



Foxborough Regional Charter School

Minutes

Academic Excellence Committee Meeting

Date and Time

Wednesday April 29, 2026 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.

Online meeting link: <https://foxboroughrcs-org.zoom.us/j/5155151602?pwd=3IRpDQlCmb4gvmNilAddQwzyRjptXn.1>

Committee Members Present

Anissia Vixamar, Kathleen Foley, Mia Ortiz (remote), Sally Guadagno (remote), Tanisha Kimber, Toby Romer

Committee Members Absent

None

Committee Members who arrived after the meeting opened

Anissia Vixamar

Guests Present

Christine Barraford

I. Opening Items

A. Record Attendance

Anissia Vixamar arrived at 8:32 AM.

B. Call the Meeting to Order

Mia Ortiz called a meeting of the Academic Excellence Committee of Foxborough Regional Charter School to order on Wednesday Apr 29, 2026 at 8:05 AM.

C. Privilege of the Floor

There was no privilege of the floor.

II. Academic Excellence Committee

A. Overview of the Student Intervention Team

Ms. Foley reviewed her PowerPoint presentation on the Response to Intervention (RTI) system implementation across the district's three schools., including the following highlights:

- Multi-tiered system of support.
 - Wellness and opportunity for growth.
 - Professional development.
 - Reason to intervene.
- What research tells us about RTI.
- Tier I success plan.
- Tier II support
- Tier III support.

Mr. Romer presented an overview of the RTI framework, explaining how it functions as an integrated part of Tier I instruction with a focus on data-driven early intervention. Tier I instruction serves as the foundation, with Tier II and Tier III supports providing additional assistance as needed.

Mr. Romer explained the structure and roles of the student success team, which includes admins, counselors, teachers, interventionists, parents, and sometimes psychologists or other related service providers. The assistant principal typically leads the process, with teachers responsible for identifying student needs, communicating with parents, and

conducting progress monitoring. He also outlined the components of a Student Success Plan, which includes focus areas, goals, supplemental instruction, intervention details, and progress update timelines.

Universal screeners like AMPLIFY for reading are used at the elementary level, and described the process for student referrals and progress monitoring. Mr. Romer noted that while elementary and high school buildings are implementing RTI effectively, middle school has faced challenges and recently received support from the elementary team to improve implementation.

The discussion highlighted that elementary and high schools have successfully implemented the system, while middle school implementation remains a work in progress.

Mr. Romer explained that data tracking for student referrals and interventions varies across different school levels, with elementary and high schools having more robust systems in place compared to middle schools. He noted that implementing student success teams and tiered support systems is more challenging at the secondary level, though the high school's implementation is impressive.

Mr. Romer also mentioned that while middle schools are using data from math and reading interventions to inform decisions, the documentation isn't as consistent as at the elementary level.

In response to Ms. Ortiz' question on behavioral health and mental health challenges, Mr. Romer acknowledged that such issues exist and are part of the student support system and intervention.

B. Discussion on presenting academic reporting calendar to Board at its June Meeting

Ms. Ortiz presented a draft academic interventions report for the fall semester and sought feedback on its presentation and categories.

Mr. Romer suggested following up offline to clarify certain aspects, particularly regarding assistant principal meetings, and emphasized that any academic interventions should align with existing accountability structures and the strategic plan.

The discussion touched on making the reports more sustainable and accessible to parents, faculty, and the board through an online platform.

Strategic Plan Deliverables Alignment

The committee also reviewed a draft framework for reporting academic deliverables to the board, discussing how to structure annual, periodic, and as-needed reporting while aligning with strategic plan priorities. The committee agreed to align their reporting with existing strategic plan priorities rather than creating new categories.

Ms. Ortiz will work on connecting deliverables to strategic plan goals and share a draft document with the team for feedback before the next board meeting.

Ms. Ortiz will also meet with Mr. Romer to review and make any changes to the planning document/deliverable to share with the Board.

III. Other Business

A. Approval of Meeting Minutes

Kathleen Foley made a motion to approve the minutes as presented from Academic Excellence Committee Meeting on 12-17-25.

Mia Ortiz seconded the motion.

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

Roll Call

Mia Ortiz	Aye
Sally Guadagno	Absent
Toby Romer	Aye
Tanisha Kimber	Aye
Kathleen Foley	Aye
Anissia Vixamar	Aye

Mia Ortiz made a motion to approve the minutes as presented from Academic Excellence Committee Meeting on 01-21-26.

Toby Romer seconded the motion.

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

Roll Call

Mia Ortiz	Aye
Anissia Vixamar	Aye
Toby Romer	Aye
Kathleen Foley	Aye
Tanisha Kimber	Aye
Sally Guadagno	Absent

Mia Ortiz made a motion to approve the minutes as amended adding a pdf file of slides for professional development from Academic Excellence Committee Meeting on 03-04-26.

Kathleen Foley seconded the motion.

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

Roll Call

Tanisha Kimber	Aye
Sally Guadagno	Absent
Toby Romer	Aye
Mia Ortiz	Aye
Kathleen Foley	Aye
Anissia Vixamar	Aye

IV. Closing Items

A. Adjourn Meeting

Mia Ortiz made a motion to adjourn.

Anissia Vixamar seconded the motion.

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

Roll Call

Mia Ortiz	Aye
Kathleen Foley	Aye
Anissia Vixamar	Aye
Toby Romer	Aye
Tanisha Kimber	Aye
Sally Guadagno	Absent

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:50 AM.

Respectfully Submitted,
Christine Barraford

Documents used during the meeting

None

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.