



MEETING OF THE BOARD OF DIRECTORS

APRIL 20, 2023 @ 8 AM

MEETING ID: 883 8101 8564 | PASSWORD: 217050

LOCATION: FREIRE WILMINGTON (201 W. 14TH ST.)

Board Members Present: Kate Bayard, Lissa Brutus, Keisha Nesbitt-Cohen, Sheela Dattani, Evelyn Davies, Robert Mansell, Jilian Mackenzie, Nathan Moser, David Singleton, David Tuminaro, Clint Walker

Others Present: Leigh Botwinik, Olivia Burgess, Kelly Davenport, Kendall Massett (Executive Director, Delaware Charter School Network), Tanza Pugliese, Paul Rameriz, Melanie Reiser, Maddie Weckel, Lilian Wehbe, Nathan Yufer

Meeting Start: 8:01 AM

I. Public Comment

- A. No public comment at this time.

II. Delaware Charter Schools - Kendall Masset

- A. Clint Walker introduced Kendall Masset to the board.
- B. Kendall introduces herself to the board and thanks the board for the opportunity to speak today.
- C. Kendall asks the board a few questions about outcomes for students, role of leadership and charter school processes.

III. Executive SessionT

- A. Review Slate of Staff (*Att.3*)
 1. The board did not enter into Executive Session.

IV. Resolutions

- A. Certification of Funds to Start Gym Construction*
 - a. David Singleton shares the construction project has begun at the Freire Wilmington campus and starting next week the demolition process will commence.
 - b. The contractor has guaranteed the maximum price for our project and has committed us to a completion date of January 5, 2024.
 - c. One challenge currently with the project is there are a few supply chain delays for receiving materials and equipment.
 - d. Nathan Moser makes a motion to approve. David Singleton seconds.
 - e. Kate Bayard, Lissa Brutus, Keisha Nesbitt-Cohen, Sheela Dattani, Evelyn Davies, Robert Mansell, Jilian Mackenzie, Nathan Moser, David Singleton, David Tuminaro, and Clint Walker vote in favor of the motion. There are no votes against and no abstentions.
- B. Approval of Funds Transfer - Freire Foundation (*Att. 4*)*
 - a. Nathan Yufer reviews the Approval of Funds Transfer from Freire Foundation with the board.
 - b. The \$1,610,000 transfer would take place at the end of the school year and the funds would go toward the gym project.
 - c. Donations received to date for the Wilmington gym project are from Longwood Foundation, Sonecha Family Foundation, Laffey-McHugh Foundation, and an anonymous donor.
 - d. Nathan Moser makes a motion to approve. David Singleton seconds.
 - e. Kate Bayard, Lissa Brutus, Keisha Nesbitt-Cohen, Sheela Dattani, Evelyn Davies, Robert Mansell, Jilian Mackenzie, Nathan Moser, David Singleton, David Tuminaro, and Clint Walker vote in favor of the motion. There are no votes against and no abstentions.

V. Policies and Agreements

- A. Review & Approve 2023-2024 School Calendar (*Att. 5A*)*
 1. Leigh Botwinik reviews the 2023-2024 School Calendar with the board.
 2. David Singleton makes a motion to approve. Kate Bayard seconds.
 3. Kate Bayard, Lissa Brutus, Keisha Nesbitt-Cohen, Sheela Dattani, Evelyn Davies, Robert Mansell, Jilian Mackenzie, Nathan Moser, David Singleton, David Tuminaro, and Clint Walker vote in favor of the motion. There are no votes against and no abstentions.

