

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:

APRIL 7, 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 7:03 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**

<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 Teyyona Crumpton	Deborah Smith  Ashley Redfearn Scott Kramer  Candice Devos  Michael Thomson  Dean Krebs, Esq.
<b>Board Members Absent:</b>	

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

*I would like to state, for purposes of the Minutes of this meeting that on April 7, 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) 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.*

### C. Approval of Agenda

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

#### R210407.01 Approval of the April 7, 2021 Agenda

RESOLVED, that the Board of Trustees of First Philadelphia Preparatory Charter School hereby approves the April 7, 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  
TERESA  
GRUMBRECHT  
SECOND  
BARBARA L.  
SAUNDERS  
VOTE:  
 PASS  
 FAIL

#### R210407.02 Minutes of the March 3, 2021 Meeting

RESOLVED, that the Board of Trustees of First Philadelphia Preparatory Charter School hereby approves the Minutes of the March 3, 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

*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. Candice Devos—Employee Benefit Broker of EBA Consulting*
  - i. *Informed the Board that FPPCS’s benefit plans are in the process of being bid out after dealing with administrative matters related to prior claims experience;*

- ii. *Informed the Board that quotes were being obtained from Aetna, Cigna, and United Healthcare and anticipated having quotes by next week.*
  - iii. *Informed the Board that by switching to Mutual of Omaha the school could expect to save upwards of ~39% on their premiums for life/disability insurance, and also that employees will be able to obtain additional insurance for themselves, spouse, or dependent through Mutual of Omaha, which is consistent with other schools affiliated with American Paradigm Schools;*
  - iv. *Recommended that the school continue with United Concordia as there has been no rate increase for years;*
  - v. *The Board, Ms. Devos, and Mr. Scott Kramer discussed that the termination notice for the current employee benefits broker was submitted, ending their services on June 30<sup>th</sup>; and*
  - vi. *The Board discussed having a special board meeting to approve of any necessarily documents once quotes were obtained.*
- b. *Ms. Deborah Smith—Chief Executive Officer of First Philadelphia Preparatory Charter School*
- i. *Reviewed and discussed with the Board the April 2021 CEO report, previously disseminated to the Board.*
  - ii. *Shared with the Board attendance and enrollment data;*
  - iii. *Indicated that attendance at HS had decreased from 78% – 75%;*
  - iv. *Reviewed and discussed with the Board the ESSERS II Grant;*
  - v. *Board discussed having the school facilitate school events to increase school spirit for seniors since they will not be seniors much longer;*
  - vi. *Reviewed and discussed compliance updates with the Board, including allocating of ESSERS II money; and that ACCESS testing started January 25<sup>th</sup>;*
  - vii. *Updated Board on equipment purchases to help with cleaning; showed photos of screening tent; showed set up with small group instruction with plastic dividers; teacher supply package*
  - viii. *Discussed allocating of ESSERS funds towards safety, technology, and instruction;*
  - ix. *Discussing building upgrades for improved COVID safety, such as water fountains, touchless hand driers, touchless faucets, and upcoming Atmos Air installation;*
  - x. *Discussed new Principal hire who will be part-time 1/week and then full-time from May 3<sup>rd</sup>.*
  - xi. *Informed the Board that Staff will be returning on Monday; that safety training was being conducted with Safe Schools online COVID training and in-person safety training; and discussed difficulties with lunch logistics, changed cafeteria of*

- HS to ensure social distancing, and noted additional fridge/microwaves;*
- xii. Informed the Board of staff accommodations such as face shields and N95 masks;*
  - xiii. Informed the Board that Kindergarten will return on April 19<sup>th</sup>*
  - xiv. Noted for the Board that the school is changing the virtual schedule to ensure consistency with in-person instruction; the school is changing the arrival/departure procedure; and the school is asking for parents to start having children wear masks at home to get them used to it.*
  - xv. Discussed with the Board the intent to return survey that was sent out with 126/159 staff completing it, of which 125 indicated they would be coming back;*
  - xvi. Updated Board on college tours, noting that 49 students had applied to college thus far, though the actual number is likely higher, with 29 having been accepted.*
  - xvii. Discussed with the Board TDA Committees to collaborate knowledge;*
  - xviii. Discussed with the Board the upcoming career week on May 17<sup>th</sup>-21<sup>st</sup>*
  - xix. Provided the Board a music department update, noting that the director was trying to gauge interest for future 9<sup>th</sup> graders to become interested in Music & Arts Department program for 2021-22 SY. Noted an upcoming Spring Musical, which will be a virtual concert compiling selected past concerts selections from the students of Lower and Upper School Music;*
  - xx. Answered Board question about whether music will be increased into the elementary school, noting that the current HS principal has a strong musical background and that the school wants to go into that direction of increasing the elementary music capacity;*
  - xxi. Informed the Board that the maintenance team is handling all supply exchanges related to cleaning equipment;*
  - xxii. Requested recommendations from the Board about how to get students/parents more involved with the Board; and*
  - xxiii. Answered Board questions about 'mask breaks,' clarify that this occurs when students are eating while socially distanced.*
  - xxiv. Board and Admin discussed efforts to assist families with FAFSA forms.*

