



MINUTES

JUNE 9, 2022 | 8AM – 10AM

VIA ZOOM VIDEO CONFERENCE CALL

Board Members Present: Kiara Allison, Paul Archibald, William Brinkman, Nicole Jenkins, Raquel Leach, Bruce Lesser, Beth Packel

Others Present: Leigh Botwinik, Olivia Burgess, Kelly Davenport, Dawn Eubanks, Johnny Mills, Chris Moore, Tanza Pugliese, Bill Ray, Melanie Reiser, Scott Solomon, Andrea Zepp

Meeting Start, 8:02 AM

- I. Public Comment
 - a. There is no public comment.
- II. Remembering Gerald H. Escovitz, MD
 - a. Kelly Davenport shares that Gerald “Gerry” H. Escovitz, member of the Freire Charter School and TECH Freire Board, recently passed away. Gerry served on the Board for over 21 years and participated in 126 board meetings, 126 prep board meetings, 541 meetings with Kelly Davenport, 27 lunches, 18 graduations, and 4538 emails within the network over the last 10 years. Most importantly, Gerry watched 2500 graduates move through the halls of Freire Schools. Gerry always believed in the right for every student to have the best, top-notch college prep education regardless of race, background, zip code, or experience.
 - b. Gerry, you will guide us, and our commitment is to honor you now after you have honored students all these years.
 - c. The board takes a moment to share their memories of Gerry and reflect on the impact he had on Freire Schools.
- III. Resolutions
 - a. Review & Approve Minutes from
 - i. Board Meeting on April 6, 2022
 1. William Brinkman makes a motion to approve. Bruce Lesser seconds. All in favor, there are no votes against and no abstentions.
 2. Kiara Allison, Paul Archibald, William Brinkman, Nicole Jenkins, Raquel Leach, Bruce Lesser, and Beth Packel all vote in favor.
 - ii. Board Meeting on May 11, 2022
 1. William Brinkman makes a motion to approve. Bruce Lesser seconds. All in favor, there are no votes against and no abstentions.
 2. Kiara Allison, Paul Archibald, William Brinkman, Nicole Jenkins, Raquel Leach, Bruce Lesser, and Beth Packel all vote in favor.
 - b. Election of Board Members
 - i. David Bryant takes a moment to thank Beth Packel for her service, she will be stepping down from the board at the end of the fiscal year. David also thanks Bill Ray, the CFO for Freire Schools, for his service to the Freire Schools network. Bill will be leaving in early-

