



BOARD OF DIRECTORS MEETING

February 25, 2016 – 201 W. 14th Street, Wilmington, DE 19801

Minutes

Directors Present: John Pierson, Julia Li, Mia Davenport-Chaney, Clint Walker, Mike Cattermole, John Kane

Directors Absent: Henry Smith, Christian Willauer, Hal Real, Penny Marshall

Others Present: Felicia Wenell, Paul Ramirez, Bill Ray, Melanie Reiser, Matt Kong

- I. **Roll Call and Determination of Quorum** – The Meeting was called to order at 8:04 a.m. The President noted the presence of a quorum, and the meeting commenced.
- II. **Approval of Minutes** – Clint Walker moved that the minutes of the January 28, 2016 meeting be approved as read, and John Kane seconded this motion. The Board was polled, and the motion passed unanimously.
- III. **School Report** – Felicia Wenell reported on the joy initiative, reporting how teachers are taking the lead with assemblies. The school has rolled out a new discipline tracking system that is more robust than the state system, which will provide us with more and better data. We are focusing on hallway behavior as a priority. Paul Ramirez reported that we are working on increasing student voice with Student Council. He also reported that we are working on advancing pride, community, and identity, and will be introducing more college paraphernalia into the school environment. We hired a new Director of Student Services to replace a student services teacher who left, and she will be responsible for all students with IEPs. The school also met with the Rotary Club of Wilmington about the renovation plans for the park next door, which will include educational elements and an outdoor amphitheater in Phase 2. Clint Walker inquired as to student academic progress. Paul indicated that our students will take the Smarter Balanced tests in April and will be taking their third round of benchmarks for reading. Julia Li noted that there is now an increased joy in the level of wanting to learn on the part of students which is making it possible for teachers to now increase the academic rigor.
- IV. **Enrollment/Recruitment 2016-17** – Paul Ramirez reported on the recruitment efforts for the 112 8th graders for next year. We are now in the process of converting applications into enrollment. The deadline to be 80% enrolled is April 1, 2016 (269 total students, grades 8-10, including currently enrolled students). We are inviting everyone who applied to attend an open house, holding open houses for further recruitment purposes, and conducting a major mailing campaign over the next month to reach out to families. John Pierson indicated that in a conversation with Jen Nagourney with the DE DOE, she indicated that there are a number of our current students who have applied to other schools for next year, which needs to be considered in our recruitment targets.

- v. **Phase 2 Construction Update** – Melanie Reiser reiterated last month’s update on the Phase 2 construction, indicating that the project is over our initial budget due to increased cost of labor and materials and new requirements for fireproofing the basement and fifth floor. We are working every angle to make the budget work.
- vi. **Finance Report** – Bill Ray presented the financials for the month ending January 31, 2016. We are on course to end the fiscal year consistent with our break even budget. We are having a short term cash flow issue, because we have not yet received our remaining State funding. Brook Hughes anticipates that we will receive this \$550K in the next two weeks. We received \$110K in operating funds from the CSP grant this month. Currently we are meeting six out of the eight ratios for the DOE financial performance framework.

John Pierson suggested that John Kane start attending CBOC meetings as a representative of the Board.

As of January 31, 2016, the Freire Foundation has raised \$143,520 of contributions that are donor restricted for Freire Charter School Wilmington. The restricted donations were already spent on eligible expenses in accordance with donor specifications. Therefore, Build the Future recommends that Freire Charter School Wilmington accept the receipt of these contributions. John Kane moved to accept the receipt of \$143,520 of contributions from the Freire Foundation to the Freire Charter School Wilmington, and Clint Walker seconded this motion. The Board was polled and the motion was approved unanimously.

- vii. **Fundraising Update** – To date we have raised \$21,850 in donations and a \$75,000 grant from the Welfare Foundation toward furniture, fixtures, and equipment, for a total of \$96,850 toward our \$300,000 fundraising goal. John Pierson impressed upon the Board the importance of Board member giving, and suggested we think about setting a Board gift giving goal. The Board formed a Development Committee comprised of John Pierson, Clint Walker, and Hal Real.
- viii. **Adoption of CIPA Internet Safety Policy** – Melanie Reiser presented the CIPA Internet Safety Policy, which is required as a school participating in eRate and to ensure the safety of our students when using the Internet. Clint Walker moved that we adopt the CIPA Internet Safety Policy, and Mia Davenport-Chaney seconded it. The Board was polled, and the motion was approved unanimously.
- ix. **Governance Update** – Mike Cattermole motioned that the Board elect Bob Goff to its membership as a representative of the Midtown Brandywine neighborhood, and Mia Davenport-Chaney seconded it. The Board was polled and the motion was approved unanimously.

Melanie Reiser reviewed required Board member clearance requirements with the Board.

- x. **Midtown Brandywine Committee Update** – There were no neighborhood concerns this month.
- xi. **Adjournment** – The meeting adjourned at 8:59 am.

The next Board meeting is scheduled for March 17, 2016 at 8:00 a.m. at 201 W. 14th Street, Wilmington, DE.