

# FIRST PHILADELPHIA PREPARATORY CHARTER SCHOOL

4300 Tacony St.  
Philadelphia, PA 19124

## BOARD OF TRUSTEES MEETING

LOCATION:  
6201 KEYSTONE STREET  
PHILADELPHIA, PA 19135

DATE & TIME:  
MAY 15, 2019  
6:00PM

## 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 6:00 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:
Julani Ghana Teresa Grumbrecht Anita Vega-Kaiser John MacDonald Barbara Saunders	Dr. Joseph Gillespie  Dr. Margery Covello Scott Kramer Katie Santilli Ryan Scallon
<b>Board Members Absent:</b> Duane White Karin Coger	Peter Costa  David Annecharico, Esq. Dean Krebs, Esq.

**B. DISCLOSURE: EXECUTIVE SESSION BY JOHN MACDONALD**

*I would like to state, for purposes of the Minutes of this meeting that on May 3, 2019, the Board of Trustees met in Executive Session for the following purposes under 65 Pa. C.S.A. § 708:*

*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.*

**C. Approval of Agenda**

MOTION  
  
 ANITA VEGA-KAISER  
  
 SECOND  
  
 BARBARA SAUNDERS  
  
 VOTE:  
  
 PASS  
  
 FAIL

**R190515.01 Approval of the May 15, 2019 Agenda**

RESOLVED, that the Board of Trustees of First Philadelphia Preparatory Charter School hereby approves the May 15, 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  
  
 ANITA VEGA-KAISER  
  
 SECOND

**R190515.02 Minutes of the April 17, 2019 Meeting**

RESOLVED, that the Board of Trustees of First Philadelphia Preparatory Charter School hereby approves the Minutes of the April 17, 2019 meeting of the Board of Trustees of First Philadelphia

BARBARA SAUNDERS

VOTE:

PASS

FAIL

Preparatory Charter School.

***Notes of Discussion / Advance Regulatory and Financial Comment:***

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

MOTION

ANITA VEGA-KAISER

SECOND

TERESA GRUMBRECHT

VOTE:

PASS

FAIL

**R190515.03 Minutes of the May 3, 2019 Meeting**

RESOLVED, that the Board of Trustees of First Philadelphia Preparatory Charter School hereby approves the Minutes of the May 3, 2019 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>
Board	General discussion

**SECTION II: REPORTS**

**A. Community Comment**

None

***Notes of Discussion / Advance Regulatory and Financial Comment:***

<i>Who</i>	<i>What</i>
None	None

**B. First Philadelphia Preparatory Charter School CEO**

a. *Dr. Joseph Gillespie – CEO at First Philadelphia Preparatory Charter School*

i. *Reviewed and discussed with the Board the May 2019 CEO report, previously disseminated to the Board. Discussion included:*

1. *Indicated improvement of enrollment numbers compared with prior years and gave credit to enrollment administrators for improvement;*
2. *Indicated completion of FFPCS's 3-year Comprehensive Plan and its goals for its 2019-22 Comprehensive Plan which will be submitted to the state;*
3. *Discussed current climate data;*
4. *Indicated a recent college fair which all Pennsylvania colleges attended;*
5. *Highlighted a FPPCS student who had been at FPPCS since the 8<sup>th</sup> grade who received a full-ride scholarship to Penn State;*

6. *Highlighted that FPPCS students received a total of \$3,015,000 in scholarships;*
7. *Noted FPPCS's recent production of the Adams Family;*
8. *Discussed recent meeting with CSO regarding signing charter agreement; and*
9. *Answered Board questions.*

