



MEETING OF THE BOARD OF DIRECTORS

April 19, 2018

Minutes

Directors Present: Mia Davenport, Robert Goff, John Kane, Marnie Kelly, Nathan Moser, Mark Stellini, Clint Walker, Christian Willauer

Directors Absent: Trish Blessing

Others Present: Leigh Botwinik, Josh Cornier, Kelly Davenport, Max Matthews, Johnny Mills, Paul Ramirez, Bill Ray, Felicia Wenell

Location: 201 West 14th Street, Wilmington, DE 19801

8:03 AM, meeting called to order.

I. Public Comment

- a. There is no public comment.

II. Review & Approval of Minutes

- a. Christian Willauer moves to approve the minutes from the meeting on February 15, 2018. Robert Goff seconds the motion. All in favor.

III. School Reports

- a. Student Representative Update
 - i. Vanessa Garzon, an 11th grade student council member, talks about the recent school visit from a representative from the Delaware Art Museum. The representative is currently working with Freire Wilmington students on a Great Gatsby project.
- b. Staff Member Update
 - i. Nathan Moser shares a brief staff update, explaining that the recent SAT prep day went well with the 11th grade students and staff. Members from Delaware's Department of Education attended the prep day to make sure things were done in an official capacity.
- c. Heads Report
 - i. Paul Ramirez shares that this year the school has been focusing on instruction, seeing great improvement in all classrooms. Because of the instructional improvement, visitors can walk into any classroom and the students are engaged in learning.
 - ii. Through this year and into next, Freire Wilmington is focused on mission, voice, and student empowerment. Recently, Freire Wilmington held a cultural immersion day where all students went to see *Black Panther* and participated in a talent show titled *Black Out* which focused on black empowerment.
 - iii. There have been multiple field trips this year, including Women in IT at Capital One, Microsoft, and Delmarva. To help keep students engaged in learning throughout the summer, Freire Wilmington is currently planning summer school, Art Camp, Drone

Camp, and a Board Game and Strategy Camp, as well as an internship opportunity with the Delaware Historical Society.

- d. March 2018 Data Packet
 - i. Felicia Wenell shares that the average daily attendance was slightly down in February and March but, overall, was higher than this time last year. Suspensions were down year-to-date since last year.
 - ii. The 21st Century programs are doing well with the number of students attending 30 days or more resting at 78. The year-end goal for student attendance is 140 students regularly attending after school activities. Recently, representatives from the state came in to audit the school's performance and compliance with the 21st Century grant requirements. The representatives noted there were no major areas needing improvement and were very impressed.
 - iii. Freire Wilmington is in the middle of hiring season for the coming school year. Felicia and Paul note that it has been a particularly difficult year for hiring throughout schools in Delaware. One major position the school is focused on hiring is the Director of Curriculum and Instruction. This individual's primary focus will be on teacher coaching, mentoring, and curriculum development.
- e. Slate of Staff and Salaries
 - i. Max Matthews explains that under the Delaware School Code, the Board of Directors has the ultimate authority to make hiring and salary decisions. Previously approved in September, this is a mid-year update to the Slate of Staff and Salaries.
 - ii. Mark Stellini moves to approve the Slate of Staff and Salaries. Marnie Kelly seconds. All in favor.
- f. Charter School Update
 - i. Max Matthews explains the Charter Renewal Update Summary and the requirements the school must meet to be in good standing for their charter renewal. The charter renewal application must be submitted to the Charter Schools Office before the end of September, with a public hearing happening later in the year.
- g. 2018-2019 School Calendar
 - i. Max Matthews explains that, according to Delaware Charter Law, the Board of Directors is required to approve the new school calendar every year.
 - ii. Marnie Kelly moves to approve the 2018-2019 School Calendar for Freire Wilmington. Robert Goff seconds. All in favor.

IV. Finances

- a. March 2018 Financial Packet
 - i. Bill Ray reviews the March 2018 Financial Packet with the Board, noting that Freire Wilmington has met all financial ratios for the past two years and is on track to meet them this fiscal year.
 - ii. Felicia Wenell shares that the fourth floor HVAC system and building elevators are showing significant wear and will likely need to be replaced within the next 5 years, both carrying significant maintenance costs. The Board requests to review options for replacing both systems at the June Board Meeting.
 - iii. Mark Stellini moves to approve the March 2018 Financials. Christian Willauer seconds. All in favor.
- b. CBOC Update
 - i. Bill Ray shares that the CBOC agreed that the school is in a strong financial position and did not have any recommended changes for the school at this time.

- c. Line of Credit Update
 - i. Bill Ray updates the Board on the current line of credit between Freire Wilmington and Barclays. Since the line of credit has not been drawn upon by the school, Barclays has asked if the line can be reduced. Bill recommends not reducing the line of credit in case something changes with the current way the state of Delaware pays Freire Wilmington.
 - ii. Christian Willauer recommends entering Executive Session to further discuss the line of credit agreement between Barclays and Freire Wilmington.
 - iii. Robert Goff moves to enter Executive Session. Mark Stellini seconds. All in favor.
 - iv. The Board exits Executive Session.
 - v. Christian Willauer proposes a motion to authorize Bill Ray to negotiate with Barclays for a line of credit no less than \$650,000 with Bill discussing the contingencies around moving the line of credit back.
 - vi. Mark Stellini moves to approve Bill Ray negotiating Freire Wilmington's line of credit with Barclays. Robert Goff seconds. All in favor.

V. Advancement

- a. Kelly Davenport, on behalf of Hillary Sorin, thanks Clint Walker and Barclays for their \$45,000 grant to support the *Graduation x2* program at Freire Wilmington and for Clint Walker and Mark Stellini's involvement with the Advancement Team.
- b. Kelly Davenport updates the Board on Summer Uptown, scheduled for June 18, 2018, which will feature arts, technology, and student achievement from across the Freire Network. The event will honor the late Stephen M. Goodman for his dedication to advancing technology industries throughout the region during his career.
- c. Clint Walker reminds the Board Members to give their annual donation to Freire Wilmington before the end of the fiscal year.

VI. Governance

- a. Scheduling Governance Training
 - i. Max Matthews notes that part of Freire Wilmington's charter renewal rating includes that all Board Members must attend a governance training. The next training is schedule for May 29, 2018.
- b. Build the Future Evaluation
 - i. Max Matthews notes that he will distribute a Build the Future Evaluation Survey to the Board of Directors later today to rate Build the Future's effectiveness in relation to the school compared to last year.

VII. Midtown Brandywine Committee Update

- a. Robert Goff shares that there are no complaints from the Midtown Brandywine Committee at this time. However, he anticipates an issue with parking in the coming months.
- b. Kelly Davenport encourages Robert to invite the members of the Midtown Brandywine Committee to attend the Freire Charter High School graduation on June 18th in Philadelphia.

9:11 AM, meeting adjourned.