

FIRST PHILADELPHIA PREPARATORY  
CHARTER SCHOOL  
4300 TACONY STREET  
PHILADELPHIA, PA 19124

**BOARD OF TRUSTEES MEETING**

LOCATION:

ZOOM CONFERENCE CALL DUE TO STAY AT HOME ORDER BY THE GOVERNOR

DATE & TIME:

SEPTEMBER 2, 2020

6:00 PM

**Agenda**

**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 6:42 p.m. My name is Anita Vega-Kaiser. I am the President of this Board of Trustees and I will facilitate this meeting.

As we know, Governor Wolf of the Commonwealth of Pennsylvania has declared a state of emergency in response to the global Coronavirus pandemic. In order to protect the health, welfare, and safety of the school community, this meeting is being held via teleconference. This is a public meeting that was properly advertised pursuant to the Pennsylvania Sunshine Act in the Philadelphia Daily News. The public notice included instructions for how the public could participate in tonight's meeting.

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**

<b>Board Members Present:</b>	<b>By Invitation: Non-Board Members:</b>
<p>Anita Vega-Kaiser - President                      Karin Coger - Vice President                      Teresa Grumbrecht - Treasurer                      Barbara L. Saunders - Secretary                      John MacDonald                      Julani Ghana</p> <p style="text-align: center;"><b>Board Members Absent:</b></p>	<p>Dr. Marilyn Martinez</p> <p>Ashley Redfearn                      Scott Kramer                      Kristine Magargee                      Katie Santilli</p> <p>Peter Costa</p> <p>David Annecharico, Esq.                      Dean Krebs, Esq.</p>

**B. DISCLOSURE: EXECUTIVE SESSION BY ANITA VEGA-KAISER**

*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.*

OR

*I would like to state, for purposes of the Minutes of this meeting that on September 2, 2020, the Board of Trustees met in Executive Session for the following purposes under 65 P.S. § 708:*

*(x) Certain Employee Issues. To discuss any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the agency, or former public officer or employee, provided, however, that the individual employees or appointees whose rights could be adversely affected may request, in writing, that the matter or matters be discussed at an open meeting. The agency's decision to discuss such matters in executive session shall not serve to adversely affect the due process rights granted by law, including those granted by Title 2 (relating to administrative law and procedure).*

*(x) Consultation with Professional Advisor or Attorney. To consult with its attorney or other professional advisor regarding information or strategy in connection with litigation or with issues on which identifiable complaints are expected to be filed. Specifically, concerning R200902.09 below.*

*(x) Discuss Confidential Matters. 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.

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### C. Approval of Agenda

MOTION  
KAREN COGER  
SECOND  
BARBARA L.  
SAUNDERS  
VOTE:  
 PASS  
 FAIL

#### R200902.01 Approval of the September 2, 2020 Agenda

RESOLVED, that the Board of Trustees of First Philadelphia Preparatory Charter School hereby approves the September 2, 2020 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  
BARBARA L.  
SAUNDERS  
SECOND  
JULANI GHANA  
VOTE:  
 PASS  
 FAIL

#### R200902.02 Minutes of the August 5, 2020 Meeting

RESOLVED, that the Board of Trustees of First Philadelphia Preparatory Charter School hereby approves the Minutes of the August 5, 2020 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

which 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:**

<b>Who</b>	<b>What</b>
Teeyona Crumpton	<p>Indicated she was a parent of a FPPCS student and wanted to express interest in the Parent Trustee position;</p> <p>Expressed excitement to start a new school year;</p> <p>Asked the Board about how the nominating process worked; and</p> <p>Asked the Board about what steps are being taken for parent engagement.</p>

