



MEETING OF THE BOARD OF DIRECTORS

DECEMBER 12, 2024 | 8 AM

ZOOM: MEETING ID: 874 2271 1233

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

Board Members Present: Kate Bayard, Sheela Dattani, John Kane, Jilian Mackenzie, Chenelle McQueen, David Singleton, David Tuminaro, Clint Walker, Nathan Will

Others Present: Leigh Botwinik, Olivia Burgess, Jonathan Clements (10th grade), Kelly Davenport, Nate Durant, Tanza Pugliese, Paul Rameriz, Melanie Reiser, Nathan Yufer

Meeting Start, 8:02 AM

- I. Public Comment**
 - A. No public comment.
- II. Governance**
 - A. Reflection on Visit to Freire High School - November 12, 2024
 - B. Reflection on Visit to Freire High School - December 2, 2024
 1. Nate Durant reflects on the past two visits to Freire Charter High School on November 12, 2024 & December 2, 2024.
 2. Nate shares the visits were insightful and showed just how interconnected the Freire Network is.
 3. Sheela Dattani shares how inspired she felt after the visits and she was happy to see how productive the students were during the school day.
- III. Review & Approval of Minutes, October 17, 2024 (Att.3) ***
 - A. The board reviews the minutes from the October 17, 2024 board meeting.
 - B. David Singleton makes a motion to approve. Nathan Will seconds
 - C. Kate Bayard, Sheela Dattani, John Kane, Jilian Mackenzie, Chenelle McQueen, 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. Nate introduces Rob Deely
 2. Rob shares his appreciation to both Kelly and Nate for the opportunity
 3. Rob notes how amazing the staff and leadership have been at the school this year so far.
 4. Jonathan Clements (10th grade) shares his experience with Freire over the years
 5. Johnathan shares his thanks to the staff and leadership at the school and how well the Culture Team diffuses the various alterations that may occur.
 6. Jonathan is a Sophomore and participate in Chess Club, Art Club and Drumline. He recently received the "VIP" award for grades and also was selected to participate in the Freire Ambassadors program.
 - B. Heads Report

1. Admissions Update
2. November Freire Dashboard (Att. 4A)
 - a) Nate Durant reported improvements in student attendance and expressed gratitude to Mindy Hedgepeth and the network office staff for their support. Truancy and absenteeism numbers have decreased significantly, with a total of 50 cases (8-9% of students) so far this year.
 - b) Nate noted positive changes in classroom transitions, emphasizing how eager students are to engage with the curriculum.
 - c) Nate introduced the VIP program at FCSW, which operates on three levels:
 - (1) Show Up to Learn
 - (2) Work Hard
 - (3) Get Results
 - d) Nate reflected on the challenges faced at the beginning of the school year. He highlighted the importance of the relationships his staff has built with the Culture Team and the broader community, which have contributed to addressing these challenges effectively.
 - e) Nate shared that math benchmark assessments are taking place this week.
3. 2023-2024 Annual Report (Att 4B)*
 - a) Leigh Botwinik reviews the 2023-2024 Annual Report.
 - b) The School did not meet the targets within the Academic domain. This is not a surprise, as we reviewed the data at the September board meeting. The strategies for improvement outlined in this annual report were shared with the board at that time.
 - c) In the organizational compliance domain, an area for improvement was the 95% state assessment participation target. Truancy presented an issue in meeting this standard.
 - d) The other area for improvement relates to Charter Board Oversight Committee (CBOC) compliance, as minutes from several meetings were not posted to the website. This will be fixed in 24-25.
 - e) Enrollment in 23-24 was below the School's cap of 500 students. As a reminder, the School obtained a minor Charter Modification to lower the cap to 430 students for 24-25 and the October 1st enrollment was 406.
 - f) David Singleton makes a motion to approve. Sheela Dattani seconds.
 - g) Kate Bayard, Sheela Dattani, John Kane, Jilian Mackenzie, Chenelle McQueen, David Singleton, David Tuminaro, Clint Walker, and Nathan Will vote in favor of the motion. There are no votes against and no abstentions.

V. Financials

- A. Review & Approve Revised FY25 Budget (Att. 5A)*
 1. Nathan Yufer reviews the Revised FY25 Budget.
 2. Freire Wilmington Enrollment was originally budgeted for 411 students. However, with the current enrollment at 406 students, adjustments to the budget are necessary to account for the lower enrollment.
 3. Repairs and Maintenance is typically a high-cost area. However, the school has switched vendors for individual maintenance tasks and entered into a maintenance agreement, which is expected to reduce costs.
 4. A reduction in a few full-time equivalent (FTE) positions has been included in the revised budget.
 5. Despite these adjustments, the revised budget is expected to result in a surplus at the end of the fiscal year, barring any unexpected expenses.
 6. David Singleton makes a motion to approve. Nathan Will seconds.

