



Freire

Charter Wilmington

MEETING OF THE BOARD OF DIRECTORS

June 21, 2018

Minutes

Directors Present: Trish Blessing, Mia Davenport (phone), Robert Goff, John Kane, Nathan Moser, Clint Walker, Christian Willauer

Directors Absent: Marnie Kelly, Mark Stellini

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

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

8:04 AM, meeting called to order.

I. Public Comment

- a. There is no public comment.

II. Review & Approval of Minutes

- a. Robert Goff moves to approve the minutes from the meeting on April 19, 2018. Trish Blessing seconds. All in favor.

III. School Reports

- a. Staff Member Update
 - i. Nathan Moser shares that the school year ended with the students and staff having a positive outlook on the school year. He notes that Freire Wilmington will have its first graduation class next year. The prospective graduates have been at Freire Wilmington since their 9th grade year.
- b. Heads Report
 - i. May 2018 Data Packet
 - 1. Felicia Wenell shares that May and June attendance are similar in relation to last year, with a half percentage increase over the 2016-17 school year. Felicia notes suspensions have significantly decreased compared to last year with the school making steady, positive progress in the right direction.
 - 2. Felicia shares that summer school starts on Monday, June 25, along with other summer sport camps and extracurricular summer programming.
 - 3. Paul Ramirez shares that the school is in the process of hiring two college counselors for the College Access Office. He notes that, overall, hiring has been more difficult than in previous years due to the nation-wide teacher shortage.

- ii. Enrollment/Recruitment Update
 - 1. Freire Wilmington will continue to hold open houses throughout the summer to engage prospective students and their families. Paul Ramirez notes the admissions numbers for this year are similar to this time last year.
- c. Schoolwide Plan
 - i. Max Matthews reviews the Schoolwide Plan, a requirement for federal Title I funding. This summative document has been implemented throughout the previous school year.
 - i. Christian Willauer makes a motion to approve the Schoolwide Plan. Robert Goff seconds. All in favor.
- d. Charter Renewal Update
 - i. Max Matthews shares that Freire Wilmington is currently in the process of charter renewal. Max notes that the school is in a good place and is not currently worried about the renewal process.
 - ii. Max notes that new leadership will be coming to the Delaware Charter School Office in the coming months.

IV. Financials

- a. May 2018 Financial Packet
 - i. Bill Ray reviews the May 2018 Financial Packet for Freire Wilmington.
 - ii. Christian Willauer votes to approve the May 2018 Financial Packet. Nathan Moser seconds. All in favor.
- b. FY 2019 Preliminary Budget
 - i. Bill Ray reviews the preliminary budget for the 2019 fiscal year. The budget utilizes a conservative estimate for the coming year as the actual revenue numbers and rates have not been released by the state. The CSP start up grant, awarded to Freire Wilmington for three years, has now expired and is not included in the preliminary budget.
 - ii. Bill notes that there are two items not reflected in the preliminary budget, repairs needed for the HVAC system and the elevators. Felicia Wenell shares that the school is looking into repairing both systems in the coming year. Felicia asks the Board for approval for the Executive Committee to approve expenses related to the HVAC and elevator systems during the summer.
 - iii. John Kane makes a motion to grant the Executive Committee power to approve expenses related to the repair of the building's HVAC and elevator systems over the summer months. Nathan Moser seconds. All in favor.
 - iv. Robert Goff makes a motion to approve the preliminary budget for the 2019 fiscal year. John Kane seconds. All in favor.
- c. Donation from Freire Charter School Foundation
 - i. Bill Ray reviews a donation from Freire Foundation.
 - ii. Christian Willauer makes a motion to accept the donation from Freire Foundation. Robert Goff seconds. All in favor.
- d. Discretionary Loan Repayment
 - i. Clint Walker recuses himself from the discussion around Freire Wilmington's discretionary loan repayment.
 - ii. Bill Ray explains that Freire Charter School Wilmington has been working aggressively to pay down a loan from Barclays. Freire Wilmington paid down \$50,000 on the loan last fiscal year. After approving the donation from Freire Foundation, the school would like to pay down an additional \$50,000 on the loan.

- iii. John Kane makes a motion to approve a \$50,000 discretionary loan payment to Barclays. Robert Goff seconds. All in favor.
- e. CBOC Update
 - i. Bill Ray notes that, at this time, there is no update from the CBOC.
- f. Line of Credit Update
 - i. Bill Ray shares that Barclays has agreed to renew the line of credit with Freire Wilmington under the same terms of the original line of credit.

V. Advancement

- a. Advancement Update
 - i. Kelly Davenport shares that the current fundraising goal is to raise \$500,000 before the end of the fiscal year. Currently, the Freire Network is \$14,000 away from reaching their goal before the end of June.
 - ii. Clint Walker reminds the Board of their obligation to give an annual donation to Freire Wilmington.
- b. Summer Uptown Update
 - i. Kelly Davenport shares that Summer Uptown was a success. The event had a remarkable turn out of around 400 guests. Kelly notes the Freire Wilmington Dance Team did an amazing job and their performance was well received by the crowd.

VI. Policy Adoption

- a. Updated ELL, Migrant, and Refugee Student Policy
 - i. Max Matthews shares the updated ELL, Migrant, New Immigrant, and Refugee Student Policy explaining that some of the updates are in responses to changes to the Every Student Succeeds Act.
 - ii. Robert Goff makes a motion to approve the updated ELL, Migrant, and Refugee Student Policy. Christian Willauer seconds. All in favor.
- b. Resolution Authorizing Amendments to the Dress Code
 - i. Max Matthews explains that Felicia Wenell and members of Freire Wilmington are discussing changes to the dress code to become more inclusive of all genders, body types, and religious backgrounds. These discussions will take place over the summer.
 - ii. Nathan Moser makes a motion to approve amendments to the school dress code based on the outcome of these conversations. Trish Blessing seconds. All in favor.
- c. Updated Employee Handbook
 - i. Max Matthews shares the updated Employee Handbook noting that there are no major changes from last year.
 - ii. Robert Goff makes a motion to approve. John Kane seconds. All in favor.

VII. Governance

- a. Re-Elect Board Members
 - i. Robert Goff makes a motion to approve. Nathan Moser seconds. All in favor.
- b. Board Meeting Schedule for the 2018-2019 School Year
 - i. Robert Goff makes a motion to approve the updated Board Meeting Schedule. John Kane seconds. All in favor.
- c. Results from the Annual Build the Future Fundraiser
 - i. Max Matthews explains that it is important for the board of each school to evaluate the performance of Build the Future on an annual basis.
 - ii. Clint Walker asks for a motion confirming Build the Future provides satisfactory services to Freire Wilmington. John Kane makes a motion. Nathan Moser seconds. All in favor.

VIII. Executive Session

- a. Christian Willauer makes a motion for the Board to enter Executive Session to discuss potential litigation. Trish Blessing seconds. All in favor.
- b. The Board is in Executive Session from 9:00 AM to 9:20 AM.

IX. Midtown Brandywine Committee Update

- a. Robert Goff shares that the Midtown Brandywine Committee recently met to share some concerns related to the upcoming school year. Robert will write a list of these concerns and recommendations and share this list with the Board's Executive Committee over the summer.

9:24 AM, meeting adjourned.