



MEETING OF THE BOARD OF DIRECTORS

SEPTEMBER 11, 2024 | 8 AM

VIA ZOOM VIDEO CONFERENCE CALL INFO | Meeting ID: 820 1929 7109

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

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

Others Present: Leigh Botwinik, Doreese Bull, Olivia Burgess, Kelly Davenport, Pam Dougherty, Promise Evans (11th grade - FCHS), Dawn Eubanks, Brian Galetto, Chris Moore, Emily McDaniels, Shakeeta Parker, Tanza Pugliese, Paul Ramirez, Melanie Reiser, Scott Solomon, Emily Torres, Ben Wainwright, Nathan Yufer, Andrea Zepp

Meeting Start, 8:08 AM

- I. Public Comment
 - A. No public comment.
- II. Resolutions
 - A. Ashley Lynam - Potential Board Member (Attachment 1A)*
 1. The board reviews Ashley Lynam's resume.
 2. Kathleen O'Connell & Kelly Davenport introduce Ashley to the board.
 3. Ashley expresses her thanks and appreciation for being granted the opportunity to serve on the board.
 4. Bruce Lesser makes a motion to approve. Linda Kilpatrickn seconds.
 5. Kiara Allison, Paul Archibald, David Bryant, Lisa Hoffstein, Nicole Jenkins, Linda Kilpatrick, Raquel Leach, Bruce Lesser, Ashley Lynam, and Kathleen O'Connell vote in favor. There are no votes against and no abstentions.
 - B. Review & Approve Minutes from Board Meetings on June 12, 2024 & July 24, 2024 (Attachment 1B)*
 1. The board reviews the minutes from June 12, 2024 & July 24, 2024 board meeting.
 2. Bruce Lesser makes a motion to approve. Linda Kilpatrick seconds.
 3. Kiara Allison, Paul Archibald, David Bryant, Lisa Hoffstein, Nicole Jenkins, Linda Kilpatrick, Raquel Leach, Bruce Lesser, Ashley Lynam, and Kathleen O'Connell vote in favor. There are no votes against and no abstentions.
 - C. Approve Children's Internet Protection Act Policy (Attachment 1C)*
 1. Leigh Botwinik shares that the policy is annually approved. The goal of this policy is to protect students from inappropriate materials, prevent unauthorized access/hacking, and to educate students about internet safety.
 2. Paul Archibald makes a motion to approve. Bruce Lesser seconds.
 3. Kiara Allison, Paul Archibald, David Bryant, Lisa Hoffstein, Nicole Jenkins, Linda Kilpatrick, Raquel Leach, Bruce Lesser, Ashley Lynam, and Kathleen O'Connell vote in favor. There are no votes against and no abstentions.
 - D. Approve Admissions Policy (Attachment 1D)*
 1. Leigh Botwinik shares that the admissions policy has been refreshed. One set of changes was to make the policy evergreen where deadlines are maintained on the website. From a procedural standpoint, we made a decision last Spring to rejoin the city's common application for the 24-25 recruitment cycle. It's called APC and it functions similar to the common application you may be familiar with for applying for college. So this policy has updated process language to reflect that our application will be housed by APC.
 2. David Bryant makes a motion to approve. Linda Kilpatrick seconds.
 3. Kiara Allison, Paul Archibald, David Bryant, Lisa Hoffstein, Nicole Jenkins, Linda Kilpatrick, Raquel Leach, Bruce Lesser, Ashley Lynam, and Kathleen O'Connell vote in favor. There are no votes against and no abstentions.
 - E. Review & Approve Maintaining Appropriate Adult Student Relationships Policy (Attachment 1E)*

