

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

**BOARD OF TRUSTEES MEETING**

LOCATION:  
ZOOM CONFERENCE

DATE & TIME:  
NOVEMBER 15, 2023  
5:30 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 5:34 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 John Bish - Treasurer Barbara L. Saunders – Secretary Dr. Martha J. Ritter ShoShana Skates	Deborah Smith  Ashley Redfearn Kristine Magargee Scott Kramer
<b>Board Members Absent:</b> Teresa Grumbrecht – Vice-President	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:  
  
MARTHA RITTER  
  
VOTE:  
  
[X] PASS  
  
[ ] FAIL

**R231115.01 Approval of the November 15, 2023 Agenda**

RESOLVED, that the Board of Trustees of First Philadelphia Preparatory Charter School hereby approves the November 15, 2023 Agenda.

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

<b>Who</b>	<b>What</b>
<i>Board</i>	<i>General discussion</i>
<i>Board</i>	<i>Upon the unanimous consent of the Board, the Board elected, in accordance with 65 Pa.C.S. § 712.1(e)(1) to modify R231115.08 to reflect the amount to be paid for the holiday bonus.</i>

MOTION:  
  
BARBARA L. SAUNDERS  
  
SECOND:  
  
MARTHA RITTER

**R231115.02 Minutes of the October 25, 2023 Meeting**

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

VOTE:

PASS

FAIL

*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**

a. Board noted report was disseminated prior to the meeting.

**C. AMERICAN PARADIGM SCHOOLS**

a. Board noted report was disseminated prior to the meeting.

**D. BUSINESS CONTROLLER**

a. Board noted report was disseminated prior to the meeting.

**E. GENERAL COUNSEL**

a. None

**SECTION III: OLD BUSINESS**

NONE

**SECTION IV: NEW BUSINESS**

**A. RESOLUTIONS**

MOTION:

BARBARA  
L.  
SAUNDERS

SECOND:

MARTHA  
RITTER

VOTE:

PASS

**R231115.03 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>
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FAIL

<i>Board</i>	<i>General discussion</i>
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MOTION:

**R231115.04 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:

JOHN BISH

VOTE:

PASS

FAIL

<b>HIRES / RATE CHANGE / POSITION CHANGE / RETURN LOA</b>		
<b>NAME</b>	<b>TITLE</b>	<b>START DATE</b>
Samantha McLaughlin (return LOA)	ES Teacher	8/28/23 – 9/8/23
Morgan Williams (return LOA)	ES Teacher	8/21/23 – 11/10/23
Yvette Perry (new hire)	IA	10/23/23
Narberth Rice (new hire)	Dean	10/23/23

<b>TERMINATIONS / RESIGNATIONS / LOA</b>		
<b>NAME</b>	<b>TITLE</b>	<b>EFFECTIVE DATE</b>
Pashen Jackson (termination)	Principal	11/9/23
Rebecca Havu (intermittent LOA)	HS Science Teacher	8/14/22
Kelly Kiernicki (LOA)	ESL Coordinator	10/12/23
Angela M. McClain (resignation)	IA	10/2/23

***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:  
 BARBARA L. SAUNDERS  
 SECOND:  
 JOHN BISH  
 VOTE:  
 PASS  
 FAIL

**R231115.05 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
Bustleton Services, Inc.	<u>Snow Plowing Service</u> 1” – 4” : \$1,250.00 4.1” – 7” : \$1,625.00 7.1” – 11” : \$2,000.00 11” – 11”+ : \$2,500.00  <u>Snow Shoveling Service:</u> 1” – 4” : \$750.00 4.1” – 7” : \$1,125.00 7.1” – 11” : \$1,675.00 11” – 11”+ : \$2,250.00	2023-24 SY

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

Who	What
Board	General discussion

NONE

**R231115.06 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:**

Who	What
None	None

MOTION:  
 BARBARA L. SAUNDERS  
 SECOND:  
 MARTHA RITTER  
 VOTE:  
 PASS  
 FAIL

**R231115.07 Expulsion of Student No. 8124165**

RESOLVED, Student No. 8124165 is permanently expelled from First Philadelphia Preparatory Charter School effective November 16, 2023;

FURTHER RESOLVED, the Findings of Fact and Conclusions of Law of the Board of Trustees on file with First Philadelphia Preparatory Charter School and the record of the formal expulsion hearing of Student No. 8124165 (“Hearing Record”) is adopted; and

FURTHER RESOLVED, the Hearing Record is made a part of Student No. 8124165’s permanent record.

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

Who	What
Board	General discussion

**ROLL CALL**

Anita Vega-Kaiser - aye  
 Teresa Grumbrecht - absent  
 John Bish - aye  
 Barbara L. Saunders – aye  
 Dr. Martha J. Ritter - aye  
 ShoShana Skates – aye

MOTION:

**R231115.08 Approval of Holiday Bonus**

BARBARA  
L.  
SAUNDERS

RESOLVED, The Board of Trustees of First Philadelphia Preparatory Charter School ratifies and approves of the Holiday Bonus in the amount of five hundred dollars (\$500) for all employees.

SECOND:

MARTHA  
RITTER

VOTE:

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

PASS

<i>Who</i>	<i>What</i>
<i>Board</i>	<i>Noted that amount above reflects net amount.</i>

FAIL

**B. DISCUSSION AND ANNOUNCEMENTS**

NEXT BOARD MEETING: DECEMBER 20, 2023 AT 6:00 P.M.

**ADJOURNMENT AT 6:28 P.M.**

MOTION:

BARBARA L. SAUNDERS

SECOND:

JOHN BISH

VOTE:

PASS

FAIL

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