

FIRST PHILADELPHIA PREPARATORY CHARTER SCHOOL

4300 Tacony Street
Philadelphia, PA 19
BOARD OF TRUSTEES MEETING
JANUARY 16, 2019
5:00 PM

Minutes

SECTION I: CALL TO ORDER

Opening Colloquy

This meeting of the First Philadelphia Preparatory Charter School Board of Trustees is hereby called to Order. The time is 6:12 p.m. My name is John McDonald. 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 5 p.m. 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.

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

A. Roll Call

Board Members Present:	By Invitation: Non-Board Members:
<p>Karin Coger Julani Ghana Teresa Grumbrecht Anita Vega-Kaiser John MacDonald Barbara Saunders Duane White</p>	<p>Dr. Joseph Gillespie Dr. Margery Covello Katie Santilli Peter Costa David Annecharico, Esq. Dean Krebs, Esq. Dr. Carleene Slowik</p>
Board Members Absent:	

B. DISCLOSURE: EXECUTIVE SESSION BY JOHN MACDONALD

1. I would like to state, for purposes of the Minutes of this meeting that the Board of Trustees did not meet in Executive Session prior to this meeting.

C. Approval of Agenda

MOTION
 KC
 SECOND
 AVK
 VOTE:
 PASS
 FAIL

R190116.01 Approval of the January 16, 2019 Agenda

RESOLVED, that the Board of Trustees of First Philadelphia Preparatory Charter School hereby approves the January 16, 2019 Agenda.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Board</i>	<i>General discussion</i>

D. Approval of Minutes

MOTION
 TG
 SECOND
 AVK
 VOTE:
 PASS

R190116.02 Minutes of the November 20, 2018 Meeting

RESOLVED, that the Board of Trustees of First Philadelphia Preparatory Charter School hereby approves the Minutes of the November 20, 2018 meeting of the Board of Trustees of First Philadelphia Preparatory Charter School.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Board</i>	<i>General discussion</i>

SECTION II: REPORTS

A. Community Comment

Community Comment Colloquy (General Counsel)

Good Evening, my name is David Annecharico 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.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Board</i>	<i>General discussion</i>

B. First Philadelphia Preparatory Charter School CEO

- a. *Dr. Joseph Gillespie – Chief Executive Officer*
 - i. *Reviewed and discussed with the Board the January 2019 CEO report, previously disseminated to the Board. Discussion included:*
 - 1. *Highlighting strong student attendance;*
 - 2. *The Initial Performance Reviews, which revealed 79 teachers who were satisfactory and, of the 16 who were unsatisfactory, 11 were implemented improvement plans;*
 - 3. *Recommendations for Commencement Ceremony; and*
 - 4. *Current enrollment of exceptional students and ensuring SPD’s exceptional student records were consistent the FPPCS’s records.*
 - ii. *Introduced Dr. Carleene Slowik, a literacy coach who has been using her skills over the previous two months at FPPCS to implement literacy development with teachers and students.*
- b. *Dr. Carleene Slowik*
 - i. *Presented to the Board a power point presentation wherein she highlighted current progress and future literacy goals, including:*

1. *Reviewing her strategy of building rapport and trust with teachers;*
2. *Meeting with Reading Interventionists to evaluate and provide recommendations regarding their plan;*
3. *Identifying and promulgating ELA Curriculum among teachers to ensure they are familiar with standards and working with the assistant principal to ensure lesson plans are consistent with the ELA Curriculum;*
4. *Assisting teachers in building guided reading groups based on DRA-2 data;*
5. *Utilizing Daily 5/Centers to ensure students have activities while the teacher is using guided reading groups;*
6. *Sending out weekly Literacy Letter containing information regarding ELA;*
7. *Orchestrating a visit with teachers of another school which was implementing an alternative ELA structure;*
8. *Conducting weekly PLC book club and held discussions between recommendations in Guided Reading and experiences in classroom, which encouraged collaborative reading between the teachers and allowing teachers to be matched together by strength and weaknesses;*
9. *Focusing on targeted phonics instruction for next school year; and*
10. *Providing examples of classroom transformations since implementation of recommendations.*

C. American Paradigm Schools CEO

a. Dr. Margery Covello – Chief of Staff of American Paradigm Schools

i. Reviewed with the Board the January 2019 APS report, previously disseminated to the Board. Discussion included:

1. *APS's utilization of SPR predictions to provide recommendations prior to score publications;*
2. *APS's continued assistance with Assistant Principal Mr. Kyle Black;*
3. *Upcoming Common Assessment test, which provides insight to FPPCS on the class's mastery of grade level content so they can make corrective curriculum changes;*
4. *APS's recent training on McKinney Vento and Trauma.*
5. *APS's efforts regarding staff recruitment advertisements; and*
6. *Dr. Covello's recent attendance of a 6-hour training at LaSalle University regarding board governance.*

D. Business Controller

a. *Peter Costa of Santilli & Thomson, LLC*

i. *Reviewed with the Board the December 2019 APS report, previously disseminated to the Board. Discussion included:*

1. *An overview of current exceptional students and associated monetary rates;*
2. *Current revenue from SDP indicating \$300,000 above allocation;*
3. *Highlighted that special education allocations and transportation were above budget; and*
4. *Current cash balance of \$6.7 million.*

SECTION III: NEW BUSINESS

A. RESOLUTIONS

MOTION
 AVK
 SECOND
 KC
 VOTE:
 PASS
 FAIL

R190116.03 Report of the Business Controller

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.

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
<i>Board</i>	<i>General discussion</i>
<i>P. Costa</i>	<i>Reviewed with the Board the January 2019 APS report, previously disseminated to the Board, as noted above</i>

MOTION
 TG
 SECOND
 KC
 VOTE:
 PASS
 FAIL

R190116.04 Uniform Human Resources Resolution

RESOLVED, the Board of Trustees of First Philadelphia Preparatory Charter School ratifies the human resources changes, modifications and additions as presented.

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
<i>Board</i>	<i>General discussion</i>

MOTION
 AVK
 SECOND
 DW
 VOTE:
 [X] PASS
 [] FAIL

R190116.05 Uniform Professional Services Proposals Resolution

RESOLVED, the Professional Services Proposal/s and associated reports listed below are hereby accepted and ratified;

FURTHER RESOLVED, the CEO, business controller and general counsel are hereby authorized and directed to negotiate the terms and conditions of those contract based upon these Professional Services Proposal/s;

FURTHER RESOLVED, the President is authorized to execute any document or delegate any task necessary to effect this resolution.

Contractor	Amount	Comment: Terms and Conditions
Vision Student Information System	\$20,714.84	Renewing Contract

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
Board	General discussion

MOOT

R190116.06 Uniform Purchase Services Proposals Resolution

RESOLVED, the Purchase Services, Proposal/s and associated reports listed below are hereby accepted and ratified;

FURTHER RESOLVED, the CEO, business controller and general counsel are hereby authorized and directed to negotiate the terms and conditions of those contract based upon these Purchase Services and Proposal/s;

FURTHER RESOLVED, the President is authorized to execute any document or delegate any task necessary to effect this resolution.

Contractor	Amount	Comment: Terms and Conditions
None	None	None

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
None	none

MOTION

AVK

SECOND

KC

VOTE:

[X] PASS

[] FAIL

R190116.07 First Philadelphia Preparatory Charter School Bus

RESOLVED that the Board of Trustees of First Philadelphia Preparatory Academy Charter School approves the selling of the school bus.

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
<i>Board</i>	<i>Discussed the utilization and carrying costs of the school bus. The bus will be sold at auction. The bus was originally purchased for \$9,000.</i>

MOTION

AVK

SECOND

JM

VOTE:

[X] PASS

[] FAIL

R190116.08 IRS Form 990

RESOLVED, the Board of Trustees of First Philadelphia Preparatory Charter School approves the IRS Form 990, as presented.

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
<i>Board</i>	<i>General discussion</i>
<i>P. Costa</i>	<i>Reviewed with the Board Ford 990, previously disseminated to the Board.</i>

By Roll Call Vote:

- Karin Coger - Aye
- Julani Ghana - Aye
- Teresa Grumbrecht - Aye
- Anita Vega-Kaiser - Aye
- John MacDonald - Aye
- Barbara Saunders - Aye
- Duane White -Aye

B. DISCUSSION AND ANNOUNCEMENTS

Upon MOTION by ANITA VEGA-KAISER and SECOND by KARIN COGER, the board UNANIMOUSLY entered CLOSED SESSION.

Upon MOTION by ANITA VEGA-KAISER and SECOND by KARIN COGER, the board UNANIMOUSLY entered OPEN SESSION.

- NEXT BOARD MEETING: February 20, 2019

ADJOURNMENT

MOTION

AVG

SECOND

KG

VOTE:

PASS

FAIL

—