



### MEETING OF THE BOARD OF DIRECTORS

June 12, 2019

#### Minutes

Location: 1026 Market Street, Philadelphia, PA 19107

Board Members Present: Paul Archibald, David Bryant, Gerald Escovitz, Lisa Hoffstein, Bruce Lesser, Beth Packel, Raquel Leach, Lorraine White

Others Present: Kelly Davenport, Travis Edwards, Dawn Eubanks, Kait Ginder, Max Matthews, Johnny Mills, Chris Moore, Bill Ray, Melanie Reiser, Maurice Roberts, Scott Solomon, Teryn Thomas, Chris Zagacki

The meeting is called to order at 8:09 AM.

#### I. Public Comment

- a. There was no public comment.

#### II. Executive Session

- a. Bruce Lesser makes a motion to enter Executive Session. Lorraine White seconds.
- b. Paul Archibald, David Bryant, Gerald Escovitz, Lisa Hoffstein, Raquel Leach, Bruce Lesser, Beth Packel, and Lorraine White vote in favor of the motion. There are no votes against and no abstentions. The motion passes.
- c. The Board enters Executive Session at 8:11 AM to discuss matters involving the evaluation of performance of the Head of School and to plan and review records related to the school's emergency preparedness plan and the protection of public safety and security.
- d. The Board exits Executive Session at 8:59 AM.

#### III. Resolutions

- a. Minutes from April 10, 2019
  - i. The Board of Directors review the minutes from April 10, 2019.
  - ii. Bruce Lesser makes a motion to approve. David Bryant seconds.
  - iii. Paul Archibald, David Bryant, Gerald Escovitz, Lisa Hoffstein, Raquel Leach, Bruce Lesser, Beth Packel, and Lorraine White vote in favor of the motion. There are no votes against and no abstentions. The motion passes.
- b. Board Members and Officers
  - i. Re-election of Freire Charter School Board Members & Officers
    1. Lorraine White makes a motion to reelect Gerald Escovitz as Board Chair, David Bryant as Vice Chair, Bruce Lesser as Secretary, and Beth Packel as Treasurer for the Freire Charter School Board of Directors. Paul Archibald seconds.
    2. Paul Archibald, David Bryant, Gerald Escovitz, Lisa Hoffstein, Raquel Leach, Bruce Lesser, Beth Packel, and Lorraine White vote in favor of the motion. There are no votes against and no abstentions. The motion passes.
    3. Lorraine White makes a motion to reappoint David Bryant, Lisa Hoffstein, and Beth Packel to Freire Charter School Board of Directors. Bruce Lesser seconds.
    4. Paul Archibald, David Bryant, Gerald Escovitz, Lisa Hoffstein, Raquel Leach, Bruce Lesser, Beth Packel, and Lorraine White vote in favor of

the motion. There are no votes against and no abstentions. The motion passes.

