FIRST PHILADELPHIA PREPARATORY CHARTER SCHOOL

4300 Tacony Street
Philadelphia, PA 19124
BOARD OF TRUSTEES MEETING
JUNE 21, 2017
6:00 PM

Minutes

SECTION I: CALL TO ORDER

Opening Colloguy

This June 21, 2017 meeting of the First Philadelphia Preparatory Charter School Board of Trustees is hereby called to Order. The time is 6:10 pm. My name is John MacDonald. I am the President of this Board of Trustees, and I will facilitate this meeting.

This is a public meeting that was properly advertised pursuant to the Pennsylvania Sunshine Act in the Philadelphia Daily News.

All members of the public are welcome, to sit and listen to the board of trustees conduct its business tonight. Members of the public who have registered with the Administrative office to participate in public comment by 5pm on the day before this scheduled meeting may participate in public comment. At this time, I would ask that executive administration submit the list of commenters to our legal counsel. Comments will be limited to three minutes unless the Board decides to grant additional time. During this meeting, the Board will go into closed session to discuss a confidential litigation matter.

At this time, I will ask that Roll Call be taken.

A. Roll Call

| Board Members Present: | By Invitation: Non-Board Members: |
|-------------------------------|-----------------------------------|
| Karin Coger | Peter Costa |
| Teresa Grumbrecht | Dr. Joseph Gillespie |
| Anita Vega-Kaiser | Gerald L. Santilli |
| John MacDonald | William Wilkins, Esq. |

| Board Members Absent: Barbara Saunders | Richard Trzaska David Annecharico, Esq. Myra Mezei Casi Plourde |
|---|---|
| | |

B. Approval of Agenda

| MOTION KC | R17062101 Appro | val of the June 21, 2017 Agenda |
|--------------|--|---|
| | RESOLVED, that the Board of Trustees of First Philadelphia Preparatory | |
| SECOND TG | Charter School hereby approves the June 21, 2017 Agenda. | |
| | Notes of Discussion / | Advance Regulatory and Financial Comment: |
| Vote: | Who | What |
| [X] PASS | Board | General Discussion |
| [] FAIL | | |

C. Approval of Minutes

| MOTION TG | R17062102 Approval of May 17, 2017 Minutes of Meeting | |
|---------------------|--|---|
| SECOND KC —— VOITE: | RESOLVED, that the Board of Trustees of First Philadelphia Preparatory Charter School hereby approves the Minutes of the May 17, 2017 meeting of the Board of Trustees of First Philadelphia Preparatory Charter School. | |
| [X] PASS | | vance Regulatory and Financial Comment: |
| [] FAIL | Who Board | What General Discussion |
| | | |

SECTION II: REPORTS

A. Community Comment—Moot

| Community Comment Colloquy (General Counsel) |
|---|
| Good Evening, my name is, with Sand & Saidel, PC, General Counsel to the First Philadelphia Preparatory Charter School Board of Trustees. Will you please state your name for our records? |
| You will have three minutes to address the Board of Trustees. Any documents or communications that you might supplement your comment with should be submitted to me. I will keep the time and notify the board when three minutes have elapsed. |
| This Board may choose not to comment, question or respond in any way to your public comment. I will begin the time now. |

| Who | What |
|------|------|
| None | None |

B. First Philadelphia Preparatory Charter School CEO

Dr. Gillespie, Casi Plourde, and Myra Mezei discussed and reviewed joint administration written reports that were previously submitted and incorporated into these board minutes, which included the following:

- + 2016-2017 school year attendance report;
- + 2016-2017 school year enrollment report;
- + Student achievement goals for the 2017-2018 school year and administration plans to achieve such goals; and
 - + Report on the graduation ceremonies that have taken place.

C. American Paradigm Schools CEO

R. Tzraska discussed and reviewed his written report that was submitted previously and incorporated into these minutes, which included the following:

- + FPPCS human resources update and how APS plans to assist FPPCS in being fully staffed by the start of the 2017-2018 school year;
 - + Academic Team report, including professional development to be offered to FPPCS staff;
 - + Report on enrollment, attendance, and demographic metrics;
 - + Office of Research and Information Systems report; and
 - + Plan to transition from Linton's to Maschio's for food service.

D. Business Controller

P. Costa submitted a financial report for May 2017. The financial report is incorporated into these minutes.

SECTION III: UNFINISHED BUSINESS

NONE

SECTION IV: NEW BUSINESS

Upon motion by T. Grumbrecht and Second by K. Coger, the Board voted unanimously to go into CLOSED session to discuss a confidential litigation matter.

