



MEETING OF THE BOARD OF DIRECTORS

September 20, 2018

Minutes

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

Directors Absent: Clint Walker, Christian Willauer

Others Present: Leigh Botwinik, Kelly Davenport, Felicia Harrington, Julia Li, Max Matthews, Johnny Mills, Paul Ramirez, Bill Ray, Maurice Roberts, Savio Stewart (Freire Wilmington Student)

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

8:06 AM, meeting called to order.

I. Public Comment

- a. There is no public comment.

II. Executive Session

- a. Mark Stellini makes a motion to go into Executive Session. Robert Goff seconds.
- b. The Board enters Executive Session at 8:08 AM. The Board exits Executive Session at 8:23 AM.

III. Review & Approval of Minutes

- a. Robert Goff moves to approve the minutes from the meeting on June 21, 2018. Nathan Moser seconds. Marnie Kelly and Mark Stellini abstain because they were not present for the June Board Meeting. All in favor.
- b. Robert Goff moves to approve the minutes from the meeting on July 12, 2018. Nathan Moser seconds. Marnie Kelly and Mark Stellini abstain because they were not present for the July Board Meeting. All in favor.

IV. School Reports

- a. Student Update
 - i. Savio Stewart, a current senior, shared that the students are enjoying the new open campus lunches and have consistently returned to class on time. Savio shares that the new AP Biology, AP Calculus, and AP History courses are challenging and rewarding for students. The boys' soccer team have started the year with a 2-0 winning streak.
 - ii. Savio shares that, over the past four years, Freire Wilmington has helped him grow as a student and an individual. Savio notes that the two new college counselors are incredibly helpful and supportive with college appointments, essays, financial aid, and scholarships. Originally, Savio was interested in studying law but has now decided to major in political science and mathematics.
- b. Staff Member Update

- i. Nathan Moser shares that the school has expanded to serve grades 8-12. Nathan notes that the student culture, specifically in grades 11 and 12, is very strong and the students are engaged.
 - ii. Nathan shares that the 10th graders are understanding the course material and buying-in to the rules and expectations of the school. Nathan notes that 8th and 9th grade are both reaching the same level of professionalism, however, this process takes longer because of the transition period from middle school to high school.
 - iii. Nathan shares that he is excited to start the teacher coaching program and help the new teachers and staff grow professionally.
- c. Heads Report
- i. Paul Ramirez recognizes Nathan, who has stepped up as a teacher leader this school year and is spearheading staff orientations as a new teacher coach.
 - ii. September Data Packet
 - 1. Felicia Harrington reviews the September Data Packet with the Board, which highlights the climate and cultural indicators of the school at the end of the 2017-2018 school year. Felicia notes the strong attendance numbers throughout the building. In addition, Felicia highlights that suspension numbers have fallen for the past two years. She also notes that the vast majority of suspensions take place with the younger students during the initial transition period from middle school to high school.
 - 2. Paul Ramirez reviews Freire Wilmington's Smarter Balanced and SAT results with the Board. Growth over the past year has exceeded the state's level of growth in both English Language Arts and Mathematics. Paul notes the benchmark comparisons between Freire Wilmington and other schools across the state, including selective and non-selective schools.
 - 3. Nathan Moser and other Board Members address the state average for proficiency rates across different subjects and the expectations of Freire Wilmington.
 - iii. Enrollment/Recruitment Update
 - 1. Felicia Harrington shares that Freire Wilmington is five days away from the enrollment deadline recognized by the state. Currently, Freire Wilmington has an enrollment of 470 students, with 202 of those students new to Freire Wilmington this year. Felicia notes that the student population is more diverse than in previous years.
 - 2. Felicia shares that Freire Wilmington will be holding parent focus groups to gauge which admissions initiatives were most effective in increasing overall enrollment.
 - iv. Freire Wilmington Vision and Priorities
 - 1. Paul Ramirez shares the four major focus areas for Freire Wilmington during the 2018-2019 school year. These areas include a focus on deeper learning, an emphasis on college access and preparedness, and creating stronger student and staff culture.
- d. Student Dress Code
- i. Felicia Harrington shares the new Student Dress Code with the Board. This updated dress code was created with the help of students, parents, and staff to be a more inclusive and empowering policy for students.

- ii. Robert Goff makes a motion to approve the updated Student Dress Code. John Kane seconds. All in favor.
- e. Deeper Learning Rubric
 - i. Kelly Davenport reviews the new Deeper Learning Rubric which will help change the way teachers are evaluated and will create a more student-centric vision for learning.
 - ii. Mark Stellini makes a motion to approve the Deeper Learning Rubric. John Kane seconds. All in favor.