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

- a. Ms. Ashley Redfearn*
  - i. Reviewed and discussed with the Board the April 2021 APS report, previously disseminated with the Board.*
- b. Mr. Scott Kramer*
  - i. Discussed DEI statement with the Board*

1. Noted the CEOs and APS team involvement in crafting the statement; and
2. Indicated the statement will be posted on school website and documents.

**D. General Counsel**

- a. Mr. Dean Krebs, Esq.
  - i. Reminded the Board of its obligation to complete their Statement of Financial Interest forms.

**E. Business Controller**

- a. The Board reviewed and discussed the February 2021 financial reports of Santilli & Thomson, LLC, previously disseminated to the Board.
- b. Board discussed the reorganization of Santilli & Thomson personnel assisting FPPCS.

**SECTION III: OLD BUSINESS**

NONE

**SECTION IV: NEW BUSINESS**

**A. RESOLUTIONS**

MOTION  
TERESA GRUMBRECHT  
SECOND  
BARBARA L. SAUNDERS

**R210407.04 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.

VOTE:  
TABLED

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

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

MOTION  
TERESA GRUMBRECHT  
SECOND  
BARBARA L. SAUNDERS

**R210407.05 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.

VOTE:  
[X] PASS  
[ ] FAIL

<b>HIRES / RETURN / POSITION CHANGE</b>		
<b>NAME</b>	<b>TITLE</b>	<b>EFFECTIVE DATE</b>

Erina Pearlstein (New Hire)	High School Principal	Part-Time: 4/7/21 Full-Time: 5/3/21
Deborah Smith (Title Change)	Prior Title: Interim CEO New Title: CEO	4/7/21

TERMINATIONS / RESIGNATIONS		
NAME	TITLE	EFFECTIVE DATE
Samantha Harris (resignation)	Student Support	3/8/21

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

Who	What
Board	General discussion

MOTION

BARBARA L.  
SAUNDERS

SECOND

ANITA VEGA-  
KAISER

VOTE:

[X] PASS

[ ] FAIL

**R210407.06 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
TherapyTravelers, LLC	SLP: \$75-85/hr SLP-CFY: \$60-\$70/hr SLPA: \$50-\$60/hr School Psychologist: \$80-\$90/hr School Counselor: \$70-\$80/hr	Staffing contract  Rates may vary depending on the scope of the contract, location, duration and availability

	BCBA: \$80-\$90/hr  Behavior Interventionalist: \$70-\$80/hr  Social Worker: \$70-\$80 /hr  Special Education Teacher: \$65 - \$76/hr  Occupational Therapist: \$75 - \$85/hr  Physical Therapist: \$78 - \$88/hr  RN: \$60-\$70/hr  LVN: \$50-\$60/hr  RBT: \$55-\$65/hr	
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**Notes of Discussion / Advance Regulatory and Financial Comment:**

<i>Who</i>	<i>What</i>
<i>D. Smith</i>	<i>Indicated this contract will be used for a SPED teacher</i>
<i>Board</i>	<i>General discussion</i>

MOOT

**R210407.07 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.

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



MOTION

TERESA  
GRUMBRECHT

SECOND

BARBARA  
SAUNDERS

VOTE:

PASS

FAIL

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

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

**R210407.08 School Calendar for 2021-22 School Year**

RESOLVED, the Board of Trustees of First Philadelphia Preparatory Charter School hereby approves the School Calendar for the 2021-22 School Year 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>
<i>D. Smith</i>	<i>Answered board questions for calendar dates</i>

**B. DISCUSSION AND ANNOUNCEMENTS**

NEXT BOARD MEETING: MAY 5, 2021 AT 6:00PM

**ADJOURNMENT AT 8:16PM**

MOTION

KARIN COGER

SECOND

TERESA GRUMBRECHT

VOTE:

PASS

FAIL

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