1. Tanza Pugliese shares that this policy is to promote the establishment and maintenance of healthy, safe, and educationally effective Adult-Student relationships. There are several new sections outlining appropriate methods of communication between staff and students, an open door/line of sight section and guidelines when staff have preexisting relationships with students.
 2. Bruce Lesser makes a motion to approve. Linda Kilpatrick seconds.
 3. Kiara Allison, Paul Archibald, David Bryant, Lisa Hoffstein, Nicole Jenkins, Linda Kilpatrick, Raquel Leach, Bruce Lesser, Ashley Lynam, and Kathleen O'Connell vote in favor. There are no votes against and no abstentions.
- F. Approve Employee Conduct Discipline Policy #323 (Attachment 1F)*
1. Tanza reviews the Employee Conduct Discipline Policy with the board.
 2. She shares that the School's insurance carrier requested that we add a zero tolerance statement regarding abuse. That is the only proposed change.
 3. David Bryant makes a motion to approve. Bruce Lesser seconds.
 4. Kiara Allison, Paul Archibald, David Bryant, Lisa Hoffstein, Nicole Jenkins, Linda Kilpatrick, Raquel Leach, Bruce Lesser, Ashley Lynam, and Kathleen O'Connell vote in favor. There are no votes against and no abstentions.
- G. Approve Off Site Monitoring Policy (Attachment 1G)*
1. The board of directors opted to not vote on this item until more information and guidelines have been presented.
- H. Review & Approve Investment in 403b Plan (Attachment 1H)*
1. Paul Ramierz shares each year Freire Schools review the retirement investments plan and this year Freire Schools met with the plan provider to review a few things.
 2. There are 19 investments available to all employees and the proposal presented today would include the following, in addition to the Fidelity Capital fund that Freire Schools would add a second large cap growth fund with a lower expense ratio for investors.
 3. Bruce Lesser makes a motion to approve. David Bryant seconds.
 4. Kiara Allison, Paul Archibald, David Bryant, Lisa Hoffstein, Nicole Jenkins, Linda Kilpatrick, Raquel Leach, Bruce Lesser, Ashley Lynam, and Kathleen O'Connell vote in favor. There are no votes against and no abstentions.

III. School Report

A. Staff & Student Update

1. Chris Moore introduces Promise Evans (11th grade, FHS) to the board.
2. Promise did virtual schooling before she enrolled at FHS for the 10th grade.
3. Promise is employed at a Vietnamese restaurant and is musically inclined.
4. Chris shares Promise was a part of his C.R.E.W. a while ago and he was so proud of her integrity and work ethic.
5. Promise is currently assisting in finding new ways for C.R.E.W. to evolve and grow.
6. Andrea introduces Shakeeta Parker to the board.
7. Shakeeta shares the plan for disciplining the students this year to lessen the amount of in house suspensions this year
8. PBIS Positive behavior I Systems
9. It is a counter measure the staff will be using to gage the

B. Heads Report

1. Chris Moore shared there are over 565 Students in the building this year in comparison to last year's numbers.
2. The first weeks of school can be challenging for both staff and students but many people will adjust soon.
3. Fully staffed at FCHS currently this year at FCHS - many come from the background in Math civics and science
4. After school clubs will kick off soon on the 26th of September.
5. Andrea Zepp shares that the school has 485 students in the school.
6. The Fire Within is the theme for the school year at FCMS for both staff and students.
7. Freire Network Academic Plan 2024-2025 (Attachment 2A) & Math Strategic Plan (Attachment 2B)
 - a) Emily McDaniels and Emily Torres introduce themselves to the board.
 - b) They share that recently an optional session was held to allow the board to ask any questions regarding the new academic plan for the year.
 - c) Corrective Reading is a program for students in grades 5-9 across the network who need work on fluency. Nationally, reading has been a topic of discussion in regard to how reading has been taught to students over the years and how the students are progressing with their skills.
 - d) Math has been a challenge Network wide, but we are benefitting from the hire of Emily Torres

as new head Math content lead at the Network level. The math plan focuses on 3 things:

- (1) Improving the skill set of our teachers
- (2) Strategically planning the content being presented and ensuring it aligns with the high-stakes assessments the students take throughout the academic year
- (3) And accepting and addressing the skill gaps our students have before the plan is in motion.

e) Additionally the network is providing guidance to school instructional leaders to support more effective Professional Learning Community (PLC) time. PLCs are the regularly occurring departmental meetings where the bulk of professional learning around effective curriculum implementation occurs.

