



MEETING OF THE BOARD OF DIRECTORS

JUNE 12, 2024 | 8 AM

MEETING ID: 868 6176 1739

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

Board Members Present: Kiara Allison, Paul Archibald, William Brinkman, David Bryant, Lisa Hoffstein, Nicole Jenkins, Linda Kilpatrick, Raquel Leach, Bruce Lesser, Kathleen O'Connell

Others Present: Dan Blickman, Leigh Botwinik, Olivia Burgess, Kelly Davenport, Nate Durant, Dawn Eubanks, Brian Galetto, Johnny Mills, Chris Moore, Tanza Pugliese, Melanie Reiser, Paul Ramirez, Anthony Royster, Ben Wainwright, Nathan Yufer, Andrea Zepp

Meeting Start, 8:00 AM

I. Public Comment

- A. No public comment.

II. Minutes

- A. Review & Approve Minutes from Board Meeting on May 29, 2024 (Attachment 2)*
 1. The board reviews the minutes from May 29, 2024 board meeting.
 2. Paul Archibald makes a motion to approve. Raquel Leach seconds.
 3. Kiara Allison, Paul Archibald, William Brinkman, David Bryant, Lisa Hoffstein, Nicole Jenkins, Linda Kilpatrick, Raquel Leach, Bruce Lesser, and Kathleen O'Connell vote in favor. There are no votes against and no abstentions.

III. Elections

- A. Renewal of Freire Charter School Board Members & Election of Officers (Attachment 3A)*
 1. Bruce Lesser makes a motion to approve term renewals for Raquel Leach. William Brinkman seconds.
 2. Kiara Allison, Paul Archibald, William Brinkman, David Bryant, Lisa Hoffstein, Nicole Jenkins, Linda Kilpatrick, Raquel Leach, Bruce Lesser, and Kathleen O'Connell vote in favor. There are no votes against and no abstentions.
 3. Bruce Lesser makes a motion to approve the renewal and election of the following officers: Kathleen O'Connell as Chair, Bruce Lesser as Vice Chair, David Bryant as Treasurer, Nicole Jenkins as Co-Secretary, Paul Archibald as Executive Committee At-Large Member, Lisa Hoffstein as Co-Secretary, and Linda Kilpatrick as Treasurer in Training. William Brinkman seconds.
 4. Kiara Allison, Paul Archibald, William Brinkman, David Bryant, Lisa Hoffstein, Nicole Jenkins, Linda Kilpatrick, Raquel Leach, Bruce Lesser, and Kathleen O'Connell vote in favor. There are no votes against and no abstentions.
- B. Renewal of TECH Freire Charter School Board Members (Attachment 3B)*
 1. The Freire Charter School board reviews the recommended renewals for the TECH Freire Board.
 2. Bruce Lesser makes a motion to approve. David Bryant seconds.
 3. Kiara Allison, Paul Archibald, William Brinkman, David Bryant, Lisa Hoffstein, Nicole Jenkins, Linda Kilpatrick, Raquel Leach, Bruce Lesser, and Kathleen O'Connell vote in favor. There are no votes against and no abstentions.
- C. Approve Recommendation of Doreese Bull to TECH Freire Board*
 1. The Freire Charter School board reviews the recommendation of Doreese Bull as member of TECH Freire Board.
 2. David Bryant makes a motion to approve. Bruce Lesser seconds.
 3. Kiara Allison, Paul Archibald, William Brinkman, David Bryant, Lisa Hoffstein, Nicole Jenkins, Linda Kilpatrick, Raquel Leach, Bruce Lesser, and Kathleen O'Connell vote in favor. There are no votes against and no abstentions.