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

- a. *Dr. Marilyn Martinez—Chief Executive Officer of First Philadelphia Preparatory Charter School*
  - i. *Reviewed and discussed with the Board the September 2020 CEO report, previously disseminated to the Board;*
  - ii. *Shared with the Board the current enrollment data;*
  - iii. *Indicated to the Board of the goal to improve student achievement, specifically with a focus on literacy;*
  - iv. *Shared with the Board guidelines for teacher to student ratio;*
  - v. *Indicated to the Board that class ratio for Kindergarten is 1 teacher for 21 students; while previously it was 1 teacher for 26 students;*
  - vi. *Indicated FPPCS is maintaining other class ratios of 1 teacher for 26-28 students*
  - vii. *Expressed to the Board that, in order to develop college and career pathways, FPPCS needs to ensure students are graduating on time;*
  - viii. *Informed the Board of current class requirements at FPPCS;*
  - ix. *Expressed to the Board that in order to prepare students for college, FPPCS needs to ensure students are ready for the SAT.*
  - x. *Indicated that FPPCS is providing dual enrollment and AP classes;*
  - xi. *Shared with the Board the music and arts program*

1. *Expressed to the Board that FPPCS strives to give students choices in music and arts program*
2. *Indicated to the Board that Art teachers have expressed a need for a program that is more sequential to align with college programs to help students build portfolios*
- xii. *Informed the Board that counselors needed to be available during the summer to assist students;*
- xiii. *Informed the Board that FPPCS is building a college career readiness program;*
- xiv. *For the 2020-21 SY, they are providing music appreciation for those students interested; identifying criteria for AP and honors courses which include test, teacher recommendations, and other criteria;*
- xv. *Discussed with the Board collaborations and actions to get students engaged in the college search processes and taking campus tours;*
- xvi. *Expressed that school has internet hot-spots available to families, which will be distributed;*
- xvii. *In response to Board questions, expressed a recent purchase of math textbooks and the process for how to logistically provide books to students.*

**C. American Paradigm Schools CEO**

- a. *Ms. Ashley Redfearn—Executive Director of American Paradigm Schools*
  - i. *Reviewed and discussed with the Board the September 2020 APS report, previously disseminated to the Board;*
  - ii. *Shared with the Board APS’s school design, including a focus on literacy; Caring School Community; problem solving; aligning curriculum; personalized learning; and data driven decision-making;*
  - iii. *Expressed to the Board that Caring School Community is more than just being nice, it is an essential tool for diversity and equity—it is about creating community members with respect;*
  - iv. *Shared with the Board APS’ goals this year, including community engagement.*
- b. *Ms. Katie Santilli—Chief Business Officer of American Paradigm Schools*
  - i. *Reviewed and discussed with the Board the September 2020 APS report, previously disseminated to the Board;*
  - ii. *Shared with the Board the locations of new bus stop advertisements.*
- c. *Mr. Scott Kramer—Chief Talent Officer of American Paradigm Schools*
  - i. *Reviewed and discussed with the Board the September 2020 APS report, previously disseminated to the Board;*
  - ii. *Shared with the Board which positions were still open;*

- iii. *Shared with the Board the upcoming job fairs at colleges/universities;*
- iv. *Informed the Board that APS will conduct a job analysis across its network to justify employment decisions.*
- v. *Indicated that APS has discussed having its own virtual job fair in case its ultimately determined necessary.*
- d. *Ms. Kristine Magargee—Chief Academy Officer of American Paradigm Schools*
  - i. *Shared with the Board the “Key Levers” for remote learning, including that students will be held accountable to getting grades though they will also be receiving more teacher feedback; grade level standards will be achieved using “just in time” assessments; and Caring School community model will be used throughout to promote collaboration.*
  - ii. *Shared with the Board the ELA Curriculum and Instruction P/D Support*
    - 1. *Indicated that most support has been in the programs, such as Wit & Wisdom*
    - 2. *Indicated that APS will be working with grade level teams weekly to assist due to additional difficulties with doing curriculum remotely.*
    - 3. *Indicated that the goal was to ensure teachers knew standards inside and out.*
  - iii. *Regarding math instruction, informed the Board of collaborative unit planning, reviewing common assessment, and continued efforts to determine best practices for how it will be adapted for online learning.*
  - iv. *Regarding academic coaching, informed the Board that that coaching team will be able to conduct virtual classroom walkthroughs*
  - v. *Informed the Board of ongoing data team professional development*

