



MEETING OF THE BOARD OF DIRECTORS

OCTOBER 9, 2024 | 8 AM

VIA ZOOM VIDEO CONFERENCE CALL INFO | Meeting ID: 835 2025 6951

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

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

Others Present: Leigh Botwinik, Doreese Bull, Olivia Burgess, Zy'aire Clark (11th Grade TECH), Kelly Davenport, Pam Dougherty, Promise Evans (11th grade - FCHS), Dawn Eubanks, Brian Galetto, Johnny Mills, Chris Moore, Paul Ramirez, Melanie Reiser, Anthony Royster, Ben Wainwright, Nathan Yufer, Andrea Zepp

Meeting Start, 8:02 AM

I. Public Comment

- A. No public comment.

II. Executive Session

- A. Slate of Staff
- B. Settlement & Release - SM
- C. Settlement & Release - SM
- D. Settlement & Release - SM

1. David Bryant makes a motion to move into Executive Session at 8:04 AM to discuss two matters, ***"To discuss any matter involving the ... evaluation of performance ...of any specific ... current ... employee... employed ... by the agency."*** & ***"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."*** Raquel Leach seconds.
2. Kiara Allison, Paul Archibald, David Bryant, Nicole Jenkins, Linda Kilpatrick, Raquel Leach, Ashley Lynam, and Kathleen O'Connell vote in favor. There are votes against and no abstentions.
3. David Bryant makes a motion to exit Executive Session at 8:20 AM. Raquel Leach seconds.
4. Kiara Allison, Paul Archibald, David Bryant, Nicole Jenkins, Linda Kilpatrick, Raquel Leach, Ashley Lynam, and Kathleen O'Connell vote in favor. There are votes against and no abstentions.

III. Resolutions

- A. Settlement & Release - SM*
 1. The board reviews three Settlement & Release - SM documents.
 2. Linda Kipatrick makes a motion to approve the settlement and release terms for all three students. Raquel Leach seconds.
 3. Kiara Allison, Paul Archibald, David Bryant, Nicole Jenkins, Linda Kilpatrick, Raquel Leach, Ashley Lynam, and Kathleen O'Connell vote in favor. There are votes against and no abstentions.
- B. Review & Approve Minutes from Board Meetings on September 11, 2024 & September 27, 2024 (Attachment 1A)*
 1. The board reviews the minutes from September 11, 2024 & September 27, 2024 board meeting.
 2. Linda Kilpatrick makes a motion to approve. Raquel Leach seconds.
 3. Kiara Allison, Paul Archibald, David Bryant, Nicole Jenkins, Linda Kilpatrick, Raquel Leach, Ashley Lynam, and Kathleen O'Connell vote in favor. There are votes against and no abstentions.
- C. Slate of Staff (Attachment 1B)*
 1. The board reviews the Slate of Staff.
 2. Raquel Leach makes a motion to approve. Dave Bryant seconds.
 3. Kiara Allison, Paul Archibald, David Bryant, Nicole Jenkins, Linda Kilpatrick, Raquel Leach, Ashley Lynam, and Kathleen O'Connell vote in favor. There are votes against and no abstentions.

- D. Amend Property & Equipment (Federal Grants) # 452 (Attachment 1C)*
 - 1. Johnny Mills shares the Amend Property & Equipment (Federal Grants) #452 Policy.
 - 2. This policy is to define TECH Freire Charter School's (the School) internal control policy for the acquisition, maintenance, and disposal of property and equipment acquired or improved with Federal funds. This policy is necessary to ensure compliance with the requirements of 2CFR Part 200, Subpart D - Property Standards.
 - 3. Raquel Leach makes a motion to approve. Dave Bryant seconds.
 - 4. Kiara Allison, Paul Archibald, David Bryant, Nicole Jenkins, Linda Kilpatrick, Raquel Leach, Ashley Lynam, and Kathleen O'Connell vote in favor. There are votes against and no abstentions.
- E. Amend Procurement Policy (Federal Grants) #451 (Attachment 1D)*
 - 1. Johnny Mills shares the Amend Procurement Policy (Federal Grants) #451 policy.
 - 2. This policy is to define Freire Charter School's (the School) internal control policy for procurement activities when Federal funds are used. This policy is necessary to ensure compliance with the requirements of 2CFR Part 200, Subpart D - Procurement Standards.
 - 3. David Bryant makes a motion to approve. Linda Kilpatrick seconds.
 - 4. Kiara Allison, Paul Archibald, David Bryant, Nicole Jenkins, Linda Kilpatrick, Raquel Leach, Ashley Lynam, and Kathleen O'Connell vote in favor. There are votes against and no abstentions.
- F. Adopt Cooperative Purchasing Policy #429 (Attachment 1E)*
 - 1. Johnny Mills shares the Cooperative Purchasing Policy #429 with the board.
 - 2. This policy is to define Freire Charter School's (the Charter School) internal control policy for cooperative purchasing when Federal funds are used.
 - 3. Cooperative purchasing allows Freire Charter School to save money through volume purchasing discounts, while avoiding the time and expense of conducting competitive bidding.
 - 4. Raquel Leach makes a motion to approve. Linda Kilpatrick seconds.
 - 5. Kiara Allison, Paul Archibald, David Bryant, Nicole Jenkins, Linda Kilpatrick, Raquel Leach, Ashley Lynam, and Kathleen O'Connell vote in favor. There are votes against and no abstentions.
- G. Amend Procurement Policy (Non-Federal) #411(Attachment 1F)*
 - 1. Johnny Mills shares the Procurement (Non-Federal) Policy #411 with the board.
 - 2. This policy is to define Freire Charter School's (the School) internal control policy for procurement activities when State or local funds are used. If federal funds are used (partially or fully), Policy #451 (Procurement- Federal Funds) should be used.
 - 3. Raquel Leach makes a motion to approve. David Bryant seconds.
 - 4. Kiara Allison, Paul Archibald, David Bryant, Nicole Jenkins, Linda Kilpatrick, Raquel Leach, Ashley Lynam, and Kathleen O'Connell vote in favor. There are votes against and no abstentions.
- H. Approve Medical Benefit Eligibility Continuation During Leave Policy (Attachment 1G)*
 - 1. Paul Ramirez shares the policy of Freire Charter School is to continue an employee's medical benefit eligibility when an employee temporarily does not meet the benefits eligibility requirements due to a leave of absence.
 - 2. The policy specifies the length of continued benefits eligibility for FMLA, Disability, Military, Workers' Compensation, and Personal Leave. The Employee Medical Benefit Eligibility Continuation Policy is effective as of January 1, 2024.
 - 3. David Bryant makes a motion to approve. Paul Archibald second.
 - 4. Kiara Allison, Paul Archibald, David Bryant, Nicole Jenkins, Linda Kilpatrick, Raquel Leach, Ashley Lynam, and Kathleen O'Connell vote in favor. There are votes against and no abstentions.

