



### MEETING OF THE BOARD OF DIRECTORS

October 11, 2017

Location: 1026 Market Street, Philadelphia, PA 19107

Board attendees: Paul Archibald, Beth Packel, Bill Brinkman, Dave Bryant, Gerald Escovitz, Nick Fels, Lisa Hoffstein, Nicole Jenkins, Michael Maholick (Phone), Chris Moore, Eric Muller (Phone), Beth Packel, Chris Zagacki

Board members absent: Anthony Harris, Bruce Lesser, Bruce Levine, Lorraine White

Other attendees: Leigh Botwinik, Tom Caramanico, Stacey Carlough (Freire High School staff representative), Kelly Davenport, Celine Derricks (Freire High School student representative), Jamira Johnson (TECH Freire student representative), Max Matthews, Johnny Mills, Bill Ray, Hillary Sorin

8:07 AM, meeting called to order.

#### I. Public Comment

- a. There was no public comment.

#### II. Executive Session

- a. Bill Brinkman makes a motion for the Board to enter executive session to discuss ongoing litigation. Dave Bryant seconds.
- b. Paul Archibald, Beth Packel, Bill Brinkman, Dave Bryant, Gerald Escovitz, Lisa Hoffstein, Nicole Jenkins, Michael Maholick, Eric Muller, Beth Packel, vote in favor of the motion. There are no votes against and no abstentions. The motion passes.
- c. The Board holds executive session from 8:07 AM to 8:18 AM.

#### III. Resolutions

- a. Resolution of Stockton lawsuit and return of funds
  - i. Bill Brinkman makes a motion to approve a settlement of the Stockton lawsuit wherein TECH Freire Charter School pays \$220,000 out of its operating funds, pending final review by Bruce Lesser and Kelly Davenport, and to authorize Kelly Davenport to sign the settlement on behalf of Freire Charter School. Beth Packel seconds.
  - ii. Paul Archibald, Beth Packel, Bill Brinkman, Dave Bryant, Gerald Escovitz, Lisa Hoffstein, Nicole Jenkins, Michael Maholick, Eric Muller, Beth Packel, vote in favor of the motion. There are no votes against and no abstentions. The motion passes.
  - iii. Bill Brinkman makes a motion for Freire Charter School to accept the full return of its \$305,000 contribution to the escrow account related to the Stockton lawsuit from TECH Freire Charter School. Beth Packel seconds.
  - iv. Paul Archibald, Beth Packel, Bill Brinkman, Dave Bryant, Gerald Escovitz, Lisa Hoffstein, Nicole Jenkins, Michael Maholick, Eric Muller, Beth Packel, vote in favor of the motion. There are no votes against and no abstentions. The motion passes.
- b. Minutes from September 13, 2017 Board Meeting