**D. General Counsel**

- a. *Mr. David Annecharico, Esq.*
  - i. *Expressed proposed organizational process for committees to utilize.*

**E. Business Controller**

- a. *Peter Costa—Santilli & Thomson*
  - i. *Reviewed and discussed with the Board the July 2020 financial reports.*
  - ii. *Informed the Board that there was \$6.5M in cash as of July 2020, representing 86 days of operations;*
  - iii. *Shared with the Board the current assets, including due from Federal.*

- iv. *Indicated to the Board that the August school district payment was for prior months and a reconciliation will occur later in the Fall.*

**SECTION III: OLD BUSINESS**

NONE

**SECTION IV: NEW BUSINESS**

**A. RESOLUTIONS**

MOTION

JOHN  
MACDONALD

SECOND

TERESA  
GRUMBRECHT

VOTE:

PASS

FAIL

**R200902.03 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:*

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

MOTION

KAREN COGER

SECOND

BARBARA L.  
SAUNDERS

VOTE:

PASS

FAIL

**R200902.04 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.

<b>HIRES / PROMOTION</b>		
<b>NAME</b>	<b>TITLE</b>	<b>EFFECTIVE DATE</b>
Samantha McLaughlin	Kindergarten Teacher	8.26.20
Katelyn Hulbert	1 <sup>st</sup> Grade Teacher	8.26.20
Sydney Schollenberger	SPED – 3	8.26.20
Tho Phan	Math Teacher 5 <sup>th</sup> Grade	8.26.20

Scott M. Schaeffer	Math Teacher 9 <sup>th</sup> Grade	8.26.20
James Durkin	Special Ed	8.26.20
Amanda Gestl	BCBA	8.26.20
Susan Baldassarre	Teacher	9.7.20
Charles A. Johnson	Director of Music & Arts	8.25.20
Ilia Ortiz (promotion)	Executive Assistant	8.26.20
Tameka Matthews (position change)	Leader in Residence	9.4.20

<b>TERMINATIONS / RESIGNATIONS</b>		
<b>NAME</b>	<b>TITLE</b>	<b>EFFECTIVE DATE</b>
Mancebo, Maritza (resigned)	NTA	6.8.2020
Wallitsch, Lauren (resigned)	ESL Teacher	6.30.2020
Van Ness, Daisy (resigned)	Elementary Teacher	6.30.2020
Bethea, Courtney (resigned)	NTA	6.30.2020
Burgos-Velez, Joenliz (resigned)	NTA	6.30.2020
Martini, Cyllan (resigned)	Italian Teacher	6.30.2020
Small, Madison (resigned)	Sped Elementary Teacher	6.30.2020
Gibson, Samantha (resigned)	2 <sup>nd</sup> Grade Teacher	6.30.2020
Cerrato, Shannon (resigned)	4 <sup>th</sup> Grade Teacher	6.30.2020
Elgart, Gregory (resigned)	Sped Teacher 7/8	6.30.2020
Leminsky, Dorthy (resigned)	Sped High School Teacher	6.30.2020



Elder, Brittney (resigned)	Sped High School Teacher	6.30.2020
Boccalupo, John (resigned / retired)	Maintenance	8.11.2020
McAllister, Victoria (resigned)	Elementary Teacher	6.30.2020
Ambrose, Karissa (resigned)	Elementary Teacher	6.30.2020
Barbara Hanes (resigned)	6 <sup>th</sup> Grade Teacher	8.31.2020
Weckerly-Nawa, Jordan	Counselor - Elementary	8.31.2020

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

<b>Who</b>	<b>What</b>
M.Martinez	<i>Indicated that Tameka Matthews is in the process of obtaining reciprocity of required certifications to be the school principal and that her current title would be temporary.</i>
S. Kramer	<i>Indicated that all employees who resigned in August were backdated to June 30 to save school money concerning expenses.</i>  <i>Express that resolution should be amended to reflect Barbara Hanes resignation as August 31, 2020</i>

