



# Abby Kelley Foster Charter Public School

10 New Bond Street Worcester, MA 01606

Phone: (508) 854-8400 Fax: (508) 854-8484

[www.akfcs.org](http://www.akfcs.org)

## Board of Trustees Meeting Agenda

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**Thursday, April 22, 2021 6:00 p.m.**

[https://akfcs-org.zoom.us/webinar/register/WN\\_CJzQGNkETi\\_oZ1j8VbgRA](https://akfcs-org.zoom.us/webinar/register/WN_CJzQGNkETi_oZ1j8VbgRA)

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- I. Call to Order Celia Blue, Chair
- II. Attendance Recorded
- III. Faithfulness to Charter
  - a. Reading of the AKF Mission; “The Mission of the Abby Kelley Foster Charter Public School is to assist parents in their role as primary educators of their children by providing a classical liberal arts education grounded in the great works of Western Civilization and aimed at academic excellence, musical competence and character formation.”
  - b. Public Comments / Open Forum
  - c. Old Business
- IV. Review of the Meeting Minutes from February 24, 2021 and March 31, 2021
  - a. **Motion:** To accept the Meeting Minutes from February 24, 2021.
  - b. **Motion:** To accept the meeting minutes from March 31, 2021.
- V. Facilities and Finance Committee Update
  - a. **Motion:** To approve a one-time pay out of unused Personal Days for staff as of June 8, 2021.
  - b. **Motion:** To approve \$15,000 for the use of Team Appreciation week, May 3-7, 2021.
- VI. FY’22 Budget Presentation- Ms. Carpino
- VI. Upcoming Board Meeting
  - a. **Board of Trustees-** Wednesday, April 28th, 6:30 p.m.
- VIII. Adjournment

**Motion:** To adjourn the meeting.

*Abby Kelley Foster Charter Public School does not discriminate on the basis of race, color, sex, gender identity, religion, national origin, sexual orientation, disability, or homelessness and all students have equal access to the general education program and the full range of any occupational/vocational education programs offered by the district.*



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## Board of Trustees Meeting Agenda

Wednesday, February 24, 2021 / 6:30 p.m.

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  - b. Public Comments / Open Forum
  - c. Old Business
- IV. Review of the Meeting Minutes from January 27, 2021
  - a. **Motion:** To accept the meeting minutes from January 27, 2021.
- V. Executive Director’s Report- Ms. Paluk
- VI. Board/Committee Updates
  - a. Trustee Update
    - i. **Motion:** To approve Amy Vernon P’29,’31 as a Trustee for a 3-year term.
    - ii. Board Member Recruitment
  - b. Education Committee- Ms. Yarnie
  - c. Educational Foundation- Ms. Zabage-Ndiku
  - d. Facilities and Finance- Mr. Royce
  - e. DEI Committee- Ms. Blue
- VII. Upcoming Board and Committee Meetings
  - a. **Education Committee**
    - i. Thursday March 11th, 7:45 a.m.
  - b. **Facilities and Finance Committee**
    - ii. Friday, February 26th, 8:00 a.m.
    - iii. Friday, March 19th, 8:00 a.m.

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b. **Educational Foundation Golf Tournament Committee**

i. Monday, March 1st, 8:00 a.m.

c. **Board of Trustees**

i. Tuesday, March 30th, 6:30 p.m.

VIII. Adjournment

a. **Motion:** To adjourn the meeting.



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The Meeting was Called to Order by Celia Blue, Chair at 6:32 p.m. Attendance was recorded and is included within these minutes.

Ms. Blue read the Abby Kelley Foster Charter School Mission statement in support of Faithfulness to the School's Charter. There were no Public Comments, there was no Old Business.

The Board reviewed the Meeting Minutes from January 27, 2021. Ms. Blue asked for a Motion to accept the meeting minutes from January 27, 2021. Ms. Zagabe-Ndiku made the Motion, Ms. Yarnie seconded the Motion. Ms. Blue then asked for an addition to the minute in paragraph four on page two, when speaking about the Board's recruitment of candidates, the subject matter experts included experts in Finance, Human Resources and an attorney. Ms. Blue then asked for a Motion to approve the minutes with that addition. The Motion was made by Ms. Zagabe-Ndiku, seconded by Dr. Park. The minutes were unanimously approved.

Ms. Blue asked Ms. Paluk to share the Executive Director's Report with the Board. Ms. Paluk shared with the Board that Abby Kelley has been Hybrid following the February Break, but planned to bring the Gold Cohort in the next day (February 25th). Ms. Paluk explained this decision to remain remote after the break was a challenge, but to assure staffing and to allow those who traveled and needed to test for COVID it was the best decision for Abby Kelley.

Ms. Paluk shared that the District would be participating in Pool Testing for COVID, which gives the District one more tool to monitor the Abby Kelley community for COVID. Pool Testing supports the detection of COVID in individuals who may be asymptomatic. Participation is voluntary for all staff and students, to date 80 individuals have signed up.

