



### MEETING OF THE BOARD OF DIRECTORS

December 22, 2017

#### Minutes

*Directors Present: Trish Blessing, Mia Davenport (via video conference), Robert Goff, John Kane, Marnie Kelly, Nathan Moser, Paul Ramirez, Clint Walker Felicia Wenell*

*Directors Absent: Mark Stellini*

*Others Present: Leigh Botwinik, John Carwell, Kelly Davenport, Max Matthews, Johnny Mills, Nora Pan (Freire Wilmington Student), Bill Ray*

8:03 AM, meeting called to order.

#### I. Public Comment

- a. John Carwell from the Delaware Charter Schools Office introduces himself to the Board of Directors.

#### II. Review & Approval of Minutes

- a. Robert Goff moves to approve the minutes from the meeting on October 19, 2017. Nathan Moser seconds the motion. All in favor.

#### III. School Reports

- a. Student Representative Update
  - i. Nora Pan, a current 10<sup>th</sup> grader at Freire Wilmington, informs the Board of Directors of the recent class field trips. The 9<sup>th</sup> grade class visited Baltimore, MD, the 10<sup>th</sup> grade class visited Washington, D.C., and the 11<sup>th</sup> grade class recently visited New York City. Nora shared how exciting it was to visit Cheyney University and how inspired her and her fellow classmates felt after the trip.
- b. Staff Member Update
  - i. Nathan Moser praised the school for making field trips a large part of student education and the importance of educational experiences outside of the classroom. He shared that many students were excited to travel outside of Delaware for the first time. Nathan also noted that new policies for the 2017-18 school year have been executed in a timely manner and are having a positive impact throughout the school.
- c. FCSW October Data Packet
  - i. Felicia Wenell shares attendance data with the Board of Directors, noting that attendance is up in November and December over this time last year. She notes that suspensions are slightly up from last year, but the school is implementing new methods to curb suspension numbers. Felicia notes that 73% of the 9th grade class is on-track. Freire Wilmington sees an average daily attendance of 86 students to afterschool

programs and, because of the success of these programs, the robotics club advisor is now teaching a science class for all 10th and 11th grade students.

- ii. Paul Ramirez informs the Board of Directors of the new after-school academic centers which allow students to receive extra help for two hours after school, Monday-Thursday. Freire Wilmington has also implemented a credit recovery program which allows students to make up failed credits throughout the school year. Additionally, Paul notes the effectiveness of the College Counseling Office and that students will be able to enroll in classes with Wilmington University this coming January.
  - iii. Trish Blessing applauds the school leadership for the effectiveness of the afterschool programs and the value the school has placed on connecting students to outside cultural experiences.
  - iv. Admissions is ahead of schedule, with multiple open houses scheduled throughout February and the first student mailing having gone out the third week in December. Freire Wilmington is currently interviewing for a new Admissions Coordinator. Already, the Admissions Office has received 91 online applications for the 2018-19 school year.
  - v. Felicia Wenell shares that the new Director of Special Education has been implementing one-on-one small group support meetings with all special education students. Paul Ramirez notes the challenge of acclimating new 8th grade students into the Freire Wilmington culture, however, the school is offering additional supports to help with the new school transition. Felicia Wenell shares that the school is partnering with Connections Counseling to provide additional counseling resources for all students.
- d. Annual Report
- i. Max Matthews reviews the annual report with the Board of Directors and notes that Freire Wilmington performed well. Clint Walker asks John Carwell where Freire should focus their efforts to improve their annual report for the coming year. John notes that, for such a young school, Freire is making strong strides and is being noticed positively. He shares that it is refreshing to hear a charter school board discuss data and have a deep, rich discussion about how to continuously evolve to best suit the needs of the students.
  - ii. John shares that the state of Delaware aligned their annual report with their renewal application to make the annual report more useful as a template for how a school can prepare for their renewal year. John stresses that the school should continue to focus on building 8th grade culture and refining their structure. Paul Ramirez shares that Freire Wilmington was listed in the top 15 schools in math performance and top 5 schools in reading performance according to the Delaware School Success Framework. Freire Wilmington achieved the third highest reading score growth for students throughout the state of Delaware.
  - iii. John Kane makes motion to approve the Annual Report. Robert Goff seconds. All in favor.

