

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

BOARD OF TRUSTEES MEETING

LOCATION:
ZOOM CONFERENCE CALL DUE TO COVID-19 PANDEMIC

DATE & TIME:
NOVEMBER 3, 2021
6:00 P.M.

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 _____ p.m. My name is Anita Vega-Kaiser. I am the President of this Board of Trustees, and I will facilitate this meeting.

In order to protect the health, welfare, and safety of the school community from the ongoing COVID-19 pandemic, this meeting is being held via teleconference. This is a public meeting that was properly noticed in the Philadelphia Daily News and pursuant to the Pennsylvania Sunshine Act. 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 5:00 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 General 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 Teeyona Crumpton	Deborah Smith Ashley Redfearn Kristine Magargee Scott Kramer Michael Thomson Peter Costa Dean Krebs, Esq. Jessica Bassett
Board Members Absent:	

B. DISCLOSURE: EXECUTIVE SESSION BY ANITA VEGA-KAISER

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:

BARBARA L. SAUNDERS

SECOND:

TEEYONA CRUMPTON

VOTE:

 PASS

 FAIL

R211103.01 Approval of the November 3, 2021 Agenda

RESOLVED, that the Board of Trustees of First Philadelphia Preparatory Charter School hereby approves the November 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 L. SAUNDERS

SECOND:

R211103.02 Minutes of the October 6, 2021 Meeting

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

TEEYONA
CRUMPTON

VOTE:

[X] PASS

[] FAIL

October 6, 2021 meeting of the Board of Trustees of First Philadelphia Preparatory Charter School.

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
Board	General discussion

SECTION II: REPORTS

A. COMMUNITY COMMENT

None

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
None	None

B. FIRST PHILADELPHIA PREPARATORY CHARTER SCHOOL CEO

- a. Ms. Deborah Smith—Chief Executive Officer of FPPCS
 - i. Reviewed and discussed with the Board the October 2021 CEO report;
 - ii. Reviewed enrollment and attendance, noting that some families have moved and noted that attendance irregularities may be because of quarantined students not logging in; informed Board that enrollment is reduced across entire school;
 - iii. Informed the Board of charter renewal updates, noting SPED and enrollment files were reviewed and were substantially in compliance;
 - iv. Reviewed and discussed district wide survey results: 43% parent response rate and 87% parent response rate (7.3% increase from last year);
 - v. Reviewed and discussed with the Board the submitted Parent Newsletter;
 - vi. Shared pictures of recent school events, such as Pajama Day and Hispanic Heritage Month.
 - vii. Provided the Board an update regarding Springboard, noting 74% average daily attendance; and
 - viii. Shared and discussed with the Board the K-3 curriculum.

C. AMERICAN PARADIGM SCHOOLS CEO

- a. Ms. Ashley Redfearn—Chief Executive Officer of APS
 - i. Reviewed and discussed with the Board the October 2021 APS report.
- b. Ms. Fany Marc—Director of Coaching of APS
 - i. Shared Powerpoint presentation regarding coaching updates;
 - ii. Discussed with the Board coaching rotations, noting the change from seven (7) to eight (8) week-long coaching rotations to three (3) twelve (12) week-long coaching rotations; and
 - iii. Expressed desire to increase coaching team from three (3) to four (4).
- c. Ms. Evan Rezavker—Academic Coach of APS
 - i. Informed the Board that APS’s goal is to provide additional coaching this year than last year;

- ii. *Informed the Board that the team focuses on teachers' individual needs/ goals; it is teacher specific; and*
- iii. *Discussed coaching process with the Board, including (a) having teachers create goals; (b) sharing data with teachers so they understand what went well and what did not; and (d) creating coaching plans based on goals; shared an example with the Board of what this process would look like,*
- iv. *Shared testimonials from teachers of impact coaching has had.*
- d. *Board discussed with Ms. Marc and Ms. Rezwaker the impact data can have on teachers and how it can demonstrate growth.*

D. BUSINESS CONTROLLER

- a. *Mr. Peter Costa—Santilli & Thomson, LLC*
 - i. *Reviewed and discussed with the Board the September 2021 CEO report;*
 - ii. *Informed the Board that Cash was as 11.4M, representing 140 days;*
 - iii. *Shared with the Board the disbursements over \$10,000;*
 - iv. *Discussed balance sheet with the Board, noting total equity is ~\$10.8M. Further noted in prior year it was closer to \$5M. Indicated that the difference was attributable to various savings and grants; and*
 - v. *Informed the Board of ESSER cannot use ESSERS for construction unless own property or 50-year lease.*

E. GENERAL COUNSEL

- a. None

SECTION III: OLD BUSINESS

NONE

SECTION IV: NEW BUSINESS

A. RESOLUTIONS

MOTION:

BARBARA
L.
SAUNDERS

SECOND:

TEEYONA
CRUMPTON

VOTE:

[X] PASS

[] FAIL

R211103.03 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:

BARBARA L. SAUNDERS

SECOND:

TEEYONA CRUMPTON

VOTE:

[X] PASS

[] FAIL

R211103.04 Human Resources Resolution

RESOLVED, that the Board of Trustees of First Philadelphia Preparatory Charter School accepts the Human Resources changes, modifications, and additions, as presented.