- B. Review & Approve Code of Civility (*Att. 5B*)*

1. Leigh Botwinik reviews the Code of Civility with the board.
 2. We are proposing a Code of Civility to take the place of the Abusive Conduct policy the Board adopted in the Fall. It is modeled after similar policies in place in many schools. This policy starts by affirming the importance of a safe and orderly school environment, the importance of civil interactions between stakeholders to upholding this environment, and affirms that the school may impose consequences if anyone engages in uncivil behavior. Those consequences may include being asked to leave the premises and being issued an exclusion letter barring the individual from the school building or school events for a duration of time. As compared to the Abusive Conduct policy, we feel the Code of Civility is more comprehensive and the positive framing better serves our community.
 3. David Singleton makes a motion to approve. Nathan Moser seconds.
 4. Kate Bayard, Lissa Brutus, Keisha Nesbitt-Cohen, Sheela Dattani, Evelyn Davies, Robert Mansell, Jilian Mackenzie, Nathan Moser, David Singleton, David Tuminaro, and Clint Walker vote in favor of the motion. There are no votes against and no abstentions.
- C. Review & Approve Secondary Employment Policy (*Att. 5C*)*
1. Paul Ramirez reviews the Secondary Employment Policy with the board.
 2. Paul shares that all employees who hold a full time position with Freire Charter School Wilmington shall consider that position as primary. Any employment outside of the primary position is considered secondary employment. This secondary employment must not have an adverse effect on or create a conflict of interest with the primary employment.
 3. All employees must disclose in writing any secondary employment to their supervisor. Failure to follow the policies may result in disciplinary action up to and including termination.
 4. David Singleton makes a motion to approve. Kate Bayard seconds.
 5. Kate Bayard, Lissa Brutus, Keisha Nesbitt-Cohen, Sheela Dattani, Evelyn Davies, Robert Mansell, Jilian Mackenzie, Nathan Moser, David Singleton, David Tuminaro, and Clint Walker vote in favor of the motion. There are no votes against and no abstentions.
- D. Review & Approve 2022-2023 Schoolwide Plan (*Att. 5D*)*
1. Leigh Botwinik reviews the 2022-2023 Schoolwide Plan with the board.
 2. Leigh notes the board is required to review and approve the plan to receive Title I/Federal funds. The purpose of the plan is to ensure that school districts are not disproportionately assigning teachers with less experience or credentials or assigning less effective teachers to schools that qualify for Title 1 funds or have significantly higher portions of low-income students.
 3. The teacher equity plan outlines what Freire Schools is doing as a network to provide the highest quality of instruction for all students.
 4. David Singleton makes a motion to approve. Nathan Moser seconds.
 5. Kate Bayard, Lissa Brutus, Keisha Nesbitt-Cohen, Sheela Dattani, Evelyn Davies, Robert Mansell, Jilian Mackenzie, Nathan Moser, David Singleton, David Tuminaro, and Clint Walker vote in favor of the motion. There are no votes against and no abstentions.
- E. Approve Slate of Staff*
1. Leigh Botwinik reviews the Slate of Staff with recent hires and terminations/separations with the board.
 2. David Singleton makes a motion to approve. Kate Bayard seconds.
 3. Kate Bayard, Lissa Brutus, Keisha Nesbitt-Cohen, Sheela Dattani, Evelyn Davies, Robert Mansell, Jilian Mackenzie, Nathan Moser, David Singleton, David Tuminaro, and Clint Walker vote in favor of the motion. There are no votes against and no abstentions.

VI. Review & Approval of Minutes, February 16, 2023 (*Att.6*)*

- A. The board reviews the minutes from the February 16, 2023 board meeting.
- B. David Singleton makes a motion to approve. Nathan Moser seconds.
- C. Kate Bayard, Lissa Brutus, Keisha Nesbitt-Cohen, Sheela Dattani, Evelyn Davies, Robert Mansell, Jilian Mackenzie, Nathan Moser, David Singleton, David Tuminaro, and Clint Walker vote in favor of the motion. There are no votes against and no abstentions.

VII. Governance

- A. Clearances & Trainings Update
 1. Olivia Burgess updates the board on completing clearances and governance tasks.
- B. Review & Approve 2023-2024 Board Meeting Schedule (*Att. 7*)*
 1. Olivia reviews the 2023-2024 Board Meeting Schedule with the board.

2. David Singleton makes a motion to approve. Nathan Moser seconds.
3. Kate Bayard, Lissa Brutus, Keisha Nesbitt-Cohen, Sheela Dattani, Evelyn Davies, Robert Mansell, Jilian Mackenzie, Nathan Moser, David Singleton, David Tuminaro, and Clint Walker vote in favor of the motion. There are no votes against and no abstentions.