IV. Resolutions

- A. Review & Approve FY 2025 Budget (Attachment 4A)*
 - 1. Nathan Yufer reviews the FY 2025 Budget with the board.
 - 2. Nathan shares Freire Charter School is budgeting an annual general fund operating surplus before capital expenditures of \$538,000 for FY 25.
 - 3. Freire Charter School's cash on hand as of June 30, 2024 is \$2,800,000 which represents 53 days cash on hand.
 - 4. The proposed budget meets both financial covenants of debt service coverage ratio of 2.2 and 53 days cash in hand.
 - 5. William Brinkman makes a motion to approve. David Bryant seconds.
 - 6. Kiara Allison, Paul Archibald, William Brinkman, David Bryant, Lisa Hoffstein, Nicole Jenkins, Linda Kilpatrick, Raquel Leach, Bruce Lesser, and Kathleen O'Connell vote in favor. There are no votes against and no abstentions.
- B. Review & Approve Donation Approvals (Attachment 4B)*
 - 1. Nathan Yufer shares Freire Foundation has donated an unrestricted amount of up to \$100,000 to Freire Charter School.
 - 2. Lisa Hoffstein makes a motion to approve. William Brinkman seconds.
 - 3. Kiara Allison, Paul Archibald, William Brinkman, David Bryant, Lisa Hoffstein, Nicole Jenkins, Linda Kilpatrick, Raquel Leach, Bruce Lesser, and Kathleen O'Connell vote in favor. There are no votes against and no abstentions.
- C. Review & Approve Check Signers (Attachment 4C)*
 - 1. Nathan Yufer proposes the removal of Kait Elker as a check signer and the addition of Pam Dougherty, Assistant Head of High School.
 - 2. William Brinkman makes a motion to approve. Lisa Hoffstein seconds.
 - 3. Kiara Allison, Paul Archibald, William Brinkman, David Bryant, Lisa Hoffstein, Nicole Jenkins, Linda Kilpatrick, Raquel Leach, Bruce Lesser, and Kathleen O'Connell vote in favor. There are no votes against and no abstentions.
- D. Review & Approve Employee Handbook (Attachment 4D)*
 - 1. Paul Ramirez shares the Employee Handbook with the board.
 - 2. Updates includes staff attendance policy, procedural changes for workers comp and bereavement leave.
 - 3. Organizational charts will not be approved or added to the handbooks till August.
 - 4. William Brinkman makes a motion to approve. David Bryant seconds.
 - 5. Kiara Allison, Paul Archibald, William Brinkman, David Bryant, Lisa Hoffstein, Nicole Jenkins, Linda Kilpatrick, Raquel Leach, Bruce Lesser, and Kathleen O'Connell vote in favor. There are no votes against and no abstentions.
- E. Review & Approve 2024-2025 Student Family Handbook (Attachment 4E)*
 - 1. Tanza Pugliese reviews the 2024-2025 Student Family Handbook with the board.
 - 2. There are no updates at this time.
 - 3. William Brinkman makes a motion to approve. Paul Archibald seconds.
 - 4. Kiara Allison, Paul Archibald, William Brinkman, David Bryant, Lisa Hoffstein, Nicole Jenkins, Linda Kilpatrick, Raquel Leach, Bruce Lesser, and Kathleen O'Connell vote in favor. There are no votes against and no abstentions.
- F. Review & Approve Title IX Policy (Attachment 4F)*
 - 1. Leigh Botwinik shares the recent changes to the Title IX policy.
 - 2. The board will wait to vote on this item till a committee has met to discuss it further to get clarification.
- G. Review & Approve Maintaining Appropriate Adult Student Relationships (Attachment 4G)*
 - 1. The board reviews the proposed amendment to the Maintaining Appropriate Adult Student Relationships Policy, adding a section on appropriate means of communication..
 - 2. William Brinkman makes a motion to approve the policy with the caveat that edits will be made to accommodate the Title IX policy. David Bryant seconds.
 - 3. Kiara Allison, Paul Archibald, William Brinkman, David Bryant, Lisa Hoffstein, Nicole Jenkins, Linda Kilpatrick, Raquel Leach, Bruce Lesser, and Kathleen O'Connell vote in favor. There are no votes against and no abstentions.

V. Executive Session

- A. Personnel Matter
- B. Review Settlement and Release (Attachment 5A)

C. Review Slate of Staff (Attachment 5B)

1. Bruce Lesser makes a motion to enter into Executive Session at 8:49 AM "To discuss any matter involving the ... evaluation of performance ...of any specific ... current ... employee... employed ... by the agency." and "To review and discuss agency business which, if conducted in public, would violate a lawful privilege or lead to the disclosure of information or confidentiality protected by law, including matters related to the initiation and conduct of investigations of possible or certain violations of the law and quasi-judicial deliberations". William Brinkman seconds.
2. Kiara Allison, Paul Archibald, William Brinkman, David Bryant, Lisa Hoffstein, Nicole Jenkins, Linda Kilpatrick, Raquel Leach, Bruce Lesser, and Kathleen O'Connell vote in favor. There are no votes against and no abstentions.
3. Lisa Hoffstein makes a motion to adjourn Executive Session at 9:13 AM. Bruce Lesser seconds.
4. Kiara Allison, Paul Archibald, William Brinkman, David Bryant, Lisa Hoffstein, Nicole Jenkins, Linda Kilpatrick, Raquel Leach, Bruce Lesser, and Kathleen O'Connell vote in favor. There are no votes against and no abstentions.

VI. Approve Settlement & Release*

- A. The board reviews the Settlement & Release for I.G.
- B. William Brinkman makes a motion to approve. Bruce Lesser seconds.
- C. Kiara Allison, Paul Archibald, William Brinkman, David Bryant, Lisa Hoffstein, Nicole Jenkins, Linda Kilpatrick, Raquel Leach, Bruce Lesser, and Kathleen O'Connell vote in favor. There are no votes against and no abstentions.

