

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

BOARD OF TRUSTEES MEETING

LOCATION:
ZOOM CONFERENCE

DATE & TIME:
JUNE 25, 2025
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.

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 Dr. Martha J. Ritter – Vice-President Teresa Grumbrecht - Treasurer ShoShana Skates – Secretary MyDirah Littlepage-Saunders Board Members Absent:	Deborah Smith Ashley Redfearn Kristine Magargee Scott Kramer Peter Costa Dean Krebs, Esq. Nick Bednarekn, Esq. Pablo Mateo Steve Flavell Khaled Ashraf

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:

SECOND:

VOTE:

PASS

FAIL

R250625.01 Approval of the June 25, 2025 Agenda

RESOLVED, that the Board of Trustees of First Philadelphia Preparatory Charter School hereby approves the June 25, 2025 Agenda.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>

MOTION:

SECOND:

R250625.02 Minutes of the May 28, 2025 Meeting

RESOLVED, that the Board of Trustees of First Philadelphia Preparatory Charter School hereby approves the Minutes of the May 28, 2025 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>

SECTION II: REPORTS

A. COMMUNITY COMMENT

Community Comment Colloquy (General Counsel)

Good evening. My name is Dean Krebs, and I am with Sand & Sidel, P.C., General Counsel to the First Philadelphia Preparatory Charter School Board of Trustees. Will you please state your name for our records?

You will have three minutes to address the Board of Trustees. Any documents or communications with which you might supplement your comment should be submitted to me. I will keep the time and notify the Board when three minutes have elapsed.

This Board may choose not to comment, question, or respond in any way to your public comment. I will begin the time now.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>

- A. FIRST PHILADELPHIA PREPARATORY CHARTER SCHOOL**
- B. BUSINESS CONTROLLER**
- C. AMERICAN PARADIGM SCHOOLS**
- D. GENERAL COUNSEL**

SECTION III: OLD BUSINESS

SECTION IV: NEW BUSINESS

A. RESOLUTIONS

MOTION:

R250625.03 Report of the Business Controller

SECOND:

RESOLVED, the Board of Trustees of First Philadelphia Preparatory Charter School accepts the Financial Report of the Business Controller and all

VOTE:

PASS

FAIL

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>

MOTION:

R250625.04 Approval of Fund Balance

SECOND:

RESOLVED, the Board of Trustees of First Philadelphia Preparatory Charter School designates estimated ending fund balance for the year ending June 30, 2025, as follows:

VOTE:

PASS

FAIL

Designated for Working Capital/School Performance	\$350,000
Available for Appropriation	\$26,295,000
Total Fund Balance	\$26,645,000

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>

MOTION:

R250625.05 Approval of Lease Reimbursement

SECOND:

RESOLVED, the Board of Trustees of First Philadelphia Preparatory Charter School approves the application for reimbursement of a charter school lease for 2024-25.

VOTE:

PASS

FAIL

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>

MOTION:

R250625.06 Human Resources Resolution

SECOND:

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

VOTE:

PASS

FAIL

HIRES / RATE CHANGE / POSITION CHANGE / RETURN LOA		
NAME	TITLE	START DATE
Kyle Johnson (new hire)	Summer Maintenance Worker	6/16/2025

TERMINATIONS / RESIGNATIONS / LOA		
NAME	TITLE	EFFECTIVE DATE
Juwan Wood (resignation)	NTA	6/13/2025
Madelon Held (resignation)	HS Teacher	6/13/2025
Jonathan Tomaro (resignation)	MS Teacher	6/13/2025
Maram Mustafa (resignation)	ES Teacher	6/13/2025
Elizabeth Hernandez- Santa (resignation)	IA	6/13/2025

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>

MOTION:

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SECOND:

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VOTE:

PASS

FAIL

R250625.07 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
Neurodiversity Consultants LLC	<p><u>Psychological Initial Consultation</u>: \$245/hr</p> <p><u>Diagnostic and Transition/Vocational Evaluations</u>: Intake, assessment, scoring, report writing, and feedback (up to 12 hours of doctoral-level time at \$245/hr; approximately 3 hours direct assessment in addition to 9 hours of record review, scoring, report writing, and team collaboration, although time can often be reduced): \$2,940</p> <p><u>Psychoeducational and Comprehensive Psychological Evaluations</u>: Intake, record review, assessment, scoring, report-writing, and feedback (approximately 20 hours of doctoral-level time at \$245/hr; 2-10 hours direct assessment in addition to approximately 15 hours indirect time): \$4,900</p> <p><u>Neuropsychoeuducational Evaluations</u>: Intake, record review, testing, scoring, report-writing, and feedback (approximately 25 hours of doctoral-level time at \$245/hr; 5-12 hours</p>	Psychological evaluations

