



FREIRE

CHARTER SCHOOL

MEETING OF THE BOARD OF DIRECTORS

JUNE 14, 2023 | 8 AM

MEETING ID: 890 4779 1250 | PASSWORD: 887407

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

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

Others Present: Leigh Botwinik, Jamie Boyer (Head of Operations, TECH Freire), Olivia Burgess, Kelly Davenport, Nate Durant, Dawn Eubanks, Matt Kong, Chris Moore, Lauren Plaxa (Director of College Counseling, Freire High School), Melanie Reiser, Scott Solomon, Lilian Wehbe, Ellie Wengert, Joann Wszolek, Nathan Yufer, Andrea Zepp

Meeting Start: 8:00 AM

I. Public Comment

- a. There is no public comment.

II. Minutes

- a. Review & Approve Minutes from Board Meeting on April 12, 2023 (*Attachment 2*)*
 - i. The board reviews the minutes from the April 12, 2023 board meeting.
 - ii. Bruce Lesser makes a motion to approve. Raquel Leach seconds.
 - iii. Kiara Allison, Paul Archibald, Phyllis Bookspan, William Brinkman, David Brinkman, Steve DeAnglis, Lisa Hoffstein, Nicole Jenkins, Bruce Lesser, and Raquel Leach vote in favor of the motion. There are no votes against and no abstentions.

III. Elections

- a. Election of Board Members
 - i. Steve DeAnglis, New Board Member - FCS (*Attachment 3Ai*)*
 - The board reviews Steve DeAnglis's resume.
 - Bruce Lesser makes a motion to approve. William Brinkman seconds.
 - Kiara Allison, Paul Archibald, Phyllis Bookspan, William Brinkman, David Brinkman, Steve DeAnglis, Lisa Hoffstein, Nicole Jenkins, Bruce Lesser, and Raquel Leach vote in favor of the motion. There are no votes against and no abstentions.
 - ii. Phyllis Bookspan, New Board Member - FCS (*Attachment 3Aii*)*
 - The board reviews Phyllis Bookspan's resume.
 - Bruce Lesser makes a motion to approve. William Brinkman seconds.
 - Kiara Allison, Paul Archibald, Phyllis Bookspan, William Brinkman, David Brinkman, Steve DeAnglis, Lisa Hoffstein, Nicole Jenkins, Bruce Lesser, and Raquel Leach vote in favor of the motion. There are no votes against and no abstentions.
 - iii. Renewal of Freire Charter School Board Members & Election of Officers (*Attachment 3Aiii*)*
 - William Brinkman makes a motion to approve the term renewals for Paul Archibald, William Brinkman, Nicole Jenkins and Bruce Lesser. Raquel Leach seconds.
 - Kiara Allison, Paul Archibald, Phyllis Bookspan, William Brinkman, David Brinkman, Steve DeAnglis, Lisa Hoffstein, Nicole Jenkins, Bruce Lesser, and Raquel Leach vote in favor of the motion. There are no votes against and no abstentions.

- William Brinkman makes a motion to approve the renewal and election of the following officers: David Bryant as Chair, Bruce Lesser as Vice Chair, Steve DeAnglis as Treasurer, Nicole Jenkins as Secretary, Paul Archibald as Executive Committee At-Large Member, Lisa Hoffstein as Executive Committee At-Large Member and Raquel Leach as Director. Raquel Leach seconds.
 - Kiara Allison, Paul Archibald, Phyllis Bookspan, William Brinkman, David Brinkman, Steve DeAnglis, Lisa Hoffstein, Nicole Jenkins, Bruce Lesser, and Raquel Leach vote in favor of the motion. There are no votes against and no abstentions.
- iv. Renewal of TECH Freire Charter School Board Members (*Attachment 3Aiv*)*
- The Freire Charter School board reviews the recommended renewals for the TECH Freire board.
 - Paul Archibald makes a motion to approve. William Brinkman seconds.
 - Kiara Allison, Paul Archibald, Phyllis Bookspan, William Brinkman, David Brinkman, Steve DeAnglis, Lisa Hoffstein, Nicole Jenkins, Bruce Lesser, and Raquel Leach vote in favor of the motion. There are no votes against and no abstentions.