C. Annual Evaluation of Freire Network

1. Leigh Botwinik shares the school board annually receives the opportunity to evaluate the services received from the network office. A survey will be created and sent out soon to the board.

VIII. School Report

A. Staff Update & Student Update

1. Nathan Moser shares that spring break just ended and all staff are full of emotions since the end of the school year is coming to a close. Students are becoming more excited in the school since there are approximately 6 weeks left.
2. Recent activities the students have had include the 10th grade class went and saw a live performance of Macbeth in New Jersey. In the coming weeks Field Day will commence at the campus where grades can compete against one another.
3. PSAT, SAT and AP Testing is currently on the agenda for all grades and the students have been taking both tests seriously.
4. Nathan shares most families and students still do not know much about the current gym project and hopes to have something official to share soon. Maddie shares that all families and students will be receiving a letter about the school's current construction project in the report cards and in the weekly e-newsletter.
5. Nathan introduces Eric Ennis (10th Grader) to the board.
6. Eric shares his appreciation for the family style atmosphere at Freire Wilmington and how the staff are invested in him and his friends' educational progress.
7. He suggests that an improvement the Board can consider would be more choices of classes to help the students prepare for the real world.
8. Eric plans to go into business, marketing and real estate after college.
9. Eric introduces the (toy) baby that he is holding, which is part of an assignment in 10th grade health to learn about the responsibility of raising a child.

B. Heads Report

1. Maddie Weckel shares that Career Week and Prom are approaching.
2. Maddie extends an invite to all members who would like to attend Career Week to please let her know.
3. Freire Network Dashboard (*Att. 8A*)
 - a) Maddie shares the updated Freire Network Dashboard with the board. Maddie shares there has been a significant increase in proficiency in Reading, but Math had a drop in the data and this is attributable largely to losing a Math teacher. In reading, the 8th grade class went from holding 6% proficient to now 29% proficient on the Star Benchmark testing. The 9th grade moved from 12% to 16%, the 10th grade went from 17% to 23%, the 11th grade went from 17% to 21% and 12th grade went from 23% to 29% proficient on the Star Benchmark testing as well. Maddie gives thanks to the ELA department for lowering the number of students in the urgent attention pool.
 - a) Attendance currently is still trending above last year's rate.
4. Admissions Update
 - a) Enrollment this year was lower than past years. This was primarily due to holding high expectations academically, leading some families to choose to transfer to another school. Currently, the school is at 76% for enrollment and should be reaching the 80% mark by mid-to late April. After looking at the historical enrollment data, about 75% of the enrollment happens around May 31st - September 30th.
 - a) Applications and intents to enroll are trending a bit higher this year than last year..
5. Graduation Update
 - a) Graduation ceremony will be held on Friday, June 9, 2023 at Frawley Stadium.
6. College Report (*Att.8B*)
 - a) Maddie notes 80% of the senior class has applied to college and the college admissions team is ensuring all students have applied by the close of the school year. May 1st nationwide is Decision Day for all seniors who have applied to a college or university.
 - a) The Freire Wilmington Class of 2023 in total have gained \$8,000,000 million dollars in scholarships and grants.

