



MEETING OF THE BOARD OF DIRECTORS

DECEMBER 14, 2022 | 8 AM

ZOOM MEETING ID: 838 6878 8340 | PASSWORD: 952334

LOCATION: ZOOM & FREIRE CHARTER MIDDLE SCHOOL (1026 MARKET ST., PHILA. PA 19107)

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

Others Present: Dawn Eubanks, Leigh Botwinik, Olivia Burgess, Kelly Davenport, Nate Durant, Matt Fontana (Exude Inc), Kimberly Fox (Exude Inc), Brian Galetto (Head of Academics, TECH Freire), Jisu Jeong (instructional Coach, TECH Freire), Chris Moore, Shakeeta Parker (Head of School Culture, Freire Middle School), Tanza Pugliese, Melanie Reiser, Lilian Wehbe, Joann Wszolek, Nathan Yufer, Andrea Zepp

Meeting Start, 8:06 AM

I. Public Comment

- a. There is no public comment.

II. Executive Session - Personnel Matter

- a. Raquel Leach makes a motion to enter Executive Session to discuss a Personnel Matter with insurance implications, which, if conducted in public, would violate a lawful privilege or lead to the disclosure of information or confidentiality protected by law II.a: 65 Pa. C.S.A. §708 (a)(5). William Brinkman seconds.
- b. Kiara Allison, Paul Archibald, William Brinkman, Lisa Hoffstein, Nicole Jenkins, Raquel Leach, and Bruce Lesser vote in favor of the motion. There are no votes against and no abstentions.
- c. The Board enters Executive Session at 8:06 AM.
- d. The Board exists Executive Session at 8:36 AM.

III. Resolutions

- a. Personnel Matter
 - i. The board votes to authorize management to provide The Good Samaritan health insurance coverage to a person who was an employee of the school and is currently on a cobra health plan, assuming doctor says they are unable to return to employment status in January 2023. The new insurance plan will commence in February 2023 and last for 3 years.
 - ii. Bruce Lesser makes a motion to approve. William Brinkman seconds.
 - iii. Kiara Allison, Paul Archibald, William Brinkman, Lisa Hoffstein, Nicole Jenkins, Raquel Leach, and Bruce Lesser vote in favor of the motion. There are no votes against and no abstentions.
- b. Review & Approve Minutes from Board Meeting on October 12th & 26th, 2022 (*Attachment 2A*)*
 - i. The board reviews the board minutes from October 12th & 26th board meeting.
 - ii. William Brinkman makes a motion to approve. Raquel Leach seconds.
 - iii. Kiara Allison, Paul Archibald, William Brinkman, Lisa Hoffstein, Nicole Jenkins, Raquel Leach, and Bruce Lesser vote in favor of the motion. There are no votes against and no abstentions.
- c. Audit Report (*Attachment 2B*)*
 - i. Kelly Davenport shares that Kelly and Dave Bryant both reviewed Freire Charter School's audit. There were no significant findings and the Auditors deemed Freire Charter School a proper client.
 - ii. William Brinkman makes a motion approve. Paul Archibald seconds.
 - iii. Kiara Allison, Paul Archibald, William Brinkman, Lisa Hoffstein, Nicole Jenkins, Raquel Leach, and Bruce Lesser vote in favor of the motion. There are no votes against and no abstentions.
- d. Auditor Communication (*Attachment 2C*)
 - i. No vote is required.
- e. 403(b) Investment Review & Proposed Changes (*Attachment 2D*)*
 - i. Kelly Davenport proposes 403(b) Investment Changes and notes this would affect all the Freire campus staff. Each year Freire Schools reviews the 403(b) investment options that are offered to our staff and