IV. Executive Session

- a. Personnel Matter - Review Head of School Evaluation - AZ (*Attachment 4A*)
- b. Freire Charter School Safety Report (*Attachment 4B*)
- c. William Brinkman makes a motion to enter Executive Session to discuss two matters involving involving the...evaluation of performance...of any specific ... current ... employee... employed ... by the agency."II.a.ii.: 65 Pa. C.S.A. § 708 (1) and "To discuss, plan or review matters and records that are deemed necessary for emergency preparedness, protection of public safety and security of all property in a manner that if disclosed would be reasonably likely to jeopardize or threaten public safety or preparedness or public protection." II.a.i.: 65 Pa. C.S. § 708 (a)(7). Raquel Leach seconds.
- d. Kiara Allison, Paul Archibald, Phyllis Bookspan, William Brinkman, David Brinkman, Steve DeAnglis, Lisa Hoffstein, Nicole Jenkins, Bruce Lesser, and Raquel Leach vote in favor of the motion. There are no votes against and no abstentions.
- e. The board enters Executive Session at 8:13 AM.
- f. The board exists Executive Session at 8:24 AM.

V. Resolutions

- a. Review & Approve 2023-2024 School Calendar (*Attachment 5A*)*
 - i. The board reviews the proposed calendar for the 2023-2024 school calendar.
 - ii. William Brinkman makes a motion to approve. Bruce Lesser seconds.
 - iii. Kiara Allison, Paul Archibald, Phyllis Bookspan, William Brinkman, David Brinkman, Steve DeAnglis, Lisa Hoffstein, Nicole Jenkins, Bruce Lesser, and Raquel Leach vote in favor of the motion. There are no votes against and no abstentions.
- b. Review & Approve FY 2024 Budget (*Attachment 5B*)*
 - i. Nathan Yufer reviews the FY 2024 Budget with the board.
 - ii. Nathan shares Freire Charter School is budgeting an annual general fund surplus of \$148,000 for FY 2023. The deficit is net of capital purchases of \$1,250,000. The School's annual operating surplus (before capital purchases) is \$1,500,000.
 - iii. Freire Charter Schools budgeted cash on hand as of June 30, 2024 is \$2,474,000, representing 45 days cash on hand. This is right at the district's requirement of 45 days (and above the minimum standard of 30 days)
 - iv. William Brinkman makes a motion to approve. Steve DeAnglis seconds
 - v. Kiara Allison, Paul Archibald, Phyllis Bookspan, William Brinkman, David Brinkman, Steve DeAnglis, Lisa Hoffstein, Nicole Jenkins, Bruce Lesser, and Raquel Leach vote in favor of the motion. There are no votes against and no abstentions.

