



MEETING OF THE BOARD OF DIRECTORS

DECEMBER 14, 2023 @ 8 AM

ZOOM MEETING ID: 862 2092 7820

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

Board Members Present: Kate Bayard, Lissa Brutus, Sheela Dattani, John Kane, Robert Mansell, Jilian Mackenzie, Nathan Moser, David Singleton, David Tuminaro, Clint Walker Nathan Will

Others Present: Leigh Botwinik, Olivia Burgess, Jonathan Clements (9th grade), Kelly Davenport, Keon Jones (12th grade), Paul Rameriz, Melanie Reiser, Ana Yancy (12th grade), Nathan Yufer

Meeting Start, 8:03 AM

I. Public Comment

- A. No public comment.

II. Executive Session

- A. Personnel Matter
 - a. David Singleton makes a motion to move into Executive Session at 9:12 AM to discuss a personnel matter in which the names, competency and abilities of individual employees or students are discussed, unless the employee or student requests that such a meeting be open. Nathan Will seconds.
 - b. David Singleton makes a motion to adjourn Executive Session at 9:21 AM. Nathan Will seconds.
 - c. Kate Bayard, Lissa Brutus, 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.

III. Review & Approval of Minutes, October 19, 2023 (Att. 3)*

- A. The board reviews the minutes from the October 19, 2023 board meeting.
- B. David Singleton makes a motion to approve. Nathan Will seconds.
- C. Kate Bayard, Lissa Brutus, 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. School Report

- A. Staff & Student Update
 1. Nathan Moser shares a few joyful experiences that staff and students have experienced recently.
 2. Nathan was pleased to give the students a chance to do things outside the classroom by taking them on field trips.
 3. Nathan also gives thanks to Joe Worthington (Head of English department) for all of his hard work and wishes him well in his future endeavors.
 4. Nathan introduces Jonathan Clymer (9th grade) to the board.
 5. Jonathan shares his appreciation for speaking with the board.
 6. Jonathan expresses his thanks for the interactions and relationships the students have with the teachers. He appreciates how understanding and reflective the staff are with the students in regards to knowing what it is like to be young and in school. Jonathan shares his various extracurricular activities the Freire Wilmington campus has to offer.
 7. Jonathan's main reason for coming to meet with the board is to discuss his interest in having more entrepreneurship classes and opportunities to network with professionals who might have internship opportunities available.
 8. Nathan Moser also introduces two students from the entrepreneurial course.
 9. Ana Yancy (12th grade) shares she hopes the school would improve on having more college

advisors for 12th grade. She also shares the EntreX class has helped develop her business skills. She is working on a project to address food deserts with hopes of building more grocery stores with better foods in areas that don't have any.

10. Keon Jones (12 grade) shares he is in the dual enrollment program and four AP classes currently.
11. He likes the school and appreciates the dual enrollment classes and AP courses since many colleges notice that on transcripts. He dislikes the fluctuation of staff members and wishes teachers like Mr. Joe would stay.
12. He wishes the school would have a study hall for students to do their homework before they go home or to work.
13. Keon notes the entrepreneurship classes have been humbling for him. His group is currently doing a plan for skincare products to treat eczema.
14. After graduation he hopes to major in nursing or business.

B. Heads Report

1. Maddie welcomes and introduces Sean Hamilton (Assistant Head of Academics) to the board. Maddie thanks him for his impact on students and his work on the leadership team.
 - a. Admissions Update
 - i. Maddie shares that the number of applications received so far this year is lower than this time last year.
2. Freire Network Dashboard (*Att. 4*)
 - a. Maddie reviews the dashboard with the board.
 - b. Maddie shares that her team recently met to talk about the academic benchmark data and are pleased to see positive movement in math and reading. The most urgent intervention group is shrinking. Deeper dives on the data have been happening by grade level.
 - c. Maddie shares that the school is looking for a better reading intervention curriculum and reviewing options.
 - d. Joy has been surging throughout the halls for both staff and students especially with the upcoming student acknowledgement ceremony and spirit week.
 - e. Attendance numbers are up compared to last year and this is a continual topic of discussion for Maddie and her staff.
 - f. Suspension numbers are also down in comparison to last year and thanks to the disciplinary staff and their hard work.

