



MEETING OF THE BOARD OF DIRECTORS

FEBRUARY 8, 2023 | 8 AM

ZOOM MEETING ID: 893 5757 3298 | PASSWORD: 114271

LOCATION: ZOOM & TECH FREIRE CHARTER SCHOOL (2221 N BROAD ST., PHILA, PA)

I. Public Comment

II. Resolutions

- a. Review & Approve Minutes from Board Meeting on December 14, 2022 (*Attachment 2A*)*
- b. Review & Approve Secondary Employment Policy (*Attachment 2B*)*
- c. Review & Approve Amended Family Involvement Policy (*Attachment 2C*)*
- d. Review & Approve Health & Safety Plan (*Attachment 2D*)*

III. School Report

- a. Staff Update & Student Update
- b. Heads Report
 - i. Freire Network Dashboard (*Attachment 3A*)
- c. Renewal Update (*Attachment 3B*)

IV. Financials

- a. December 2022 Financial Report (*Attachment 4*)
- b. 403(b) Investment Update

V. Advancement

- a. Advancement Report (*Attachment 5*)
- b. Political Landscape Report

VI. Governance

- a. Clearances & Trainings for Board Members
- b. Statement of Financial Interest 2022
- c. Trudey Crossley, Parent Board Representative (*Attachment 6*)*

VII. Board Committee Reports

- a. Education Committee
- b. Audit Committee
- c. 403(b) Committee
- d. Safety Committee

*Requires Vote

The next Board Meeting is scheduled for **Wednesday, April 12, 2023 at 8:00 AM** at 1026 Market St.

Freire Charter School provides a college-preparatory learning experience with a focus on individual freedom, critical thinking, and problem solving in an environment that emphasizes the values of community, teamwork, equity, and commitment to peace.



MEETING OF THE BOARD OF DIRECTORS

FEBRUARY 8, 2023 | 8 AM

ZOOM MEETING ID: 893 5757 3298 | PASSWORD: 114271

LOCATION: ZOOM & TECH FREIRE CHARTER SCHOOL (221 N BROAD ST., PHILA, PA)

Board Members Present: Kiara Allison, Paul Archibald, William Brinkman, Trudey Crossley (Freire Charter Parent Representative), Lisa Hoffstein, Nicole Jenkins, Raquel Leach, Bruce Lesser

Others Present: Phyllis Bookman (Freire Charter Board Prospect Member), Leigh Botwinik, Olivia Burgess, Kelly Davenport, Nate Durant, Chris Moore, Tanza Pugliese, Lilian Wehbe, Nathan Yufer, Andrea Zepp

Meeting Start, 8:04 AM

I. Public Comment

- a. There is no public comment.

II. Governance

- a. Clearances & Trainings for Board Members
 - i. Olivia Burgess updates the board members on clearance and trainings that are due by June 30, 2023.
- b. Statement of Financial Interest 2022
 - i. Olivia Burgess informs the board the deadline to submit the 2022 Statement of Financial interest forms is due February 28, 2023
- c. Trudey Crossley, Parent Board Representative (*Attachment 6*)*
 - i. The board reviews the resume of Trudey Crossley.
 - ii. Trudey introduces herself to the board and shares her excitement for being a parent representative.
 - iii. Paul Archibald makes a motion to approve. William Brinkman seconds.
 - iv. Kiara Allison, Paul Archibald, William Brinkman, Trudey Crossley (Freire Charter Parent Representative), Lisa Hoffstein, Nicole Jenkins, Raquel Leach, and Bruce Lesser votes in favor of the motion. There are no votes against and no abstentions.
- d. Kathleen Visco, Parent Board Representative – TECH Freire*
 - i. Freire Charter School Board makes the motion to appoint Kathleen Visco to the TECH Freire Board.
 - ii. William Brinkman makes a motion to approve. Paul Archibald seconds.
 - iii. Kiara Allison, Paul Archibald, William Brinkman, Trudey Crossley, Lisa Hoffstein, Nicole Jenkins, Raquel Leach, and Bruce Lesser votes in favor of the motion. There are no votes against and no abstentions.

III. Resolutions

- a. Review & Approve Minutes from Board Meeting on December 14, 2022 (*Attachment 2A*)*
 - i. The board reviews the board minutes from December 14, 2022 board meeting.
 - ii. William Brinkman makes a motion to approve. Kiara Allison seconds.
 - iii. Kiara Allison, Paul Archibald, William Brinkman, Trudey Crossley (Freire Charter Parent Representative), Lisa Hoffstein, Nicole Jenkins, Raquel Leach, and Bruce Lesser votes in favor of the motion. There are no votes against and no abstentions.
- b. Review & Approve Secondary Employment Policy (*Attachment 2B*)*
 - i. Leigh Botwinik presents a proposed new policy in which administrative staff holding leadership positions (Heads and Director level) would need to obtain approval from their supervisor before engaging in secondary

employment. Criteria for approving secondary employment are that the second job does not have an adverse effect on their primary employment at Freire and that it does not create a conflict of interest with the primary employment.

