



BOARD OF DIRECTORS MEETING

September 8, 2014 – 227 North Market Street, Wilmington, DE

Minutes

Directors Present: Gerald Escovitz, John Pierson, Felicia Wenell, Latisha Bracy

Directors Absent: Henry Smith, Hal Real

Others Present: Kelly Davenport, Bill Porter, Paul Ramirez, Melanie Reiser, Ann Pagano

The meeting was called to order at 3:00 p.m. The president noted the presence of a quorum, and the meeting commenced.

- I. **Approval of Minutes** – Felicia Wenell motioned that the minutes of the meeting be approved as read, and John Pierson seconded this motion. The Board was polled, and the motion passed unanimously.
- II. **DE Charter School Law Review** – Melanie Reiser provided the Board with an overview of the requirements for the Citizen Budget Oversight Committee including information on purpose and membership. Kelly Davenport suggested that we reach out to our attorney when the time comes to form this committee to make sure we are following the letter of the law. Jodi O’Ferrall will make a presentation on charter school finances and this committee at the next meeting.
- III. **Facility Update** – Kelly Davenport provided an update on the proposed facility in the central business district of Wilmington, including negotiations with the landlord, bids received from contractors, and engineer reviewing HVAC, plumbing, and electrical. The aim is to have the landlord pay for tenant improvements and the school pay for these costs within the rent. We are currently trying to secure collateral for the tenant improvements. We are looking for a triple-net lease for approximately 46,000 square-feet of the 54,000-60,000 of rentable square-feet. Bill Porter indicated that we need to have a signed lease by December 15 to submit to the Delaware Department of Education. Latisha Bracy recommended that we meet with the neighborhood association ASAP and attend a community meeting, and indicated that she would find out when the next quarterly civic meeting would be held.
- IV. **FCS Wilmington Update** – Bill Porter provided an update on Freire Charter School Wilmington including the submission of the September 1, 2014 deliverables to the DE Department of Education per the “Pre-Opening Requirements for New Charter Schools Opening for the 2015-16 School Year” and upcoming submission requirements that include a sample parent letter of enrollment by November 1, 2014. Bill updated the Board on the status of our charter contract, indicating that the

DE Charter Schools Network has not approved the contract form and that it was unlikely that we will see the contract before the end of the year.

- V. **Ratify Charter School Performance Agreement** – Melanie Reiser reviewed the Charter School Performance Agreement that was submitted to the Delaware Department of Education on September 1, 2014. Felicia Wenell moved that we ratify this Charter School Performance Agreement, and Latisha Bracy seconded the motion. The Board was polled, and the motion passed unanimously.
- VI. **CMO Update** – Kelly updated the Board on Build the Future’s progress in establishing itself as an organization, indicating that the goal is to have the organization up and running by January 1.
- VII. **Fundraising Update** – Ann Pagano updated the Board on fundraising in an oral and written report, indicating that the school had \$34,000 remaining to raise in the \$300,000 Longwood Foundation grant matching challenge. The school has joined the New Castle County Chamber of Commerce and the Delaware State Chamber of Commerce. Delmarva Power has made a \$50,000 pledge over five years. Gerry Escovitz encouraged Board members to give their personal pledges for 2014-15 before the Longwood Grant match closes on September 25th.
- VIII. **New Board Member Recruitment** – Kelly Davenport expressed the need for more Board members and indicated that we would ask the Board members for their recommendations at the next meeting.
- IX. **Adjournment** – The meeting adjourned at 3:59 p.m. The next Board meeting is scheduled for October 20, 2014 at 3:00 p.m. at 227 North Market Street, Wilmington, DE.