



MEETING OF THE BOARD OF DIRECTORS

SEPTEMBER 22, 2022 @ 8 AM

ZOOM: MEETING ID: 832 2766 2051 | PASSWORD: 914906

LOCATION: FREIRE CHARTER SCHOOL WILMINGTON | 201 W. 14TH ST., WILMINGTON DE 19801

Board Members Present: Kate Bayard, Sheela Dattani, John Kane, Jilian Mackenzie, Keisha Nesbitt-Cohen, Robert Mansell, Nathan Moser, David Singleton, Clint Walker

Others Present: Leigh Botwinik, Lissa Brutus, Olivia Burgess, Kelly Davenport, Victor McCloud (10th Grade Student), Melanie Reiser, Shinelle Superville, Tanza Pugliese, David Tuminaro, Maddie Weckel

Meeting Start, 8:00 AM

I. Public Comment

- A. There is no public comment.

II. Governance

- A. New Board Parent Representative, Keisha Nesbitt-Cohen (*Att. 2A*)*
 1. Keisha Nesbitt-Cohen introduces herself to the Freire Wilmington Board of Directors.
 2. David Singleton makes a motion to approve. Nathan Moser seconds.
 3. Sheela Dattani, John Kane, Jilian Mackenzie, Robert Mansell, Nathan Moser, David Singleton, and Clint Walker vote in favor of the motion. There are no votes against and no abstentions.
- B. New Board Representative for Midtown Brandywine, Kate Bayard (*Att. 2B*)*
 1. Kate Bayard introduces herself to the Freire Wilmington Board of Directors.
 2. David Singleton makes a motion to approve. Nathan Moser seconds.
 3. Sheela Dattani, John Kane, Jilian Mackenzie, Robert Mansell, Nathan Moser, David Singleton, and Clint Walker vote in favor of the motion. There are no votes against and no abstentions.
- C. FCSW Board Visitation Day | October 20, 2022
 1. The Board of Directors are invited to attend the upcoming Freire Wilmington visitation day on Thursday, October 20, 2022.

III. Executive Session^T*

- A. Head of School Evaluation (*Att. 3*)
 1. The board makes a motion to move into Executive Session at 8:09 AM to discuss Head of School Evaluation for Maddie Weckel. David Singleton makes a motion to move the board into Executive Session. Nathan Moser seconds.
 2. The board makes a motion to adjourn Executive Session at 8:21 AM. David Singleton makes a motion to exit Executive Session. Nathan Moser seconds.
 3. Kate Bayard, Sheela Dattani, John Kane, Jilian Mackenzie, Keisha Nesbitt-Cohen, Robert Mansell, Nathan Moser, David Singleton, and Clint Walker vote in favor of the motion. There are no votes against and no abstentions.

IV. Review & Approval of Minutes, June 23, 2022 (*Att. 4*)*

- A. The board reviewed the minutes from the June 23, 2022 board meeting.
- B. David Singleton makes a motion to approve. Nathan Moser seconds.
- C. Kate Bayard, Sheela Dattani, John Kane, Jilian Mackenzie, Keisha Nesbitt-Cohen, Robert Mansell, Nathan Moser, David Singleton, and Clint Walker vote in favor of the motion. There are no votes against and no abstentions.

V. School Report

A. Staff Update

1. Nathan Moser explains the challenges the staff have overcome especially with COVID still circulating within the community. Nathan shares how excited the school community is for the purchase of the new building and opportunity to build a gym.
2. One concern that has been brought up by staff and parents is whether the new gym facility will have laundry and shower spaces.
 - a) David Singleton confirms the current plan includes a laundry room and two shower rooms.
3. Nathan shares that last week's Back to School Night, hosted in the Dragon's Den, was a hit for all those in attendance.

B. Student Update

1. Victor McCloud, current 10th grader at Freire Wilmington, is currently running for Chair of the 10th Grade Student Government Association. He explains his excitement to be actively involved this year, especially as a member of the basketball team. He applauds the school and staff for all their hard work but notes the food could be improved.