	<p>direct assessment in addition to approximately 16 hours indirect time): \$6,125</p> <p><u>Functional Behavior Assessments (FBA):</u> Intake, record review, observations, interviews, report-writing, and feedback (approximately 15 hours of specialized master's-level time at \$194/hr or doctoral level at \$245/hr; 4-8 hours direct assessment in addition to approximately 10 hours indirect time): \$2,910 masters, \$3,675 doctoral (when combined with other evaluations, the 15-hour doctoral-level FBA may be condensed to roughly 10 hours, estimated to add \$2,450).</p> <p><u>Speech and Language Therapy evaluations:</u> Intake, record review, observations, testing, report-writing, assistive technology as applicable, and writing (approximately 10 hours of specialized master's-level time at \$200/hr): \$2,000.</p> <p><u>Occupational Therapy evaluations:</u> Intake, record review, observations, interviews, testing, sensory integration as applicable, and writing</p>	
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	(approximately 10 hours of specialized master's-level time at \$224/hr): \$2,240.	
CarePhilly Created, LLC	1-to-1: \$35/hr NTA: \$28/hr Substitute (Long-Term): \$300/day Daily Substitute: \$300/day Paraprofessional: \$32/hr Academic Tutoring: \$30/hr	Staffing services 2025-26 SY
Brett DiNovi	Clinical Associates: \$57.50/hr Behavioral Consultant: \$127.50/hr; FBA: 15hrs at this rate	Staffing services
Delta T	On-site Program Coordinator: Requires 40 paraprofessional assignments Paraprofessional: \$31/hr CAN: \$31/hr Non-certified Teacher: \$40/hr Certified Teacher: \$42/hr LPN: \$50/hr RN: \$60/hr	Staffing services

	<p>RBT-Certified: \$40/hr</p> <p>Behavioral Technician: \$38/hr</p> <p>Standard Evaluation: \$1,350</p> <p>FBA, Neuro Assessment, Autism Assessment, or Executive Functioning with Standard Evaluation: \$500 (w/o \$1,350)</p> <p>Bilingual Evaluations (Spanish, English, Creole): \$2,800</p> <p>Bilingual Evaluations (Arabic, Mandarin, Koreon): \$5,000</p> <p>Record Review: \$450</p> <p>In-Person Meeting: \$200</p>	
Kaleidoscope Education Solutions	<p>Speech Therapist: \$85/hr</p> <p>School Psychologist: \$88/hr</p> <p>Occupation/Physical Therapist: \$85/hr</p> <p>Assistant: \$35-36/hr</p> <p>School counselor: \$60/hr</p> <p>English as a Second Language Teacher: \$60/hr</p>	Staffing services

	<p>Special Education Teacher: \$55-65/hr</p> <p>Reading Specialist: \$63/hr</p> <p>General Education Teacher: \$48-55/hr</p>	
StepUp Academic	\$76,162.50 /student	<p>Private Placement</p> <p>One (1) student</p>
StepUp Academic	\$79,050 /student	<p>Private Placement</p> <p>One (1) student</p>
Vanguard School	\$91,500	Private placement
Specialized Education of Pennsylvania, Inc.	\$75,600	<p>Private placement</p> <p>Reflects fee for two (2) students</p> <p>Allows for additional student placement at \$238/day</p>
Public Health Management Corporation	\$6,836.52 or \$297.24/day	<p>Extended School Year</p> <p>Additional costs for special services</p> <p>Three (3) students</p>
Valley Day	\$9,656.25	<p>Extended School Year</p> <p>Included special services</p>
Martin Luther	\$6,710 /student	<p>Extended School Year</p> <p>Additional costs for special services</p> <p>One (1) student</p>

Children’s Hospital of Philadelphia	\$64.49/hr	Instructional services while receiving in-patient treatment
A&J Cleaning	\$47,680.50/month	Facility cleaning

MOTION:

R250625.08 Election of Pablo Mateo as Trustee

—

SECOND:

RESOLVED, the Board of Trustees of First Philadelphia Preparatory Charter School hereby elects Pablo Mateo to the Board of Trustees of First Philadelphia Preparatory Charter, effective July 1, 2025; and

—

VOTE:

FURTHER RESOLVED, that Pablo Mateo shall be administered the oath of office by legal counsel.

PASS

FAIL

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>

MOTION:

R250625.09 Approval of Board Terms

—

SECOND:

RESOLVED, the Board of Trustees of First Philadelphia Preparatory Charter School ratifies and approves of the current Board terms, as presented below:

—

VOTE:

Cohort I

PASS

Teresa Grumbrecht: July 1, 2024 – June 30, 2027

FAIL

MyDirah Littlepage-Saunders: September 26, 2024 – June 30, 2027

Cohort II

Shoshana Skates: July 1, 2025 – June 30, 2028

Anita Vega-Kaiser: July 1, 2025 – June 30, 2028

Cohort III

Dr. Martha Ritter: July 1, 2023 – June 30, 2026

Pablo Mateo: July 1, 2025 – June 30, 2026

ROLL CALL:

Anita Vega-Kaiser

Teresa Grumbrecht

Barbara L. Saunders

Dr. Martha J. Ritter
ShoShana Skates

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>

MOTION:

R250625.10 Approval of Board Officers

—

SECOND:

RESOLVED, the Board of Trustees ratifies and approves of the extension of the term of those Officers described in Resolution R230628.11 from June 30, 2024 through September 25, 2024.