7. Kate Bayard, Sheela Dattani, John Kane, Jilian Mackenzie, Chenelle McQueen, David Singleton, David Tuminaro, Clint Walker, and Nathan Will vote in favor of the motion. There are no votes against and no abstentions.
- B. October 2024 Financial Report (Att.5B)*
1. Nathan Yufer reviews the October 2024 Financial Report.
 2. The current enrollment of 406 students is slightly below the original estimate of 411, which has a minor negative impact on the budget.
 3. The Sonecha foundation will donate \$200,000 this year, which is an increase from the usual \$100,000 annual donation. Last year, the school opted not to take the \$100,000 donation due to favorable financial conditions, allowing this year's total to double.
 4. The Professional Services Expenses category is currently at 34% of the yearly budget, which is in line with expectations. \$28,000 has been spent on recruiting fees for new teachers, reflecting the challenges of finding qualified candidates. An external agency was engaged to assist with this process.
 5. Audit Costs have reached 90% of the budgeted amount so far, which was expected. The audit from the previous fiscal year was paid for this year. The total budget for audits remains relatively low, at approximately \$35,000, which reflects cost efficiency.
 6. Security Services is currently aligned with the budget. Given recent safety challenges, this area will continue to be closely monitored.
 7. Repairs and Maintenance is currently at 50% of the yearly budget, which is higher than expected for this point in the year. It is anticipated that these costs will slow down during the spring and colder months. The situation will continue to be monitored closely.
 8. David Singleton makes a motion to approve. Nathan Will seconds.
 9. Kate Bayard, Sheela Dattani, John Kane, Jilian Mackenzie, Chenelle McQueen, David Singleton, David Tuminaro, Clint Walker, and Nathan Will vote in favor of the motion. There are no votes against and no abstentions.
- C. CBOC Report
1. Janine Ricks & Olivia Burgess are joining the CBOC board.
- D. Audit Report (Att.5C)*
1. Nathan Yufer reviews the Audit Report.
 2. Over \$1,000,000 was made based on capital expenditures related to the gym construction project..
 3. Freire Wilmington ended the year with \$1,700,000 cash.
 4. As expected there were no significant findings and auditors deemed TECH Freire a proper client.
 5. David Singleton makes a motion to approve. Sheela Dattani seconds.
 6. Kate Bayard, Sheela Dattani, John Kane, Jilian Mackenzie, Chenelle McQueen, David Singleton, David Tuminaro, Clint Walker, and Nathan Will vote in favor of the motion. There are no votes against and no abstentions.

VI. Advancement

- A. Advancement Report (Att. 6)
1. Melanie Reiser shares that the FY25 unrestricted fundraising target is set to \$775,000 which is \$150,000 per Freire campus.
 2. Currently the Advancement Team has raised \$255,000 in donations and pledges, which leaves \$520,000 to the estimated network-wide goal.
 3. FY25 Fundraising progress surrounds the following:
 - a) Planning for Bridge to Wisdom is focused, currently on selecting a site and finalizing the date. The Advancement Committee Meeting will be held early January and will also be forming a planning committee of staff and Board member volunteers to make the event a success.

- b) A digital appeal of Giving Tuesday, which is the first major touchpoint with donors for the fiscal year, was sent out a few weeks ago.
- c) The holiday/end-of-year print appeal is scheduled to hit mailboxes this week.
- d) This week, the Advancement Team will also send out a digital appeal focused on individual giving via EITC (for PA-based donors).
- e) The Freire Wilmington Fundraising Committee met on 12/4/2024. The committee is planning the first small group cultivation event for January 8th at Freire Wilmington campus.

VII. Policies & Agreements

- A. Review & Adopt Responding to School Connected Traumatic Events (Att. 7A)*
 - 1. Tanza Pugliese shares Freire Charter School of Wilmington ensures that students have access to behavioral health support in their schools in the aftermath of a school-connected traumatic event that affects a significant portion of the student body, including the death of a classmate, educator or other public school employee.
 - 2. David Singleton makes a motion to approve. Nathan Will seconds.
 - 3. Kate Bayard, Sheela Dattani, John Kane, Jilian Mackenzie, Chenelle McQueen, 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 & Amend Reporting, Retaliation & Safety Policy #205 (Att. 7B)*
 - 1. Tanza Pugliese shares the Amended Reporting, Retaliation & Safety Policy #205 with the board.
 - 2. Main changes are in the Search & Seizure section. Last year the Board voted to purchase metal wand detectors. We propose updating the language of this policy to outline the use of metal detecting technology to conduct searches. We also propose updating the name of the policy to the Safe Schools Policy
 - 3. Nate Durant notes the newly installed technology (EVOS) for weapons detection has been used for over a month now and it has helped improve the morning flow.
 - 4. David Singleton makes a motion to approve. Sheela Dattani seconds.
 - 5. Kate Bayard, Sheela Dattani, John Kane, Jilian Mackenzie, Chenelle McQueen, 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 & Adopt Security of Computerized Personal Information #506 (Att. 7C)*
 - 1. Tanza Pugliese reviews the Security of Computerized Personal Information #506 policy with the board.
 - 2. The School is committed to the security of the school's computerized data and to addressing the risk of a breach of the school's systems involving the possible disclosure of personal information.
 - 3. This policy addresses the manner in which the school will respond to unauthorized access and acquisition of computerized data that compromises the security and confidentiality of personal information
 - 4. David Singleton makes a motion to approve. Sheela Dattani seconds.
 - 5. Kate Bayard, Sheela Dattani, John Kane, Jilian Mackenzie, Chenelle McQueen, 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. No update at this time.

Meeting Adjourned, 9:01 AM