C. Heads Report

1. Admissions Update

- a) Maddie Weckel shares that Freire Wilmington is expected to be below the 500 student enrollment threshold this year. Freire Wilmington is still actively enrolling students and has received two intent to enroll forms already today.
 - b) The admissions team has been hitting the ground hard with their outreach, including attendance phone calls and mailing campaigns.
 - c) Freire Wilmington has partnered with companies such as L.Y.T.E. Manhood Program, Rodney Street Tennis and hope to collaborate with The Teen Warehouse and Boys and Girls club.
2. Freire Schools September 2022 Dashboard (Att. 5A)
 - a) Maddie reviews the dashboard with the board.
 3. Freire Charter School Wilmington 2022-23 Annual Plan (Att. 5B)
 - a) Freire Wilmington will be focusing on two mindsets for the 2022-2023 academic year, Joy & Growth.
 - b) Joy will be intentionally cultivated throughout the school year with the staff, community, and students. The outcomes behind this mindset are to have students eager to show up everyday and full retention of the staff over the next school year.
 - c) Growth has been a continual mindset within the Freire Wilmington community but will be amplified going forward, including celebration of goals and small wins throughout the community.
 4. The school will continue to support the students in the school by utilizing the new initiatives such as raising the bar academically through high quality curriculum, humanizing the students through restorative practices, and using generative conflict to ensure all voices are heard.

VI. Financials

A. June 2022 Financial Report (Att. 6A)*

1. Shinelle Superville introduces herself to the board and reviews the June 2022 Financial Report.
2. Freire Wilmington currently has \$1,600,000 cash-on-hand as of June 30, 2022. Freire Wilmington currently meets six out of the seven financial performance framework ratios.

The School will receive a rating of “approaches standards” for total cash-on-hand after a decrease from 77 days to 70 days.

3. The School has a projected surplus of \$2,000 which is inclusive of \$100,000 due to a one time capital purchase and in-line with the FY 2022 budget.
4. Kelly Davenport updates the Board on the current search for a new Chief Financial Officer for the Freire School Network due to Willam Ray stepping down this past June.

B. CBOC Update

1. Election of New CBOC Member, Shinelle Superville (Att. 6B)*
 - a) The Board reviews Shinelle Superville’s resume.
 - b) David Singleton makes a motion to approve. Nathan Moser seconds.
 - c) Kate Bayard, Sheela Dattani, John Kane, Jilian Mackenzie, Keisha Nesbitt-Cohen, Robert Mansell, Nathan Moser, David Singleton, and Clint Walker vote in favor of the motion. There are no votes against and no abstentions.
2. Election of Shinelle Superville as CBOC Chair*
 - a) The board makes a motion to approve Shinelle Superville as Chair of the CBOC Board.
 - b) David Singleton makes a motion to approve. Nathan Moser seconds.
 - c) Kate Bayard, Sheela Dattani, John Kane, Jilian Mackenzie, Keisha Nesbitt-Cohen, Robert Mansell, Nathan Moser, David Singleton, and Clint Walker vote in favor of the motion. There are no votes against and no abstentions.

C. Audit Update

1. John Kane shares an update on the audit process, due October 3, 2022.

D. Update on Building Purchase

1. David Singleton shares that the School has closed on the loan for the purchase of both 201 & 205 W. 14th Street.

VII. Advancement

A. Advancement Report (Att. 7A)

1. Melanie Resier shares that Freire Schools raised \$455,757 in donations and pledges in unrestricted funding, exceeding the \$400,000 obligation to the schools by \$55,757.
2. The Friere Wilmington Fundraising Committee meets regularly to ensure the \$3,000,000 goal for the new star of the art athletic facility.
3. Back in August, Freire Schools submitted a \$2,000,000 grant application to the Longwood Foundation and plan to meet with the foundation on October 3, 2022.
4. The Advancement Team is planning to bring back Coffee and Conversation with an event planned at Freire Wilmington on 11/2. This event will be geared more directly toward fundraising.

B. Talking Points (Att. 7B)

1. Melanie Reiser reviews the talking points with the board, with specific focus on a renewed dedication to the values of joy and growth within the network.

VIII. Policies and Agreements

A. Approval of Children’s Internet Protection Act Policy (Att. 8A)*

1. Leigh Botwinik reviews the Children’s Internet Protection Act Policy (CIPA), which requires schools to have the appropriate software installed on all computers to prohibit students from accessing inappropriate material online. The board must approve this policy annually.
2. David Singleton makes a motion to approve. Nathan Moser seconds.

