

Foxborough Regional Charter School  
Board of Trustees Meeting Minutes  
December 13, 2011 Meeting

1. Call to Order: Lori Rudd called the meeting to order at 7:05 am.  
Members in attendance: Lori Rudd, Bill Buckley, Stephen DiPrete  
Member not in attendance: Kathleen Crawford, Reem Ozone  
Also in attendance: Mark Logan
2. Approval of Minutes:
  - A. Minutes from October 11, 2011 and November 8, 2011 - tabled until next meeting as Kathleen Crawford has the minutes.
3. Awards, Honors & Recognition: None at this time
4. Board Committee Reports:
  - 4.1. Board Development – Nothing to report at this time.
  - 4.2. Facilities Committee
    - 4.2.1 Project Update
      - Bill Buckley reported that the project is on track for students to move in on January 3rd. We anticipate an occupancy permit from Bill Casbarra, Building Commissioner for the Town of Foxboro in December.
      - Next phase – Weather permitting, removal of the modulars should begin in late January & continue through February vacation. In the spring, contractors will grade the land in the former modular area to ready it for the playground/fitness area.
    - 4.2.2 Facility Occupancy/Transition Plan
      - Transition plans are in place for physical move of desks, chairs, equipment, etc.
      - Tours of the new 'South Wing' will be conducted the week before December school vacation for the middle school and high school students and after the break for the elementary school students.
      - On January 3<sup>rd</sup> (the second 1<sup>st</sup> day of school) there will be grade-level assemblies to review the new facilities, expectations, etc.
      - Procedures for the parking lot will not change during this school year. They will be modified for the start of the 2012-13 school year.
      - Preparations are being made for a Ribbon Cutting Ceremony on a Saturday in January. Mark will provide the date to the BOT members.
  - 4.3. Finance Committee
    - 4.3.1 Financial Reports & 4.3.2 FY2012 Budget Update
      - Mark Logan presented the trued-up budget for the 2011-2012 year. The revenues are the same as the original budget, other than truing up the DESE entitlement/allocation grants. It also includes a Capital Reserve Expense from the Board Reserve for \$725,000 for Furnishings, Equipment & Technology for the expansion as well demolition/removal costs for the modular buildings. Motion to accept the proposed budget, as presented by Executive Director, made by Bill Buckley. Motion seconded by Steve DiPrete. All voted in favor.

## 5.0 Special Reports:

### 5.1 Leadership Report

#### 5.1.1 K-12 Science Curriculum, Instruction & Assessment

- Daniel Yates-Burg, Instructional Leader for the Science Department, presented an overview of the Science Department, including the teachers, Long-Term Department Vision, Core Curriculum, Enrichment Curriculum, Facilitated Instruction, Assessments and Collaboration with the outside world. YB's enthusiasm and vision to create opportunities for our students to see how science is used in the world was clearly evident!

#### 5.1.2 K-12 Integrated Student Support Program

- Karen Harris, of the Integrated Student Support Program, discussed how the Students & Families Division is looking to engage FRCS families. Her presentation included an overview of the Family Engagement Action Team that is developing a plan to increase family support, targeted intervention strategies to increase academic achievement, Parent Café as a means to increase 'connectiveness' to FRCS, Parent Resource Center and Welcoming New Families. Her excitement and desire to include students and their families is evident!

### 5.2 Enrollment Report

- Annual Open Houses are January 25 & January 26. Lottery is March 7. We now have an on-line application that auto-generates family numbers.

### 5.3 PIE Report – Nothing to report at this time.

### 5.4 Scholarship, Grant and Memorial Program Report – Nothing to report at this time.

### 5.5 SEPAC Report – Nothing to report at this time.

## 6. Policy Review – Nothing to report at this time.

## 7. Old Business

7.1 Board of Trustees Evaluation – Once all members have completed the evaluation, Lori Rudd will compile & present results.

7.2 Federal Grant Program Update – Contingency Planning – Update to be provided at January meeting.

## 8. New Business – Nothing to report at this time.

## 9. Privilege of the Floor – No one requested privilege of the floor.

## 10. Items for next Board Meeting: Update on new 'South Wing.'

## 11. Adjournment - Motion to adjourn made by Steve DiPrete. Motion seconded by Bill Buckley. All voted in favor. Meeting adjourned at 8:20 am.

## 12. Executive Session – None.