VII. Approve Slate of Staff*

- A. The board reviews the Slate of Staff for Freire Charter School.
- B. William Brinkman makes a motion to approve. Bruce Lesser seconds.
- C. Kiara Allison, Paul Archibald, William Brinkman, David Bryant, Lisa Hoffstein, Nicole Jenkins, Linda Kilpatrick, Raquel Leach, Bruce Lesser, and Kathleen O'Connell vote in favor. There are no votes against and no abstentions.

VIII. School Report

- A. Heads Report
 1. Andrea Zepp shares the end of the year ended on a high note.
 2. Andrea's team received some early reporting data back from the PSSA's surrounding ELA and Science.
 3. Science data shows an increase in % of students who are proficient or advanced by 2% compared to prior year and 10% for ELA.
 4. Chris Moore notes the low numbers for suspensions, also attendance was high in terms of growth. Keystone data still to come.
 5. Chris shares his joy from the recent graduation but also the love that was shown for deceased Freire Student, Antonio Walker at the ceremony. Antonio would have graduated this year but was killed, in his memory the school created a scholarship, and the recipient ended up being a student who had been a close friend.
 6. Science Lab Construction Update (Attachment 8A)*
 - a) Johnny Mills updates the board on the progress of the ESSER funded science lab construction.
 - b) A contractor has been selected based on a public bid process. Budget has been increased to \$427,000 based on the bid.
 - c) William Brinkman makes a motion to approve. Bruce Lesser seconds.
 - d) Kiara Allison, Paul Archibald, William Brinkman, David Bryant, Lisa Hoffstein, Nicole Jenkins, Linda Kilpatrick, Raquel Leach, Bruce Lesser, and Kathleen O'Connell vote in favor. There are no votes against and no abstentions.
- B. Freire Network Dashboard (Attachment 8B)
 1. See VIII.a.i.ii.iii.iv.
- C. College Report (Attachment 8C)
 1. Chris Moore reviews the College Report with the board.
 2. 100% of graduates applied to and have received an acceptance from at least one 2 or 4 year college.
 3. To date, Freire Charter High Seniors have been awarded \$ 7,883,304 in scholarships and grants.

IX. Financials

- A. April 2024 Financial Report (Attachment 9)
 1. Ben Wainwright reviews the April 2024 Financial Report with the board.
 2. Freire Charter School is anticipating enrollment of 900 students for FY 24-25. This is less than the original anticipated enrollment amount of 970 that was passed.

3. However the School District of Philadelphia increased the capitation rate of 22% for general education and 14% for special education which will help offset the lower than expected enrollment numbers.
4. Revenues for the year is expected to be \$23,700,000 which is approximately more than the budget due to the increase in capitation rates.
5. Expenses surrounding the capital improvements will be over budget due to the flooding damage at the HS and the mold damage at the MS. The facility costs will also be over budget due to hiring a company to clean all the electronic equipment up at the HS that was also damaged during the flood.

X. Advancement

A. Advancement Report (Attachment 10)

1. Melanie Reiser shares the FY 2024 unrestricted fundraising target is \$650,000 which is \$125,000 per Freire campus.
2. Currently to date the Advancement Team has raised \$650,679 in donations and pledges, which exceeds the estimated network-wide goal.
3. Melanie states the Advancement Team will continue to actively fundraise through the end of the fiscal year in order to fully support the schools.
4. The Advancement Team recently emailed a marketing piece to our donors and partners in April with links to share positive press Freire Schools has recently received.
5. The Meet the Grads marketing piece is being finalized and will showcase the successes of the Class of 2024 and will be sent out late June/early July.
6. Melanie also shares the various media coverage Freire Schools has received such as, Chalkbeat Philadelphia op-ed from Freire High African American Studies teacher John Brown, Delaware Online Student of the Week featuring Freire Wilmington senior Nathalia Mohammed, and Temple University Graduation Spotlight featuring Freire High alum and new Freire Network Office staff accountant Fahad Ali.

B. Political Landscape Report

1. Freire Schools continues to pay close attention to any proposed charter regulation, budget cuts or proposed changes to the charter school renewal process.

XI. Governance

A. Resignation of Phyllis Bookspan (Attachment 11A)

1. The Freire Charter School Board acknowledges the resignation of Phyllis Bookspan.

B. Annual Evaluation of Freire Network (Attachment 11B)

1. Leigh Botwinik shares the results of the Annual Evaluation of the Freire Network Office.
2. Majority of the board ranked the Network in ranges of 4-5 which indicates the level of strength the Network holds.
3. Area of improvement surrounding assistance with academic programing support to the schools.
4. An optional board meeting will be held in the summer to go over the received standardized testing data.

C. Board Member Self Evaluation (Attachment 11C)

1. Leigh Botwinik shares the results of the Annual Board Member Self Evaluation.
2. Various strengths surrounding the annual contribution aspect for advancement were noted.
3. Improvement areas are surrounding becoming more of a brand ambassador for Freire and our schools.
4. Also, an initiative meeting will take place in the fall to plan the future of Freire.

Meeting Adjourned, 10:00 AM