

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:
JANUARY 5, 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 6:17 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

Board Members Present:	By Invitation: Non-Board Members:
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 Mohamed Hassan Peter Costa Dean Krebs, Esq.
Board Members Absent:	

B. DISCLOSURE: EXECUTIVE SESSION BY ANITA VEGA-KAISER

I'd like to state, for purposes of the Minutes of this meeting that on January 5, 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 R220105.09 below which concerned a potential claim for compensatory education.

(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 COGGER

SECOND:

BARBARA L.
SAUNDERS

R220105.01 Approval of the January 5, 2022 Agenda

RESOLVED, that the Board of Trustees of First Philadelphia Preparatory Charter School hereby approves the January 5, 2022 Agenda.

Notes of Discussion / Advance Regulatory and Financial Comment:

VOTE:
 PASS
 FAIL

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

D. APPROVAL OF MINUTES

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

R220105.02 Minutes of the December 1, 2021 Meeting

RESOLVED, that the Board of Trustees of First Philadelphia Preparatory Charter School hereby approves the Minutes of the December 1, 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>None</i>	<i>None</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—Chief Executive Officer of First Philadelphia Preparatory Charter School*
 - i. *Reviewed and discussed with the Board the January 2022 CEO report, previously disseminated with the Board;*
 - ii. *Discussed with the Board the efforts being implemented to ensure maximum enrollment;*
 - iii. *Reviewed and discussed attendance data with the board, noting that COVID impacted attendance immediately prior to break;*
 - iv. *Informed the Board that the CSO will be visiting the school sometime in January to March;*
 - v. *Discussed partnering with Springboard for its literacy program;*
 - vi. *Informed the Board of ongoing parent engagement, including literacy workshops and monthly newsletters;*
 - vii. *Shared with the Board pictures of the “Winter Door Decorating” event;*
 - viii. *Discussed the Widener MOU on the Agenda;*
 - ix. *Informed the Board that the Winter concert was postponed;*
 - x. *Updated the Board on film and media concerning a student science fiction film created in Philadelphia;*

- b. *Board:*
 - i. *The Board discussed having a Google Workshop to educate parents on how to keep track of student assignments, which Ms. Smith noted that teachers do put messages in FOCUS to keep parent's informed; and*
 - ii. *Inquired whether SATs were offered as school, noting that having the SAT at FPPCS could increase participation. Ms. Smith noted that the PSAT is given at this time.*

C. AMERICAN PARADIGM SCHOOLS CEO

- a. *Ms. Ashley Redfearn—Chief Executive Officer of American Paradigm Schools*
 - i. *Congratulated FPPCS for being able to remain staffed this week while other Philadelphia schools have noted*
 - ii. *Updated the Board on COVID-19 developments, including Health Dept. guidance concerning COVID-19 data; that CHOP has been making recommendations about prioritizing in-person learning; and the push to have students be in-person.*
 - iii. *Acknowledged the difficulties COVID is causing, with 40% positivity rate in Philadelphia, causing staff to be absent.*
 - iv. *Informed the Board of APS's ongoing support to ensure schools can stay open as long as possible.*
 - v. *Acknowledged that some parents want to be remote, and this will be assessed day by day, but based on current medical guidance, the goal is to keep the schools open;*
 - vi. *Informed the Board that prior guidance recommended school closure at 3% infected but now it was at 10%*
- b. *Mr. Mohamed Hassan—Director of Data and Digital Programs of American Paradigm Schools*
 - i. *Reviewed and discussed with the Board the APS Data Team report;*
 - ii. *Informed the Board that his role is to support with various compliance filings, digital programs, purchasing/ vendor relations, generating all internal reports for data usage, data reviews and general "data dives";*
 - iii. *Informed the Board of APS's efforts to ensure digital infrastructure is organized, beginning with FOCUS and then into other programs, to ensure teachers can facilitate student learning;*
 - iv. *Shared with the Board the APS Parent Hub that was created to educate parents on what platforms are being used;*
 - v. *Reviewed FOCUS system with the Board, noting this was a complete overwork from last system.*
 - 1. *Noted that he has received only positive feedback thus far from staff and that multiple PDs were performed to ensure staff were trained.*
 - 2. *Noted that 70% of parents are signed up to use FOCUS, in contrast to 10-15% with prior program.*
 - vi. *Discussed with the Board EdInsight which is the complete housing of all digital programs so it can all be see in a single location. He explained that this is a data depot and assessment platform;*
 - vii. *Discussed Tableau Dashboard to have data at finger tips for whoever needs it.;*

