

BOARD OF DIRECTORS MEETING

November 10, 2014 – 227 North Market Street, Wilmington, DE

Minutes

Directors Present: John Pierson, Henry Smith, Hal Real, Felicia Wenell, Christian Willauer

Directors Absent: Latisha Bracy, Alfred Lance

Others Present: Kelly Davenport, Bill Porter, Paul Ramirez, Ann Pagano

- I. **Roll Call and Determination of Quorum** – The Meeting was called to order at 3:07pm. The President noted the presence of a quorum, and the meeting commenced.
- II. **Approval of Minutes** – Hal Real moved that the minutes of the meeting be approved as read with one correction (in item IV, Facility Update, “enrolled” was changed to “applied.”), and Felicia Wenell seconded this motion. The Board was polled, and the motion passed unanimously.
- III. **DE Charter School Law Review** – Bill Porter provided an update regarding application and enrollment. Delaware's "school choice" application became available to families (online and paper) on November 3rd and will continue to be available until January 14th. By law, families may still apply to charter schools after Jan 14th, but concern was expressed that many families in DE do not know this right. Assuming Freire has enough enrollment applications to hold a lottery, January 14th will be the cutoff to be included in that lottery. Freire will need at least 113 applicants in any of the three opening grades in order to hold a lottery. Freire is required by the State to show 80% of full first-year enrollment (336) by April 1, 2015.
- IV. **Governance Update** – John Pierson introduced a conversation about proposed new Board members Alfred Lance and Christian Willauer. There were no objections to either nomination. Felicia Wenell moved to elect both Mr. Lance and Ms. Willauer to the Board. Henry Smith seconded this motion. Both were unanimously elected to the Board of Freire Charter School Wilmington.
- V. **Facility Update** – Kelly Davenport provided an update on the proposed facility in the central business district of Wilmington, including that Barclays has indicated their interest in extending us a loan approximate to the amount Freire needs to borrow. The location of the school may be at 201 W 14th Street, in the Midtown Brandywine neighborhood of Wilmington, and Freire may occupy all but the lower level. Northstar Advisors and NASON Construction have been hired for project management and construction, respectively. According to Delaware Department of Education requirements, the lease must be signed by December 15.
- VI. **FCS Wilmington Update** – Bill Porter provided an update on Freire Charter School Wilmington including admissions, staffing, DDOE technical assistance review, and DDOE pre-opening

requirements. Specifically, among the pre-opening requirements, several deliverables are due December 15, including an evaluation process for the Head of School, the lease for the school building, and an employee handbook. Bill also announced a kick-off event for the new building, scheduled for December 8, 5:30-7pm in the Lower Atrium of the Hercules Building, 1313 Market Street.

- VII. CMO Update** – Kelly reminded the Board that a Freire School/Foundation/CMO combined Boards social gathering would be held November 19 at 6pm in Philadelphia.
- VIII. Finance Report** – Kelly Davenport presented the draft budget for Year 0 (2014-15) on behalf of Freire Wilmington. The budget has approximately \$2.8 million in revenue and \$2.8 million in expenditures categorized by tenant improvement uses, CSP grant uses, Longwood Grant uses, and donation uses for a net of \$0. At the December Board meeting, a budget vs. actual presentation will be made.
- IX. Fundraising Update** – Ann Pagano updated the Board that she is currently working on the marketing/kickoff event for the new building to build enthusiasm and spread the word about enrollment and the new address. A full-color newsletter with Annual Appeal is presently being printed/mailed.
- X. New Board Member Recruitment** – Kelly Davenport expressed the need for more Board members in addition to the two who were elected today.
- XI. Adjournment** – The meeting adjourned at 4:18 pm. Board President John Pierson moved to adjourn, which was seconded by Felicia Wenell.

The next Board meeting is scheduled for December 8, 2014 at 3:00 p.m. at 227 North Market Street, Wilmington, DE.