3. Kate Bayard, Sheela Dattani, John Kane, Jilian Mackenzie, Keisha Nesbitt-Cohen, Robert Mansell, Nathan Moser, David Singleton, and Clint Walker vote in favor of the motion. There are no votes against and no abstentions.
- B. Approval of Health & Safety Plan 2022-23 (*Att. 8B*)*
1. The Board approved an updated version of the Health & Safety Plan during the June 2022 Board Meeting. Since then, the CDC has updated the COVID-19 guidance for schools and the new Health & Safety Plan reflects these updated guidelines.
 2. Changes to this plan include the termination of contact tracing, surveillance testing, and social distancing. Masks are now optional for members of the school community and a supply of rapid tests are available at the school.
 3. David Singleton makes a motion to approve. Nathan Moser seconds.
 4. Kate Bayard, Sheela Dattani, John Kane, Jilian Mackenzie, Keisha Nesbitt-Cohen, Robert Mansell, Nathan Moser, David Singleton, and Clint Walker vote in favor of the motion. There are no votes against and no abstentions.
- C. Amend Title IX Policy & Admin Procedures (Students) (*Att. 8C*)*
1. Leigh Botwinik shares Freire Wilmington's commitment to maintaining an education and workplace environment for all school community members that is free from all forms of discrimination, including harrasment and retaliation.
 2. If a student is alleged to be a victim on Tiltex IX sexual harrasment, Freire Wilmington will promptly investigate all allegations of conduct.
 3. David Singleton makes a motion to approve. Keisha Nesbitt-Cohen seconds.
 4. Kate Bayard, Sheela Dattani, John Kane, Jilian Mackenzie, Keisha Nesbitt-Cohen, Robert Mansell, Nathan Moser, David Singleton, and Clint Walker vote in favor of the motion. There are no votes against and no abstentions.
- D. Amend Title IX Policy & Admin Procedures (Employees) (*Att. 8D*)*
1. Leigh Botwinik shares Freire Wilmington's commitment to maintaining an education and workplace environment for all school community members that is free from all forms of discrimination, including harrasment and retaliation.
 2. If a staff member violates the policy, Freire Wilmington will have full authority in any investigation conducted pursuant to the policy and shall assign one or more functions to an independent third party, such as an attorney.
 3. David Singleton makes a motion to approve. Keisha Nesbitt-Cohen seconds.
 4. Kate Bayard, Sheela Dattani, John Kane, Jilian Mackenzie, Keisha Nesbitt-Cohen, Robert Mansell, Nathan Moser, David Singleton, and Clint Walker vote in favor of the motion. There are no votes against and no abstentions.
- E. Amend Nondiscrimination Policy (Students) (*Att. 8E*)*
1. Leigh Botwinik shares this policy declares Freire Wilmingtons intent to ensure the school is free from discrimination based on race, sex, gender, age, disabilities etc, for students. The policy also provides step by step procedures on how to handle any situation that may arise in the future.
 2. David Singleton makes a motion to approve. Keisha Nesbitt-Cohen seconds.
 3. Kate Bayard, Sheela Dattani, John Kane, Jilian Mackenzie, Keisha Nesbitt-Cohen, Robert Mansell, Nathan Moser, David Singleton, and Clint Walker vote in favor of the motion. There are no votes against and no abstentions.
- F. Amend Nondiscrimination Policy (Employees) (*Att. 8F*)*
1. Leigh Botwinik shares this policy declares Freire Wilmingtons intent to ensure the school is free from discrimination based on race, sex, gender, age, disabilities etc for employees. The

policy also provides step by step procedures on how to handle any situation that may arise in the future.