Ms. Paluk noted a few upcoming dates for the Board; Charter School Advocacy Week is taking place this week. Ms. Zagabe-Ndiku is involved in one or two of the sessions with legislators, as are Abby Kelley staff.

The annual Enrollment Lottery will be held on Thursday, February 25th. The Enrollment Lottery is required to be a public lottery, but given COVID restrictions, Abby Kelley will stream the Lottery Live on Facebook. Enrollment started out a bit slow this year, but with a bit more publicity than what is typically done, the applications are where we usually end up at year to year. Ms. Paluk noted that upon acceptance into the Kindergarten families will be coming to school on May 19th for Kindergarten Screening.



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Community Reading Day is taking place in the Elementary School (March 5th) and in the Middle School (March 9th). The event will be held via Zoom, and community partners and friends of Abby Kelley have been invited to be readers. Ms. Paluk extended an invitation to the Board as well.

Ms. Paluk let the Board know that a recent fire in Worcester has affected an Abby Kelley family. They had lost their home and belongings but fortunately everyone in the student's family made it out of the fire. There are efforts in the Abby Kelley community to support the family.

The conversation then turned to the District's plan to begin full in-person learning as of April 5th. This plan would begin for the Elementary immediately, with the Middle and High Schools following after. This update comes from DESE, and the spacing between desks is likely to be moved to 3'. Ms. Paluk explained that the Hybrid Model will not be an option for families; it will be full in-person or remote. Abby Kelley is at an advantage with this upcoming change, as our students have been hybrid, but safety as we move forward is what's at the forefront of everything. Mr. Royce asked about students who choose to go remote, if they would have to unenroll from Abby Kelley, Ms. Paluk explained that the District would have to provide a remote option for families. There were some additional questions from the Board regarding substitute teachers, whether Abby Kelley could host a vaccination day(s) for staff and regarding the distance between students when they return.

Ms. Paluk noted that substitute teachers were hard to come by, but that everyone was stepping up when and where they could. Abby Kelley will not be able to host a vaccination site, as vaccines are hard to come by, we do not have the staffing to administer the shots. Ms. Paluk shared that the District is connecting with Community Partners to see if there might be opportunities for staff to be vaccinated within the community.

Ms. Blue, at the conclusion of Ms. Paluk's update Ms. Blue moved to the Board's need to vote to approve Ms. Amy Vernon P'29,'31 as a Trustee. Ms. Blue shared some highlights from Ms. Vernon's resume and the Board offered some feedback regarding her joining the Board. Ms. Blue asked for a Motion to approve Amy Vernon as a Trustee for a 3-year term. Mr. Royce made the Motion, Ms. Zagabe-Ndiku seconded the Motion. The Board unanimously approved Ms. Vernon as a Trustee.

Ms. Blue then asked Ms. Yarnie to update the Board on the recent Education Committee meeting. Ms. Yarnie summarized the committee's most recent meeting and noted that MCAS were still on as planned but specific guidance is still forthcoming from DESE.



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From the Educational Foundation Ms. Zagabe-Ndiku shared the Golf Committee would be meeting in the next week or so, planning is underway and the Tournament is Monday, June 7th.

Mr. Royce noted the Facilities and Finance would be meeting later that week on February 26th.

Ms. Blue shared with the Board that the DEI Committee has selected a new parent to join the Committee. Additionally there has been an additional parent who joined one of the subcommittee within the DEI Committee. Ms. Blue also noted the Retention and Recruitment subcommittee was well established and the DEI Committee is eager to hear what they suggest.

Ms. Blue highlighted the upcoming Board and Committee Meetings **Education Committee** Thursday March 11th, 7:45 a.m., **Facilities and Finance Committee** Friday, February 26th, 8:00 a.m. and Friday, March 19th, 8:00 a.m. The **Educational Foundation Golf Tournament Committee** meets on Monday, March 1st, 8:00 a.m. and the **Board of Trustees** meets next on Tuesday, March 30th, 6:30 p.m.

Ms. Blue asked for a Motion to Adjourn. Ms. Yarnie made the Motion, it was seconded by Ms. Zagabe-Ndiku. The Board unanimously voted to adjourn at 7:11 p.m.



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  - b. Public Comments / Open Forum
  - c. Old Business
- IV. Review of the Meeting Minutes from February 24, 2021
  - a. **Motion:** To accept the meeting minutes from February 24, 2021.
- V. Update on a full in-person return to school- Ms. Paluk
  - a. Regional Footprint discussion
    - i. **Motion:** To update the sending district towns to be in compliance with DESE requirements.
  - b. Family School Partnership Initiative (FSPI)
  - c. DESE Site Visit May 6 & 7
- VI. Board/Committee Updates
  - a. Education Committee- Ms. Yarnie
    - i. **Motion:** To approve the '21-'22 academic calendar as presented.
  - b. Educational Foundation- Ms. Zabage-Ndiku
  - d. Facilities and Finance- Mr. Royce
  - e. DEI Committee- Ms. Blue
  - f. Executive Director Search - Ms. Blue
    - i. **Motion(s)-** To be considered in accordance with discussion.
- VII. Upcoming Board and Committee Meetings
  - a. **Education Committee**
    - i. Thursday, April 8th, 7:45 a.m.

