

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:

JANUARY 6, 2021

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 6:03 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

Board Members Present:	By Invitation: Non-Board Members:
Anita Vega-Kaiser - President Karin Coger - Vice President Teresa Grumbrecht - Treasurer Barbara L. Saunders - Secretary	Deborah Smith Ashley Redfearn Scott Kramer Dr. Kristine Magargee Katie Santilli Michael Thomson Peter Costa David Annecharico, Esq. Dean Krebs, Esq. Jessica Bassett Teeyona Crumpton
Board Members Absent:	

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.

C. Approval of Agenda

MOTION

 TERESA GRUMBRECHT

 SECOND

 BARBARA SAUNDERS

 VOTE:
 PASS
 FAIL

R210106.01 Approval of the January 6, 2020 Agenda

RESOLVED, that the Board of Trustees of First Philadelphia Preparatory Charter School hereby approves the January 6, 2021 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

R210106.02 Minutes of the December 2, 2020 Meeting

BARBARA SAUNDERS

SECOND

TERESA GRUMBRECHT

VOTE:

[X] PASS

[] FAIL

RESOLVED, that the Board of Trustees of First Philadelphia Preparatory Charter School hereby approves the Minutes of the December 2, 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

None

Notes of Discussion / Advance Regulatory and Financial Comment:

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

B. First Philadelphia Preparatory Charter School CEO

- a. *Ms. Deborah Smith—Interim Chief Executive Officer of First Philadelphia Preparatory Charter School*
 - i. *Reviewed and discussed with the Board the January 2021 CEO report, previously disseminated to the Board;*
 - ii. *Shared and discussed with the Board enrollment and attendance data, and efforts made to improve both;*
 - iii. *Discussed with the Board the efforts being made for school reopening, such as safety protocols and PPE, including needlepoint bipolar ionization and desk barriers;*
 - iv. *Informed the Board that the yearly building inspections were completed;*
 - v. *Updated the Board on compliance matters, including Epicenter uploads, SILR Report for immunizations, ACCESS testing, SPED Child Count, and McKinney-Vento Homeless Monitoring;*
 - vi. *Discussed the recent personnel changes with the Board;*
 - vii. *Answered Board questions about how building subs are being utilized, noting that they are subbing for teachers;*
 - viii. *Informed the Board of Professional Development Topics occurring at the school, including implementation of FOCUS, HS Grading for PLC, Eureka Math, and Wit and Wisdom;*
 - ix. *Discussed partnerships with Community College of Philadelphia;*

- x. *Informed the Board of the support administrators are providing to the Board, including morning check-in meetings to discuss priority and success and having 1:1 meeting weekly meeting where goals are set, such as for student achievement;*
- xi. *Informed the Board that “Choice Words” was chosen for the book club, which had a theme of recognizing the importance that words have;*
- xii. *Reviewed and discussed with the Board staff engagement efforts, including a weekly newsletter of upcoming need to know information called “News You Can Use”;*
- xiii. *Reviewed and discussed with the Board student engagement efforts, including family reading night and stories 5th graders wrote about being stuck in a snow globe;*
- xiv. *Discussed with the Board recent “town hall” events to get the school community comfortable with coming into school and answered questions about the school;*
- xv. *Discussed the musical arts program at the school; and*
- xvi. *Answered general Board questions.*

C. American Paradigm Schools CEO

- a. *Ms. Ashley Redfearn—Executive Director of American Paradigm Schools*
 - i. *Informed the Board that APS continues to provide the services and support indicated in the prior month’s report;*
 - ii. *Discussed with the Board recent meetings to ensure the schools understand various proposed metrics; and*
 - iii. *Advised the Board that APS is working to improve public relations.*
- b. *Ms. Kristine Magargee—Chief Academic Officer of American Paradigm Schools*
 - i. *Informed the Board that hybrid committees continue to meet ; each CEO has their own committee they are working with; and that by having all schools come together it helps exchange information to find best practices, such as for safety training;*
 - ii. *Expressed to the Board recent outreach to consultants for certain social justice matters;*
 - iii. *Informed the Board of upcoming NTI during which teachers will review their efforts of keeping DEI in mind; and*
 - iv. *Board discussed recent events in the capital and its impact on those of community in color, particularly when compared to the BLM protests, and suggested that the school pay attention to its impact on students.*
- c. *Ms. Katie Santilli—Chief Business Officer of American Paradigm Schools*
 - i. *Informed the Board of recent communications with an engineer to do certain facility testing and that a certified report will be shared with the Board.*

