

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:  
FEBRUARY 2, 2022  
6:00 P.M.

**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 6:01 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 the 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**

<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 Teeyona Crumpton	Deborah Smith  Ashley Redfearn Kristine Magargee Scott Kramer Scott Meltzer  Michael Thomson Peter Costa
<b>Board Members Absent:</b>	Dean Krebs, Esq.

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

*I'd like to state, for purposes of the Minutes of this meeting that on February 2, 2022, the Board of Trustees met in Executive Session for the following purposes under 65 Pa.C.S.A. § 708:*

*(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 Resolution R220202.08 which relates to a potential compensatory education claim.*

*(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:

TERESA  
GRUMBRECHT

**R220202.01 Approval of the February 2, 2022 Agenda**

RESOLVED, that the Board of Trustees of First Philadelphia Preparatory Charter School hereby approves the February 2, 2022 Agenda.

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

VOTE:  
 PASS  
 FAIL

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

**D. APPROVAL OF MINUTES**

MOTION:  
 KARIN COGER  
 SECOND:  
 TERESA GRUMBRECHT  
 VOTE:  
 PASS  
 FAIL

**R220202.02 Minutes of the January 5, 2022 Meeting**

RESOLVED, that the Board of Trustees of First Philadelphia Preparatory Charter School hereby approves the Minutes of the January 5, 2022 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:  
 TERESA GRUMBRECHT  
 VOTE:  
 PASS  
 FAIL

**R220202.03 Minutes of the January 28, 2022 Meeting**

RESOLVED, that the Board of Trustees of First Philadelphia Preparatory Charter School hereby approves the Minutes of the January 28, 2022 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—CEO of First Philadelphia Preparatory Charter School*
  - i. *Reviewed and discussed with the board the February 2022 CEO report, previously disseminated to the Board;*
  - ii. *Reviewed and discussed enrollment data with the Board and noted that enrollment is anticipated to be increasing;*

- iii. Reviewed attendance data, noting an increase in attendance and credits this positive change to Philadelphia Dept. of health updating guidance on COVID-19 quarantine protocols;
  - iv. Shared with the Board that CSO will be coming to the school next week and discussed steps the school is taking to prepare for visit;
  - v. Informed the Board that ACCESS testing is occurring;
  - vi. Reviewed and discussed with the Board disciplinary actions;
  - vii. Informed the Board of support from APS regarding coaching throughout the school, with 5 teachers in HS, middle, elementary each;
  - viii. Informed the Board about professional development that is occurring;
  - ix. Informed the Board that the reports from Springboard indicate that students are exceeding grade level goals;
  - x. Informed the Board that, in the elementary school, caring school community projects are occurring monthly, with African American history month currently occurring;
  - xi. Discussed with the Board attendance incentives, such as “shout outs” to grade with best attendance; classes with 90% will have dress down day on last Friday of the month; “tickets” for uniform compliance which, when enough tickets are issued, there will be a celebration, such as a school/ staff basketball game; and students also identified open gym, movie nights, and other potential incentives;
  - xii. Discussed other community events occurring at the school; and
  - xiii. Informed the Board that a senior made it into the All City Choir.
- b. Board
- i. Discussed concerns about having a Valentine party due to COVID, which Ms. Smith noted was still at the planning phase.

**C. AMERICAN PARADIGM SCHOOLS CEO**

- i. Mr. Scott Meltzer—Director of Curriculum and Instruction for Math
  - 1. Shared with the Board a presentation about how APS is supporting math in schools;
  - 2. Discussed challenges over the 2020-21 SY, including remote instruction and unfinished business, but also noted opportunities about being remote such as remote planning meetings;
  - 3. Informed the Board that during the 2021-22 SY, the APS Math team focused on Standards Based Grading, Intervention Reinvention, Content Focused Coaching, Illustrative Mathematics, and Continuing Learning Walks.
    - a. Informed the Board that Standards Based Grading is a research-based assessment for equitable grading which the elementary school has been using for a long time; and also noted that APS has created various documents to help teachers understand what it means to meet/exceed standards, including highlighting core areas that the student must be able to know.
  - 4. Discussed with the Board the teacher onboarding process; celebration of Black Mathematician month; and discussed with the Board strategies on how to promulgate best math teaching practices.