8. Enrollment Update

a) See III.B.1 & III.B.5

9. FCHS - Science Lab Update

a) Chris Moore announces FCHS has an official science lab and is up and running.

10. Health Insurance Renewal

a) Paul asks the Board whether they would like to schedule an additional Board meeting in November since we don't anticipate having renewal options in time for the October meeting and the renewal happens before the December meeting. The Board directs Paul to schedule a mid-November meeting.

b) Paul reports to the Board that per last year's decision to incorporate staff voice into health insurance decisions, he had a preliminary meeting with the staff member volunteer from each campus.

c) Paul suggests a few potential changes as they wait for the official numbers from the Broker.

- (1) For TECH, providing access to PPO to staff with less than 4 years of experience, which can be done in a cost neutral way.
- (2) Switching providers for the HRA
- (3) Consider whether to raise staff contributions, which are currently much lower than market average

IV. Financials

A. June 2024 Financial Report (Attachment 3)

1. Nathan Yufer reviews the June 2024 Financial Report with the board.
2. Freire Charter School is anticipating enrollment of 915 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

B. Audit Update

1. Nathan shares at the next meeting he will update the board on the audit.

V. Advancement

A. Advancement Report (Attachment 4)

1. Melanie Reiser shares the FY24 unrestricted fundraising target is \$650,000 which is \$125,000 per Freire campus.
2. Currently to date the Advancement Team has raised \$656,804 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. In August, The Advancement Team & the Freire Foundation awarded four Freire Distinguished Teacher Awards (which include a \$10,000 award) plus one honorable mention at a luncheon at Wilder.
5. The Meet the Grads marketing piece, where the Advancement Team shared the successes of our Class of 2024, was sent to donors and partners in July.
6. The Advancement Team has begun planning for a successful fundraising year in FY25, the network-wide Advancement Committee will meet on September 24, and the Freire Wilmington Fundraising Committee will meet on September 30th. The Advancement Team will share preliminary plans with the Boards in October.

B. Political Landscape

1. Freire Schools continues to pay close attention to any proposed charter regulation, budget cuts or

proposed changes to the charter school renewal process.

VI. Governance

A. Resignation of William Brinkman (Attachment 5A)

1. The board of directors acknowledges the resignation of William Brinkman.

B. Review Expectations of Board Members (Attachment 5B)

1. The board reviews the document.

C. FCMS Board Visitation Day | October 9, 2024 at 10am

1. Kelly Davenport invites both boards to participate in the annual board visitation days at FCMS on October 9, 2024.

D. FCSW Board Visitation Day | October 17, 2024 at 9am

1. Kelly Davenport invites both boards to participate in the annual board visitation days at FCSW on October 17, 2024.

VII. Executive Session

A. Personnel Matter

1. Bruce Lesser makes a motion to enter into Executive Session at 10:00 AM *"To discuss any matter involving the ... evaluation of performance ...of any specific ... current ... employee... employed ... by the agency."* Linda Kilpatrick seconds.
2. Kiara Allison, Paul Archibald, David Bryant, Lisa Hoffstein, Nicole Jenkins, Linda Kilpatrick, Raquel Leach, Bruce Lesser, Ashley Lynam, and Kathleen O'Connell vote in favor. There are no votes against and no abstentions.
3. Bruce Lesser makes a motion to exit the Executive Session at 10:28 AM. Linda Kilpatrick seconds.
4. Kiara Allison, Paul Archibald, David Bryant, Lisa Hoffstein, Nicole Jenkins, Linda Kilpatrick, Raquel Leach, Bruce Lesser, Ashley Lynam, and Kathleen O'Connell vote in favor. There are no votes against and no abstentions.

Meeting Adjourned, 10:28 AM