V. Financials

A. October 2023 Financial Report (*Att. 5*)*

1. Nathan Yufer shares the October financial report. The original budget that was approved back in June 2023 assumed enrollment of 475 students. The official enrollment number based on unit count is 411.
2. The Sonecha Foundation pledged \$1,000,000 over the next 5 years (\$200k per year) so we will have an additional \$200,000 in revenue for FY24 that was not in the original budget. We also received a "Stronger Connections" grant from the state which will be \$150,000 in additional revenue in FY24.
3. In regard to expenses, due to the reduction in enrollment the school had to reduce FTEs (full time employees). Building maintenance category continues to be a concern. We budgeted \$150k for FY24 and have already spent \$90k. We will monitor this category very closely. A lot of money is being spent on the HVAC system every year.
4. The gym construction is coming along as planned and will most likely be under budget. The estimated total cost of the project could come \$50,000 to \$100,000 under budget.
5. David Singleton makes a motion to approve. Nathan Moser seconds.
6. Kate Bayard, Lissa Brutus, 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.

B. CBOC Update

1. No updates.

VI. Advancement

A. Advancement Report (*Att. 6*)

- a. Melanie Reiser reiterates the Freire Wilmington board has agreed to increase their target fundraising amount this year.
- b. Melanie reiterates that Freire Wilmington received a \$316,518 Stronger Connections Grant. This competitive federal grant will be spent over the next two years to establish a safer and healthier learning environment at FCSW.
- c. To date the Advancement team has raised \$389,464 in donations and pledges toward that goal, leaving \$261,000 to raise.
- d. Melanie thanks the board for their help and attendance at the recent Bridge to Wisdom event on November 15, 2023 which was held at the Independence Visitor Center. The event was a big success especially since Freire Schools honored longtime major donor Charles Widger with tribute to Gerry Escovitz by renaming the award the Dr. Gerald Escovitz Bridge to Wisdom Award.

VII. Policies and Agreements

- A. Review & Approve Application for Minor Charter Modification to Change Terms of Facility Arrangement (*Att. 7A*)*
 - a. Leigh shares at the last board meeting the board voted on the modified charter application surrounding the lower enrollment cap from 500 to 430.
 - b. This new request is to approve a change to the current site facility arrangement Freire Wilmington holds due to the purchase of the building and construction of the gym in the adjacent building.
 - c. David Singleton makes a motion to approve. Nathan Will seconds.
 - d. Kate Bayard, Lissa Brutus, 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.
- B. Review & Approve CMO Fee Increase (*Att. 7B*)*
 - a. Kelly Davenport shares that there have been discussions of increasing the CMO fee from 10% to 11.5% in order to expand the supports the network office provides to the schools
 - b. This fee increase reflects two things. 1) Over the past few years, the FSC has increased the services that we provide without a corresponding increase to the fee 2) We also see a need for increased/additional services, particularly in the areas of instruction and curriculum, IT, and operations and compliance. Both are included in Exhibit B of the Business Services Agreement.
 - c. David Singleton makes a motion to approve. Nathan Will seconds.
 - d. Kate Bayard, Lissa Brutus, 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 Business Service Agreement (*Att. 7D*)*
 - a. Leigh Botwinik shares that in conjunction with the fee increase, we are presenting an updated Business Service Agreement to start 1/1/2024. This document is the contract between the schools and the FSC. The most recent version was signed in 2021. The attachment in the board packet has been redlined to show proposed changes. Many of the changes are minor updates to outdated terms or cosmetic updates to formatting and typos. The fee increase is included, and the list of services provided has also been updated in conjunction with the fee increase discussion.
 - b. Leigh reviews Exhibit B.
 - c. Kate Bayard makes a motion to approve. Nathan Will seconds.
 - d. Kate Bayard, Lissa Brutus, 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 Travelers Code of Conduct (*Att. 7C*)*
 - a. Leigh Botwinik shares the Travelers Code of Conduct with the board.
 - b. The document emphasizes that international travel requires a significant amount of personal responsibility and independent decision making from travelers and it notes how to maximize the health and safety of all travelers.
 - c. While many of the behaviors listed here would already be covered by our regular code of conduct, the consequence listed at the top of page 2 is specific to international travel. It says "Any infraction or disregard for the Code of Conduct may result in the traveler's immediate

dismissal from the tour and immediate return to the United States at the expense of the traveler and/or their family." So as a result, we think it's worth the Board considering adopting a special code of conduct for international travel.

- d. David Singleton makes a motion to approve. Nathan Will seconds.
- e. Kate Bayard, Lissa Brutus, 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.

VIII. Midtown Brandywine Committee Update

- A. Kate Bayard shares the committee's only concern was around construction blocking parking.

IX. Progress report on the gym project - DS

- A. David Singleton notes the gym should be finalized and ready for use in January 2024.
- B. The gym officially has their floors, bleachers, backboards and scoreboard.

Meeting Adjourned, 9:23 AM