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b. **Facilities and Finance Committee**

ii. Friday, April 16th, 8:00 a.m.

c. **Board of Trustees**

iii. Wednesday, April 22nd, 6:00 p.m.

iv. Wednesday, April 28th, 6:30 p.m.

VIII. Adjournment

a. **Motion:** To adjourn the meeting.



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The Meeting was Called to Order by Celia Blue, Board Chair at 6:35 p.m. Ms. Blue read the Abby Kelley Mission Statement and noted there was no public comments or old business.

The meeting's attendance is included with these minutes.

Ms. Blue tabled the Motion to review the February 24, 2021 meeting minutes.

Prior to beginning the meeting Ms. Paluk introduced Naira Joseph as the new Administrative Assistant who will become a liaison to the Board. After the introductions Ms. Blue asked Ms. Paluk to update on the full in-person return to school for K-7th grade.

Beginning with an overview of the Elementary and Middle schools Ms. Paluk shared the following:

- The model chosen by families is the model they stay with, there can not be any back and forth, day by day or week by week.

- Students will be 3 feet apart from one another, teachers are encouraged to maintain six feet of distance between themselves and students.

- All students will eat six feet apart from each other.

- Chromebooks will continue to come back and forth with students to and from school.

- Transportation is available to all students who want/need it.

Speaking about the individual buildings beginning with Elementary School, Ms. Paluk noted the building is up to 84% with 400 students returning for full in-person instruction. There will be no morning program offered, but the Elementary School otherwise will operate schedule wise very similarly to how they did “pre-COVID” with the necessary modifications for social distancing. There will be one remote class per grade

The Middle School has 76% of students back for full in-person instruction. Class Blocks are now 70 minutes, with an hour long lunch and recess break. There have been some classes that were relocated, staff as well but everyone has been accommodated.

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The High School will come back with approximately 280 students for full in-person instruction. The school day will be slightly shorter than “normal” as well. These numbers are along the lines of what other districts are seeing for their high school students.

Each Principal commended their staff for the work they have done and continue to do to make this school year work. The Board asked questions of the Principals and Ms. Paluk around the plans, staff moral and comfort level, sports and plans for students who needed additional support.

Ms. Zagabe-Ndiku looked to discuss more of the High School’s timelines; returning, graduation, how much time in between these dates. She voiced a concern this plan was “a lot of work for a little time in-person,” Mr. Kursonsos noted the timeline was a result of waiting for direction from DESE on the return of High School students.

Ms. Blue asked where the District stood with busses, here are 10 for the Elementary School, 8 for the Middle School and the High noted there was no change in their bussing as of now.

Ms. Yarnie asked about staff vaccination rates, which Ms. Paluk did not immediately have it. She noted that Abby Kelley is not requiring staff to be vaccinated and she would provide anecdotal numbers.

Ms. Paluk shared with the Board the Special Education and ELL audit was completed and Abby Kelley was found to be in full compliance. Ms. Little and Ms. Tambolleo were recognized for their work in managing this audit and the programs.

Ms. Paluk shared with the Board that the District, led by the Middle School as the driving force behind this grant application, is participating in a Family School Partnership Initiative (FSPI) program led by South and Main. The FSPI program is allowing the District to learn about better family engagement, offering Abby Kelley the opportunity to ask tough questions of ourselves and what we have “always done” to better show and help us to understand if what we are doing is working for our families and students. This group is working to identify families to participate in surveys, focus groups to take this information back to our consultants who will guide Abby Kelley with plans to move forward to support better relationships and communication with the families within our District.

Ms. Paluk reminded the Board of the upcoming DESE visit May 6 & 7 which was rescheduled from last spring. The visit will be done virtually and will include students, staff, families, and members of the Board meeting with DESE representatives over those two days.

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At the conclusion of Ms. Paluk's report Ms. Blue asked the Board members for their committee reports. Ms. Yarnie shared that the 2021-2022 Academic Calendar was prepared and ready for the Board's approval. Ms. Yarnie noted that the Academic Calendar reflects a "normal" start to the school year at this time, including five snow days, holiday breaks and half days for Professional Days. Ms. Blue asked for a Motion to approve the 2021-2022 Academic Calendar. Mr. Royce made the Motion, Ms. Zagabe-Ndiku seconded the Motion and the Academic Calendar was unanimously approved.

