



MEETING OF THE BOARD OF DIRECTORS

JUNE 22, 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, John Kane, Robert Mansell, Jilian Mackenzie, Nathan Moser, David Singleton, David Tuminaro, Clint Walker, Nathan Will

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

Meeting Start: 8:02 AM

I. Public Comment

- A. No public comment

II. Charter School Network Update

- A. Kendall Massett presents the Cornerstone Award to David Singleton for his dedication in orchestrating the state of the art gym construction project for Freire Wilmington.

III. Resolutions

1. Election of Freire Wilmington Board Members & Officers (*Att.2A*)*
 - a. The board reviews the election of officers and board members.
 - b. David Singleton makes a motion to approve the term renewals for Evelyn Davies, Nathan Moser and Clint Walker till the year 2026. Kate Bayard seconds.
 - c. Kate Bayard, Lissa Brutus, Keisha Nesbitt-Cohen, Sheela Dattani, John Kane, Robert Mansell, Jilian Mackenzie, Nathan Moser, David Singleton, David Tuminaro, Clint Walker, and Nathan Will vote in favor of the motion. There are no votes against and no abstentions.
2. Review & Approval of Minutes, April 20, 2023 (*Att.2B*)*
 - a. The board reviews the minutes from the April 20, 2023 board meeting.
 - b. David Singleton makes a motion to approve. Nathan Will seconds.
 - c. Kate Bayard, Lissa Brutus, Keisha Nesbitt-Cohen, Sheela Dattani, John Kane, Robert Mansell, Jilian Mackenzie, Nathan Moser, David Singleton, David Tuminaro, Clint Walker, and Nathan Will vote in favor of the motion. There are no votes against and no abstentions.
3. May 2023 Financial Report (*Att. 2C*)*
 - a. Nathan Yufer reviews the May 2023 Financial Report with the board.
 - b. Nathan shares Freire Wilmington's revenues at \$8,900,000 and will end the year at \$10,400,000 for revenues, which is above the original estimate in the beginning of year due to the influx fundraising efforts from the Freire Schools Advancement Team.
 - c. Expenses currently will total at \$8,800,000 and will end the year at \$10,300,000. Freire Wilmington is currently over the initial budget amount due to legal fees and professional services due to the purchase of the building and the Level Field loan related to the work on the gym.
 - d. David Singleton makes a motion to approve. Kate Bayard seconds.
 - e. Kate Bayard, Lissa Brutus, Keisha Nesbitt-Cohen, Sheela Dattani, John Kane, Robert Mansell, Jilian Mackenzie, Nathan Moser, David Singleton, David Tuminaro, Clint Walker, and Nathan Will vote in favor of the motion. There are no votes against and no abstentions.
4. Review & Approve FY 2024 Budget (*Att.2D*)*
 - a. Nathan shares the FY 2024 Budget for Freire Wilmington nets a general surplus of \$21,000 (due to the one-time capital purchase(s) of \$4,300,000.) Freire Wilmington is expected to meet all financial ratios for the fiscal year 2024.
 - b. David Singleton makes a motion to approve. John Kane seconds.

- c. Kate Bayard, Lissa Brutus, Keisha Nesbitt-Cohen, Sheela Dattani, John Kane, Robert Mansell, Jilian Mackenzie, Nathan Moser, David Singleton, David Tuminaro, Clint Walker, and Nathan Will vote in favor of the motion. There are no votes against and no abstentions.
- 5. Unrestricted Donation Approval (*Att. 2E*)*
 - a. Nathan shares the Unrestricted Donation for \$100,000 from the Freire Foundation.
 - b. David Singleton makes a motion to approve. Kate Bayard seconds.
 - c. Kate Bayard, Lissa Brutus, Keisha Nesbitt-Cohen, Sheela Dattani, John Kane, Robert Mansell, Jilian Mackenzie, Nathan Moser, David Singleton, David Tuminaro, Clint Walker, and Nathan Will vote in favor of the motion. There are no votes against and no abstentions.
- 6. FY 23 Surplus Allocation to Gym Project (*Att. 2F*)*
 - a. Nathan reviews the FY 2023 Surplus Allocation for the Gym with the board.
 - b. The board reviews the authorization to use up to \$100,000 of operating fund surplus from FY 2023 toward the gym project from the Freire Foundation.
 - c. David Singleton makes a motion to approve. Kate Bayard seconds.
 - d. Kate Bayard, Lissa Brutus, Keisha Nesbitt-Cohen, Sheela Dattani, John Kane, Robert Mansell, Jilian Mackenzie, Nathan Moser, David Singleton, David Tuminaro, Clint Walker, and Nathan Will vote in favor of the motion. There are no votes against and no abstentions.