D. General Counsel

a. None

E. Business Controller

a. Mr. Peter Costa—Santilli & Thomson, LLC

- i. Reviewed and discussed with the Board the November 2020 financial report, previously disseminated to the Board;*
- ii. Informed that Board that IDEA funds still need to be dispersed from SDP;*
- iii. Indicated to the Board that there were no discrepancies in the report;*
- iv. Informed the Board that 349 SPED students were paid for as of January;*
- v. Informed the Board that the school had \$9.4M in cash;*
- vi. Reviewed and discussed with the Board the P&L;*
- vii. Informed the Board that there were no major differences with variances for Summary by Major Class;*
- viii. Informed the Board that the budget, overall, looked good;*
- ix. Shared and discussed with the Board the PDE subsidy document, indicating that when the budget was drafted, the revenue was intentionally conservatively calculated, meaning that the school could now have a positive variance of \$500,000; and*
- x. Informed the Board that Pennsylvania may be addressing the food service issue caused by COVID-19 and that, while it is unclear at this time what action the State may take, the Board will be kept up to date if and when it does. is doing something with food service concerning claims: they ae trying to get school additional money. Not entirely sure, but will be looking nto it and update the Board when it does.*

SECTION III: OLD BUSINESS

NONE

SECTION IV: NEW BUSINESS

A. RESOLUTIONS

MOTION

TERESA GRUMBRECHT

SECOND

BARBARA SAUNDERS

VOTE:

R210106.03 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.

[X] PASS

[] FAIL

MOTION

BARBARA SAUNDERS

SECOND

TERESA GRUMBECHE

VOTE:

[X] PASS

[] FAIL

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
Board	General discussion

R210106.04 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.

HIRES / RETURN		
NAME	TITLE	EFFECTIVE DATE
Milissa-Anne Barbosa (Return LOA)	Teacher	12.21.20

TERMINATIONS / RESIGNATIONS		
NAME	TITLE	EFFECTIVE DATE
Rebecca Stanford (Resignation)	Math Middle School Teacher	12.7.20
Patricia Corr (Resignation)	Administrative Support Library	12.8.20
Tom Hassey (Resignation)	Student Support - NTA	12.8.20
Aleasia Welton (Resignation)	Student Support	12.18.20
Monique McCray (Resignation)	NTA	12.22.20

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
D.Smith	Noted that multiple resigning teachers had been on the manning table since March and, since then, had been unable, or unwilling, to complete their job remotely.
Board	General discussion

MOTION

R210106.05 Uniform Professional Services Resolution

TERESA
GRUMBRECHT

SECOND

BARBARA
SAUNDERS

VOTE:

[X] PASS

[] FAIL

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.

Contractor	Amount	Comment: Terms and Conditions
Cenacle Leadership Group, LLC	\$140/day – per diem substitute \$189/day – long-term substitute	Substitute teacher staffing contract
Martin Luther School	Annual tuition: \$52,052.00 Additional related services with varied rates	Approved Private School

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
Board	General discussion

MOOT

R210106.06 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.

Contractor	Amount	Comment: Terms and Conditions
None	None	None

MOTION

BARBARA SAUNDES

SECOND

TERESA GRUMBRECHT

VOTE:

[X] PASS

[] FAIL

Notes of Discussion / Advance Regulatory and Financial Comment:

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

R210106.07 Election to Extend Paid Leave

WHEREAS, the Families First Coronavirus Response Act of 2020 (“FFCRA”), which mandated employee paid-leave of absences for certain qualifying reasons described therein, expired on December 31, 2020;

WHEREAS, the Consolidated Appropriations Act, 2021, enacted into law on December 27, 2020, allows employers, on a voluntary basis, to continue to provide such employee paid-leave for a FFCRA qualifying reason through March 31, 2021, in exchange for certain payroll tax credit described therein;

RESOLVED, the Board of Trustees of First Philadelphia Preparatory Charter School hereby elects to continue to provide such employee paid-leave for a FFCRA-qualifying reason through March 31, 2021, in accordance with the Consolidated Appropriations Act, 2021, effective December 27, 2020.

FURTHER RESOLVED, the CEO is authorized and directed to take, or delegate, any action necessary to effect this resolution.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>S. Kramer</i>	<i>Recommended that the Board approve the resolution; and Informed the Board that utilization was low during the 2020 calendar year but approving this resolution shows the staff that the school supports them.</i>
<i>P. Costa</i>	<i>Informed the Board on how the payroll tax credits work.</i>

B. DISCUSSION AND ANNOUNCEMENTS

NEXT BOARD MEETING: JANUARY 6, 2021 AT 6:00PM

ADJOURNMENT AT 7:02PM

MOTION

BARBARA SAUNDES

SECOND

T

VOTE:

PASS

FAIL

—