

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:

FEBRUARY 3, 2021

6:00 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 6:06 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>
Anita Vega-Kaiser - President Karin Cogger - Vice President Teresa Grumbrecht - Treasurer Barbara L. Saunders - Secretary	Deborah Smith  Ashley Redfearn Scott Kramer Kristine Magargee Katie Santilli
<b>Board Members Absent:</b>	Peter Costa  Dean Krebs, Esq. David Annecharico, Esq.  Teeyona Crumpton

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

*I would like to state, for purposes of the Minutes of this meeting that on February 3, 2021, 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 Resolutions R210203.09, R210203.10, and R210203.11 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  
KARIN COGER  
SECOND  
BARBARA SAUNDERS  
VOTE:  
 PASS  
 FAIL

#### R210203.01 Approval of the February 3, 2021 Agenda

RESOLVED, that the Board of Trustees of First Philadelphia Preparatory Charter School hereby approves the February 3, 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  
BARBARA SAUNDERS  
SECOND  
KARIN COGER  
VOTE:  
 PASS  
 FAIL

#### R210203.02 Minutes of the January 6, 2021 Meeting

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

MOTION  
KARIN COGER  
SECOND  
BARBARA SAUNDERS  
VOTE:  
 PASS  
 FAIL

#### R210203.03 Minutes of the January 29, 2021 Meeting

RESOLVED, that the Board of Trustees of First Philadelphia Preparatory Charter School hereby approves the Minutes of the January 29, 2021 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**

<i>None</i>
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***Notes of Discussion / Advance Regulatory and Financial Comment:***

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

**THE BOARD PROCEEDED TO FIRST APPROVE RESOLUTION R210203.12 AND THEN CONTINUED THE AGENDA AT SECTION II(B) TO ALLOW TRUSTEE TEEYONA CRUMPTON TO PARTICIPATE AS A TRUSTEE DURING THE MEETING.**

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

- a. *Ms. Deborah Smith—Interim Chief Executive Officer*
  - i. *Welcomed the FPPCS students who were spectating the meeting as part of their governmental course;*
  - ii. *Reviewed and discussed the February 2021 CEO report, previously disseminated to the Board.*
  - iii. *Informed the Board that the target enrollment number was 1880 and that while last year they were 6 below the target they were now only 1 below.*
  - iv. *Informed the Board that K-8 had consistent attendance over 91%;*
  - v. *Informed the Board that High School students were above 73% with 78% over Winter break. Informed the Board that Deans and teachers were actively contacting families to improve attendance;*
  - vi. *Informed the Board that the enrollment lottery was going up next week; that there was 5500 applications of which 202 were siblings and there were 120 kindergarten slots.*
  - vii. *Informed the Board that the school was working in improve safety and PPE for reopening, including conducting an air flow test to determine how many students can be in the room and pursuing needle point ionization;*
  - viii. *Informed that Board that the school received \$6.5 in ESSERS II grant which the school would distribute among the facility, academics, and nurses;*
  - ix. *Shared with the Board pictures of how the tables in the cafeteria will be spaced;*
  - x. *Updated the Board on compliance matters, including Epicenter uploads, ACCESS testing, and that the school recently received positive feedback for its McKinney-Vento Homelessness*

*Monitoring, noting that not all schools were performing as well as FPPCS;*

- xi. Reviewed and discussed with the Board the STAR testing data which showed that Kindergarteners increased improvement from 50% to 62% for early literacy; scores decreased for Reading, which FPPCS is currently reviewing though it is suspected that COVID may have had a factor; and reviewed Math STAR scores*
- xii. Reviewed and discussed with the Board the personnel changes;*
- xiii. Reviewed and discussed with the Board the upcoming professional development using Uplift, which pertains to topics of trauma and how it impacts the brain;*
- xiv. Discussed with the Board various administrative support being provided, including recent co-teaching professional development and virtual Danielson evaluation training;*
- xv. Discussed administration goals, including (1) an equity plan to recognize that the school is not where it should be for equity of the school community and shared a draft plan with the Board to address this; and (2) ongoing review of data for student achievement by using STAR data to have better conversations with teachers and to increase teacher effectiveness.*