MOTION  
KAREN COGER  
SECOND  
BARBARA L.  
SAUNDERS  
VOTE:  
 PASS  
 FAIL

**R200902.05 Uniform Professional Services 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/s 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>
Fairwold	Tuition: \$270 / Day / Student One-to-One Aide: \$180 / Day / Student Varied Related Services: \$80-93 / Hr	Amendment of Contract approved per

	Total Tuition Costs for Students: \$388,800.00	R200805.06. Compensation amendment; difference of \$97,200 for two (2) additional students.  Approved Private School  Thirteen (11) Student, three (3) of which have DOE-4010 Slots
Team Tutor	Tutoring Services: \$65.00/hr  Wilson Reaching/Phonics Boost Program*: \$80.00/hr  *\$150 material fees for Phonics Boost Program	Tutoring services
Brett DiNovi & Associates	Clinical Associates: \$52.50/hr  Behavior Consultant: \$115/hr  Telehealth Consultation: \$95/hr	Behavioral and Educational Consultants
Delta T Group	Paraprofessional: \$21/hr  LPN: \$43/hr  Teacher: \$200/day  Psychological Evaluation (English): \$850  Psychological Evaluation (Spanish): \$2200  Other Psychological Evaluations upon request	Referral Agency for Human Services and Behavioral Healthcare
EduConfident	\$8060.00	Professional Development for School Staff

Pediatric Therapy Services	Varied Rates ranging from \$76.50/hr – \$100.00/hr	Speech Therapist Physical Therapist Occupational Therapist
US Medical Staffing	Personal Care Assistant: \$19.80/hr Registered Nurse \$47.90/hr Licensed Practical Nurse \$39.80/hr	Medical staffing

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

<i>Who</i>	<i>What</i>
M. Martinez	Answered Board questions that FPPCS is looking into how to improve student activities and Positive Behavior Support Plan.

MOOT

**R200902.06 Uniform Purchases Resolution**

RESOLVED, the Purchase 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/s based upon these Purchase 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>
Board	General discussion

MOTION  
 BARBARA L. SAUNDERS  
 SECOND  
 TERESA GRUMBRECHT  
 VOTE:  
 PASS  
 FAIL

**R200902.07 Project GO MOU**

RESOLVED, the Board of Trustees of First Philadelphia Preparatory Charter School hereby approves of the Project “Go” School Attendance Support Memorandum of Understanding as presented.

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

<i>Who</i>	<i>What</i>
<i>M.Martinez</i>	<i>Explained to the Board the Project GO is an opportunity to collaborate with local officials to reduce truancy issues.</i>

**R200902.08 Approval of Amended 2020-21 School Year Calendar**

MOTION  
 JOHN MACDONALD  
 SECOND  
 BARBARA L. SAUNDERS  
 VOTE:  
 PASS  
 FAIL

RESOLVED, the Board of Trustees of First Philadelphia Preparatory Charter School hereby approves of the Amended 2020-21 School Year Calendar as presented.

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

<i>Who</i>	<i>What</i>
<i>M.Martinez</i>	<i>Expressed that changes were necessary due to delay in the school opening.  Recommended that five (5) dates be added at the end of the calendar year, resulting in June 21, 2020 being the last school year day.</i>
<i>A.Vega-Kaiser</i>	<i>Expressed confidence that this is right decision and in the best interest of the student.</i>
<i>P.Costa</i>	<i>Expressed it is important that SDP is updated about start-date as that impacts payment.</i>

MOTION  
 TERESA GRUMBRECHT  
 SECOND  
 BARBARA SAUNDERS  
 VOTE:  
 PASS  
 FAIL

**R200902.09 Confidential Settlement and Release Agreement for JP**

RESOLVED, the Board of Trustees of First Philadelphia Preparatory Charter School hereby approves of the Confidential Settlement and Release Agreement between it and JP as presented.

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

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

**B. DISCUSSION AND ANNOUNCEMENTS**

NEXT BOARD MEETING: OCTOBER 7, 2020 AT 6:00PM

**ADJOURNMENT AT 7:48PM**

MOTION

KAREN COGER

SECOND

JOHN MACDONALD

VOTE:

PASS

FAIL

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