Upon motion by A. Vega-Kaiser and Second by K. Coger, the Board voted unanimously to go into OPEN session.

A. RESOLUTIONS

| MOTION TG | R17062103 Report of | R17062103 Report of the Business Controller | | |
|----------------------|---------------------------------|--|---------------------------|--|
| SECOND KC | Charter Schoo Controller and | RESOLVED, the Board of Trustees of First Philadelphia Preparatory Charter School accepts the Financial Report of the Business Controller and all documents submitted thereby, which shall be incorporated into the record of this meeting. | | |
| [X] PASS | Notes of Discussion / | Advance Regulatory and | Financial Comment: | |
| [] FAIL | Who Board | What General Discussion | | |
| MOTION TG SECOND AVK | RESOLVED, that the | R17062104 Fund Balance RESOLVED, that the Board of Trustees of First Philadelphia Preparatory Charter School designates estimated ending fund balance for the year ended June 30, 2017 as follows: | | |
| Vote: | | | \$3,500,000 | |
| | | Designated for Working Capital | | |
| [X] PASS | | Designated for Future PSERS Contribution Available for Appropriation | | |
| [] FAIL | Designated for Non L | | \$ 400,000 \$1,400,000 | |
| | Total Fund Balance | iquia 11550t5 | \$5,600,000 | |
| | Notes of Discussion / Aa | lvance Regulatory and Financi | al Comment: | |
| | Who | What | | |
| | Board | General Discussion | | |

Мотіон TG R17062105 Resolution Contract: Food Services

Second AVK BE IT RESOLVED, that the Board of Trustees of First Philadelphia Preparatory Charter School approves the proposal for food services from Maschio's Food Services, as presented.

Vote:

[X] PASS

FURTHER RESOLVED, that the prior acts of the Business Controller, Legal Counsel, and Executive Administration in furtherance of this resolution are hereby ratified; and

FURTHER RESOLVED, Chief Executive Officer, is directed and authorized to execute any document and delegate any task necessary to effect this resolution; and

FURTHER RESOLVED, that the executed contract shall require the submission of appropriate insurance certifications and appropriate tax related information submitted and received by the business controller.

FURTHER RESOLVED, that there shall be no payment under the contract until such contract is fully executed.

Notes of Discussion / Advance Regulatory and Financial Comment:

| Who | What | |
|-------|--------------------|--|
| Board | General Discussion | |

MOTION

R17062106 Family Involvement Policy

SECOND

RESOLVED, that the Board of Trustees of First Philadelphia Preparatory Charter School adopts the Family Involvement Policy as presented.

Vote:

Notes of Discussion / Advance Regulatory and Financial Comment:

[X] PASS

Who What
Board General Discussion

[] FAIL

MOTION

R17062107 Human Resources—Moot

Second

RESOLVED, the Board of Trustees of First Philadelphia Preparatory Charter School accepts the human resources changes, modifications and additions as presented in the below manning table.

Vote:

Notes of Discussion / Advance Regulatory and Financial Comment:

PASS

Who What
None None

| MOTION AVK | R17062108 Santilli & ' | Thomson, LLC |
|-----------------|---|---|
| SECOND TG VOTE: | RESOLVED, the Board of Trustees of First Philadelphia Preparatory Charter School ratifies the Consulting Agreement between Santilli & Thomson, LLC and First Philadelphia Preparatory Charter School. | |
| [X] PASS | Notes of Discussion / Advance Regulatory and Financial Comment: | |
| [23] 1755 | Who | What |
| [] FAIL | Board | General Discussion |
| MOTION KC | R17062109 Wellness Policy RESOLVED, the Board of Trustees of First Philadelphia Preparatory | |
| SECOND AVK | Charter School | approves the Wellness Policy, as presented. |
| | Notes of Discussion / Advance Regulatory and Financial Comment: | |
| Vote: | Who | What |
| [X] PASS | Board | General Discussion |
| [] FAIL | | |

B. DISCUSSION AND ANNOUNCEMENTS

ADJOURNMENT

@ 7:21

MOTION
AVK

SECOND
KC

VOTE:

[X] PASS

[] FAIL

 $\begin{array}{c} 170621 \\ \text{FPPCS BOARD MEETING MINUTES} \\ \text{PAGE 6 OF 6} \end{array}$