- ii. Re-election of TECH Freire Charter School Board Members
  - 1. David Bryant makes a motion to reappoint Dawn Eubanks to the TECH Freire Board of Directors. Bruce Lesser seconds.
  - 2. Paul Archibald, David Bryant, Gerald Escovitz, Lisa Hoffstein, Raquel Leach, Bruce Lesser, Beth Packel, and Lorraine White vote in favor of the motion. There are no votes against and no abstentions. The motion passes.
- iii. Re-appointment of Build the Future Board Members
  - 1. David Bryant makes a motion to reappoint Kelly Davenport to the Build the Future Board, effective June 17, and to reappoint Eldron Blackwell, Leonard Poncia, and Barry Stupine to the Build the Future Board of Directors. Lorraine White seconds.
  - 2. Paul Archibald, David Bryant, Gerald Escovitz, Lisa Hoffstein, Raquel Leach, Bruce Lesser, Beth Packel, and Lorraine White vote in favor of the motion. There are no votes against and no abstentions. The motion passes.
- c. 2019-20 Board Meeting Schedule
  - i. The Board of Directors review the proposed Board Meeting Dates for the 2019-2020 School Year. The Board agrees to reschedule the October 9, 2019 Board Meeting in observance of Yom Kippur. The Board proposes that joint Board Meetings alternate the meeting location between Freire Middle School and TECH Freire.
  - ii. Bruce Lesser makes a motion to approve the schedule with the proposed changes. David Bryant seconds.
  - iii. Paul Archibald, David Bryant, Gerald Escovitz, Lisa Hoffstein, Raquel Leach, Bruce Lesser, Beth Packel, and Lorraine White vote in favor of the motion. There are no votes against and no abstentions. The motion passes.
- d. Adoption of 2019-20 School Calendar
  - i. Raquel Leach makes a motion to approve the 2019-20 School Calendar for Freire Charter School. Lisa Hoffstein seconds.
  - ii. Paul Archibald, David Bryant, Gerald Escovitz, Lisa Hoffstein, Raquel Leach, Bruce Lesser, Beth Packel, and Lorraine White vote in favor of the motion. There are no votes against and no abstentions. The motion passes.
- e. Schoolwide Plan
  - i. Max Matthews reviews the updated Schoolwide Plan for the 2018-2019 School Year. The Schoolwide Plan is a requirement to receive Title 1 funding.
  - ii. Beth Packel makes a motion to approve. David Bryant seconds.
  - iii. Paul Archibald, David Bryant, Gerald Escovitz, Lisa Hoffstein, Raquel Leach, Bruce Lesser, Beth Packel, and Lorraine White vote in favor of the motion. There are no votes against and no abstentions. The motion passes.
- f. Student Handbook Policy Amendments
  - i. Max Matthews shares that the policy amendments within the student handbook help clarify the separation between which aspects of the handbook are procedural verses policy.
  - ii. David Bryant makes a motion to approve. Lisa Hoffstein seconds.
  - iii. Paul Archibald, David Bryant, Gerald Escovitz, Lisa Hoffstein, Raquel Leach, Bruce Lesser, Beth Packel, and Lorraine White vote in favor of the motion. There are no votes against and no abstentions. The motion passes.
- g. Policy 112 – Amended Conflict of Interest Policy

- i. Max Matthews explains that the conflict of interest policy has been rewritten under the guidance of the school's legal counsel. The policy better reflects the ethics act and includes special provisions for the charter school law.
  - ii. Beth Packel makes a motion to approve. David Bryant seconds.
  - iii. Paul Archibald, David Bryant, Gerald Escovitz, Lisa Hoffstein, Raquel Leach, Bruce Lesser, Beth Packel, and Lorraine White vote in favor of the motion. There are no votes against and no abstentions. The motion passes.
- h. Policy 114 – Amended Whistleblower Protection Policy
  - i. Max Matthews reviews the amendments made to Policy 114, which closer align the policy with Pennsylvania Whistleblower Law through the help of the school's legal counsel.
  - ii. Beth Packel makes a motion to approve. David Bryant seconds.
  - iii. Paul Archibald, David Bryant, Gerald Escovitz, Lisa Hoffstein, Raquel Leach, Bruce Lesser, Beth Packel, and Lorraine White vote in favor of the motion. There are no votes against and no abstentions. The motion passes.
- i. Policy 250 – Amended Admissions Policy for 2019-2020
  - i. Max Matthews explains the amendments to the admissions policy relevant to students who will be starting school in Fall 2019. The changes reflect recommendations from the Charter Schools Office to remove grade level placement for new students, accepting any student into a grade based on their previous promotion at another school.
  - ii. Beth Packel makes a motion to approve. David Bryant seconds.
  - iii. Paul Archibald, David Bryant, Gerald Escovitz, Lisa Hoffstein, Raquel Leach, Bruce Lesser, Beth Packel, and Lorraine White vote in favor of the motion. There are no votes against and no abstentions. The motion passes.
- j. Policy 250 – Admissions Policy for 2020-2021
  - i. Max Matthews reminds the Board that they must approve the admissions policy every year, including the proposed dates for the admissions lottery and other aspects of the admissions timeline.
  - ii. Beth Packel makes a motion to approve. David Bryant seconds.
  - iii. Paul Archibald, David Bryant, Gerald Escovitz, Lisa Hoffstein, Raquel Leach, Bruce Lesser, Beth Packel, and Lorraine White vote in favor of the motion. There are no votes against and no abstentions. The motion passes.
- k. Policy 523 – Amended Contract Review and Monitoring Policy
  - i. Max Matthews reviews the amended changes to Policy 523 which charge the Head of School to develop and implement contract review and monitoring procedures pursuant to the policy.
  - ii. Beth Packel makes a motion to approve. David Bryant seconds.
  - iii. Paul Archibald, David Bryant, Gerald Escovitz, Lisa Hoffstein, Raquel Leach, Bruce Lesser, Beth Packel, and Lorraine White vote in favor of the motion. There are no votes against and no abstentions. The motion passes.
- l. FY 2020 Budget Approval
  - i. Bill Ray reviews the proposed FY 2020 Budget. Bill notes the capitation rate has been release for the coming year and is reflected in the budget proposal. The personnel costs for the school are rising due to the addition of two new full-time employees, one at each campus. The school is projected to meet all financial ratios.
  - ii. Beth Packel makes a motion to approve. Bruce Lesser seconds.
  - iii. Paul Archibald, David Bryant, Gerald Escovitz, Lisa Hoffstein, Raquel Leach, Bruce Lesser, Beth Packel, and Lorraine White vote in favor of the motion. There are no votes against and no abstentions. The motion passes.

