made a motion to adjourn to Executive session , not to return to open session, to conduct strategy sessions in preparation for negotiations with nonunion personnel, in accordance with the Open Meeting Law, M.G.L. c. 30A, Section 21(a), as the Chair has determined that an open session would have a detrimental effect.

Katie Breault seconded the motion.

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

**Roll Call**

Andrea Alberto	Aye
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**Roll Call**

Anissia Vixamar	Aye
Sergio Martin	Aye
Mia Ortiz	Aye
Sally Guadagno	Aye
Katie Breault	Aye
Matthew Yezukevich	Absent
Ryan Higgins	Absent

**VIII. Closing Items**

**A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:45 PM.

Respectfully Submitted,

Christine Barraford

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**Documents used during the meeting**

- Executive Director Report 1-13-26 - Google Slides.pdf
- FRCS Strategic Plan 2026-29 Proposal for Board of Trustees.pdf
- FRCS Strategic Plan Final Report.pdf
- FRCS Strategic Plan Final Report - Appendix.pdf
- Board of Trustees Presentation on Strategic Plan Final Draft 1-26 - Google Slides.pdf
- Dec 31 2025 Budget to Actual (Comparative Summary).pdf
- Dec 31 2025 Balance Sheet Summary.pdf
- Dec 31 2025 Budget to Actual Summary.pdf
- FRCS Fiscal Policies and Procedures final 09 08 2025 w Changes.pdf
- FRCS Fiscal Policies and Procedures final 09 08 2025.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.