- July.
- ii. Beth Packel thanks the board for allowing her to serve and shares that Freire Schools will always be near and dear to her heart.
 - iii. Election of Freire Charter School Board Members & Officers
 1. Bruce Lesser makes a motion to approve the term renewals for Kiara Allison, David Bryant, Lisa Hoffstein, and Beth Packel. Raquel Leach seconds. William Brinkman seconds. Kiara Allison, Paul Archibald, William Brinkman, Nicole Jenkins, Raquel Leach, Bruce Lesser, and Beth Packel all vote in favor. There are no votes against and no abstentions.
 2. William Brinkman makes a motion to approve the renewal of the following officers: Paul Archibald as Exec. Committee At-Large Member, David Bryant as Chair, Lisa Hoffstein as Exec. Committee At-Large Member, Nicole Jenkins as Secretary, Bruce Lesser as Vice Present, and Beth Packel as Treasurer. Bruce Lesser seconds. There are no votes against and no abstentions.
 3. Kiara Allison, Paul Archibald, William Brinkman, Nicole Jenkins, Raquel Leach, Bruce Lesser, and Beth Packel all vote in favor.
 - iv. Approve Election of TECH Freire Charter School Board Members & Officers
 1. Bruce Lesser makes a motion to approve the renewal and reappointment of Dawn Eubanks to the TECH Freire Board of Directors. Nicole Jenkins seconds. There are no votes against and no abstentions.
 2. Kiara Allison, Paul Archibald, William Brinkman, Nicole Jenkins, Raquel Leach, Bruce Lesser, and Beth Packel all vote in favor.
- c. Updated Mission Statement Change
- i. Update mission statement to reflect the updated values of the network. The proposed change to the mission statement would add the work 'equity.'
 - ii. Raquel Leach makes a motion to approve the updated missions statement. Nicole Jenkins seconds. There are no votes against and no abstentions.
 - iii. Kiara Allison, Paul Archibald, William Brinkman, Nicole Jenkins, Raquel Leach, Bruce Lesser, and Beth Packel all vote in favor.
- d. Slate of Staff
- i. Leigh Botwinik shares that the board is required to approve the hiring and termination of all staff.
 - ii. Beth Packel makes a motion to approve. Raquel Leach seconds. There are no votes against and no abstentions.
 - iii. Kiara Allison, Paul Archibald, William Brinkman, Nicole Jenkins, Raquel Leach, Bruce Lesser, and Beth Packel all vote in favor.
- e. 2022-2023 School Calendar Approval
- i. The board reviews the proposed calendar for the 2022-2023 school calendar.
 - ii. Raquel Leach makes a motion to approve. Beth Packel seconds. There are no votes against and no abstentions.
 - iii. Kiara Allison, Paul Archibald, William Brinkman, Nicole Jenkins, Raquel Leach, Bruce Lesser, and Beth Packel all vote in favor.
- f. Teacher Equity Plan
- i. Leigh Botwinik shares the Teacher Equity Plan is required as part of receiving Title I educational funds. The purpose of the plan is to ensure the school districts are not disproportionately assigning teachers with less experience to schools that qualify for Title 1 funds or have significantly higher portions of low-income students.
 - ii. Raquel Leach makes a motion to approve. Bruce Lesser seconds. There are no votes against and no abstentions.
 - iii. Kiara Allison, Paul Archibald, William Brinkman, Nicole Jenkins, Raquel Leach, Bruce Lesser, and Beth Packel all vote in favor.

- g. Freire Charter Schoolwide Plan
 - i. The Schoolwide Plan identified key goals for the 22-23 school year outlines primary goals for the school to work towards during the upcoming academic year. These goals include college acceptance and ELA and math growth and proficiency rates. It also includes an action plan for the school to implement in support of these goals.
 - ii. Raquel Leach makes a motion to approve. Bruce Lesser seconds. There are no votes against and no abstentions.
 - iii. Kiara Allison, Paul Archibald, William Brinkman, Nicole Jenkins, Raquel Leach, Bruce Lesser, and Beth Packel all vote in favor.
- h. Check Signers
 - i. Bill Ray proposes the removal of Christopher Zagacki as a check signer and the addition of Daniel Kessler, a new Assistant Head of School at Freire Middle School, as a check signer for Freire Charter School.
 - ii. Beth Packel makes a motion to approve. Raquel Leach seconds. There are no votes against and no abstentions.
 - iii. Kiara Allison, Paul Archibald, William Brinkman, Nicole Jenkins, Raquel Leach, Bruce Lesser, and Beth Packel all vote in favor.
- i. Donation Approvals
 - i. Bill Ray reviews the proposed donation approvals with the board of directors.
 - ii. Bruce Lesser moves to approve all donations listed on the attachment. Raquel Leach seconds. There are no votes against and no abstentions.
 - iii. Kiara Allison, Paul Archibald, William Brinkman, Nicole Jenkins, Raquel Leach, Bruce Lesser, and Beth Packel all vote in favor.
- j. Lease Reimbursement Approval
 - i. Bill Ray shares that the board is required to annually approve the School's PDE-418 Lease Reimbursement Forms. The 2021-22 PDE-418 form is not yet available, but the Board is presented with the approved 2020-21 Lease Reimbursement Forms and the lease payments made in 2021-22.
 - ii. Bill asks the board to approve the 2021-22 Lease Reimbursement Forms, identical to the 2020-21 forms, reflecting the rent payments made in 2021-22.
 - iii. Raquel Leach makes a motion to approve. Bruce Lesser seconds. There are no votes against and no abstentions.
 - iv. Kiara Allison, Paul Archibald, William Brinkman, Nicole Jenkins, Raquel Leach, Bruce Lesser, and Beth Packel all vote in favor.
- k. FY 2023 Budget Approval
 - i. Bill Ray proposes postponing an approval of the FY 2023 budget until the official capitation rates are released by the district, which should be announced before next week's board meeting. The proposed budget includes a lower capitation rate than this year with an increased projection for enrollment at Freire Charter Middle School.
 - ii. Bill reviews projected changes to the school's expenses including staff retention and salaries, health insurance premiums, and capital purchases for the schools.
- l. Internal Control Policies
 - i. Bill Ray shares that several internal control policies have been updated to match changes to procedure caused by the pandemic. Major changes include a move to electronic fulfillment of orders and cash disbursement, federal procurement threshold procedures, and travel reimbursement policies.
 - ii. Beth Packel makes a motion to approve. Raquel Leach seconds. There are no votes against and no abstentions.
 - iii. Kiara Allison, Paul Archibald, William Brinkman, Nicole Jenkins, Raquel Leach, Bruce Lesser, and Beth Packel all vote in favor.
- m. Amend Non-Discrimination - Title IX Policy (Students)

