

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

**BOARD OF TRUSTEES MEETING**

LOCATION:  
ZOOM CONFERENCE

DATE & TIME:  
OCTOBER 25, 2023  
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 6:03 p.m. My name is Anita Vega-Kaiser. I am the President of this Board of Trustees, and I will facilitate this meeting.

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 Teresa Grumbrecht – Vice-President Barbara L. Saunders – Secretary Dr. Martha J. Ritter ShoShana Skates  <b>Board Members Absent:</b> John Bish - Treasurer	Deborah Smith  Ashley Redfearn Kristine Magargee Scott Kramer  Peter Costa  Dean Krebs, Esq.

**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:  
  
 TERESA GRUMBRECHT  
  
 VOTE:  
  
 PASS  
  
 FAIL

**R231025.01 Approval of the October 25, 2023 Agenda**

RESOLVED, that the Board of Trustees of First Philadelphia Preparatory Charter School hereby approves the October 25, 2023 Agenda.

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

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

MOTION:  
  
 BARBARA L. SAUNDERS  
  
 SECOND:  
  
 TERESA GRUMBRECHT  
  
 VOTE:  
  
 PASS

**R231025.02 Minutes of the September 27, 2023 Meeting**

RESOLVED, that the Board of Trustees of First Philadelphia Preparatory Charter School hereby approves the Minutes of the September 27, 2023 meeting of the Board of Trustees of First Philadelphia Preparatory Charter School.

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

<b>Who</b>	<b>What</b>
------------	-------------

<i>Board</i>	<i>General discussion</i>
--------------	---------------------------

UPON MOTION BY BARBARA L. SAUNDERS AND SECOND BY TERESA GRUMBRECHT, THE BOARD UNANIMOUSLY ENTERED INTO EXECUTIVE SESSION FOR PURPOSES DESCRIBED UNDER SECTION 708(A)(1)(5), AS WELL AS FOR OTHER CONFIDENTIAL PURPOSES, UNDER THE SUNSHINE ACT PERTAINING TO MATTERS OF EMPLOYMENT.

UPON MOTION BY BARBARA L. SAUNDERS AND SECOND BY TERESA GRUMBRECHT, THE BOARD UNANIMOUSLY ENTERED INTO OPEN SESSION

**SECTION II: REPORTS**

**A. COMMUNITY COMMENT**

*None*

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

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

**B. FIRST PHILADELPHIA PREPARATORY CHARTER SCHOOL**

- a. *Ms. Deborah Smith, CEO of FPPCS*
  - i. *Reviewed and discussed with the Board the October 2023 CEO report, previously disseminated to the Board;*
  - ii. *Shared enrollment data with the Board, noting increase in SPED enrollment;*
  - iii. *Shared suspensions for October 2023 with the Board;*
  - iv. *Provided updates to the Board on facility work, including roof repair and HVAC units;*
  - v. *Shared the PPD young engagement program with the Board;*
  - vi. *Shared overall attendance data with the Board;*
  - vii. *Shared Professional Learning Communities with the Board;*
  - viii. *Shared methods used by the school to improve outcomes, including individual data being reviewed, starting to implement small groups, etc;*
  - ix. *Shared school highlights with the Board, including school-wide dress down day; HS selection night; and 7-8<sup>th</sup> grade Glow Party.*
- b. *Ms. Anita Vega-Kaiser, Board President / Ms. Shoshana Skates, Trustee*
  - i. *Discussed discipline process regarding students who have uniform violations and certain deadlines implemented by the school as to when discipline is enforced.*

- c. *Ms. Martha Ritter, Trustee*
  - i. *Inquired about the processes and procedures utilized by the school for attendance, to which Ms. Smith answered that the first step is the teacher contacting the family.*