V. Financials

- a. June 30 Audit Report
 - i. Bill Ray reviews the June 30 Audit Report noting that there were no findings. This was the first year the school's federal grants were audited. The federal grant audit came back with no findings. Additionally, the auditors reviewed Freire Wilmington's internal controls and found no weaknesses.
 - ii. John Kane makes a motion to approve the June 30 Audit Report. Mark Stellini seconds. All in favor.
- b. August 2018 Financial Report
 - i. Bill Ray reviews the August 2018 Financial Report. Bill notes the original budget reflected an enrollment projection of 500 students. The revised budget reflects the actual enrollment of 470 and will be presented during the October Board Meeting.
 - ii. Mark Stellini makes a motion to approve the August 2018 Financial Report. John Kane seconds. All in favor.
- c. Proposed Donation Approval
 - i. Bill Ray reviews the proposed donation approval to accept the \$150,000 currently held by the Freire Foundation. This is the second of two donations received from the Longwood Foundation to cover two instructional positions at Freire Wilmington.
 - ii. John Kane makes a motion to approve the proposed donation. Mark Stellini seconds. All in favor.
- d. Line of Credit
 - i. Bill Ray shares that Barclay's has offered to renew their line of credit with Freire Wilmington. The new line of credit will be for an unsecured \$500,000.
- e. CBOC Update and Member Reelection
 - i. Bill Ray informs the Board that the CBOC recently met and reelected Eric Williams. Bill asks the Board to approve the reelection of John Kane as the CBOC Liaison.
 - ii. Robert Goff makes a motion to reelect John Kane as the CBOC Liaison. Mia Davenport seconds. All in Favor.

VI. Advancement

- a. Kelly Davenport shares that Clint Walker, the Chair of the Freire Wilmington Board of Directors, will be serving on the Advancement Committee. The committee will be transitioning to serve more as an advisory committee moving forward.
- b. Kelly shares that Build the Future is working diligently to submit numerous grant applications to support Freire Wilmington.
- c. Kelly informs the Board of Freire Wilmington's upcoming Cultivation Event scheduled for November 15, 2018.

VII. Policies

- a. Business Services Agreement, Director of Student Services

- i. Bill Ray explains the Business Services Agreement for the Director of Student Services between Freire Charter School and Freire Charter School Wilmington. This year, the Director of Student Services for Freire Charter School will spend a portion of their time supporting Freire Charter School Wilmington's Student Services Department.
- ii. Bill explains that Freire Wilmington will pay 40% of the personnel costs for the Director of Student Services.
- iii. Mark Stellini makes a motion to approve the Business Services Agreement for the Director of Student Services. John Kane seconds. All in favor.
- b. CIPA Policy
 - i. Max Matthews shares that the Children's Internet Protection Act Policy is in place to prevent students from accessing explicit or harmful content while on the internet.
 - ii. Robert Goff makes a motion to approve the Children's Internet Protection Act Policy. John Kane seconds. All in favor.
- c. Charter Renewal Application and Update
 - i. Max Matthews informs the Board of the upcoming renewal for Freire Charter School Wilmington. Max shares the renewal documents with the Board and encourages them to attend the upcoming October Charter Renewal Hearing.
 - ii. Max asks the Board for approval of the draft application along with the modification request.
 - iii. Robert Goff makes a motion to approve the Charter Renewal Application and modification request. Mark Stellini seconds. All in favor.
- d. Unit Count Manual
 - i. Max Matthews explains the Unit Count Manual to the Board.
 - ii. John Kane makes a motion to approve the Unit Count Manual. Robert Goff seconds. All in favor.

VIII. Governance

- a. 2018-2019 Board Meeting Schedule
 - i. The Board reviews the board meeting schedule for the coming school year.
- b. Board Contact Information Sheet
 - i. The Board reviews the contact information sheet.
- c. Board Visitation Day 2018
 - i. Marnie Kelly reminds the Board that Freire Wilmington will host a Board Visitation Day on Thursday, October 11, 2018.
- d. New Build the Future Staff Members
 - i. Kelly Davenport introduces Maurice Roberts, the new Executive Assistant and Alumni Liaison for the Freire Network and 2007 Freire Alum.
 - ii. Kelly shares that Build the Future has recently hired a new Director of Learning, Director of Institutional Giving, Director of Community Partnerships and Engagement, a new Staff Accountant, and a Creative Fellow in Residence/Database Coordinator.
- e. Resignation of Trish Blessing
 - i. Marnie Kelly notes that Trish Blessing has resigned from the Board of Directors. Felicia Harrington is currently in talks with a new potential parent board representative.
- f. Board Self Evaluation

- i. The Board reviews the Board Self Evaluation.
- g. Re-Election of Mia Davenport
 - i. John Kane makes a motion to reelect Mia Davenport to the Freire Charter School Wilmington Board of Directors. Robert Goff seconds. All in favor.

IX. Midtown Brandywine Update

- a. Robert Goff notes that there is not update at this time.

9:26 AM, Meeting Adjourned