Ms. Zagabe-Ndiku reminded the Board of the Golf Tournament on June 7th and noted they would be emailed the sponsorship materials.

Ms. Blue reported on the work of the DEI committee; the subgroups continue to work on a charter and on recruitment and retainment for staff. The finished work will be brought to the Board for final review and approval.

Mr. Royce noted that the Budget for FY'22 is coming together and will be shared at next month's Board Meeting.

Ms. Blue then moved to the topic of the Executive Director search. She noted with all that is going on in the District in the next few months, she wants to make sure the Board is thoughtful and deliberate in their work to begin an Executive Director search.

Ms. Blue spoke about having conversations with Ms. Park regarding the use of a Clark student to help to pull the pieces together for an Executive Director profile which would also be used to support future work on a strategic plan. The Board discussed these pieces, weighing pros and cons, how things would fit together and what the needs of the District relative to this work would be. Following this conversation, Ms. Blue asked the Board for a Motion to approve Ms. Blue and Ms. Park to develop recommendations around the needs for the Executive Director search and future SWAT plan needs. Mr. Royce made the Motion, Ms. Yarnie seconded it. The Board unanimously approved the Motion.

Moving to the last item on the agenda, Ms. Blue asked Ms. Paluk to update the Board on the District's need to in some way adjust the Regional Footprint, per DESE. A clerical error was brought to the District's attention in October, which needs to be addressed; expand the towns students can apply from or cut that back. At this time there are still lingering concerns and questions which Ms. Paluk needs to address. She let the Board know they would not be voting on this at tonight's meeting. She said the necessary information would be gathered and brought to the Education Committee.

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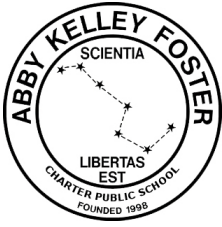
[https://akfcs-org.zoom.us/webinar/register/WN\\_CJzQGNkETi-\\_oZ1j8VbgRA](https://akfcs-org.zoom.us/webinar/register/WN_CJzQGNkETi-_oZ1j8VbgRA)

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Ms. Blue noted for the Board the next several committee and Board meetings; **Education Committee** Thursday, April 8th, 7:45 a.m., **Facilities and Finance Committee**, Friday, April 16th, 8:00 a.m., **Board of Trustees** Wednesday, April 22nd, 6:00 p.m. and Wednesday, April 28th, 6:30 p.m.

Following that Ms. Blue asked for a Motion to adjourn the meeting. Ms. Yarnie made the Motion, Ms. Zagabe-Ndiku seconded the Motion. The meeting adjourned at 8:04 p.m.