**C. AMERICAN PARADIGM SCHOOLS**

- a. *Mr. Scott Kramer, CTO of APS*
  - i. *Reviewed and discussed with the Board the October 2023 APS report;*
  - ii. *Shared Talent Team update, noting increase in salary scale potential;*
  - iii. *Updated the Board on Temple residency MOU; and*
  - iv. *Shared academic team updates with the Board.*

**D. BUSINESS CONTROLLER**

- a. *Mr. Peter Costa, Santilli & Thomson, LLC*
  - i. *Reviewed and discussed with the Board the September 2023 financial reports, previously disseminated to the Board;*
  - ii. *Informed the board that the annual audit is ongoing;*
  - iii. *Shared with the Board that there is ~\$9M in ESSER funds still to spend;*
  - iv. *Informed the Board that the budget was looking good, though cautioned that future budgets needed to take into consideration that ESSER money will be disappearing.*

**E. GENERAL COUNSEL**

- a. *Mr. Dean Krebs, Esq.*
  - i. *Reviewed and discussed the agenda with the Board;*
  - ii. *Reviewed and discussed with the Board the status update concerning the Basic Education Funding Commission; and*
  - iii. *Informed the Board of the release of the SDP Investigation concerning charter schools.*

**SECTION III: OLD BUSINESS**

NONE

**SECTION IV: NEW BUSINESS**

**A. RESOLUTIONS**

MOTION:  
BARBARA  
L.  
SAUNDERS

**R231025.03 Report of the Business Controller**

SECOND:  
TERESA  
GRUMBREC  
HT

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:

[X] PASS

***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:

**R231025.04 Human Resources Resolution**

BARBARA  
L.  
SAUNDERS

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

SECOND:

TERESA  
GRUMBREC  
HT

<b>HIRES / RATE CHANGE / POSITION CHANGE</b>		
<b>NAME</b>	<b>TITLE</b>	<b>START DATE</b>
Angela M. McClain (new hire)	IA	10/2/23
Alex Weaver (new hire)	Teacher (ES)	10/2/23
Yvette Perry (new hire)	IA	10/23/23

VOTE:

[X] PASS

<b>TERMINATIONS / RESIGNATIONS / LOA</b>		
<b>NAME</b>	<b>TITLE</b>	<b>EFFECTIVE DATE</b>
Davi-Ann Fearon (resignation)	Dean	10/6/23
Leo McNeil (resignation)	Teacher (MS)	10/4/23
Rebecca Havu (LOA)	Teacher (HS)	8/14/22
Samantha Harris (LOA)	IA	8/28/23
Morgan Williams (LOA)	Teacher (ES)	8/21/23

Kelly Kiernicky (LOA)	ESL Coordinator	10/12/23
--------------------------	-----------------	----------

***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:

TERESA  
GRUMBREC  
HT

VOTE:

[X] PASS

**R231025.05 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.

<b>Contractor</b>	<b>Amount</b>	<b>Comment: Terms and Conditions</b>
U.S. Roofing Corporation	Roof Repair: \$214,000.00	Contractor for Roof Repair Project
BSI	Pre-Construction: \$23,300 General Conditions: \$10,700 General Requirements: \$12,850 Construction Manager Fee: \$9,675.00	Construction Manager for Roof Repair Project

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

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

NONE

**R231025.06 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
None	None	None

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

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

**B. DISCUSSION AND ANNOUNCEMENTS**

THE BOARD DISCUSSED RESCHEDULED OF THE NEXT BOARD MEETING DUE TO THE PROXIMITY TO THANKSGIVING AND TENTATIVELY AGREED TO HAVE IT ON NOVEMBER 15, 2023 @ 5:30PM, AND ACKNOWLEDGED THE NEED TO READVETISE.

NEXT BOARD MEETING: NOVEMBER 15, 2023 AT 5:30 P.M.

**ADJOURNMENT AT 7:34 P.M.**

MOTION:

BARBARA L. SAUNDERS

SECOND:

TERESA GRUMBRECHT

VOTE:

[X] PASS