### **C. American Paradigm Schools CEO**

- a. *Dr. Margery Covello – Chief of Staff of American Paradigm Schools*
  - i. *Reviewed and discussed with the Board the May 2019 APS report, previously disseminated to the Board. Discussion included:*
    1. *APS assisting with the electronic Philadelphia School District Survey;*
    2. *APS assisting with scheduling process, naming courses, and matters related to MTSS process;*
    3. *Noted new FPPCS employee benefits, including:*
      - a. *Allowing parents of students to save \$500/year for college.*
      - b. *Employee assistance program which provides six free counseling sessions and six free sessions with a dietitian.*
    4. *APS personnel providing 30 hours to administer PSAA;*
    5. *Noted that Director of Math is providing ongoing professional development and coaching for Rigorous Engagement Fellows;*
    6. *Noted that Director of Public Services had met with APS counselors to monitor College and Career Readiness, which is important for Future Readiness submission;*
    7. *Noted that Director of Integrated Learning was working on ensuring online programs were utilized; and*
    8. *Indicated that APS attended ceremony at Dwight Evans' office, at which APS received an award for community service.*

### **D. Business Controller**

- a. *Peter Costa – Santilli & Thomson*
  - i. *Reviewed and discussed with the Board the April 2019 Financial report, previously disseminated to the Board. Discussion included:*
    1. *Currently 344 SPED students;*
    2. *All expenses were essentially in line with the budget though SPED was overbudgeted;*

3. *Indicated that excess cash was being moved into a money-market; and*
  4. *Indicated \$970,000 in disbursements.*
- ii. *Reviewed and discussed with the Board the 2019-20 school year budget, previously disseminated to the Board. Discussion included:*
1. *Anticipated revenue increase of 3% based on information released from CFO;*
  2. *Budgeted for 360 SPED;*
  3. *Noted a decreased in Title I funds; and*
  4. *Anticipated that there will be \$146,000 revenue over budget.*
- iii. *Answered Board questions related to the 2019-20 budget and April 2019 financial report.*

**SECTION III: NEW BUSINESS**

**A. RESOLUTIONS**

MOTION  
ANITA VEGA-  
KAISER  
SECOND  
BARBARA  
SAUNDERS  
VOTE:  
 PASS  
 FAIL

**R190515.04 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:***

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

MOTION  
BARBARA  
SAUNDERS  
SECOND  
TERESA  
GRUMBRECHT  
VOTE:  
 PASS  
 FAIL

**R190515.05 2019-20 Budget**

RESOLVED, the Board of Trustees of First Philadelphia Preparatory Charter School hereby approves the 2019-20 budget, as presented.

***Notes of Discussion / Advance Regulatory and Financial Comment:***

<i>Who</i>	<i>What</i>
<i>P. Costa</i>	<i>As previously discussed</i>
<i>Board</i>	<i>General discussion</i>

**By Roll Call Vote:**

Karin Cogger - *absent*

Julani Ghana – *aye*  
 Teresa Grumbrecht – *aye*  
 Anita Vega-Kaiser – *aye*  
 John MacDonald – *aye*  
 Barbara Saunders – *aye*  
 Duane White – *absent*

**R190515.06 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.

MOTION  
 ANITA VEGA-  
 KAISER  
 SECOND  
 BARBARA  
 SAUNDERS  
 VOTE:  
 [X] PASS  
 [ ] FAIL

HIRES		
NAME	TITLE	EFFECTIVE DATE
Marceley Jean Pierre	Guidance Counselor/ Social Worker	5/13/2019
Grace Stafford	LTS	5/13/2019

TERMINATIONS / RESIGNATIONS		
NAME	TITLE	EFFECTIVE DATE
Jasmine Reese – Resigned	One to One	5/17/2019
Pam Nichols – Resigned	Librarian	4/24/2019
Jamie Smith - Resigned	MTSS Coordinator	5/10/2019

***Notes of Discussion / Advance Regulatory and Financial Comment:***

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

MOTION  
 BARBARA  
 SAUNDERS  
 SECOND  
 ANITA VEGA -  
 KAISER

**R190515.07 Staffing Proposal**

RESOLVED, that the Board of Trustees of First Philadelphia Preparatory Charter School authorizes the Secretary of the Board of Trustees to rehire the staff members reflected on the attached schedule, in accordance with the approved salary scale for the 2019-20 fiscal year;

VOTE:

PASS

FAIL

FURTHER RESOLVED, that the Board of Trustees of First Philadelphia Preparatory Charter School authorizes the CEO to offer positions to returning staff, as noted on the attached schedule;

FURTHER RESOLVED, that the Board of Trustees of First Philadelphia Preparatory Charter School accepts the recommendation of the CEO to not rehire the staff members noted on the attached schedule;

FURTHER RESOLVED, that the Board of Trustees of First Philadelphia Preparatory Charter School authorizes the CEO to reassign positions to current staff, as noted on the attached schedule; and

FURTHER RESOLVED, that the Board of Trustees of First Philadelphia Preparatory Charter School accepts the resignations of the staff members noted on the attached schedule.

***Notes of Discussion / Advance Regulatory and Financial Comment:***

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

MOOTION

BARBARA SAUNDERS

SECOND

JULANI GHANA

VOTE:

PASS

FAIL

**R190515.08 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 contracts 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.

<b>Contractor</b>	<b>Amount</b>	<b>Comment: Terms and Conditions</b>
Bayada Home Health Care, Inc.	\$50.10/hour	Provision of school nurse services
Van Hawk, Inc.	\$49,950.00	Minor patching of walls. Areas smaller than a quarter.  Apply one coat of Sherwin Williams Promar200 Eggshell (color to match) to previously painted

		GWB and CMU walls in areas indicated on attached painting RFP.
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***Notes of Discussion / Advance Regulatory and Financial Comment:***

<i>Who</i>	<i>What</i>
<i>Board</i>	<i>General discussion</i>
<i>Board</i>	<i>Asked clarifying questions regarding services of Van Hawk contract</i>

MOOT

**R190515.09 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.

<b>Contractor</b>	<b>Amount</b>	<b>Comment: Terms and Conditions</b>
None	None	None

***Notes of Discussion / Advance Regulatory and Financial Comment:***

<i>Who</i>	<i>What</i>
<i>None</i>	<i>None</i>

MOTION

ANITA VEGA-KAISER

SECOND

BARBARA SAUNDERS

VOTE:

[X] PASS

**R190515.10 Approval of Flex-Spending Plan**

RESOLVED that the Board of Trustees of First Philadelphia Preparatory Charter School hereby approves the Flex-Spending plan, as presented;

FURTHER RESOLVED, the CEO, in consultation with the business controller and general counsel, is authorized to execute any document or delegate any task necessary to effect this resolution.

FAIL

***Notes of Discussion / Advance Regulatory and Financial Comment:***

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

MOTION

**R190515.11 2019/2020 Board Meeting Calendar**

ANITA VEGA-KAISER

RESOLVED that the Board of Trustees of First Philadelphia Preparatory Charter School hereby approves the 2019/2020 Board Meeting Calendar, as presented.

SECOND

BARBARA SAUNDERS

***Notes of Discussion / Advance Regulatory and Financial Comment:***

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

VOTE:

PASS

FAIL

Upon MOTION by ANITA VEGA-KAISER and SECONDED by BARBARA SAUNDERS, the Board UNANIMOUSLY entered into EXECUTIVE SESSION for purposes described under 65 Pa.C.S.A. § 708(5).

Upon MOTION by ANITA VEGA-KAISER and SECONDED by BARBARA SAUNDERS, the Board UNANIMOUSLY entered into OPEN SESSION

MOTION

**R190515.12 Confidential Settlement Agreement: Student ZU**

BARBARA SAUNDERS

RESOLVED, the Board of Trustees of First Philadelphia Preparatory Charter School ratifies the Confidential Settlement Agreement In Re: ZU as presented.

SECOND

TERESA GRUMBRECHT

***Notes of Discussion / Advance Regulatory and Financial Comment:***

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

VOTE:

PASS

FAIL

## **B. DISCUSSION AND ANNOUNCEMENTS**

- NEXT BOARD MEETING: June 19, 2019 at 4300 Tacony St., Philadelphia, PA 19124

### **ADJOURNMENT**

MOTION

BARBARA SAUNDERS

SECOND

ANITA VEGA-KAISER

VOTE:

PASS

FAIL

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