Attendee Report							
Report Generated:	4/20/2021 9:34						
Topic	Webinar ID	Actual Start Time	Actual Duration (minutes)	# Registered	# Cancelled	Unique Viewers	
<b>Board of Trustees Meeting</b>	<b>913 9017 3534</b>	<b>3/30/2021 18:15</b>	<b>109</b>	<b>19</b>	<b>0</b>	<b>16</b>	
Host Details							
Attended	User Name (Original Name)	Email	Join Time	Leave Time	Time in Session	Country/Region Name	
Yes	Michelle Vigneux	mvigneux@akfcs.org	3/30/2021 18:15	3/30/2021 20:04	109	United States	
Panelist Details							
Attended	User Name (Original Name)	Email	Join Time	Leave Time	Time in Session	Country/Region Name	
Yes	Patrick Royce, Treasurer	proyce@akfcs.org	3/30/2021 18:29	3/30/2021 20:04	95	United States	
Yes	Bibiche Zagabe-Ndiku P' 21, '23, PP'17, '18	bndiku@akfcs.org	3/30/2021 18:28	3/30/2021 20:04	97	United States	
Yes	Chris Kursonis, HS Principal	ckursonis@akfcs.org	3/30/2021 18:29	3/30/2021 18:39	10	United States	
Yes	Chris Kursonis, HS Principal	ckursonis@akfcs.org	3/30/2021 18:40	3/30/2021 19:04	25	United States	
Yes	Celia Blue, PP'18, Chair	cblue@akfcs.org	3/30/2021 18:30	3/30/2021 20:04	94	United States	
Yes	Mike Grennon, Director of Facilities	mgrennon@akfcs.org	3/30/2021 18:27	3/30/2021 20:04	97	United States	
Yes	AnnMarie Little, Director of Special Ed & Gvmt Relations	amlittle@akfcs.org	3/30/2021 18:18	3/30/2021 18:19	1	United States	
Yes	AnnMarie Little, Director of Special Ed & Gvmt Relations	amlittle@akfcs.org	3/30/2021 18:26	3/30/2021 20:04	98	United States	
Yes	Naira Joseph, Administrative Assistant	njoseph@akfcs.org	3/30/2021 18:31	3/30/2021 20:04	93	United States	
Yes	Amy Emma, ES Principal	aemma@akfcs.org	3/30/2021 18:28	3/30/2021 20:04	97	United States	
Yes	Alisha Carpino, Director of Finance & Operations	arcarpino@akfcs.org	3/30/2021 18:25	3/30/2021 20:04	100	United States	
Yes	Shelly Yarnie P'19, PP'30, Clerk	syarnie@akfcs.org	3/30/2021 18:32	3/30/2021 20:04	92	United States	
Yes	Jie Park, Ph.D.	jiemark@akfcs.org	3/30/2021 18:31	3/30/2021 20:04	94	United States	
Yes	Amy Puliafico, MS Principal	apuliafico@akfcs.org	3/30/2021 18:36	3/30/2021 18:52	16	United States	
Yes	Amy Puliafico, MS Principal	apuliafico@akfcs.org	3/30/2021 18:52	3/30/2021 20:04	72	United States	
Yes	Heidi Paluk	hpaluk@akfcs.org	3/30/2021 18:16	3/30/2021 20:04	108	United States	
Attendee Details							
Attended	User Name (Original Name)	First Name	Last Name	Email	Registration Time	Join Time	Leave Time
Yes	Jennifer Giusto	Jennifer	Giusto	jgiusto@akfcs.org	3/30/2021 18:39	3/30/2021 18:39	3/30/2021 20:04
Yes	Mike Penney	Mike	Penney	mpenney@akfcs.org	3/30/2021 18:24	3/30/2021 18:34	3/30/2021 20:04
Yes	Caroline Cole	Caroline	Cole	ccole@akfcs.org	3/30/2021 18:26	3/30/2021 18:34	3/30/2021 20:03
Yes	Victoria Saganich	Victoria	Saganich	Vsaganich@akfcs.org	3/30/2021 18:28	3/30/2021 18:34	3/30/2021 19:54
No	Amanda	Amanda	Durkin	adurkin@akfcs.org	3/26/2021 8:30	--	--
Yes	Kaitlyn Greenwood	Kaitlyn	Greenwood	kaitlyngreenwood@akfcs.org	3/28/2021 17:04	3/30/2021 18:34	3/30/2021 20:04
No	Sara Ramirez	Sara	Ramirez	marsa05@gmail.com	3/30/2021 18:20	--	--
No	Amaryllis	Amaryllis	Teixeira	amaryllis.pt@hotmail.com	3/10/2021 19:48	--	--
Yes	Sara Ramirez	Sara	Ramirez	sramirez@akfcs.org	3/30/2021 13:05	3/30/2021 18:34	3/30/2021 19:54
Yes	Anne Clayborne	Anne	Clayborne	aclayborne@akfcs.org	3/30/2021 18:41	3/30/2021 18:41	3/30/2021 20:03
Yes	Mike Vigneux	Mike	Vigneux	mikevigs@gmail.com	3/30/2021 18:22	3/30/2021 18:34	3/30/2021 20:03
Yes	Amy Vernon	Amy	Vernon	avernon@akfcs.org	3/30/2021 18:33	3/30/2021 18:34	3/30/2021 20:04
Yes	Hannah LaLancette	Hannah	LaLancette	hlalancette@akfcs.org	3/30/2021 19:01	3/30/2021 19:01	3/30/2021 20:04
Yes	Ali Hyde	Ali	Hyde	ahyde@akfcs.org	3/26/2021 8:03	3/30/2021 18:34	3/30/2021 18:56
Yes	Amelie Tambollo	Amelie	Tambollo	atambollo@akfcs.org	3/30/2021 18:31	3/30/2021 18:34	3/30/2021 20:04
Yes	Peter Magerowski	Peter	Magerowski	pmagerowski@akfcs.org	3/30/2021 18:31	3/30/2021 18:35	3/30/2021 20:02
Yes	jessica regan	jessica	regan	jregan@akfcs.org	3/30/2021 18:41	3/30/2021 18:42	3/30/2021 20:04
Yes	Rob Kerr	Rob	Kerr	Rkerr@akfcs.org	3/30/2021 18:24	3/30/2021 18:34	3/30/2021 20:03
Yes	Brian Morse	Brian	Morse	Bmorse@akfcs.org	3/30/2021 17:45	3/30/2021 18:34	3/30/2021 19:07