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

- a. Ms. Ashley Redfearn—Executive Director of American Paradigm Schools*
  - i. Reviewed and discussed the February 2021 APS report, previously disseminated to the Board;*
  - ii. Reminded the Board of APS’s missions;*
  - iii. Answered Board questions about tools and processes regarding renewal, including the Annual Charter Renewal.*
- b. Ms. Katie Santilli—Chief Business Officer of American Paradigm Schools*
  - i. Reviewed and discussed the February 2021 APS report, previously disseminated to the Board;*
  - ii. Updated the Board on various facility matters.*
- c. Mr. Scott Kramer—Chief Talen Office of American Paradigm Schools*
  - i. Reviewed and discussed the February 2021 APS report, previously disseminated to the Board;*
  - ii. Informed the Board that APS was restructuring its performance appraisal for non-teachers to make it more school based than corporate;*
  - iii. Informed the Board that APS was working on an updated diversity statement to include within job descriptions;*
  - iv. Discussed with the Board the recruitment efforts for Fall 2021;*
  - v. Informed the Board that SPED was a particular tight market and that offers would need to be made quickly;*

- vi. *Reviewed and discussed the performance standards, which includes factors related to diversity.*
- d. *Ms. Kristine Magargee—Chief Academic Officer of American Paradigm Schools*
  - i. *Reviewed and discussed the February 2021 APS report, previously disseminated to the Board;*
  - ii. *Informed the Board of the continued learning walks across all schools as well as academic coaching;*
  - iii. *Informed the Board of the recent NTI;*
  - iv. *Updated the Board on the hybrid model which incorporates the same platforms used during virtual instruction to ensure a smooth transition;*
  - v. *Updated the Board on college virtual sessions;*
  - vi. *Expressed excitement of ongoing DEI workshops*

**D. General Counsel**

- a. *Mr. David Annecharico, Esq.*
  - i. *Informed the Board that SSPC has been developing a “mock” Board Meeting training packet to serve as an educational tool to new Trustees.*
  - ii. *Informed the Board that SSPC has worked with APS to codify the procurement process in a procurement manual, as previously disseminated.*
  - iii. *Informed the Board that SPPC that Municode, a depository for school policies, is nearing completion;*
  - iv. *Advised the Board that the school should consider use some of the ESSERS II grants funds towards SPED matters, specifically potential COVID compensatory education. Informed the Board that, while COVID has created challenges, FPPCS will not receive any leniency concerning IDEA. Upon returning to normal instruction, every student will need to be accessed for COVID compensatory education and thus SSPC recommends this potential expenditure be budgeted for.*
  - v. *Informed the Board that SPPC wants to improve contract management so FPPCS can be advised when contracts are expiring, and requested that S&T provide the bond binder.*

**E. Business Controller**

- a. *Mr. Peter Costa, Santilli & Thomson, LLC*
  - i. *Reviewed and discussed the December financial reports, as previously disseminated;*
  - ii. *Informed the Board that there were no discrepancies at this time;*
  - iii. *Informed the Board that the Finance Committee did not bring up any issues;*
  - iv. *Board asked why January had twice as many vendors for expenditures over 10k then in November to which Mr. Costa indicated that the invoices are paid as they are received;*

- v. Answered Board question that Intelligent Network bills monthly and varied rates as needed;
- vi. Board discussed potentially putting ‘caps’ on certain service providers;
- vii. Board discussed technology expenses and its impact on the budget;
- viii. Informed the Board that he would send all executed documents for the bond documents
- ix. As far as ESSERS II, informed the Board of an upcoming meeting with PDE to get clarity on what the money can be spent on and recommended the school consider facility expenses; and
- x. President Vega-Kaiser informed the Board that any Trustee is free to ask questions, despite information having been shared during the Finance Committee.