—

VOTE:

FURTHER RESOLVED, the Board of Trustees ratifies and approves of the Board officers for the term of September 26, 2024 to June 30, 2025, as presented:

[] PASS

[] FAIL

OFFICER	NAME
PRESIDENT	<i>ANITA VEGA-KAISER</i>
VICE-PRESIDENT	<i>DR. MARTHA RITTER</i>
TREASURER	<i>TERESA GRUMBRECHT</i>
SECRETARY	<i>SHOSHANA SKATES</i>

ROLL CALL:

Anita Vega-Kaiser
Teresa Grumbrecht
Barbara L. Saunders
Dr. Martha J. Ritter
ShoShana Skates

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>

MOTION:

R250625.11 Approval of Committee Members

—

SECOND:

RESOLVED, the Board of Trustees ratifies and approves of the assigned Committee Members, as presented:

—

VOTE:

Academic Data and Curriculum Committee	
Vice-President	Dr. Martha Ritter
Chief Executive Officer	Deborah Smith
Appointee #1	Mydirah Littlepage-Saunders
Appointee #2	Vacant

[] PASS

[] FAIL

<i>Personnel Committee</i>	
Secretary	Shoshana Skates
Chief Executive Officer	Deborah Smith
Appointee #1	Anita Vega-Kaiser
Appointee #2	Vacant

<i>Administrative Services Committee</i>	
Vice-President	Dr. Martha Ritter
Appointee #1	Shoshana Skates
Appointee #2	Vacant

<i>Fiscal Committee</i>	
Treasurer	Teresa Grumbrecht
Business Controller	Business Controller Designee
Appointee #1	Vacant
Appointee #2	Anita Vega-Kaiser

<i>Audit Committee</i>	
Appointee #1	Teresa Grumbrecht
Appointee #2	Vacant
Appointee #3	Anita Vega-Kaiser

<i>Nominating Committee</i>	
Appointee #1	Anita Vega-Kaiser
Appointee #2	Dr. Martha Ritter

<i>Discipline Committee</i>	
Appointee #1	Anita Vega-Kaiser
Appointee #2	Dr. Martha Ritter
Appointee #3	Shoshana Skates
Appointee #4	Teresa Grumbrecht
Appointee #5	Mydirah Littlepage-Saunders

ROLL CALL:

Anita Vega-Kaiser
Teresa Grumbrecht

Barbara L. Saunders
Dr. Martha J. Ritter
ShoShana Skates

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>

MOTION:

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R250625.12 Confidential Settlement and Release Agreement for Student No. 8489884

SECOND:

—

RESOLVED, the Board of Trustees of First Philadelphia Preparatory Charter School hereby approves of the Confidential Settlement and Release Agreement between itself and Student No. 8489884, pending final legal review.

VOTE:

PASS

FAIL

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>

MOTION:

—

R250625.13 Confidential Settlement and Release Agreement for Student No. 10042930

SECOND:

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RESOLVED, the Board of Trustees of First Philadelphia Preparatory Charter School hereby approves of the Confidential Settlement and Release Agreement between itself and Student No. 8489884, pending final legal review.

VOTE:

PASS

FAIL

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>

MOTION:

—

R250625.14 Confidential Settlement and Release Agreement for Student No. 9763465

SECOND:

—

RESOLVED, the Board of Trustees of First Philadelphia Preparatory Charter School hereby approves of the Confidential Settlement and Release Agreement between itself and Student No. 8489884, pending final legal review.

VOTE:

PASS

FAIL

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>

MOTION:

—

R250625.15 Expulsion of Student No. 287461

SECOND:

VOTE:

PASS

FAIL

RESOLVED, Student No. 287461 is permanently expelled from First Philadelphia Preparatory Charter School effective June 25, 2025;

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. 287461 (“Hearing Record”) is adopted; and

FURTHER RESOLVED, the Hearing Record is made a part of Student No. 287461’s permanent record.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>

MOTION:

SECOND:

VOTE:

PASS

FAIL

R250625.16 Approval of Safety & Security Report

RESOLVED, the Board of Trustees of First Philadelphia Preparatory Charter School accepts the Safety & Security Report, as presented.

Notes of Discussion / Advance Regulatory and Financial Comment:

<i>Who</i>	<i>What</i>

B. DISCUSSION AND ANNOUNCEMENTS

NEXT BOARD MEETING: AUGUST 27, 2025 AT 6:00 P.M.

ADJOURNMENT AT __:__ P.M.

MOTION:

SECOND:

VOTE:

PASS

FAIL
