



MEETING OF THE BOARD OF DIRECTORS

April 18, 2019

201 W. 14th Street, Wilmington, DE 19801

Minutes

Directors Present: Mia Davenport-Chaney, Nathan Moser, David Singleton, Mark Stellini, Clint Walker, Nathan Will, Christian Willauer

Others Present: Leigh Botwinik, Lloyd Chad (Freire Wilmington student), Kelly Davenport, Felicia Harrington, Max Matthews, Johnny Mills, Paul Ramirez, Bill Ray, Silvia Rodriguez

8:05 AM, meeting called to order.

I. Public Comment

- a. Clint Walker introduces Silvia Rodriguez, a potential parent representative to the Board of Directors, and David Singleton, who will be voted to the Freire Wilmington Board during this meeting.

II. Review and Approval of Minutes

- a. The Board reviews the minutes from the February 21, 2019 Board Meeting.
- b. Christian Willauer makes a motion to approve. Nathan Will seconds. Mark Stellini abstains. Mia Davenport, Nathan Moser, Clint Walker, Nathan Will, and Christian Willauer in favor.

III. School Reports

- a. Student Update
 - i. Lloyd Chad, a current senior at Freire Wilmington, shares that he likes where Freire Wilmington has come since he started in 9th grade. He believes the class structure for seniors could be adjusted to lessen the work load. Lloyd is currently weighing options for potential colleges after graduation.
 - ii. Lloyd notes that the seniors are excited for the upcoming senior week, graduation, and prom.
- b. Staff Member
 - i. Nathan Moser shares that he believes the school is doing a remarkable job providing the “senior experience” to the first graduating class of Freire Wilmington. The school is offering prom, overnight fieldtrips, and other activities for seniors throughout the end of the school year.
 - ii. Nathan shares that the PSAT scores were released and Freire Wilmington’s scores are approaching state averages. Nathan shares that this highlights the power of a Freire education since, statistically, Freire Wilmington students come in significantly below grade level.
 - iii. The PSAT scores highlight the need for additional supports in math. Freire Wilmington is aware of this issue and is working to hire additional math teachers for next school year.
- c. Heads Report
 - i. February Data Packet
 1. Felicia Harrington shares that suspension rates are lower and attendance rates are higher compared to last year. The school just

- finished Quarter 3 and report cards have been distributed to students and families.
2. In Quarter 3, afterschool programming saw 738 afterschool center visits, which support students in specific academic content areas and skill mastery.
 3. Felicia shares that admissions is trending behind previous years and the school is working on a marketing initiative to address the lower number of applications received to date. Felicia has reached out to other local principals and they are also seeing a downward trend in both applications and enrollment numbers.
 4. Felicia shares that spring sports at Freire Wilmington include both a women's soccer team and track and field.
- ii. College Admissions Report
 1. Felicia shares that 94% of seniors have received an acceptance letter from one or more college or university.
 2. Currently, college counselors are helping students sort through financial aid packets and scholarship information to empower students to make the most informed decision about where to attend.
 3. Felicia shares that the college counseling team has already begun helping the junior class apply for colleges and financial aid.
 4. In total, the first graduating class of Freire Wilmington has raised \$6 million in scholarship and aid funds with more to anticipated to come in before the end of the school year.
 - iii. Freire Wilmington Graduation
 1. Felicia shares that graduation will take place on June 4, 2019 at the Queen Theater. All Board Members are invited to attend.
 - iv. Paul Ramirez shares that Freire Wilmington is focused on its future. The school is working to not just be a good school, but a great school. School leadership is working with the Board, students, parents, and other stakeholders to plan the future of Freire Wilmington.
 - v. Paul shares that SAT results will be released before the June Board meeting. The school is aware that math is a major growth area. To address this need, the school is revamping the math curriculum for next school year.
 - vi. Paul notes the biggest challenge facing the school at this time is teacher hiring. The country is facing the largest teacher shortage in years, which has reduced the number of applicants and qualified teachers. To address this issue, leadership began hiring back in January for next school year.
 - vii. Kelly Davenport shares that Freire Wilmington's staff is one of the most diverse in the state of Delaware, within the top 10% for teacher diversity. Freire Wilmington also have the highest staff diversity percentage throughout the Freire Network.
- d. CSP Grant Update
 - i. Max Matthews shares that Build the Future was awarded a CSP Grant from the Department of Education. This grant awards \$1.5 million to Freire Wilmington to expand their charter and offer additional grades. The school has 3 years to spend these funds.
 - ii. With an expanded charter, Freire hopes to address the achievement gap that students face when entering Freire Wilmington. Paul shares that there is a concern around having adequate staffing and leadership for the expanded

charter. The school has been strategic with recent hires, focusing on candidates with leadership potential.