## ABBY KELLEY FOSTER CHARTER PUBLIC SCHOOL

10 New Bond Street ▪ Worcester, MA 01606  
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www.akfcs.org

### Fiscal Year 2022 Narrative – Version Two

#### Revenues

##### ● **Revenues from State Sources (Tuition)**

- I have estimated tuition funding at \$20,828,322 based on calculations of predicted FY22 enrollments and the information provided below.
- FY22 rates are based on the House Ways and Means Budget (HWM) proposal and reflect the passage in November 2019 of An Act Relative to Educational Opportunity for Students, commonly known as the Student Opportunity Act (SOA). SOA makes significant changes to the Foundation Budget Rate formula, based on the recommendations of the Foundation Budget Review Commission (FBRC).
- Foundation Rates- Base rates are the same for every student regardless of their sending district and are used to determine the foundation rates which vary depending on a number of factors and are dependent on the make-up of the students that attend Abby Kelley from that city or town. Each foundation rate is the makeup of the following.
  - The base rate for each student by grade. (SOA was added into this rate so it will increase in FY22 and going forward);
  - Additional funding for each English Language Learner (ELL) student by grade;
  - Economically disadvantaged funding is based on the decile percentage assigned to that city or town and allocated based on the number of students that meet the designation;
  - Additional Funding comes in for Special Education. This is the one piece that is not based on actual headcount. We receive the special education rate for 3.82% of our total enrollment and this rate does not vary based on grade.
- Facilities Aid- This tuition rate remains the same in FY22 at \$938 per pupil.
- Above Foundation Spending Rate- In the absence of actual school spending data, updated third quarter FY21 above foundation spending percentages have been used to generate projected rates. Actual rates may be lower or higher than those presented. Actual above foundation spending rates fluctuate until they are set in June of the fiscal year they represent. Due to the uncertainty of the above foundation spending rates, I calculated this portion by taking an average of the last thirteen years and using that to predict the FY22 rates.

##### ● **Revenues from State Sources (Transportation)**

- Transportation (In-District) – The projected transportation rate for FY22 is \$888 per student, totaling \$1,193,000. This is paid at 1/12 July through May. In June, DESE finalizes a claim form that we submit in the preceding February and the final payment is adjusted to capture the true transportation cost for that fiscal year.
- Transportation (Regional) - As a regional charter, we report our expenses to the charter school office. This data gets used to calculate an Entitlement (for expenses to transport pupils who reside >1.5 miles from school). They compare the state-wide entitlement to the available appropriation (it's always less) and then prorate and reimburse in the late spring. Reimbursement comes after districts' EOYRs (the report that provides them with baseline transportation data for "regular" regional schools) audits have been received. This is paid in two payments with this first typically happening in April/May. Based on this I have estimated FY22 regional transportation in the amount of \$42,000.

##### ● **Nutrition Revenue**

- SSO (Seamless Summer Option) has been extended through the FY22 school year. This means will we be able to continue to provide free meals to all of our students and be reimbursed for every meal at the free breakfast and lunch reimbursement rate.

- **Other Sources of Revenue**

- Federal Grant Funding (Entitlements)
  - Totaling \$824,000, the revenue budgeted for FY22 is projected based on the FY21 awarded amounts. These are awarded based on formulas set forth in laws or regulations and consist primarily of Special Education, Title I, Title III programs.
- Covid Relief Funding
  - In FY22 our Covid relief funding will be made up of two grants, ESSER II and ESSER III. We have chosen to use half of the ESSER II in FY22 and one-third of the ESSER III totaling \$1,720,937 for FY22. We will have the same amount available for use in FY23.
- Other State Funding
  - This is made up of the teacher quality grant and Medicaid and is calculated based on past numbers totaling \$97,000
- Private Fundraising & Other Revenue
  - The Director of Development will seek additional grants & fundraising events through the foundation. Recently, two private grants were submitted to offset items such as new Science materials and IB fees, etc. so this is not reflected in the budget due to these funds being restricted. \$20,000 is budgeted from money raised to help offset the salary of the Director.
  - Other revenue is made up of athletic fees, school clubs, facility/field rental, E-Rate, and morning program revenue totaling \$85,000

## Expenses

- **Salaries**

- The total budgeted amount for salaries in FY22 is \$14,103,076. This number is inclusive of every staff getting their typical step increase, all stipends, and the addition of ten new positions. Adjusting the salary scale is not prudent for a few reasons: It was just done in FY21, a large portion of our revenue is coming from relief funds, and new state reimbursement formulas. As I become more familiar with the ebbs and flows of revenue in Charter Schools, this might be a logical next step. However, in FY22 we have opted to budget monies for staff retention that would only impact FY22.
- The 10 new positions are.
  - Middle School English Language Learner (ELL) Teacher
  - Middle School English Language Learner (ELL) Instructional Assistant- These two positions are necessary as EL students move from ES to MS
  - High School Special Education Instructional Assistant (IA) - To address the increase in Special Education students transitioning to 8<sup>th</sup> grade
  - Elementary School Intervention Teacher- Will provide targeted instruction for students, who are identified through assessments, as needing additional instructional support. They will be responsible for designing lesson progressions and assessments and will work closely with the classroom teachers to increase academic capacity.
  - Elementary School Wellness Teacher- Will incorporate interactive lessons using resources, like the Second Step curriculum and additional activities and resources to promote student's social and emotional learning.
  - Middle School Fifth Grade Teacher- We have had a planned student increase in 4<sup>th</sup> grade this year, necessitating an additional teacher to accommodate the increase in students as they move to 5<sup>th</sup> grade
  - Middle School Health Teacher- Our students have not had a formal health curriculum during formative Middle School years, and this position would also give us the opportunity to focus on social-emotional learning post-pandemic
  - High School Science Teacher
  - Information Technology Specialist- Additional Help Desk support due to the increased technology as a 1:1 district
  - Human Resources Generalist – Recruitment, benefits, and retention focus as part of being a culturally responsive workplace.