- i. This policy declares our intent to comply with federal law and regulations under Title IX, which prohibit sexual harassment, which is a form of unlawful discrimination on the basis of sex.
 - ii. It is similar to our general nondiscrimination policy. The main difference is that if the complaint is determined to fall within Title IX, the investigative process is more rigorous and must follow specific steps as proscribed by Title IX regulations.
 - iii. Bruce Lesser makes a motion to approve. Raquel Leach seconds. There are no votes against and no abstentions.
 - iv. Kiara Allison, Paul Archibald, William Brinkman, Nicole Jenkins, Raquel Leach, Bruce Lesser, and Beth Packel all vote in favor.
- n. Amend Non-Discrimination - Title IX Policy (Employees)
 - i. See III.m.i. – III.m.ii.
 - ii. Raquel Leach makes a motion to approve. William Brinkman seconds. There are no votes against and no abstentions.
 - iii. Kiara Allison, Paul Archibald, William Brinkman, Nicole Jenkins, Raquel Leach, Bruce Lesser, and Beth Packel all vote in favor.
- o. Amend Non-Discrimination (Students)
 - i. This policy declares our intent to maintain a school environment free from discrimination, including discrimination based on race, color, sex, sexual orientation, gender (including gender identity and expression), age, creed, religion, ancestry, national origin, ethnic background, marital status, pregnancy, disability, veteran/military status, or any other category protected by state or federal law. It lays out a process for receiving, investigating, and addressing complaints of discrimination.
 - ii. Paul Archibald makes a motion to approve. Raquel Leach seconds. There are no votes against and no abstentions.
 - iii. Kiara Allison, Paul Archibald, William Brinkman, Nicole Jenkins, Raquel Leach, Bruce Lesser, and Beth Packel all vote in favor.
- p. Amend Non-Discrimination (Employees)
 - i. See III.o.i
 - ii. Bruce Lesser makes a motion to approve. Paul Archibald seconds. There are no votes against and no abstentions.
 - iii. Kiara Allison, Paul Archibald, William Brinkman, Nicole Jenkins, Raquel Leach, Bruce Lesser, and Beth Packel all vote in favor.
- q. Adopt Educator Misconduct Policy
 - i. This policy declares our intent to follow PA law for educator discipline, including timelines for reporting misconduct to the State.
 - ii. Beth Packel makes a motion to approve. Raquel Leach seconds. There are no votes against and no abstentions.
 - iii. Kiara Allison, Paul Archibald, William Brinkman, Nicole Jenkins, Raquel Leach, Bruce Lesser, and Beth Packel all vote in favor.
- r. Adopt Employee Conduct/Discipline Policy
 - i. This policy defines types of behavior we don't tolerate, including abuse, nonprofessional relationships with students, possession, use or distribution of drugs and alcohol, unauthorized entry, etc. It consolidates information that was addressed throughout our staff handbook.
 - ii. Beth Packel makes a motion to approve. Raquel Leach seconds. There are no votes against and no abstentions.
 - iii. Kiara Allison, Paul Archibald, William Brinkman, Nicole Jenkins, Raquel Leach, Bruce Lesser, and Beth Packel all vote in favor.
- s. Adopt Maintaining Professional Adult-Student Relationships Policy
 - i. This policy directs adults at Freire to maintain healthy and safe adult-student