- i. The Board reviews the minutes from the September 13, 2017 Board Meeting.
  - ii. Bill Brinkman makes a motion to approve the minutes. Dave Bryant seconds.
  - iii. Paul Archibald, Beth Packel, Bill Brinkman, Dave Bryant, Gerald Escovitz, Lisa Hoffstein, Nicole Jenkins, Michael Maholick, Eric Muller, Beth Packel, vote in favor of the motion. There are no votes against and no abstentions. The motion passes.
- c. Minutes from the Special Meeting of the Board of Directors from October 23, 2015
  - i. The Board reviews the minutes from the Special Meeting of the Board of Directors from October 23, 2015. These minutes are being adopted as part of the official corporate record of Freire Charter School.
  - ii. Paul Archibald makes a motion to retroactively approve the minutes. Bill Brinkman seconds.
  - iii. Paul Archibald, Beth Packel, Bill Brinkman, Dave Bryant, Gerald Escovitz, Lisa Hoffstein, Nicole Jenkins, Michael Maholick, Eric Muller, Beth Packel, vote in favor of the motion. There are no votes against and no abstentions. The motion passes.
- d. Teacher Equity Plan
  - i. Max Matthews reviews the updated Teacher Equity Plan and explains that the Board is required to review the plan to receive Title I funds.
  - ii. Bill Brinkman makes a motion to approve the Teacher Equity Plan. Dave Bryant seconds.
  - iii. Paul Archibald, Beth Packel, Bill Brinkman, Dave Bryant, Gerald Escovitz, Lisa Hoffstein, Nicole Jenkins, Michael Maholick, Eric Muller, Beth Packel, vote in favor of the motion. There are no votes against and no abstentions. The motion passes.
- e. 2017-2018 Textbook Review
  - i. Max Matthews explains that under school code for the City of Philadelphia, and stated in the school's Bylaws, the Board of Directors is responsible for approving the course of study and textbooks used by the school at the start of each year.
  - ii. Bill Brinkman makes a motion to approve the list of textbooks for the 2017-2018 school year. Beth Packel seconds.
  - iii. Paul Archibald, Beth Packel, Bill Brinkman, Dave Bryant, Gerald Escovitz, Lisa Hoffstein, Nicole Jenkins, Michael Maholick, Eric Muller, Beth Packel, vote in favor of the motion. There are no votes against and no abstentions. The motion passes.
- f. Parent Complaint Policy
  - i. Max Matthews reviews the updates to the Parent Complaint Policy for the Board to approve.
  - ii. Lisa Hoffstein makes a motion to approve the Parent Complaint Policy. Beth Packel seconds.
  - iii. Paul Archibald, Beth Packel, Bill Brinkman, Dave Bryant, Gerald Escovitz, Lisa Hoffstein, Nicole Jenkins, Michael Maholick, Eric Muller, Beth Packel, vote in favor of the motion. There are no votes against and no abstentions. The motion passes.
- g. Educational Services Agreement
  - i. The Board reviews two proposed Educational Services Agreements. Nick Fels reviews the circumstances leading up to both of these agreements.
  - ii. Paul Archibald makes a motion to approve both Educational Services Agreements. Bill Brinkman seconds.
  - iii. Paul Archibald, Beth Packel, Bill Brinkman, Dave Bryant, Gerald Escovitz, Lisa Hoffstein, Nicole Jenkins, Michael Maholick, Eric Muller, Beth Packel, vote in favor of the motion. There are no votes against and no abstentions. The motion passes.

#### **IV. School Report**

- a. Student Council Update

- i. Celine Derricks, a current 12<sup>th</sup> Grader at Freire High School, shares an update on the work the Student Council has done throughout the first few weeks of the school year. She notes that the Student Council is using the student survey, taken at the end of the 2016-2017 School Year, to guide their school initiatives and help the students connect with their teachers and fellow peers.
  - b. Staff Member Update
    - i. Stacey Carlough, AP Literature Teacher, Director of Teacher Development, and Head of the English Language Arts Department, shares that the school is focusing purposefully and intentionally on “Why does our learning matter?” to drive decisions throughout the school. She touches on the importance of seasoned teachers mentoring first- and second-year teachers to help enrich curriculum and help teachers share a deeper connection with students.
  - c. Freire Charter High School Update
    - i. Nick Fels reviews last year’s Keystone test scores with the Board in comparison to those of peer schools throughout Philadelphia. He notes the changes being made in 9<sup>th</sup> Grade Algebra, 11<sup>th</sup> Grade Mathematics, and the new Wit and Wisdom reading program to help students achieve a better understanding of course content and increase proficiency ratings on the keystones. Nick closes by expressing his enthusiasm for the Student Council this year and the positive feedback the school has received since increasing student voice in decision making throughout the school.
    - ii. Chris Moore informs the Board of changes throughout the high school from changes to office locations to an increased focus on positive student climate. Chris is working with the Head of Academic Supports of Freire Middle School, Andrea Zepp, to gain a better understanding of the students transitioning from Freire Charter Middle School to Freire Charter High School. He notes that attrition and suspension numbers are significantly down from last year and that Dean’s office is putting a stronger focus this year on restorative action to disciplinary infractions.
  - d. Freire Charter Middle School Update
    - i. Chris Zagacki shares that students at Freire Charter Middle School are working on their first set of ELA and Math Benchmarking this week for the PSSAs. The next round of benchmarking will take place in November. He is impressed with the amount of students using their ‘YET’ cards and being willing to retake tests and assignments until they master each particular skill.
  - e. Charter Renewal Update
    - i. Max Matthews informs the Board that all requested documents for the charter renewal have been submitted by the October 9, 2017, deadline. The Charter School Office of Philadelphia will have their formal site visit to Freire Charter Middle and High School on November 1, 2017.
  - f. Data Plan for 2017-2018
    - i. Leigh Botwinik shares the 2017-2018 Data Plan with the Board of Directors and encourages them to read the short study attached about the two metrics most closely linked to keeping students on track to graduate, daily attendance and passing grades.