ii. The Board asks that the staff research whether additional criteria should be added in determining whether to approve secondary employment, identify a written mechanism for disclosing secondary employment, and consider whether the conflict of interest policy is sufficient for meeting the goals.

iii. There is no vote at this time.

c. Review & Approve Amended Family Involvement Policy (Attachment 2C)*

i. Tanza Pugliese shares the Amended Family Involvement Policy with the board.

ii. Freire Charter School is fully committed to finding meaningful and mutually enriching ways for parents to participate in our school to serve as partners in improving the quality of teaching and learning for all of our students and at every level. Freire Charter School reviews the policy annually with families to solicit feedback. The proposed changes to the policy are meant to better align with current practices and continuing to ensure compliance with Federal Programs requirements.

iii. Paul Archibald makes a motion to approve. William Brinkman seconds.

iv. Kiara Allison, Paul Archibald, William Brinkman, Trudey Crossley (Freire Charter Parent Representative), Lisa Hoffstein, Nicole Jenkins, Raquel Leach, and Bruce Lesser votes in favor of the motion. There are no votes against and no abstentions.

d. Review & Approve Health & Safety Plan (Attachment 2D)*

i. Leigh Botwinik shares the Health & Safety Plan with the board.

ii. Leigh shares this it is a requirement of the ESSER funding to review COVID protocols every six months. No changes to current protocols are being proposed.

iii. William Brinkman makes a motion to approve. Raquel Leach seconds.

iv. Kiara Allison, Paul Archibald, William Brinkman, Trudey Crossley (Freire Charter Parent Representative), Lisa Hoffstein, Nicole Jenkins, Raquel Leach, and Bruce Lesser votes in favor of the motion. There are no votes against and no abstentions.

IV. School Report

a. Staff Update & Student Update

b. Heads Report

i. Freire Network Dashboard (*Attachment 3A*)

- Chris Moore states Freire High School has been facing challenges with attendance and the ongoing physical altercations in the school between students.
- Yesterday Freire High School held their Q3 sweep and held a walking and learning session for all who participated in the sweep.
- Black History Month planning was amazing and informative for both staff and students.
- Intersession Day will commence soon for students in a few days and a few daytime events include rock climbing, how to maintain a bicycle in the city, dancing, candle making, bird watching, cooking, painting and more.
- Andrea Zepp shares at Freire Middle School, attendance has been stronger and gives praise to the attendance team for constant contact with parents to ensure our policies are being enforced. The school has experienced several in school and out of school physical altercations and a small spike in staff absences due to covid or other health issues.
- With spring time approaching many students are excited to play flag football with Mr. Omar Richburg who runs a flag football league outside of Freire and join Mr. Steve who will also instruct them on how to rock climb.

c. Renewal Update (*Attachment 3B*)

i. Kelly Davenport shares the Renewal Update with the board.

- Kelly shares David Bryant, Bruce Lesser, Lisa Hoffstein and Kiara Allison recently have volunteered to be interviewed by the Charter School Office about our mission elements and what we do at Freire Charter School.
- Freire's Mission Elements include High Quality Curriculum in Math & ELA, Multiple Opportunities for

Mastery, and a Culture of Asking for and Receiving Help.

V. Financials

- a. December 2022 Financial Report (*Attachment 4*)
 - i. Nathan Yufer shares the December 2022 Financial Report with the board.
 - ii. Enrollment at Freire Charter School was lower than expected which resulted in a reduction in the revenue of \$127,000. Some of this revenue shortfall will be offset by using more ESSER grant money.
 - iii. Possible Construction projects at both Freire Middle School and Freire High School in the coming year. Freire Middle School wants to develop more of the unfinished basement space into classrooms, and meeting rooms. With the lease being up in 9 years, the school is unsure if the project should be commenced.
 - iv. Freire High School needs to replace the fire pump system and the elevators. With the collaboration with the tenets from Mission First, a reconfiguration of the entryway/lobby is also in the planning stages. The projected cost is \$312,000 and negotiations are still in initial stages.
 - v. Freire Charter School since December 31, 2022, operating at a surplus of \$470,000. Freire Charter School is projecting a surplus of 630,000 by the end of the fiscal year.
- b. 403(b) Investment Update
 - i. Kelly Davenport shares Freire Schools found better performing investment options, including a socially responsible fund, for our staff to invest in.

VI. Advancement

- a. Advancement Report (*Attachment 5*)
 - i. Melanie Reiser shares the Advancement Report with the board.
 - ii. Melanie shares that the network has raised \$204,480 to date towards its goal of \$400,000.
 - iii. Melanie shares, since Freire Wilmington has surpassed their FY pledge and donation limit, the Advancement Team is asking all board members to pledge and give as soon as possible.
 - iv. On January 6, 2023, plans for spring fundraising were discussed and event planning will be finalized soon.
 - v. The grant funded music program collaboration with World Cafe Live commences next week at all three Philadelphia Freire campuses this month.
- b. 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. 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. *See IV.b.i*
- d. Safety Committee
 - i. Leigh Botwinik shared that recently TECH Freire held a safety meeting to review proposed new emergency procedures. Freire Charter School will hold their safety meeting shortly and Kiara Allison volunteers to attend.

Meeting Adjourned, 9:45 AM