- **Fiscal Year 2022 Initiatives and One Time Costs**

- District-Wide Curriculum Approach
  - In FY22 we will convene a District-wide Math Committee and a District-wide Literacy Committee, as well as structure more District-wide professional development opportunities especially around Diversity, Equity, and Inclusion (DEI) and Social-Emotional Learning (SEO/SEL). These efforts will bring a K-12 approach to core



academics and ensure all staff are engaged in the development necessary to work with and teach our students.

#### Student Social Emotional Initiatives

- Social-emotional learning (SEL), is a behavioral framework that encompasses several skills affecting academic and life success, with benefits including better academic performance, fewer disciplinary incidents, and greater awareness and understanding for students about how to handle their emotions. Social-emotional learning affects the lives of students, teachers, parents, and the larger community in meaningful ways that improve relationships and societies as a whole. ESSER II and ESSER III grant funds will be allocated in part to this initiative, which will be used to help students with SEL as they return to school post-pandemic.
- Student Recovery Initiatives
  - Before implementing recovery plans for the future, future, we must first evaluate and assess what student gaps exist. It is not possible nor prudent during the remaining weeks of FY21 to conduct this assessment and therefore it will be the focus of the early part of next academic year. Funding from the ESSER II and ESSER III and will be used to evaluate students' needs and to formulate a recovery plan. Flexibility is necessary as the recovery process may take more than one academic year and will likely require additional infrastructure and capacity. Possible solutions may take a combination of instructional assistants who support certified staff or behavioral health specialists who can make clinical recommendations for learning strategies and outcomes. Planning needs to be flexible to respond to improving or worsening needs while restoring best practices and processes.
- Staff Recruitment and Retention
  - This initiative will help to move forward the work started by the Recruitment and Retention sub-committee as part of the DEI n committee.
  - Efforts include adding a new staff member to Abby Kelley whose core focus will be recruitment and retention in a proactive, district-wide approach
  - Retention is necessary in a market that is going to see increased hiring across all educational sectors. Managing for employee retention involves strategic actions to keep employees motivated and focused so they elect to remain employed and fully productive for the benefit of the organization. A comprehensive employee retention program can play a vital role in both attracting and retaining key employees, as well as in reducing turnover and its related costs. All of these contribute to an organization's productivity and overall business performance. The plan will work to address respectful treatment of all employees at all levels, compensation, Trust between employees and senior management, job security, opportunities to use their skills and abilities at work, and continuing to create an environment of transparency.
- Diversity, Equity, and Inclusion
- Executive Director Search

#### ● Capital Projects FY22

- District-wide information technology evaluation and data refresh. (Under Administration)
- Replace water storage tank High School
- Water valve replacement High School
- Roof leak Middle School
- Security cameras Middle School
- Activity Center storage, stairs, and door
- New floor buffer machine
- Structural widow repairs Elementary School
  - (putting this out to bid and mapping timeline)
- HVAC in Middle School
  - (putting this out to bid and mapping timeline)

**This narrative was revised on 4.21.21 based on questions from the Finance Committee on 4.16.21 and new information and a format adjustment on budget presentation.**