**V. Financials**

- a. August 2017 Financial Packet
  - i. Bill Ray reviews the August 2017 financial report and notes that the school is on track to meet all School District Ratios. He notes that Freire is projected to end the year with a slight cash flow deficit due to the previous year’s capitation rate adjustment on behalf of the school district.
- b. Audit Update

- i. Bill Ray updates the Board on the status of the annual audit, noting that, at this time, the auditors have not identified any findings.
  - c. TRF Loan Refinance Update
    - i. Bill Ray informs the Board that the refinancers toured Freire Charter High School on October 4, 2017, and we are waiting to see what the next steps are in the refinance process.
  - d. Health Care Update
    - i. Bill Ray notes that the renewal process for Freire's health care plan starts on November 1, 2017.

## **VI. Advancement**

- a. Annual Report Update
  - i. Hillary Sorin, Director of Advancement, shares her plan for unveiling a new annual report, slated to go out during Winter 2018, with hopes of creating a magazine publication to be sent out to current donors in Spring 2018.
- b. Spring/Summer Fundraising Event
  - i. Hillary Sorin and Matthew Johnson discuss their proposal for a fundraising event, to be held at TECH Freire Charter School, during the Spring/Summer of 2018. This event would showcase student work created through the use of the 21<sup>st</sup> Century Grant Program.
  - ii. The purpose of this event would be to raise unrestricted funds to be used for technological purposes throughout the network.
- c. Advancement Committee
  - i. Hillary shares Kelly Davenport's recent title change, from Executive Director to Founder/CEO, with the Board of Directors.
  - ii. Hillary asks the Board to review the proposal to create an Advancement Committee and Advisory Council. The Advancement Committee would be Co-Chaired by Bruce Lesser and Matthew Johnson.

## **VII. Board Committee Reports**

- a. 403(b) Committee
  - i. Bill Ray shares that, at this time, there is nothing to report.
- b. Audit Committee
  - i. Bill Ray updates the Board on the status of the annual audit, noting that, at this time, the auditors have not identified any findings.
- c. Education Committee
  - 1. Gerald Escovitz reviews the first Education Committee Report with the Board of Directors and encourages them to ask questions about the findings. This report provides a brief summary of the national and international context within which Freire operates and outlines some future activities of the education committee.
- d. Safety/Property Committee
  - i. Kelly Davenport shares that, at this time, there is nothing to report.

## **VIII. Governance**

- a. Trustee Expectations
  - i. Gerald Escovitz and Kelly Davenport review the updated trustee expectations with the Board of Directors.
- b. Build the Future Evaluation
  - i. Kelly Davenport shares the results of the 2017 Build the Future Evaluation with the Board of Directors. She notes that the leadership of Build the Future was charged with answering six key questions about their purpose and interaction with the schools.

c. Build the Future Forum, November 30

- i. Kelly invites the Board of Directors to participate in a network-wide forum on November 30, 2017, to discuss the six essential questions derived from the recent Build the Future Evaluation.

11:37 AM, meeting adjourned.