- m. Unrestricted Donation Approval
  - i. Bill Ray shares that the Freire Foundation has approved donations to the school of up to \$200,000 in unrestricted funds. The purpose of this donation would be to assist in meeting the school's current financial ratios. Freire Charter School is projected to have a higher year-end surplus next year. Bruce Lesser recommends designating any unused funds to Freire's Philadelphia-based schools.
  - ii. David Bryant makes a motion to approve. Lisa Hoffstein seconds.
  - iii. Paul Archibald, David Bryant, Gerald Escovitz, Lisa Hoffstein, Raquel Leach, Bruce Lesser, Beth Packel, and Lorraine White vote in favor of the motion. There are no votes against and no abstentions. The motion passes.
- n. EITC Donation Approval
  - i. Bill Ray reviews the proposed donation of \$15,000 in EITC funds. In previous years, the Foundation agreed to split EITC donations evenly amongst all Philadelphia campuses. However, Freire Charter School only spend \$15,000 of EITC eligible expenses during the 2018-2019 school year. This donation would off set the cost of those expenses with EITC funds.
  - ii. David Bryant makes a motion to approve. Lisa Hoffstein seconds.
  - iii. Paul Archibald, David Bryant, Gerald Escovitz, Lisa Hoffstein, Raquel Leach, Bruce Lesser, Beth Packel, and Lorraine White vote in favor of the motion. There are no votes against and no abstentions. The motion passes.
- o. Lease Reimbursement
  - i. Bill Ray reviews the Lease Reimbursement Application which is a requirement of the state of Pennsylvania for all buildings being utilized as a school.
  - ii. Paul Archibald makes a motion to approve. Beth Packel seconds.
  - iii. Paul Archibald, David Bryant, Gerald Escovitz, Lisa Hoffstein, Raquel Leach, Bruce Lesser, Beth Packel, and Lorraine White vote in favor of the motion. There are no votes against and no abstentions. The motion passes.
- p. Restricted Donation Approval
  - i. Bill Ray reviews the proposed donation of \$50,000 that are earmarked to help fund a leadership position at Freire Charter School.
  - ii. David Bryant makes a motion to approve. Lisa Hoffstein seconds.
  - iii. Paul Archibald, David Bryant, Gerald Escovitz, Lisa Hoffstein, Raquel Leach, Bruce Lesser, Beth Packel, and Lorraine White vote in favor of the motion. There are no votes against and no abstentions. The motion passes.
- q. LS Educational Services Agreement
  - i. The Board of Directors proposes a settlement amount agreed upon in Executive Session for the LS Educational Services Agreement.
  - ii. Bruce Lesser makes a motion to approve. Lisa Hoffstein seconds.
  - iii. Paul Archibald, David Bryant, Gerald Escovitz, Lisa Hoffstein, Raquel Leach, Bruce Lesser, Beth Packel, and Lorraine White vote in favor of the motion. There are no votes against and no abstentions. The motion passes.
- r. DH Educational Services Agreement
  - i. The Board of Directors proposes a settlement amount agreed upon in Executive Session for the DH Educational Services Agreement.
  - ii. Bruce Lesser makes a motion to approve. Lisa Hoffstein seconds.
  - iii. Paul Archibald, David Bryant, Gerald Escovitz, Lisa Hoffstein, Raquel Leach, Bruce Lesser, Beth Packel, and Lorraine White 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. There is no update at this time.
  - b. Staff Member Update
    - i. There is no update at this time.
  - c. Alumni Update
    - i. There is no update at this time.
  - d. Heads Report
    - i. May 2019 Data Packet
      1. Chris Moore reviews the May 2019 Data Packet with the Board of Directors. Chris notes that the average daily attendance went up 1% over this time last year. The percentage of students attending 95% of school days or more surpassed 50%. During the school year, the number of suspensions dropped compared to last year with only 1 suspension during the month of May. The percentage of students with 0 suspensions went up to 85%.
      2. Chris shares that the school recently held a very successful staff vs. student's softball game in partnership with TECH Freire.
      3. Chris Zagacki shares that the 8<sup>th</sup> grade promotion ceremony took place last week and summer school starts in the next few days. PSSA data has started to come in for all grade levels and will be shared during the September Board Meeting.
      4. Chris notes that Freire Middle is nearly fully enrolled for the next school year and they have staffed every teaching position.
  - e. College Report
    - i. Kait Ginder, the Director of Academic Affairs at Freire High School, shares that 37 of the original 6<sup>th</sup> Grade Freire Middle School Class are graduating from Freire High School this year. There are 85 students graduating this spring. Of these students, 92% plan to attend college in the fall and a few will be taking a gap year before leaving for college.
    - ii. There are a large number of students attending HBCUs this year and one student will be attending Drexel University on a full scholarship while completing an accelerated program to receive both her BA and MBA within 4 years. There are 13 students accepted to Penn State with 7 matriculating to Penn State University Park. Overall, the senior class raised over \$6 million in scholarship and aid funds.
  - f. MCSO Application Update
    - i. Max Matthews shares that the Board of Education will be holding a special Board Meeting on Thursday, June 13 to vote on the Freire Charter Merger Application. The expectation is for the Board to deny the merger application.
  - g. FCHS Student Trip to Spain
    - i. The Board reviews the fundraising efforts Freire Charter High School is undertaking to send a group of students to Spain next school year.
  - h. FCMS Play Space
    - i. The play space construction completed a few weeks ago and the space will be furnished over the summer months.
- V. Financials**
- a. April 2019 Financial Packet
    - i. Bill Ray reviews the April 2019 Financial packet and shares that the final capitation rate went up for next school year, providing some additional funds for the school during the 2019-2020 fiscal year. As previously stated, Freire Charter School is projected to meet all financial ratios next year. Bill Ray shares that the school is ending the year on a strong financial note.