**D. BUSINESS CONTROLLER**

- a. *Mr. Peter Costa—Santilli & Thomson, LLC*
  - i. *Reviewed and discussed with the Board the December 2021 financial reports;*
  - ii. *Informed the Board that the school had received subsidies for 1816 students;*
  - iii. *Informed the Board that, due to under enrollment, the budget had a negative various of \$150,000 though this will reduce as more students enroll;*
  - iv. *Informed the Board that cash was at \$12M, representing 144 days;*
  - v. *Noted that the school was caught up on disbursements;*
  - vi. *Reviewed P&L and noted that ESSERS money is being received and disbursed in accordance with the budget and that ESSERS has helped address any negative variances elsewhere in the budget;*
  - vii. *Expressed that the school was in good shape.*

**E. GENERAL COUNSEL**

- a. *Dean Krebs, Esq.*
  - i. *Reminded the Board of their obligations to complete their Statement of Financial Interest Forms.*

**SECTION III: OLD BUSINESS**

NONE

**SECTION IV: NEW BUSINESS**

**A. RESOLUTIONS**

MOTION:

BARBARA L. SAUNDERS

SECOND:

TERESA GRUMBRECHT

VOTE:

PASS

FAIL

**R220202.04 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 L. SAUNDERS

SECOND:

TEEYONA CRUMPTON

VOTE:

**R220202.05 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.

<b>HIRES / RETURN TO SERVICE / POSITION CHANGE</b>		
<b>NAME</b>	<b>TITLE</b>	<b>START DATE</b>

[X] PASS

[ ] FAIL

Charise Zablotsky (new hire)	HS Music Teacher	1/3/2022
Nathan Resnick (new hire)	Instructional Assistant	1/5/2022
Andrew Northrup (new hire)	MS Music Teacher	1/10/2022
Kiara Terranova (new hire)	Instructional Assistant	1/19/2022
Joseph Bauer (return LOA)	MS Social Studies Teacher	1/24/2022
Colleen D'Amico (return LOA)	Physical Education Teacher	1/31/2022
Michael McDevitt (return LOA)	Elementary School Teacher	1/14/2022

**TERMINATIONS / RESIGNATIONS / LOA**

NAME	TITLE	EFFECTIVE DATE
Michael McDevitt (resignation)	Elementary Teacher	1/17/2022
Kiara Terranova (resignation)	Instructional Assistant	1/25/2022
Nafeesa Abdul-Akbar (LOA)	School Counselor	1/31/2022

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

Who	What
D. Smith	Noted that one employee had applied to two jobs and so then resigned when they got accepted to the other position.

MOTION:

BARBARA L. SAUNDERS

SECOND:

TERESA GRUMBRECHT

VOTE:

[X] PASS

[ ] FAIL

**R220202.06 Professional Services Contract/s Resolution**

RESOLVED, the Professional Services 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 contract/s for the professional services 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
Springboard Collaborative	\$32,000	Literacy Program for Winter/Spring 2022

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

Who	What
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<i>Board</i>	<i>General discussion</i>
<i>D.Smith</i>	<i>Noted that ESSER funds can be used for this contract because it can be used for learning loss</i>

MOTION:  
  
BARBARA L. SAUNDERS  
  
SECOND:  
  
TEEYANA CRUMPTON  
  
VOTE:  
  
 PASS  
  
 FAIL

**R220202.07 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.

<b>Contractor</b>	<b>Amount</b>	<b>Comment: Terms and Conditions</b>
LOR-MAR Mechanical, Installation, and Services, Inc.	\$9,383.00	Installation of wall hung sink  Three (3) bids obtained

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

<b><i>Who</i></b>	<b><i>What</i></b>
<i>D. Smith</i>	<i>Noted that the sinks will be installed in Building A Cafeteria and that it was brought up in response to a health inspection.</i>

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

**R220202.08 Amended Confidential Settlement and Release Agreement for ZR**

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

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

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

MOTION:

TERESA  
GRUMBRECH  
HT

SECOND:

BARBARA  
L.  
SAUNDERS

VOTE:

PASS

FAIL

**R220202.09 Approval of Amended Bylaws of Frankford Valley Foundation for Literacy**

RESOLVED, that the Board of Trustees of First Philadelphia Preparatory Charter School hereby ratifies and approves of the Amended Bylaws of Frankford Valley Foundation for Literacy, as presented.

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

<b><i>Who</i></b>	<b><i>What</i></b>
<i>Board</i>	<i>General discussion</i>
<i>A. Vega-Kaiser</i>	<i>Discussed that FVFL is a supporting organization of FPPCS and that the by-laws recently approved by FVFL provide for the officers of FPPCS to also be the officers of FVFL.</i>

**B. DISCUSSION AND ANNOUNCEMENTS**

NEXT BOARD MEETING MARCH 2, 2022 AT 6:00 P.M.

**ADJOURNMENT AT 7:27 P.M.**

MOTION:

BARBARA L. SAUNDERS

SECOND:

KARIN COGER

VOTE:

PASS

FAIL

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