- relationships. It defines conduct that is prohibited, particularly romantic or sexual interactions, and the disciplinary actions that may be applied for violation.
- ii. Beth Packel makes a motion to approve. Raquel Leach seconds. There are no votes against and no abstentions.
 - iii. Kiara Allison, Paul Archibald, William Brinkman, Nicole Jenkins, Raquel Leach, Bruce Lesser, and Beth Packel all vote in favor.
- t. Amend Hazing Policy
- i. This version of our hazing policy has been updated to better address Title IX and Act 80.
 - ii. It defines hazing and the disciplinary actions that can be applied for violation up to expulsion.
 - iii. It also authorizes a Head of School to prescribe that the student attend training, counseling, or other remedial programs and to withhold school privileges (e.g., attendance at graduation or other school-sanctioned events), diplomas, and/or transcripts, pending the student's compliance with school rules or satisfactory completion of any remedial program. This authorization is in the state's hazing statute.
 - iv. Paul Archibald makes a motion to approve. Raquel Leach seconds. There are no votes against and no abstentions.
 - v. Kiara Allison, Paul Archibald, William Brinkman, Nicole Jenkins, Raquel Leach, Bruce Lesser, and Beth Packel all vote in favor.
- u. Amend Bullying/Cyberbullying Policy
- i. This is an updated version of our bullying policy. It explicitly defines cyber bullying and addresses the possible intersection with Title IX.
 - ii. It also authorizes a Head of School to prescribe that the student attend training, counseling, or other remedial programs and to withhold school privileges (e.g., attendance at graduation or other school-sanctioned events), diplomas, and/or transcripts, pending the student's compliance with school rules or satisfactory completion of any remedial program. While there is not explicit authorization for these responses in a state statute the way there is for hazing, our attorney does not see any reason we could not authorize these same measures.
 - iii. Paul Archibald makes a motion to approve. Raquel Leach seconds. There are no votes against and no abstentions.
 - iv. Kiara Allison, Paul Archibald, William Brinkman, Nicole Jenkins, Raquel Leach, Bruce Lesser, and Beth Packel all vote in favor.
- v. Amend Transgender & Gender Nonconforming Policy
- i. The United States Department of Education's Office for Civil Rights has issued guidance recognizing that Title IX protects transgender students against discrimination based on their gender identity. We are proposing a few changes to strengthen the protections offered to our transgender and gender nonconforming students.
 - ii. Paul Archibald makes a motion to approve. Raquel Leach seconds. There are no votes against and no abstentions.
 - iii. Kiara Allison, Paul Archibald, William Brinkman, Nicole Jenkins, Raquel Leach, Bruce Lesser, and Beth Packel all vote in favor.
- w. Approve Amended Health & Safety Plan
- i. Leigh Botwinik shares that the Health & Safety Plan is required to be approved by the board in June before entering into the 2022-2023 school year. This plan will be reviewed and approved during the June 15, 2022, board meeting.

Meeting Adjourned, 10:00 AM