**SECTION III: OLD BUSINESS**

NONE

**SECTION IV: NEW BUSINESS**

**A. RESOLUTIONS**

MOTION

BARBARA SAUNDERS

SECOND

TERESA GRUMBRECHT

VOTE:

PASS

FAIL

**R210203.04 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

**R210203.05 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 / RETURN</b>
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NAME	TITLE	EFFECTIVE DATE
Harrison Buttrick (new hire)	Substitute Teacher	1/4/21
Darrell Davis (new hire)	Admin. Assistant to Special Ed.	1/4/21
Riley McGowan (new hire)	Music Teacher	1/11/21
Chara Hausler (Return LOA)	Maternity Leave	1/11/21
Elizabeth Bickel (new hire)	Math Teacher	2/15/21

TERMINATIONS / RESIGNATIONS		
NAME	TITLE	EFFECTIVE DATE
Lauren Price (resignation)	8t Grade Math Teacher	1/29/21
Nathan Branine (resignation)	HS Social Studies Teacher	1/26/21
Gabrielle Alfaro (resignation)	5 <sup>th</sup> Grade Math Teacher	2/15/21

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

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

MOTION  
 KARIN COGER  
 SECOND  
 TERESA GRUMBRECHT  
 VOTE:  
 [X] PASS  
 [ ] FAIL

**R210203.06 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.

Contractor	Amount	Comment: Terms and Conditions
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Wyncote Academy	\$35,000	Approved Private School One (1) Student
Wyncote Academy	\$35,500	Approved Private School One (1) Student

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

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

MOOT

**R210203.07 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

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

<b>Who</b>	<b>What</b>
None	None

MOTION

BARBARA SAUNDERS

SECOND

TERESA GRUMBRECHT

VOTE:

[X] PASS

**R210203.08 Election to Extend Flexible Spending Account**

WHEREAS, that the Consolidated Appropriations Act, 2021, enacted into law on December 27, 2020, allows employer to extend the time period in which employees may use Flexible Spending Accounts;

RESOLVED that the Board of Trustees of First Philadelphia Charter School hereby approves to extend the time period in which

[ ] FAIL

employees may use Flexible Spending Accounts, in accordance with the Consolidated Appropriations Act, 2021.

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

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

<i>Who</i>	<i>What</i>
<i>S.Kramer</i>	<i>Explained to the Board that DLO is allowing not just \$550 carry over but any money left in an individual's account, and that individuals can join at their convenience, not just during open enrollment.</i>  <i>Informed the Board this would presumably be a temporary change</i>
<i>Board</i>	<i>General discussion</i>

MOTION

TERESA GRUMBRECHT

SECOND

BARBARA SAUNDES

VOTE:

[ X] PASS

[ ] FAIL

**R210203.09 Confidential Settlement and Release Agreement for MH**

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

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

<i>Who</i>	<i>What</i>
<i>T. Crumpton</i>	<i>Abstain</i>
<i>Board</i>	<i>General discussion</i>

MOTION

TERESA GRUMBRECHT

SECOND

BARBARA SAUNDERS

VOTE:

[ X] PASS

[ ] FAIL

**R210203.10 Confidential Settlement and Release Agreement for TW**

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

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

<i>Who</i>	<i>What</i>
<i>T. Crumpton</i>	<i>Abstain</i>
<i>Board</i>	<i>General discussion</i>

MOTION

TERESA  
GRUMBRECHT

SECOND

BARBARA  
SAUNDERS

VOTE:

PASS

FAIL

**R210203.11 Confidential Settlement and Release Agreement for DL**

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

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

<i>Who</i>	<i>What</i>
<i>T. Crumpton</i>	<i>Abstain</i>
<i>Board</i>	<i>General discussion</i>

MOTION

BARBARA  
SAUNDES

SECOND

KARIN COGER

VOTE:

PASS

FAIL

**R210203.12 Election of Teeyona Crumpton as Parent Trustee**

RESOLVED, that the Board of Trustees of First Philadelphia Preparatory Charter School hereby elects Teeyona Crumpton to the position of Parent Trustee of the Board of Trustees of First Philadelphia Preparatory Charter School, effective February 3, 2021; and

FURTHER RESOLVED, that Teeyona Crumpton shall be administered the oath of office by legal counsel.

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

<i>Who</i>	<i>What</i>
<i>Board</i>	<i>General discussion</i>
<i>D. Krebs</i>	<i>Administered oath of office</i>

**B. DISCUSSION AND ANNOUNCEMENTS**

NEXT BOARD MEETING: MARCH 3, 2021 AT 6:00PM

**ADJOURNMENT AT 7:31PM**

MOTION

BARBARA SAUNDES

SECOND

KARIN COGER

VOTE:

PASS

FAIL

210203

FPPCS BOARD MEETING MINUTES

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