

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.

**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 6:02 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 Dr. Martha J. Ritter – Vice-President Teresa Grumbrecht - Treasurer ShoShana Skates – Secretary MyDirah Littlepage-Saunders  <b>Board Members Absent:</b>	Deborah Smith Jessica Marsico  Ashley Redfearn Kristine Magargee Scott Kramer  Peter Costa  Dean Krebs, Esq. Nick Bednarek, 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: **R250625.01 Approval of the June 25, 2025 Agenda**

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

SECOND:

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

VOTE:	<i>Who</i>	<i>What</i>
[X] PASS	<i>Board</i>	<i>General discussion</i>
[ ] FAIL		

MOTION: **R250625.02 Minutes of the May 28, 2025 Meeting**

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

SECOND:

SS

VOTE:

[X] PASS

[ ] FAIL

28, 2025 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**

*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**

**a. MS. DEBORAH SMITH, CEO**

- i. Reviewed and discussed with the Board the June 2025 CEO report, previously disseminated to the Board*
- ii. Reviewed and discussed enrollment, suspensions, HR changes, and action towards acquisition of 4311 Tacony St.*

**b. MS. JESSICA MARSICO, PRINCIPAL**

- i. Reviewed and discussed with the Board the June 2025 CEO report, previously disseminated to the Board; and*
- ii. Reviewed the four (4) Strategic plan goals*
- iii. Shared HS Spring STAR Testing results*

**c. MS. DEANNA SMITH, PRINCIPAL**

- i. Reviewed and discussed with the Board the June 2025 CEO report, previously disseminated to the Board; and
- ii. Informed the Board that Keystone results were not yet out so instead she shared STAR testing results for predictive insight.

**d. BOARD**

- i. Asked for an update in August/September of the different areas of focus FPPCS worked on during the summer in order to have an understanding of the information being shared. Discussed difference between qualitative v. quantitative information, with it mostly being the former rather than the later.

**B. BUSINESS CONTROLLER**

- a. Peter Costa, Santilli & Thomson, LLC
  - i. Reviewed and discussed with the Board the May financial report, previously disseminated with the Board

**C. AMERICAN PARADIGM SCHOOLS**

- a. MR. SCOTT KRAMER, CTO OF APS, AND MS. KRISTINE MAGARGEE, CAO OF APS, REVIEWED AND DISCUSSED WITH THE BOARD THE JUNE 2025 APS REPORT.

**D. GENERAL COUNSEL**

- a. Dean Krebs, Esq.
  - i. Reviewed and discussed the Board agenda.

**SECTION III: OLD BUSINESS**

NONE

**SECTION IV: NEW BUSINESS**

**A. RESOLUTIONS**

MOTION:  
MR  
SECOND:  
SS  
VOTE:  
[X] PASS  
[ ] FAIL

**R250625.03 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:

**R250625.04 Approval of Fund Balance**

MR

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:

SECOND:

SS

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

MOTION:

**R250625.05 Approval of Lease Reimbursement**

MR

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

SECOND:

SS

VOTE:

PASS

FAIL

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

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

MOTION:

**R250625.06 Human Resources Resolution**

TG

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

SECOND:

MR

VOTE:

PASS

FAIL

<b>HIRES / RATE CHANGE / POSITION CHANGE / RETURN LOA</b>		
<b>NAME</b>	<b>TITLE</b>	<b>START DATE</b>

Kyle Johnson (new hire)	Summer Maintenance Worker	6/16/2025
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<b>TERMINATIONS / RESIGNATIONS / LOA</b>		
<b>NAME</b>	<b>TITLE</b>	<b>EFFECTIVE DATE</b>
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:***

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

MOTION:  
TG  
SECOND:  
MR  
VOTE:  
[X] 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.