C. Proposed Instructional Coach Contract - David Ginsberg (*Att. 8C*)*

1. Maddie Weckel shares the current math teachers at Freire Wilmington are very new to the subject and curriculum. David Ginsberg was requested to come to and help the staff and for the past few weeks David has been observing teachers in the classroom by helping the lesson become more engaging for both the students and staff. David will be assisting till June 30, 2023.
 2. David Singleton makes a motion to approve. Nathan Moser seconds.
 3. Kate Bayard, Lissa Brutus, Keisha Nesbitt-Cohen, Sheela Dattani, Evelyn Davies, Robert Mansell, Jilian Mackenzie, Nathan Moser, David Singleton, David Tuminaro, and Clint Walker vote in favor of the motion. There are no votes against and no abstentions.
- D. FCSW Lead Water Testing Report (*Att. 8D*)*
1. Leigh Botwinik shares the Lead Water Testing Report with the board.
 2. On February 24, 2023 the Delaware Department of Education (DDOE) tested for lead in all water consumption points at Freire Charter School Wilmington as part of their statewide initiative to identify the levels of lead within the drinking water system. The results showed that the water in our building is safe to drink, as none of the water consumption points in our building presented lead levels above a laboratory reporting limit.
 3. Nathan Moser makes a motion to approve. David Singleton seconds.
 4. Kate Bayard, Lissa Brutus, Keisha Nesbitt-Cohen, Sheela Dattani, Evelyn Davies, Robert Mansell, Jilian Mackenzie, Nathan Moser, David Singleton, David Tuminaro, and Clint Walker vote in favor of the motion. There are no votes against and no abstentions.

IX. Financials

- A. March 2023 Financial Report (*Att. 9A*)*
1. Nathan Yufer reviews the March 2023 Financial Report with the board.
 2. Nathan shares not much has been altered since the last board meeting. Freire Wilmington is projected to end the year with \$10,000,000 in revenue with expenses coming in around \$9,800,000 mill with a surplus of \$200,000. With the surplus it would go toward the gym project as David Singleton mentioned.
 3. Freire Wilmington's cash on hand as of March 31, 2023 is \$3,800,000. Freire Wilmington is projected to end the year with \$1,600,000 of cash, representing no increase from June 30, 2022.
 4. David Singleton makes a motion to approve. Kate Bayard seconds.
 5. Kate Bayard, Lissa Brutus, Keisha Nesbitt-Cohen, Sheela Dattani, Evelyn Davies, Robert Mansell, Jilian Mackenzie, Nathan Moser, David Singleton, David Tuminaro, and Clint Walker vote in favor of the motion. There are no votes against and no abstentions.
- B. FY 2022 DRAFT Form 990 (*Att.9B*)*
1. Nathan Yufer shares the Form 990 is an information return that Freire Charter School Wilmington is required to submit annually to the IRS due to their status as a non-profit. This document will be available to the public.
 2. David Singleton makes a motion to approve. Nathan Moser seconds.
 3. Kate Bayard, Lissa Brutus, Keisha Nesbitt-Cohen, Sheela Dattani, Evelyn Davies, Robert Mansell, Jilian Mackenzie, Nathan Moser, David Singleton, David Tuminaro, and Clint Walker vote in favor of the motion. There are no votes against and no abstentions.
- C. Presentation of Draft Budget for FY 2024 (*Att.9C*)
1. Nathan Yufer reviews the draft budget with the board and invites any members to attend and discuss the budget for next year.
- D. CBOC Update
1. No update at this time.

X. Advancement

- A. Advancement Report (*Att. 10A*)
1. Melanie Reiser reviews the Advancement Report with the board.
 2. Melanie shares Freire Schools has raised \$237,320 network wide in unrestricted donations and pledges for FY23 toward the unrestricted fundraising amount of \$400,000.
 3. Freire Wilmington has surpassed the annual \$100,000 target for unrestricted fundraising by \$120,000 to date. Freire Wilmington currency holds 92% completion for board giving.
 4. Spring Appeal letters will be sent out to all members and donors. The letter will note the recent \$100,000 grant from WSFS bank, the gym project and the upcoming Coffee & Conversation events.
 5. Currently Freire Schools is tracking Freire Wilmington's Capital Campaign progress. To date, Freire Wilmington has raised close to \$2,000,000 in grants, donations and pledges including a \$1,375,000 grant from the Longwood Foundation, a \$150,000 Welfare Foundation and a \$35,000 grant from the Laffey 4 McHugh Foundation.

B. Talking Points (Att.10B)

1. Melanie reviews the talking points with the board.

XI. Midtown Brandywine Committee Update

A. Kate Bayard shares the Midtown Brandywine Committee has a few concerns about the construction on the street for the state of the art gymnasium.

Meeting Adjourned, 9:21 AM