- b. Line of Credit Update
  - i. Bill Ray shares that M&T has offered Freire Charter School an uninsured line of credit for up to \$500,000 with no personal guarantee. The interest rate is similar to other offers received and there would be no annual fees. M&T is willing to increase the line of credit as the relationship grows.
  - ii. Bruce Lesser makes a motion to approve Freire Charter School entering into a borrowing relationship with M&T for a line of credit of \$500,00 with the appointment of a board member to oversee the approval and implementation of the line of credit agreement. David Bryant seconds.
  - iii. Paul Archibald, David Bryant, Gerald Escovitz, Lisa Hoffstein, Raquel Leach, Bruce Lesser, Beth Packel, and Lorraine White vote in favor of the motion. There are no votes against and no abstentions. The motion passes.

## **VI. Advancement Update**

- a. Fundraising Update
  - i. Melanie Reiser shares that, as of last Friday, there was still an additional \$47,000 needed to raise in order to meet the fundraising goal for the year. Freire exceeded their projected EITC donations and received a number of private grants over the previous months.
- b. JOMO Update
  - i. Last year, Summer Uptown, a fundraiser in support of the Freire Network, cost \$107,000 to produce. This event raised \$341,000 in donations. This year, Freire hosted an non-event, JOMO (Joy of Missing Out), which cost \$6,000 to produce and brought in around \$422,000 in donations.
  - ii. The Freire Network anticipates a few additional donors contributing before the end of the fiscal year. These donors will be engaged over the coming weeks.
- c. The Freire Network is preparing to celebrate the 20<sup>th</sup> Anniversary of Freire High School this Fall.

## **VII. Board Committee Reports**

- a. Education Committee
  - i. An Education Committee update will be shared in September.
- b. Audit Committee
  - i. Bill Ray shares that audits will take place over the summer months.
- c. 403(b) Committee
  - i. There is no update at this time.
- d. Safety Committee
  - i. There is no update at this time.

## **VIII. Governance**

- a. Updated Board Self-Evaluation Results
  - i. The Board reviews the self-evaluation results which show that Board Members are enthusiastic about serving on the Board and cherish their commitment to the Freire Schools. The survey highlights a need for increased fundraising, a stronger involvement within the schools, and greater diversity on the Board.
- b. Build the Future Evaluation
  - i. Gerald Escovitz shares that the Build the Future Evaluation was positive and applauds the Build the Future team for their continued dedication and hard work.

The meeting is adjourned at 11:06 AM.