- c. Review & Approve Lease Reimbursement (*Attachment 5C*)*
 - i. Nathan Yufer shares the board is required to annually approve the School's PDE-418 Lease Reimbursement Forms. The 2022-2023 PDE-418 form is not yet available, but the Board is presented with the approved 2021-2022 Lease Reimbursement Forms and the lease payments made in 2022-2023.
 - ii. Nathan asks the board to approve the 2022-2023 Lease Reimbursement Forms, identical to the 2021-2022 forms, reflecting the rent payments made in 2022-2023.
 - iii. Nicole Jenkins makes a motion to approve. William Brinkman seconds.
 - iv. Kiara Allison, Paul Archibald, Phyllis Bookspan, William Brinkman, David Brinkman, Steve DeAnglis, Lisa Hoffstein, Nicole Jenkins, Bruce Lesser, and Raquel Leach vote in favor of the motion. There are no votes against and no abstentions.
- d. Review & Approve Donation (*Attachment 5D*)*
 - i. Nathan shares that the Freire Foundation has donated \$34,488.94 to Freire Charter School for robotics and career readiness programs (EITC approved programs).
 - ii. William Brinkman makes a motion to approve. Steve DeAnglis seconds.
 - iii. Kiara Allison, Paul Archibald, Phyllis Bookspan, William Brinkman, David Brinkman, Steve DeAnglis, Lisa Hoffstein, Nicole Jenkins, Bruce Lesser, and Raquel Leach vote in favor of the motion. There are no votes against and no abstentions.
- e. Review & Approve Staff Attendance Policy (*Attachment 5E*)*
 - i. Leigh Botwinik reviews the Staff Attendance Policy with the board.
 - ii. Leigh shares that after returning from the COVID closures, staff call outs have risen, putting pressure on other staff who are present. The proposed new policy provides staff with 8 days off per year and staff can get paid for any unused days at the end of the school year. Separate from the 8 days, staff have access to up to two paid weeks for surgery or other serious medical issues.
 - iii. William Brinkman makes a motion to approve. Phyllis Bookspan seconds.
 - iv. Kiara Allison, Paul Archibald, Phyllis Bookspan, William Brinkman, David Brinkman, Steve DeAnglis, Lisa Hoffstein, Nicole Jenkins, Bruce Lesser, and Raquel Leach vote in favor of the motion. There are no votes against and no abstentions.
- f. Review & Approve Employee Handbook (*Attachment 5F*)*
 - i. Matt Kong reviews the Employee Handbook with the board. Aside from the staff attendance policy just passed, no significant changes are proposed.
 - ii. William Brinkman makes a motion to approve. Steve DeAnglis seconds.
 - iii. Kiara Allison, Paul Archibald, Phyllis Bookspan, William Brinkman, David Brinkman, Steve DeAnglis, Lisa Hoffstein, Nicole Jenkins, Bruce Lesser, and Raquel Leach vote in favor of the motion. There are no votes against and no abstentions.
- g. Review & Approve 2023-2024 Student Family Handbook (*Attachment 5G*)*
 - i. Leigh Botwinik reviews the 2023-2024 Student Family Handbook with the board. There are no new policy proposals.
 - ii. William Brinkman makes a motion to approve. Steve DeAnglis seconds.
 - iii. Kiara Allison, Paul Archibald, Phyllis Bookspan, William Brinkman, David Brinkman, Steve DeAnglis, Lisa Hoffstein, Nicole Jenkins, Bruce Lesser, and Raquel Leach vote in favor of the motion. There are no votes against and no abstentions.
- h. Review & Approve Joint Contract for David Ginsberg (*Attachment 5H*)*
 - i. Kelly Davenport shares David Ginsburg proposes to help instructional leaders and teachers at Freire Charter Middle School (FCMS), Freire Charter High School (FCHS), and Tech Freire Charter School (TFCS) implement problem-based learning effectively in mathematics classes GECC shall provide any/all of the following support services between July 1, 2023 and January 20, 2024, with corresponding fees effective through January 20, 2024.
 - ii. William Brinkman makes a motion to approve. Steve DeAnglis seconds.

- iii. Kiara Allison, Paul Archibald, Phyllis Bookspan, William Brinkman, David Brinkman, Steve DeAnglis, Lisa Hoffstein, Nicole Jenkins, Bruce Lesser, and Raquel Leach vote in favor of the motion. There are no votes against and no abstentions.
 - i. Resignation of Trudey Crossley, Board Parent (*Attachment 5I*)
 - i. The board acknowledges the resignation of board parent Trudey Crossley.
 - j. Approve Head of School Evaluation*
 - i. William Brinkman makes a motion to approve. Raquel Leach seconds.
 - ii. Kiara Allison, Paul Archibald, Phyllis Bookspan, William Brinkman, David Brinkman, Steve DeAnglis, Lisa Hoffstein, Nicole Jenkins, Bruce Lesser, and Raquel Leach vote in favor of the motion. There are no votes against and no abstentions.
 - k. Approve Freire Charter School Safety Report*
 - i. William Brinkman makes a motion to approve. Raquel Leach seconds.
 - ii. Kiara Allison, Paul Archibald, Phyllis Bookspan, William Brinkman, David Brinkman, Steve DeAnglis, Lisa Hoffstein, Nicole Jenkins, Bruce Lesser, and Raquel Leach vote in favor of the motion. There are no votes against and no abstentions.

