



MEETING OF THE BOARD OF DIRECTORS

December 12, 2018

Minutes

Location: 1026 Market Street, Philadelphia, PA 19107

Board Members Present: William Brinkman, Dawn Eubanks, Anthony Royster (via phone), Scott Solomon

Other: Najay Anderson (TECH Freire Student), Ella Anderson, Paul Archibald (via phone), Hilda Bacon, Leigh Botwinik, Kelly Davenport, Gerald Escovitz, Lisa Hoffstein, Nicole Jenkins, Raquel Leach, Michael Maholick, Max Matthews, Johnny Mills, Chris Moore, Beth Packel, Bill Ray, Maurice Roberts, Dan Saleki, Dave Shahriari, Devan Smith, Steve Swizer, Lorraine White, Chris Zagacki

The meeting is called to order at 8:05 AM

I. Public Comment

- a. There was no public comment

II. Resolutions

- a. Minutes from October 10, 2018
 - i. The Board of Directors review the minutes from October 10, 2018.
 - ii. Dawn Eubanks makes a motion to approve the minutes. William Brinkman seconds.
 - iii. William Brinkman, Dawn Eubanks, Anthony Royster (via phone), Scott Solomon vote in favor of the motion. There are no votes against and no abstentions. The motion passes.
- b. FY2018 Audit Report
 - i. Bill Ray reviews the final audit report received from the auditors. There are no major differences from prior audits. Bill notes that TECH Freire has met all financial ratios. The report also shows that there were no findings during the Federal Grants Audit.
 - ii. Dawn Eubanks makes a motion to approve. William Brinkman seconds.
 - iii. William Brinkman, Dawn Eubanks, Anthony Royster (via phone), Scott Solomon vote in favor of the motion. There are no votes against and no abstentions. The motion passes.
 - iv. Kelly Davenport takes a moment to thank Bill Ray and all the Board Members for their hard work and involvement in the audit process.
- c. Form 990
 - i. Bill Ray reviews Form 990 noting that the numbers are identical to the audit report. Bill notes that the Form 990 has already been reviewed by numerous Board Members for accuracy.
 - ii. William Brinkman makes a motion to approve. Dawn Eubanks seconds.
 - iii. William Brinkman, Dawn Eubanks, Anthony Royster (via phone), Scott Solomon vote in favor of the motion. There are no votes against and no abstentions. The motion passes.
- d. Multi-Hazard Emergency Operations Plan
 - i. Max Matthews explains that the state of Pennsylvania has begun to review the Multi-Hazard Emergency Operations Plan for schools throughout the state. The updated plan includes a more detailed list of responsibilities to be conducted in the case of an emergency. Additionally, the plan outlines the required drills the school must conduct throughout the year.

- ii. Dawn Eubanks makes a motion to approve. William Brinkman seconds.
- iii. William Brinkman, Dawn Eubanks, Anthony Royster (via phone), Scott Solomon vote in favor of the motion. There are no votes against and no abstentions. The motion passes.

III. School Report

- a. Heads Report
 - i. Dave Shahriari shares that TECH Freire students recently took the Keystone Algebra and Literature exams. The Charter Office will be conducting their site visit, a requirement for charter renewal, on Thursday, December 13.
 - ii. November Data Packet
 - 1. Dave shares that average daily attendance has not increased as expected. The school is working diligently to increase student attendance. Dave notes that suspensions are down compared to last year with a total of 91% of students with 0 suspensions, a 4% increase over last year.
 - 2. Dave and Leigh Botwinik review the Keystone Proficiency Rates recently released for TECH Freire.
 - iii. Quarterly Board Member & Student Conversations
 - 1. Najay Anderson, a current 11th grade student, recalled the recent TECH Freire Board Visitation Day and how important it is to create a relationship between Board Members and students. Najay proposes holding quarterly Board Member and Student Conversations at TECH Freire.
 - 2. Scott Solomon echoes the importance of these connections and looks forward to scheduling these meetings throughout the coming months.
- b. Staff Member Update
 - i. Ella Anderson, a Chemistry Teacher and Director of STEAM Integration, introduces herself to the Board. Ella focuses on bringing hands-on learning experiences to every classroom and content area. Ella shares that students recently completed a periodic table t-shirt project in science which spurred deeper conversations around chemistry.
- c. Student Update
 - i. Najay Anderson shares that the teachers at TECH are actively working to integrate technology and art deeper into the curriculum. Najay reviews some of the recent projects he has completed a periodic table t-shirt and an activism poster.
- d. Building Update
 - i. Kelly Davenport notes that TECH Freire's roof repair has been complete. The next major building update will be the sewage work and brick pointing. Kelly notes that members of TECH Freire's leadership have met with SEPTA and created a plan to navigate the subway system with the new sewage piping.
 - ii. Kelly shares that TECH Freire has been looking into the possibility of purchasing the school building from the landlord. Bill Ray shares that the school currently has a locked lease rate for the next 5 years, giving little incentive to purchase the building at this time. At the start of the 6th year, the lease payments will increase annually. Although this increase is not a major concern in the short term, the increase could substantially inflate building costs down the line. The Board discusses the pros and cons of purchasing versus leasing the TECH Freire building.

IV. Financials

- a. October 2018 Financial Dashboard
 - i. Bill Ray reviews the October Financial Dashboard for TECH Freire Charter School. Bill notes that funds from the recent capitation increase were added to the school's reserve, putting the school in a strong financial position. This is the second year in a row that TECH Freire has met all financial ratios.

- ii. Kelly Davenport charges Bill Ray and the Heads of School with thinking about how to compensate teachers throughout the network in a more robust way. TECH Freire should make teaching a first-choice profession again. Kelly requests that a plan be presented to the Board Chairs in the spring.

V. Advancement

- a. Advancement Update
 - i. Kelly Davenport shares that TECH Freire conducted a Giving Tuesday push via email and it was well received. The database has grown considerably over the past few months, now reaching over 5000 individuals. The Advancement Committee recently met and is in the process of selecting the next Bridge to Wisdom honoree.

VI. Board Committees

- i. Education Committee
 - 1. Board Survey Report
 - a. Leigh Botwinik reviews the Education Committee Board Survey, noting that, on average, the Board reads 2 out of 3 of the reports and finds them informative. The Board proposes some additional topics the education committee could research including career success of the Freire Alumni and the possibility of a Freire primary school.
- ii. Audit Committee
 - 1. No update at this time.
- iii. 403(b) Committee
 - 1. No update at this time.
- iv. Safety/Property Committee
 - 1. Max Matthews shares that Freire is looking for a board representative for the Safety/Property Committee. If any Board Member is interested, they are encouraged to reach out to Max.

The meeting is adjourned at 10:05 AM