- reviews investments. Currently three of our investment products are significantly down in the stock market and Freire Schools would like to provide staff with a better performing option.
- ii. Once the changes are approved by the board and have been acknowledged by Alerus, all staff who have investments in one of the three products will be notified of the switch.
 - iii. The Freire Charter School board of directors requests Freire Charter School to set up the ability for all staff to meet with Alerus and discuss their current financial investments.
 - iv. Over the next 12 months the business team will research a socially responsible fund to invest in to replace one of the low performing funds.
 - v. Bruce Lesser makes a motion to approve. William Brinkman seconds.
 - vi. Kiara Allison, Paul Archibald, William Brinkman, Lisa Hoffstein, Nicole Jenkins, Raquel Leach, and Bruce Lesser vote in favor of the motion. There are no votes against and no abstentions.
- f. Review & Approve Amended Bylaws (*Attachment 2E*)*
- i. Tanza Pugliese proposes a revision to the School's bylaws, to increase the minimum meetings of the board from two to six. This would better reflect actual practice, since the board does meet at least six times per year, and is a condition of current charter agreements.
 - i. Bruce Lesser makes a motion to approve. William Brinkman seconds.
 - ii. Kiara Allison, Paul Archibald, William Brinkman, Lisa Hoffstein, Nicole Jenkins, Raquel Leach, and Bruce Lesser vote in favor of the motion. There are no votes against and no abstentions.
- g. Approval of Adam Antonioli as Principal & Head of School for Academics (*Attachment 2F*)*
- i. Leigh Botwinik shares that Adam Antonioli is the instructional leader for both Freire High School and Freire Middle School currently. Adam holds Principal cert in PA. He is part of the leadership team that also includes Chris Moore as CEO and Head of School at Freire Charter High School and Andrea Zepp as Head of School at Freire Middle School.
 - ii. While the board already voted on his current role, his title then was listed as Head of School for Academics. We have received feedback from PDE that this presents confusion with certification status since Head of School for Academics is not a standard job title. Leigh proposes that the Board vote on an adjusted title of "Principal and Head of School for Academics" to clear up any potential confusion for his certification status.
 - iii. William Brinkman makes a motion to approve. Paul Archibald seconds.
 - iv. Kiara Allison, Paul Archibald, William Brinkman, Lisa Hoffstein, Nicole Jenkins, Raquel Leach, and Bruce Lesser vote in favor of the motion. There are no votes against and no abstentions.

IV. School Report

- a. Staff Update & Student Update
- i. Andrea Zepp introduces Shakeeta Parker (Head of School Culture, Freire Middle School) to the board.
 - ii. Shakeeta shares her gratitude with the board for being invited to the meeting. Shakeeta is head of school culture and shares her experiences as an instructional leader and administrator.
 - iii. Last year, two programs were implemented at the middle school, one being Dragon U and Crossroads. Dragon U is a Tier 1 social emotional learning class for all grade levels and notes the second step program has a positive influence in getting the students reacclimated to the work and the school environment.
 - iv. Crossroads is a Tier 2 program geared toward students with disciplinary challenges and the lessons help the student productively address various challenges they are facing in the school. Shakeeta emphasizes that school culture has been at the center of conversations for both the students and staff members.
 - v. Andrea Zepp introduces a new Freire Dragon, London Henderson.
 - vi. London shares with the board how active she is with learning and being involved in extracurricular activities. London also emphasizes being a student Freire Middle School is fantastic. Her favorite thing about Freire Middle School is how kind her teachers and staff are and how much they care.
 - vii. London shares how safe and secure she is being a student at Freire Middle School and her one wish is for everyone to be more focused in class and want to learn.
- b. Heads Report
- i. Chris Moore shares relief that Keystone testing is complete for the Freire High School campus. One on one meetings with various students have been set up recently, to break down their progress towards graduation.
 - ii. Recently, two members of the Charter School Office came to observe at both Freire High School & Freire Middle School and showed appreciation during the tour and noted they look forward to returning in March.
 - iii. Spirit Week is currently ongoing and Chris shares excitement from the staff and students.