<b>Contractor</b>	<b>Amount</b>	<b>Comment: Terms and Conditions</b>
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<p>Neurodiversity Consultants LLC</p>	<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>Neuropsychoevaluational Evaluations:</u> Intake, record review, testing, scoring, report-writing, and feedback (approximately 25 hours of doctoral-level time at \$245/hr; 5-12 hours direct assessment in addition to approximately</p>	<p>Psychological evaluations</p>
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	<p>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 (approximately 10 hours of specialized master's-</p>	
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	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  RBT-Certified: \$40/hr	Staffing services

	<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, Korean): \$5,000</p> <p>Record Review: \$450</p> <p>In-Person Meeting: \$200</p>	
<p>Kaleidoscope Education Solutions</p>	<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> <p>Special Education Teacher: \$55-65/hr</p>	<p>Staffing services</p>

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

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

***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:  
MLS  
SECOND:  
MR  
VOTE:  
TABLED

**R250625.08 Election of Pablo Mateo as Trustee**

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

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

***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:  
MLS  
SECOND:  
SS  
VOTE:  
 PASS  
 FAIL

**R250625.09 Approval of Board Terms**

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

Cohort I

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

**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>
<i>Board</i>	<i>General discussion</i>

MOTION:  
 MLS

**R250625.10 Approval of Board Officers**

SECOND:  
 SS

RESOLVED, the Board of Trustees ratifies and approves of the Board officers for the term of July 1, 2025 to June 30, 2026, as presented:

VOTE:  
 PASS  
 FAIL

<i>OFFICER</i>	<i>NAME</i>
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 – aye  
 Teresa Grumbrecht – aye  
 Barbara L. Saunders – aye  
 Dr. Martha J. Ritter – aye  
 ShoShana Skates – aye

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

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

MOTION:  
 MLS

**R250625.11 Approval of Committee Members**

SECOND:  
 SS

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

VOTE:  
 PASS  
 FAIL

<i>Academic Data and Curriculum Committee</i>	
Vice-President	Dr. Martha Ritter
Chief Executive Officer	Deborah Smith
Appointee #1	Mydirah Littlepage-Saunders
Appointee #2	Vacant
<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 – aye  
Teresa Grumbrecht – aye  
Barbara L. Saunders – aye  
Dr. Martha J. Ritter – aye  
ShoShana Skates – aye

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

<i>Who</i>	<i>What</i>
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<i>Board</i>	<i>General discussion</i>
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UPON MOTION BY TERESA GRUMBRECHT AND SECOND BY SHOSHANA SKATES, THE BOARD UNANIMOUSLY VOTED TO ENTER INTO EXECUTIVE SESSION FOR PURPOSES DESCRIBED UNDER 65 PA.C.S. § 708(A)(4)(5)(7) AND OTHER CONFIDENTIAL MATTERS. SPECIFICALLY, REGARDING RESOLUTION R250625.12 - 14 BELOW WHICH PERTAINS TO CERTAIN ALLEGED COMPENSATORY EDUCATION CLAIMS; R250625.15 WHICH PERTAIN TO STUDENT DISCIPLINE MATTERS; AND R250625.16 WHICH PERTAINS TO THOSE REPORTS DESCRIBED UNDER 24 P.S. § 13-1302-E(a)(2)(v) AND 13-1309-B(c)(5).

UPON MOTION BY TERESA GRUMBRECHT AND SECOND BY SHOSHANA SKATES, THE BOARD UNANIMOUSLY ENTERED INTO OPEN SESSION.

MOTION:

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

TG

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.

SS

VOTE:

PASS

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

FAIL

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

MOTION:

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

TG

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.

SS

VOTE:

PASS

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

FAIL

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

MOTION:

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

TG

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.

SS

VOTE:

PASS

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

FAIL

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

MOTION:

**R250625.15 Expulsion of Student No. 287461**

TG

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

SECOND:

SS

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

VOTE:

PASS

FAIL

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

MOTION:

**R250625.16 Approval of Safety & Security Report**

TG

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

SECOND:

SS

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

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

VOTE:

PASS

FAIL

**B. DISCUSSION AND ANNOUNCEMENTS**

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

**ADJOURNMENT AT 8:23 P.M.**

MOTION:

TG

SECOND:

SS

VOTE:

PASS

250625

[ ] FAIL.