IV. Policies and Agreements

- A. Review & Approve Amended Code of Conduct Policy (*Att. 3A*)*
 - 1. Kelly Davenport shares that in the past year, Freire hired two University of Pennsylvania graduates to help collect and evaluate stakeholder interviews about the Code of Conduct. School and network leaders are finalizing some proposed changes to the Code of Conduct based on the findings of this research. Kelly invites the Freire Wilmington board to attend a special board meeting on June 28, 2023 to review the proposed amendments to the policy.
 - 2. No vote was passed.
- B. Review & Approve Staff Attendance Policy (*Att.3B*)*
 - 1. Paul Rameriz reviews the Staff Attendance Policy with the board.
 - 2. Paul shares that since returning from the COVID closure, staff call outs have increased, putting pressure on the staff members who are present. In the newly proposed policy all staff are given 10 personal days, and are paid out for any unused days at the end of the year.
 - 3. David Singleton makes a motion to approve. Lissa Brutus seconds.
 - 4. Kate Bayard, Lissa Brutus, Keisha Nesbitt-Cohen, Sheela Dattani, John Kane, Robert Mansell, Jilian Mackenzie, Nathan Moser, David Singleton, David Tuminaro, Clint Walker, and Nathan Will vote in favor of the motion. There are no votes against and no abstentions.
- C. Review & Approve 2023-2024 Student & Family Handbook (*Att. 3C*)*
 - 1. Paul Rameriz reviews the updated Student & Family Handbook. Aside from minor updates to organizational information and staff contact information, the school is proposing an update to the cell phone policy, to purchase and use pouches that prevent students from accessing their cell phone during class. The school leaders believe this will lead to increased classroom engagement and also increased social connections between students.
 - 2. David Singleton makes a motion to approve. John Kane seconds.
 - 3. Kate Bayard, Lissa Brutus, Keisha Nesbitt-Cohen, Sheela Dattani, John Kane, Robert Mansell, Jilian Mackenzie, Nathan Moser, David Singleton, David Tuminaro, Clint Walker, and Nathan Will vote in favor of the motion. There are no votes against and no abstentions.
- D. Review & Approve Employee Handbook (*Att.3D*)*
 - 1. Paul Rameriz reviews the Employee Handbook with the board. Aside from the staff attendance policy just passed there are no substantive changes.
 - 2. David Singleton makes a motion to approve. John Kane seconds.
 - 3. Kate Bayard, Lissa Brutus, Keisha Nesbitt-Cohen, Sheela Dattani, John Kane, Robert Mansell, Jilian Mackenzie, Nathan Moser, David Singleton, David Tuminaro, Clint Walker, and Nathan Will vote in favor of the motion. There are no votes against and no abstentions.

V. Governance

- A. Annual Evaluation of Freire Network (*Att. 4A*)

1. Leigh Botwinik shares the results of the annual results for the Evaluation of Freire School Network Office.
2. Strengths noted include Fundraising, Finding creative solutions to issues at the school or requests from the board, Keeping a focus on the future and Policy and legal work. Leigh and Kelly will be meeting with Heads of School to discuss opportunities for improvement within HR and compliance
- B. Board Member Self Evaluation (*Att. 4B*)
 1. Leigh Botwinik shares the results of the annual Board Member Self Evaluation.
 2. Strengths noted included fundraising, commitment and dedication. Topics for the board to focus on in the next 1-3 years included enrollment, the teacher shortage, finances after federal funding declines, continuing our antiracism efforts, and the political landscape.
- C. Clearances & Trainings Update
 1. Olivia Burgess reminds the board that all clearances and training are to be completed by June 30, 2023.

VI. School Report

- A. Staff Update
 1. Nathan Moser shares the staff had a great time at graduation and were so happy to see all the families and friends of the Freire community coming together to celebrate the Class of 2023 and acknowledge the accomplishments
 2. Nathan noted that finals went smoothly and not many students had to come and do make ups.
 3. Heads Report
 - a. Maddie Weckel shares with the recent Canadian wildfires almost kept the Freire Wilmington campus from holding graduation ceremonies. Maddie thanks Congresswoman Lisa Blunt Rochester for being the Keynote speaker.
 - b. Over 85% of seniors have been accepted to a 2-year or 4-year college and 87% have applied and received an acceptance letter from one or more universities or colleges.
 - c. Maddie praises the college admission team for all their hard work and dedication to achieving such an incredible goal.
 4. Freire Network Dashboard (*Att. 5A*)
 - a. Attendance was up 16% in comparison to last year's numbers for the end of the school year.
 - b. Freire Wilmington will continue to speak to the Delaware Department of Education about attendance for not only Freire but for other charter schools in the area in regard to attendance policies.
 - c. Star Benchmark data showed increases in the number of students scoring proficient in math and ELA
 5. College Report (*Att. 5B*)
 - a. *See. IV.A.3.*
 6. Admissions & Enrollment Update
 - a. Maddie shares the school is trending slightly ahead in comparison to two years ago in terms of both active applicants and in intents to enroll.
 - b. One-one tours, phone calls and open houses will be ongoing during the summer to ensure full enrollment for the coming year.
 7. Graduation
 - a. *See. VI.A.1.*

VII. Financials

- A. CBOC Update
 1. There is no update at this time.