IV. School Report

- A. Staff & Student Update
 - 1. Chris Moore introduces Promise Evan's to the board.
 - 2. Promise shared that she is enjoying the school year so far.
 - 3. At the last board meeting she stated she is a part of C.R.E.W. at FCHS and has been excited about her plans coming to fruition
- B. Heads Report
 - 1. October Freire Dashboard (Attachment 2A)
 - a) Chris Moore shares that the atmosphere at the school is joyful and calm.
 - b) After School Programs have been going well at the campus.
 - c) Challenges present themselves to Chris and his staff but with the prevention prepping they have in place things run smooth
 - d) Andrea Zepp shares that the current state of the school is joyful and everyone is counting down to break.
 - e) The culture in the school is peaceful especially with the suspension rates being lower in comparison to last year's numbers.

- C. Health Insurance Renewal
 - 1. Paul Ramirez updates the board with the following information:
 - a) Paul Ramirez shares that he and his team have been gathering input from staff regarding potential changes to the health insurance plan.
 - b) Volunteers from each Board will review potential changes on November 6th and then a proposal will be shared with the full board at the meeting on November 13th at 8am.
- D. Philly Magazine - Freire Schools (Attachment 2B)
 - 1. Melanie Reiser and Chris Moore share Philadelphia Magazine has placed Freire Charter School in the top 20 schools list of 2024.
- E. Samaritan Fund*
 - 1. Paul Ramirez states this is a charitable fund to provide financial assistance to those who have troubles with their insurance and it makes a customizable plan to help the staff with their insurance plan and payments.
 - 2. Last year we had two staff and each was \$55,000 and currently we have one former employee who will be covered by the Samaritan fund this year.
 - 3. Raquel Leach makes a motion to approve. Kiara Allison seconds.
 - 4. Kiara Allison, Paul Archibald, David Bryant, Nicole Jenkins, Linda Kilpatrick, Raquel Leach, Ashley Lynam, and Kathleen O'Connell vote in favor. There are votes against and no abstentions.

V. Financials

- A. August 2024 Financial Report (Attachment 3) use the recording
 - 1. Nathan Yufer reviews the August 2024 Financial Report with the board.
 - 2. Freire Charter School currently holds an enrollment total of 1,027; Freire High School has 540 and Freire Middle School has 487.
 - 3. Total revenue for the academic year is expected to be \$20.8 million which is less than the 2023-2024 school year since the ESSER federal grant ended on September 30, 2024.
 - 4. In regard to expenses, Freire Charter School has utilized funds to handle private school fees for students in SPED, SPED transportation and insurance.
 - 5. Overall Freire Charter School is projecting a surplus of \$50,000 however the school is working on a revised budget due to new information being provided surrounding the various expenses stated previously.
 - 6. The revised budget will be present to the board at a later date with corrections showing balance.
- B. Audit Update
 - 1. Nathan shares he received the draft audit recently and is pleased with the results so far. A final audit report will be provided at the December board meeting.

VI. Advancement

- A. Advancement Report (Attachment 4)
 - 1. Melanie Reiser shares that the FY25 unrestricted fundraising target is set to \$775,000 which is \$150,000 per Freire campus.
 - 2. Currently the Advancement Team has raised \$236,000 in donations and pledges, which leaves \$538,000 to the estimated network-wide goal.
 - 3. FY25 Fundraising preliminary ideas surround the following:
 - a) Establishing an unrestricted fund in Kelly Davenport's honor, and soliciting donations from major donors, vendors, and friends during her last year as network CEO.
 - b) Holding the Bridge to Wisdom fundraiser in the spring (likely May) to celebrate the 25th anniversary of the organization (and the key programs that make up Freire Schools). Honor Kelly Davenport with the award.
 - c) Possibly holding a cultivation event (e.g. Coffee and Conversation) at one of our Philadelphia schools, with a special emphasis on encouraging our newest Board members to introduce people in their personal and professional networks to Freire Schools.
- 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.

VII. Governance

- A. FCMS Board Visitation Day | October 9, 2024 at 10am
 - 1. Olivia Burgess invites both boards to participate in the annual board visitation days at FCMS today.
- B. FCSW Board Visitation Day | October 17, 2024 at 9am
 - 1. Olivia Burgess invites both boards to participate in the annual board visitation days at FCSW on October 17, 2024.

Meeting Adjourned, 9:32 AM