HIRES / RETURN TO SERVICE/ POSITION CHANGE		
NAME	TITLE	START DATE
Shakirah Walker (new hire)	Student Support - IA	10/4/2021
Lois Trantas (compensation change)	Registrar	10/18/2021
Keith Bossert (compensation change)	Sped Teacher	10/25/2021
Jazzmen Cuevas (FMLA)	Elementary Teacher	10/29/2021- 03/28/2022
Colleen D'Amico (FMLA)	Physical Education Teacher	10/12/2021- 01/10/2022

TERMINATIONS / RESIGNATIONS / LOA		
NAME	TITLE	EFFECTIVE DATE
Jon Osborn (resignation)	SPED Coordinator	10/15/2021
Daniel Higgins (resignation)	Middle School Teacher	10/04/2021
Lauren Amendolara (resignation)	Middle School Counselor	10/04/2021
Todd Cottrell (resignation)	High School Teacher	10/19/2021
Amanda Ruiz (resignation)	Special Education Teacher	10/27/2021
Kellianne Minniti (resignation)	Special Education Teacher	08/26/2021

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
<i>D. Smith</i>	<i>Discussed reasons for resignations.</i>
<i>Board</i>	<i>Noted that employees may be resigning due to bonuses being given by other schools; acknowledged it is a competitive environment.</i>

MOTION:

BARBARA L. SAUNDERS

SECOND:

TEEYONA CRUMPTON

VOTE:

R211103.05 Approval of ESL Teacher and Part-Time Special Education Compliance Management Position

RESOLVED, the Board of Trustees of First Philadelphia Preparatory Charter School, upon recommendation by the Chief Executive Officer, hereby ratifies and accepts the creation of the following two additional positions at First Philadelphia Preparatory Charter School, effective immediately:

- ESL Teacher
- Part-Time Special Education Compliance Manager

[X] PASS

[] FAIL

FURTHER RESOLVED, the Board of Trustees of First Philadelphia Preparatory Charter School hereby directs the Chief Executive Officer, in consultation with the Business Controller, to make allowances and adjustments for compensation for these positions in the current budget, in amounts reasonably determined appropriate by the Chief Executive Officer.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Board</i>	<i>Noted ESSERS grants could be used for these positions, per discussion with P. Costa.</i>

MOTION:

R211103.06 Approval of Teacher Preparatory Period Compensation

BARBARA
L.
SAUNDERS

WHEREAS, First Philadelphia Preparatory Charter School teachers are allotted preparatory periods during the 2021-22 School Year workweek to prepare for class instruction (“Preparatory Periods”);

SECOND:

WHEREAS, First Philadelphia Preparatory Charter School has directed teachers to perform additional teaching responsibilities during times that conflict with their allotted Preparatory Periods (the “Directed Teachers”), preventing those teachers from fully utilizing Preparatory Periods and resulting in those teachers instead preparing for class instruction outside of the normal workweek;

TEEYONA
CRUMPTON

VOTE:

[X] PASS

[] FAIL

RESOLVED, the Board of Trustees of First Philadelphia Preparatory Charter School hereby directs and authorizes the Chief Executive Officer, in consultation with the Business Controller and General Counsel, to provide additional compensation to Directed Teachers, in a manner and amount determined reasonably appropriate by the Chief Executive Officer, due to being unable to fully utilize Preparatory Periods.

FURTHER RESOLVED, this resolution is effective as of August 30, 2021.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>Board</i>	<i>Noted the importance to compensate teachers who give up time due to current shortages; teachers who support school by giving up prep periods should be compensated.</i>

MOTION:

R211103.07 Professional Services Contract/s Resolution

KARIN
COGER

RESOLVED, the Professional Services Contract/s and associated report/s listed below are hereby accepted and ratified;

SECOND:

FURTHER RESOLVED, the CEO, Business Controller, and General Counsel are hereby authorized and directed to negotiate contract/s for the professional services described below;

BARBARA
L.
SAUNDERS

VOTE:

[X] PASS

[] FAIL

FURTHER RESOLVED, the President is authorized to execute any document or delegate any task necessary to effectuate this resolution.

Contractor	Amount	Comment: Terms and Conditions
General Healthcare Resources, LLC	CSN: \$65.00/hr RN: \$55.00/hr LPN: \$45.00/hr Para: \$32.00/hr Program Advisor: \$79.75/hr PT: \$74.00/hr OT: \$75.00/hr SLP: \$78.00/hr	Health care and therapy staffing

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
D. Smith	Informed the Board that this will help FPPCS stay in compliance by utilizing their program advisor. Noted that the primary purpose for entering into the contract was school's desire to use Pat Dary as the Program Advisor, who was previously at TACS.

MOOT

R211103.08 Purchase Contract/s Resolution

RESOLVED, the Purchase Contract/s and associated report/s listed below are hereby accepted and ratified;

FURTHER RESOLVED, the CEO, Business Controller, and General Counsel are hereby authorized and directed to negotiate terms and conditions for the Purchase Contract/s described below;

FURTHER RESOLVED, the President is authorized to execute any document or delegate any task necessary to effectuate this resolution.

Contractor	Amount	Comment: Terms and Conditions
None	None	None

Notes of Discussion / Advance Regulatory and Financial Comment:

Who	What
None	None

MOTION:
BARBARA
L.
SAUNDERS

R211103.09 Adoption of IU Policies

RESOLVED, the Board of Trustees of First Philadelphia Preparatory Charter

SECOND:

KARIN
COGER

VOTE:

PASS

FAIL

School hereby adopts the Philadelphia Intermediate Unit’s policies and procedures under the federal requirements of 34 CFR Part 300.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>
<i>D Krebs</i>	<i>Discussed purpose of resolution, noting the state requires adoption of these policies for IDEA funding.</i>

B. DISCUSSION AND ANNOUNCEMENTS

NEXT BOARD MEETING: DECEMBER 1, 2021 AT 6:00 P.M.

ADJOURNMENT AT 7:23 P.M.

MOTION:

BARBARA L. SAUNDERS

SECOND:

TEEYONA CRUMPTON

VOTE:

PASS

FAIL

—