IV. Financials

- a. March 2019 Financial Packet
 - i. Bill Ray shares that the school has had a few vacancies this year, potentially creating a surplus of \$100,000 above what is needed to meet the FY 2019 financial ratios. The school is in the process of determining how to best spend those additional funds. One option is to pay off the Barclay's interest only construction loan.
 - ii. Silvia Rodriguez shares that she is concerned about the food offered during breakfast and lunch. She notes her children do not enjoy the food and always come home ready to eat. She wonders if the school could spend some of the extra funds on better food options for students. The Board notes this is something to consider as the school hopes to expand.
 - iii. Mark Stellini makes a motion to approve the March 2019 Financials. Christian Willauer seconds. All in favor.
- b. Clint Walker recuses himself from all Barclay's Bank discussions.
- c. Christian Willauer asks the Board to consider the best way for the school to spend the budgetary surplus. Felicia informs the Board that there are no major capital expenses on the horizon. Bill Ray notes that applying the budgetary surplus to the current Barclay's construction loan (\$110,000 after this year) would free up just over \$55k in annual principle and interest payments. Kelly Davenport shares that the rent for the building will increase next year and paying off the loan would alleviate the burden of additional rent. Bill notes the school still has over \$800,000 in reserve for any unforeseen emergency expenses.
- d. The Board discusses the benefits of paying down the Barclay's loan verses using the surplus to address other school needs.
- e. Mark Stellini makes a motion to use the budgetary surplus to pay off the construction loan in full (\$110,000) based on the school's recommendation if the school can pay the loan and still meet all financial rations. Mia Davenport-Chaney seconds. Clint abstains. Mia Davenport, Nathan Moser, Mark Stellini, Nathan Will, and Christian Willauer vote in favor.
- f. Barclay's Bank Revolving Credit Agreement
 - i. Christian Willauer asks for a motion to approve a new line of credit for \$500,000 from Barclay's Bank. This line of credit would replace the original \$850,000 line of credit that the school has never utilized. The terms of the new line of credit are in line with the previous agreement.
 - ii. Mark Stellini makes a motion to approve. Mia Davenport-Chaney seconds. Clint Walker abstains. Mia Davenport, Nathan Moser, Mark Stellini, Nathan Will, and Christian Willauer vote in favor.
- g. Barclay's Bank Security Agreement
 - i. The Board reviews the Barclay's Bank Security Agreement. Mark Stellini makes a motion to approve. Mia Davenport-Chaney seconds. Clint Walker abstains. Mia Davenport, Nathan Moser, Mark Stellini, Nathan Will, and Christian Willauer vote in favor.

V. Advancement

- a. Advancement Update
 - i. Kelly Davenport shares that network-wide, Freire has raised over \$300,000 this year. The network needs to raise an additional \$200,000 to meet their fundraising goal.
 - ii. This year, the network is hosting a non-event, where people are invited to not attend an event, but instead stay at home and spend time doing something they love while donating to the Freire Network. The tagline for this event is JOMO (Joy of Missing Out), which is the antonym of FOMO (Fear of Missing Out).
 - iii. Kelly shares that Hillary Sorin, the Director of Advancement for the Network, has resigned and Melanie Reiser has taken over her role.
 - iv. The advancement team has been actively applying to several large grants over the past few weeks. If awarded, these grants would allow Freire Wilmington to create an Innovation Lab to strengthen the technology-integrated learning offered at Freire Wilmington.
- b. Clint Walker charges the Board Members to make their yearly donations. He also shares that the school is hosting a Cultivation Event on May 22, 2019, where the school invites business leaders and colleagues to attend Freire Wilmington and learn about all the school has to offer.

VI. Policies and Agreements

- a. New Parent Leave Policy
 - i. Max Matthews reviews the New Parent Leave Policy. This policy was passed by the state legislator which requires schools provide 12 weeks of paid leave for new parent employees.
 - ii. Christian Willauer makes a motion to approve. Mia Davenport-Chaney seconds. All in favor.
- b. Freire Wilmington Slate of Staff with Salaries
 - i. Max Matthews shares that the Board is required to approve the Slate of Staff with Salaries during the October and April Board Meetings.
 - ii. Christian Willauer makes a motion to approve. Mark Stellini seconds. All in favor.
- c. Freire Wilmington 2019-2020 School Calendar
 - i. Felicia Harrington shares that Freire Wilmington creates their school calendar based on the four district calendars in New Castle County. Currently, only two districts have released their calendars. Once all four have been released, Freire Wilmington will create their calendar to best accommodate the four districts.
 - ii. Clint Walker proposes a motion to allow the Co-Heads of School to create and approve a calendar that is in line with state and regulatory requirements.
 - iii. Christian Willauer makes a motion to approve. Nathan Will seconds. All in favor.

VII. Governance

- a. Election of David Singleton to the Board of Directors
 - i. The Board reviews David Singleton's professional bio.
 - ii. Mark Stellini makes a motion to elect David Singleton to the Board of Directors. Christian Willauer seconds. All in favor.

- b. 2019 Board Self-Evaluation Survey
 - i. Max Matthews shares that the Board Self-Evaluation Survey allows the Board to see how they are performing and in what areas they can improve. This survey was sent to the Board last week with results shared during the June Board Meeting.
- c. 2019 Build the Future Survey
 - i. Max Matthews shares that the Build the Future Survey goes out annually to all Board Members and Heads of School to evaluate how Build the Future is performing.
 - ii. Leigh Botwinik notes that the survey is changing to stronger reflect what services Build the Future has agreed to provide to the schools.
 - iii. This survey will go out within the coming weeks.

VIII. Midtown Brandywine Committee Update

- a. There is no update at this time.

9:03 AM, meeting adjourned.