#### **IV. Finances**

- a. Revised Final Budget for 2017-2018
  - i. Bill Ray reviews the revised budget for the 2017-2018 fiscal year. He notes that although enrollment was lower than projected the budget remains neutral due to scaled back hiring efforts.
  - ii. Robert Goff moves to approve the revised Final Budget for 2017-2018. Marnie Kelly seconds. All in favor.
- b. November Financial Packet

- i. Bill Ray reviews the November Financial Packet noting that final portions of the state and local funding should be received by January. Freire Wilmington is projected to meet all financial ratios except the 95% enrollment ratio.
    - ii. Robert Goff moves to approve the November Financial Packet. Trish Blessing seconds. All in favor.
  - c. October Financial Report
    - i. Bill Ray shares the October financial summary report that is required to be posted to the school website.
    - ii. Robert Goff moves to approve the October financial report. Trish Blessing seconds. All in favor.
  - d. Form 990
    - i. Bill Ray reviews the school's FY 2017 IRS Form 990 with the Board of Directors.
    - ii. Marnie Kelly moves to approve the Form 990. Robert Goff seconds. All in favor.

## V. Advancement

- a. Advancement Update
  - i. Kelly Davenport invites the Board of Directors to attend the Wilmington Cultivation Event scheduled for January 11, 2018. Kelly explains Freire's "Graduation x2" initiative, focused on helping students graduate from both high school and college.
- b. Advancement Committee Update
  - i. Clint Walker shares that he has volunteered to Co-Chair the Advancement Committee for the Freire Network. He notes the first committee meeting will be held in January.

## VI. Governance

- a. Trustee Expectations
  - i. Kelly Davenport shares the revised Trustee Expectations with the Board of Directors, noting changes made to donation expectations of all board members throughout the network. Marnie Kelly, Robert Goff, and Trish Blessing all support the new language.
  - ii. Robert Goff moves to approve the revised Trustee Expectations. Trish Blessing seconds. All in favor.
- b. Director of Learning
  - i. Kelly Davenport informs the Board of Directors that Build the Future is in contact with national hiring firms to secure a Director of Learning. The Director of Learning will be an expert in teaching and learning practices and would help evolve curriculum across the Freire network.
- c. Election of Mark Stellini to the Board of Directors
  - i. Marnie Kelly moves to elect Mark Stellini to the Freire Wilmington Board of Directors. Robert Goff seconds. All in favor.
- d. Re-Election of Members
  - i. Max Matthews informs the Board of Directors that the terms of members Clint Walker and Christian Willauer have ended.
  - ii. Marnie Kelly moves to approve the reelection of Clint Walker and Christian Willauer for second three-year terms. Trish Blessing seconds. All in favor.
- e. Build the Future Fall Forum
  - i. Kelly Davenport notes the success of the November 30th Build the Future Forum. Kelly informs the Board of Directors of the follow-up forum scheduled for January 24, 2018.
- f. Network Governance

- i. Kelly reminds the Board of Directors that the Freire Network started the 2017-2018 school year aiming to increase efficiency across the network. Build the Future is still exploring new ways of creating a more efficient network to benefit all schools.

#### **VII. Midtown Brandywine Committee Update**

- a. Robert Goff updates the Board of Directors on the Midtown Brandywine community, noting that there have been no complaints from members of the neighborhood. The issue of morning drop-off has been addressed with the addition of Freire staff members monitoring the streets during the morning.
- b. Felicia Wenell notes that a neighbor reached out to potentially hire a student to shovel snow, which shows an increase in the positive relationship between the school, students, and the community.

9:12 AM, meeting adjourned.