VIII. Advancement

- A. Advancement Report (*Att. 7*)
 1. Melanie Reiser reviews the Advancement Report with the board.
 2. Melanie Reiser shares the Advancement Team had a strong fundraising year. The Advancement Team raised over \$420,000 network-wide in unrestricted donations and pledges

for FY 2023 toward the unrestricted target of \$400,000. Each campus has reached their individual fundraising goal of \$100,00 per campus.

3. Spring Appeal letters were sent out in May and will be followed up by a digital campaign. A “meet the grads” style campaign is in the works which will go out soon to kick off the FY 2024 fundraising.
4. The Advancement Team is planning to reignite the annual Bridge to Wisdom gala sometime in the fall. Freire Foundation board member, Sarah Lincoln has been collaborating with the Advancement Team by helping research venues.
5. Board giving across the Freire Network has met its 100% goal, including the Freire Wilmington board.

IX. Midtown Brandywine Committee Update

- A. Kate Bayard shares the Committee met a few days ago to update their bylaws.

X. Hard Hat Tour - Gym Building

- A. David Singleton invites all board members present to take a hard hat tour of the new gym facility.

Meeting Adjourned, 9:14 AM



MEETING OF THE BOARD OF DIRECTORS

JUNE 28, 2023 | 8 AM

MEETING ID: 862 5360 5872 | PASSWORD: Dragons23

LOCATION: ZOOM

Board Members Present: Kate Bayard, Sheela Dattani, Evelyn Davies, Jillian Mackenzie, David Singleton, David Turminaro, Clint Walker, Nathan Will

Others Present: Leigh Botwinik, Kelly Davenport, Nate Durant, Malcolm Eldby, Ruble Harris, Ben Moore, Christopher Moore, Khyle Nelson, Shakeeta Parker, Melanie Reiser, Maddie Weckel, Tyrone Williams

Meeting Start: 8:07 AM

I. Public Comment

- a. There is no public comment.

II. Amending Code of Conduct

- a. Kelly Davenport shared amended code of conduct with the board (*Attachment 1*)
- b. Joann Wszolek recommended changing the language of "We are a 100% safe nonviolent school" to language that focuses more generally on our commitment to nonviolence.
 - i. Bruce Lesser and David Bryant suggest removing the "100%" and replacing it with strive or committed to.
- c. Joann Wszolek recommended changes to point 5 that outlines Freire's purpose as a college preparatory school. Wszolek recommended changing the language to be more inclusive of students for whom college may not end up being the right choice.
 - i. Consensus was to amend slightly to stress Freire's focus on providing a college prep, rigorous academic experience
- d. Kelly Davenport shared proposed new language to the parent and students rights portion of the handbook in regards to students' right to call witnesses. The added portion states it is the responsibility of the student to make sure their witnesses attend.
 - i. Kiara Allison commented on ensuring that the fact finder in hearing procedures has the discretion to postpone hearings if material witnesses are unavailable. Making sure Freire recognizes the power differential between a school entity and individual students.
 - ii. The consensus was to change the language and also make sure that our procedures and practices align with ensuring fair practices for students.
- e. Sheela Dattani shared concerns that the sentence outlining physical violence does not require an action that makes it physical violence.
 - i. Board members and school administration engage in discussion as to the classification of physical violence and where intent to cause physical violence and threats fall categorically.
 - ii. Kathleen Visco also wanted to ensure a safe reporting system where students or families can report safety issues or bullying is communicated to parents.
 - iii. Consensus is to take in consideration all feedback and revise language.
- f. Kelly Davenport discusses the addition of a consequences chart related to violations of the nonviolence policy.
 - i. General board feedback to ensure that parents and students are fully aware of the chart and possible consequences.
 - ii. Malcolm Eldby, head of culture at TECH Freire, shared that one-on-one meetings are done with new students and families detailing the code of conduct and expectations.

III. Resolutions

- a. Approve Amended Code of Conduct/Handbook
 - i. The board does a final review of the amendments to the policies within the Freire Handbook and Code of Conduct.
 - ii. Clint Walker makes a motion to approve subject to modifications that are consistent with discussion at this board meeting and which are approved by the chairman of the board of Freire Wilmington. Sheela Dattani seconds.

- iii. Kate Bayard, Sheela Dattani, Evelyn Davies, Jillian Mackenzie, David Singleton, David Turminaro, Clint Walker, and Nathan Will vote in favor of the motion. There are no votes against and no abstentions.

Meeting Adjourned, 9:15 AM