2. David Singleton makes a motion to approve. Keisha Nesbitt-Cohen seconds.
 3. Kate Bayard, Sheela Dattani, John Kane, Jilian Mackenzie, Keisha Nesbitt-Cohen, Robert Mansell, Nathan Moser, David Singleton, and Clint Walker vote in favor of the motion. There are no votes against and no abstentions.
- G. Adopt Abusive Conduct Policy (*Att. 8G*)*
1. Leigh Botwinik shares Freire Wilmington is committed to maintaining a positive school environment for students, staff, and community members and will work to limit any Abusive Conduct that may occur towards any staff member/administrator within the school community.
 2. David Singleton makes a motion to approve. Sheela Dattani seconds.
 3. Kate Bayard, Sheela Dattani, John Kane, Jilian Mackenzie, Keisha Nesbitt-Cohen, Robert Mansell, Nathan Moser, David Singleton, and Clint Walker vote in favor of the motion. There are no votes against and no abstentions.
- H. Adopt Employee Misconduct Reporting Policy (*Att. 8H*)*
1. Leigh Botwinik shares this policy is to create a climate within the school community that fosters ethical conduct and practices by the school staff members and ensures Freire Wilmington complies with state and federal reporting requirements.
 2. David Singleton makes a motion to approve. John Kane seconds.
 3. Kate Bayard, Sheela Dattani, John Kane, Jilian Mackenzie, Keisha Nesbitt-Cohen, Robert Mansell, Nathan Moser, David Singleton, and Clint Walker vote in favor of the motion. There are no votes against and no abstentions.
- I. Adopt Employee Conduct & Discipline Policy (*Att. 8I*)*
1. Leigh Botwinik shares this policy is to ensure all employees of Freire Wilmington are expected to conduct themselves in a manner consistent with appropriate and orderly behavior. Effective operation of the school requires the cooperation of all employees working together and complying with a system of board policies, administrative regulations, and rules and procedure.
 2. David Singleton makes a motion to approve. John Kane seconds.
 3. Kate Bayard, Sheela Dattani, John Kane, Jilian Mackenzie, Keisha Nesbitt-Cohen, Robert Mansell, Nathan Moser, David Singleton, and Clint Walker vote in favor of the motion. There are no votes against and no abstentions.
- J. Adopt Maintaining Professional Adult-Student Relationships Policy (*Att. 8J*)*
1. Leigh Botwinik shares that the board is required to adopt this policy to promote the establishment and maintenance of healthy, safe, and educationally effective adult-student relationships.
 2. David Singleton makes a motion to approve. John Kane seconds.
 3. Kate Bayard, Sheela Dattani, John Kane, Jilian Mackenzie, Keisha Nesbitt-Cohen, Robert Mansell, Nathan Moser, David Singleton, and Clint Walker vote in favor of the motion. There are no votes against and no abstentions.
- K. Amend Anti-Hazing Policy (*Att. 8K*)*
1. Leigh Botwinik shares Freire Wilmington stands firmly against hazing, as it goes against the mission and vision of the School, and damages school culture, environment, community and reputation.
 2. All direct complaints of hazing shall be investigated promptly and corrective action will be taken when allegations are substantiated.

3. David Singleton makes a motion to approve. Sheela Dattani seconds.
 4. Kate Bayard, Sheela Dattani, John Kane, Jilian Mackenzie, Keisha Nesbitt-Cohen, Robert Mansell, Nathan Moser, David Singleton, and Clint Walker vote in favor of the motion. There are no votes against and no abstentions.
- L. Amend Anti-Bullying Policy (*Att. 8L*)*
1. Leigh Botwinik shares Freire Wilmington stands firmly against bullying, as it goes against the mission and vision of the School, and damages school culture, environment, and the community-at-large.
 2. If bullying occurs on school grounds or via electronic devices owned by Freire Wilmington, an investigation will proceed promptly.
 3. David Singleton makes a motion to approve. Sheela Dattani seconds.
 4. Kate Bayard, Sheela Dattani, John Kane, Jilian Mackenzie, Keisha Nesbitt-Cohen, Robert Mansell, Nathan Moser, David Singleton, and Clint Walker vote in favor of the motion. There are no votes against and no abstentions.
- M. Approve 2022-2023 Student & Family Handbook (*Att. 8M*)*
1. Leigh Botwinik reviews the updated Student & Family Handbook, including updates to COVID information, cell phone policies, and staff contact information.
 2. David Singleton makes a motion to approve. John Kane seconds.
 3. Kate Bayard, Sheela Dattani, John Kane, Jilian Mackenzie, Keisha Nesbitt-Cohen, Robert Mansell, Nathan Moser, David Singleton, and Clint Walker vote in favor of the motion. There are no votes against and no abstentions.

IX. Midtown Brandywine Committee Update

- A. There is no update at this time.

Meeting Adjourned, 9:35 AM