VI. School Report

- a. Staff Update
 - i. See VI.d.i.
- b. Heads Report
 - i. Chris Moore shares graduation was a joyful turnout for both staff, students and families. Chris thanks everyone for their help with getting the ceremony set up.
 - ii. Chris updates the board about the recent flooding that took place on the last day of school. Freire High is in the works of construction and ensuring the school will be ready for the first day in August.
 - iii. Chris thanks Gloria Lim for finding new staff members to fill the recent end of year vacancies and is looking forward to working with the new staff members.
 - iv. Vaping has become a very common challenge at Freire High School, which has caused some students to be suspended.
 - v. Andrea Zepp shares that in comparison to last year, the Freire Middle School staff has reclaimed the flame and look forward to fueling their fire year round.
 - vi. The end of the year 8th grade promotion ceremony was a fun and joyful event for all staff to witness.
 - vii. Despite the loss of a few staff members, Andrea and the staff are eager and look forward to the upcoming school year.
- c. Freire Network Dashboard (*Attachment 6A*)
 - i. See VI.b.i.
- d. College Report (*Attachment 6B*)
 - i. Lauren Plaxa reviews the College Report with the board.
 - ii. Lauren notes 96 (100%) of seniors have applied to at least one 2-year or 4-year college. Seniors from the Class of 2023 have received an acceptance letter from one or more colleges/universities they applied to.
 - iii. To date, the Freire High School seniors have been awarded \$8,528,436 in scholarships and financial aid.
- e. Code of Conduct Meeting Request
 - i. Kelly Davenport proposes to hold a special board meeting on June 28, 2023 at 8 AM for both PA Freire boards and the Freire Wilmington campus.

VII. Financials

- a. May 2023 Financial Report (*Attachment 7*)
 - i. Nathan Yufer reviews the May 2023 Financial Report with the board.

- ii. Nathan shares enrollment as of May 31, 2023 was 438 at Freire High School (490 budgeted) and 453 at Freire Middle School (480 budgeted). This lower than expected enrollment resulted in a reduction in revenue of \$500,000.
- iii. The lower than expected enrollment has caused a decrease in revenue compared to budget. Some of this revenue shortfall will be offset by using more ESSER grant money. The rest of the reduction in revenue will be offset by a reduction in expenses.
- iv. For the 11 months ending May 31, 2023 Freire Charter School is operating at a surplus of \$474,000. Freire Charter School is projecting a surplus of \$396,000 by the end of the fiscal year.

VIII. Advancement

- a. Advancement Report (*Attachment 8*)
 - i. Melanie Reiser shares the Advancement Team had a strong fundraising year. The Advancement Team raised over \$420,000 network-wide in unrestricted donations and pledges for FY 2023 toward the unrestricted target of \$400,000. Each campus has reached their individual fundraising goal of \$100,00 per campus.
 - ii. Spring Appeal letters were sent out in May and will be followed up by a digital campaign. A “meet the grads” style campaign is in the works which will go out soon to kick off the FY 2024 fundraising.
 - iii. The Advancement Team is planning to reignite the annual Bridge to Wisdom gala sometime in the fall. Freire Foundation board member Sarah Lincoln has been collaborating with the Advancement Team by helping research venues.
 - iv. Board giving across the Freire Network has met its 100% goal, including the Freire Charter School board.
- b. Political Landscape Report
 - i. Freire Schools continues to pay close attention to any proposed charter regulation, budget cuts or proposed changes to the charter school renewal process.

IX. Governance

- a. Board Clearance & Trainings Update
 - i. Olivia Burgess updates the board on completing clearances and governance tasks.
- b. Annual Evaluation of Freire Network (*Attachment 9A*)
 - i. Leigh Botwinik shares the results of the annual results for the Evaluation of Freire School Network Office.
 - ii. Strengths noted include Fundraising, Finding creative solutions to issues at the school or requests from the board, Keeping a focus on the future and Policy and legal work. Leigh and Kelly will be meeting with Heads of School to discuss opportunities for improvement within HR and compliance.
- c. Board Member Self Evaluation (*Attachment 9B*)
 - i. Leigh Botwinik shares the results of the annual Board Member Self Evaluation.
 - ii. Strengths noted included fundraising, commitment and dedication. Topics for the board to focus on in the next 1-3 years included enrollment, the teacher shortage, finances after federal funding declines, continuing our antiracism efforts, and the political landscape.

X. Board Committee Reports

- a. Education Committee
 - i. No update.
- b. Audit Committee
 - i. No update.
- c. 403(b) Committee
 - i. No update.
- d. Safety Committee

i. No update.

Meeting Adjourned, 10:15 AM