- viii. *Noted that the December 7th parent meeting to discuss Standards Based Grading was well attended;*
- ix. *Answered Board question concerning student data retention, noting that, for practical purposes, the schools holds onto data indefinitely.*
- c. *Ms. Teeyona Crumpton, Parent Trustee of FPPCS*
 - i. *Expressed that having easy access to data is making it easier for parents and thanked APS for its work.*

D. BUSINESS CONTROLLER

- a. *Mr. Peter Costa—Santilli & Thomson, LLC*
 - i. *Reviewed and discussed with the Board the November 2021 financial reports, previously disseminated to the Board.*
 - ii. *Informed the Board that the budgeted enrollment was 1880, though current enrollment was 1813;*
 - iii. *Informed the Board that there was approximately \$1.2M in disbursements in November and that the school had \$12M in cash;*
 - iv. *Reviewed and discussed with the Board the Profit and Loss statement, previously disseminated with the Board*
 - v. *Informed the Board that there was nothing of particular concern to note.*

E. GENERAL COUNSEL

- a. *Mr. Dean Krebs, Esq.*
 - i. *Informed the Board of the looming Supreme Court decision concerning vaccine mandates and how SSPC, APS, and the school are working collaboratively to be in compliance;*
 - ii. *Informed the Board of the process to complete financial interest forms before the May 1st deadline;*
 - iii. *Expressed appreciation to Ms. Smith for her dedication to FPPCS students, sharing a story with the Board of recent actions of Ms. Smith and her team that increased a student's attendance rate.*

SECTION III: OLD BUSINESS

NONE

SECTION IV: NEW BUSINESS

A. RESOLUTIONS

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

R220105.03 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>
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MOTION:
 BARBARA L. SAUNDERS
 SECOND:
 KARIN COGER
 VOTE:
 PASS
 FAIL

R220105.04 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
Lauren Shelmet (new hire)	MS Math Teacher	12/01/21
Ashley DelBuono (new hire)	HS Math Teacher	12/06/21
LaQuis Owens-Catlett (new hire)	Student Support	12/06/21
Rebecca Havu (new hire)	HS Science Teacher	12/14/21

TERMINATIONS / RESIGNATIONS / LOA		
NAME	TITLE	EFFECTIVE DATE
Riley McGowan (resignation)	HS Music Teacher	12/17/21
Dustin Vitale (resignation)	Social Studies MS Teacher	12/09/21
Sarah Robinson (resignation)	Classroom Assistant	12/22/21
Jazzman Cuevas (LOA)	Elementary School Teacher	12/13/21

Notes of Discussion / Advance Regulatory and Financial Comment:

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

MOOT

R220105.05 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
None	None	None

MOOT

Notes of Discussion / Advance Regulatory and Financial Comment:

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

R220105.06 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
<i>None</i>	<i>None</i>	<i>None</i>

Notes of Discussion / Advance Regulatory and Financial Comment:

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

MOTION:

BARBARA L. SAUNDERS

SECOND:

KARIN COFGER

VOTE:

PASS

FAIL

R220105.07 Approval of Emergency Instructional Time Template

RESOLVED, that the Board of Trustees of First Philadelphia Preparatory Charter School hereby approves the Emergency Instructional Time Template, as presented; and

FURTHER RESOLVED, that the Board of Trustees of First Philadelphia Preparatory Charter School hereby approves the weekly instructional calendar, as presented.

Notes of Discussion / Advance Regulatory and Financial Comment:

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

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

R220105.08 Approval of Widener University MOU

RESOLVED, that the Board of Trustees of First Philadelphia Preparatory Charter School hereby approves the Widener University MOU, as presented.

FURTHER RESOLVED, that the Board of Trustees of First Philadelphia Preparatory Charter School hereby authorizes the Chief Executive Officer, in consultation with General Counsel, to take all necessary actions to effectuate this resolution.

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:
 PASS
 FAIL

R220105.09 Confidential Settlement and Release Agreement for DA

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

Notes of Discussion / Advance Regulatory and Financial Comment:

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

B. DISCUSSION AND ANNOUNCEMENTS

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

ADJOURNMENT AT 7:44 P.M.

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