- iv. Jeremy Ross & Alphonse Pignataro annually send out the Adverse Childhood Experiences (ACE) survey to incoming 9th grade students. The results provide a sense of the level of traumatic events our students have experienced outside of school. All key metrics are up considerably, which is concerning for Chris Moore and his staff. Chris and his staff are currently working on how to support the new students without treating them as victims or lowering academic standards.
- v. Freire Network Dashboard (*Attachment 3A*)
 - Lilian Wehbe Kobessei, shares the Freire Network Dashboard with the board.
 - Freire Charter School results for PSSA's showed they outperformed similar schools in the district for ELA and ranked second among their similar schools.
 - For keystones, important caveat: only half as many test results were released in 2022, compared to pre-pandemic years. Since the Keystone exams are administered at the end of a course but are only recorded when the test taker is in 11th grade, many 11th graders in 2022 were exempt from taking one or more Keystone exams during Covid. With that warning in place: Freire had insufficient sample in bio, surpassed similar schools in literature and algebra, and surpassed district in algebra but not literature.
 - Students at Freire Middle School exceeded the growth standard across all three content areas along with students paired with an IEP met or exceeded the growth standard across all three content areas.
 - Students at Freire High School exceeded the growth standard in Algebra but did not meet the growth standard in Literature or Biology. In Algebra, students in the lowest and highest achievement groups exceeded the growth standard; whereas, in Literature, neither the lowest or the highest achievement groups met the standard for growth. Students with an IEP met or exceeded the growth standard in Math and Science but not in English.
- c. Reflections on Benefits for Freire Charter School (*Attachment 3B*)
 - i. Kelly Davenport shares if anyone wants to know more about the benefits package, please reach out to the human resources team.
- d. Freire Charter Renewal Update (*Attachment 3C*)
 - i. Leigh Botwinik shares the recent progress toward completion for the school's renewal process. Leigh notes in March, the Charter School Office visit will commence for both Freire High School and Freire Middle School. The CSO will primarily evaluate if we are implementing the mission elements we set in place.
 - ii. Andrea Zepp discusses the mission elements with the board: High Quality Curriculum in Math and ELA, Multiple Opportunities for Mastery, and a Culture of Asking for and Receiving Help
- e. FCMS and FCHS Construction Project
 - i. Kelly Davenport discusses two potential construction projects: an upgrade to the fire safety equipment and elevators at FCHS and finishing the basement build out at FCMS. We are currently reviewing ESSER funding to determine potential funding sources.

V. Financials

- a. October 2022 Financial Report (*Attachment 4*)
 - i. Kelly Davenport introduces Nathan Yufer to the board.
 - ii. Nathan shares the October 2022 Financial Report with the board.
 - iii. Nathan shares Freire Charter School currently possess \$310,000 in operating cash and \$2,100,000 in operating reserves. As of October 31, 2022, Freire Charter School contains a total of \$816,000 in receivables but holds a deficit of \$306,000 which is due to timing issues as far as revenues being distributed. Freire Charter School is projecting a surplus increase by the end of the year.
 - iv. Enrollment currently at Freire Charter School is lower than the expected which resulted in a reduction of revenue in the total of \$127,000.
 - v. Spending for facilities is up higher than anticipated but we will be able to use ESSER funding to help offset. Insurance and supplies look as though they are higher than anticipated but that is largely because we pay for those upfront and so it will correct itself by end of year.
 - vi. Freire Charter School is projected to meet 6 of the 7 financial ratios in the 2023 fiscal year.
 - vii. The financial team will commence a deep dive into ESSER fund distribution until the board meets again in February.

VI. Advancement

- a. Advancement Report (*Attachment 5A*)

- i. Melanie Reiser shares that the network has raised \$125,934 to date towards its goal of \$400,000.
 - ii. Freire Schools “Deck the Halls” end of year appeal began hitting mailboxes this week and will follow up with a digital version before winter break.
 - iii. The Advancement Committee will convene in January 2023 to begin planning the spring fundraising push.
 - iv. Two grants were submitted to Pennsylvania’s Commission on Crime and Delinquency for their School Mental Health and Safety and Security which both TECH Freire and Freire Charter School received \$140,000 each.
 - v. Over the summer we collaborated with World Cafe Live, who submitted a grant request to the William Penn Foundation to run music programs in our three Philadelphia campuses. World Cafe Live was awarded a \$105,000 grant, and programming will begin in our schools in January.
 - vi. The Advancement Team recently held a Coffee and Conversation Event at Freire Wilmington back in November and this event introduced current and new donors to the athletic facility project.
- b. Annual Appeal (*Attachment 5B*)
 - i. Melanie reviews the Annual Appeal with the board.
 - c. Political Landscape Report
 - i. Melanie shares Freire Schools continues to pay close attention to any proposed charter regulation, budget cuts or proposed changes to the charter school renewal process.

VII. Governance

- a. Clearances & Trainings for Board Members
 - i. Olivia Burgess updates the board on clearances and training that are due by June 30, 2023..

VII. Board Committee Reports

- a. Education Committee
 - i. There is no report at this time.
- b. Audit Committee
 - i. There is no report at this time.
- c. 403(b) Committee
 - i. There is no report at this time.
- d. Safety Committee
 - i. There is no report at this time.

Meeting Adjourned, 10:26 AM