**Abby Kelley Foster Charter Public School  
Proposed Fiscal Year 2022 Budget**

	Actual Fiscal Year 2020 Actuals	Budgeted Fiscal Year 2021 Budgeted	Actual Fiscal Year 2021 Forecasted	Budgeted Fiscal Year 2022 Budgeted	Budgeted Fiscal Year 2021 to 2022 Comparrison
<b>Revenues:</b>					
Revenue from State Sources	19,530,226	20,420,534	20,320,794	22,063,322	8%
State Grants	51,183	52,733	47,603	47,000	-11%
Revenue from Federal Sources	885,772	904,969	851,782	874,000	-3%
CoVID Funding	0	0	1,008,246	1,720,938	
Meal Program Revenues	488,175	719,792	209,291	650,000	-10%
AKFCS Educational Foundation Funding	9,810	20,000	0	20,000	0%
E-Rate Reimbursement	10,592	0	10,000	30,000	
In-Kind Donations	1,800,000	0	0	0	
Other Revenues	90,599	91,419	54,600	85,000	-7%
<b>Total Revenue</b>	<b>22,866,357</b>	<b>22,209,446</b>	<b>22,502,317</b>	<b>25,490,260</b>	<b>15%</b>
<b>Operating Expenses:</b>					
<b>Administration:</b>					
Salaries- Leadership & Administration (non-instructional)	923,983	966,319	886,927	889,332	-8%
Contracted Services- District	170,273	155,984	170,971	221,760	42%
Contracted Services- Legal	114,885	50,000	77,249	75,000	50%
Information Management & Technology	61,431	37,406	58,865	144,000	285%
Recruitment & Advertising	3,055	2,748	5,727	22,500	719%
Other Administrative Expenses	107,633	110,497	103,660	217,019	96%
Depreciation	44,381	14,119	12,150	86,188	510%
<b>Total Administration</b>	<b>1,425,640</b>	<b>1,337,073</b>	<b>1,315,549</b>	<b>1,655,798</b>	<b>24%</b>
<b>Instructional Services:</b>					
Salaries- Instructional	9,906,218	11,002,488	10,577,438	11,698,071	6%
Contracted Services- Instructional	141,026	169,500	151,475	230,100	36%
Professional Development	84,733	86,000	54,929	140,700	64%
Supplies & Materials	350,180	348,074	274,754	276,208	-21%
Instructional initiatives	0	0	0	600,000	
International Baccalaureate Program	36,950	60,560	48,305	49,427	-18%
Depreciation	150,813	167,912	124,056	165,768	-1%
<b>Total Instructional Services</b>	<b>10,669,920</b>	<b>11,834,533</b>	<b>11,230,957</b>	<b>13,160,273</b>	<b>11%</b>
<b>Pupil Services-Other</b>					
Salaries- Other Student Services	450,116	458,379	448,807	672,572	47%
Student Transportation	1,170,765	1,324,377	1,232,031	1,356,592	2%
Food Services	337,208	467,865	173,243	463,608	-1%
Nursing Supplies	1,968	3,009	2,124	6,000	99%
Athletic Programs	131,986	190,872	41,929	202,987	6%
Translations	4,644	0	16,563	30,000	
Other Student Services	56,413	67,633	32,450	106,250	57%
<b>Total Pupil Services</b>	<b>2,153,100</b>	<b>2,512,134</b>	<b>1,947,147</b>	<b>2,838,009</b>	<b>13%</b>
<b>Operation and Maintenance of Plant:</b>					
Salaries	568,657	607,421	536,269	407,695	-33%
Contracted Cleaning Costs	0	0	37,790	120,684	
Maintenance of Buildings, Grounds & Equipment	489,302	469,500	439,620	615,100	31%
Environmental Costs	57,943	3,000	0	0	-100%
Utilities	768,174	753,214	819,104	870,034	16%
Depreciation	1,337,866	1,420,007	1,404,836	1,452,772	2%
<b>Total Operation &amp; Maintenance of Plant</b>	<b>3,221,943</b>	<b>3,253,142</b>	<b>3,237,619</b>	<b>3,466,286</b>	<b>7%</b>
<b>Benefits and Other Fixed Charges</b>					
Retirement & Fringe Benefits	1,993,789	2,298,687	2,409,746	2,901,515	26%
Staff Retention	0	0	119,000	350,000	
Rental/Lease of Buildings, Grounds & Equipment	82,397	90,645	81,769	84,000	-7%
Insurance (non-employee)	147,281	149,003	144,301	154,241	4%
<b>Total Benefits and Other Fixed Charges</b>	<b>2,223,468</b>	<b>2,538,335</b>	<b>2,754,816</b>	<b>3,489,756</b>	<b>37%</b>
<b>Total Operating Expenses</b>	<b>19,694,071</b>	<b>21,475,218</b>	<b>20,486,088</b>	<b>24,610,122</b>	<b>15%</b>
<b>Non-Operating Expenses:</b>					
COVID Related Costs	0	0	503,994	0	
Interest Expense- Long Term Debt	782,087	732,129	734,544	686,720	-6%
MDFA Guaranty Fee/Letter of Credit Fee	6,658	5,000	3,742	3,000	-40%
<b>Total Non-Operating Expenses</b>	<b>788,745</b>	<b>737,129</b>	<b>1,242,280</b>	<b>689,720</b>	<b>-6%</b>
<b>Non-Operating Revenue:</b>					
Interest Income	89,433	100,000	27,031	3,000	-97%
<b>Total Non-Operating Revenue</b>	<b>89,433</b>	<b>100,000</b>	<b>27,031</b>	<b>3,000</b>	<b>-97%</b>
<b>Total Expenses</b>	<b>20,482,817</b>	<b>22,212,347</b>	<b>21,728,368</b>	<b>25,299,842</b>	<b>14%</b>
<b>Change in Net Position</b>	<b>2,472,974</b>	<b>97,099</b>	<b>800,980</b>	<b>193,418</b>	<b>99%</b>