

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

BOARD OF TRUSTEES MEETING

LOCATION:
ZOOM CONFERENCE

DATE & TIME:
MAY 22, 2024
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 6:34 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

Board Members Present:	By Invitation: Non-Board Members:
Anita Vega-Kaiser – President Barbara L. Saunders – Secretary Dr. Martha J. Ritter ShoShana Skates Board Members Absent: Teresa Grumbrecht – Vice-President John Bish - Treasurer Barbara L. Saunders – Secretary	Deborah Smith Ashley Redfearn Kristine Magargee Scott Kramer Peter Costa David Annecharico, Esq. Dean Krebs, Esq. Aisha Wrotten

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 J. RITTER

 VOTE:

 PASS

 FAIL

R240522.01 Approval of the May 22, 2024 Agenda

RESOLVED, that the Board of Trustees of First Philadelphia Preparatory Charter School hereby approves the May 22, 2024 Agenda.

Notes of Discussion / Advance Regulatory and Financial Comment:

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

R240522.02 Minutes of the April 24, 2024 Meeting

RESOLVED, that the Board of Trustees of First Philadelphia Preparatory Charter School hereby approves the Minutes of the April 24, 2024 meeting of the Board of Trustees of First Philadelphia Preparatory Charter School.

MARTHA J.
RITTER

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>Aisha Wrotten</i>	<i>Ms. Wrotten joined the meeting virtually but left the meeting prior to Section II(A). She rejoined later during the meeting but then left again soon thereafter before the Board could allow her an opportunity to provide a community comment.</i>

A. FIRST PHILADELPHIA PREPARATORY CHARTER SCHOOL

- a. The Board reviewed and accepted the May 2024 CEO report, as presented.*

B. AMERICAN PARADIGM SCHOOLS

- a. The Board reviewed and accepted the May 2024 APS report, as presented.*

C. BUSINESS CONTROLLER

- a. Mr. Peter Costa, Santilli & Thomson, LLC*
- i. Reviewed and discussed with the Board the April 2024 financials, as presented; and*
 - ii. Reviewed and discussed with the Board the 2024-25 school budget, including that the 2023-24 school year budget was used as a model and shared anticipated increases in expenditures and predicted enrollment*

D. GENERAL COUNSEL

- a. None*

SECTION III: OLD BUSINESS

SECTION IV: NEW BUSINESS

A. RESOLUTIONS

MOTION:

R240522.03 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 documents submitted thereby, which shall be incorporated into the record of this meeting.

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:

R240522.04 Approval of 2024-25 Fiscal Year Budget

SECOND:

RESOLVED, the Board of Trustees of First Philadelphia Preparatory charter school ratifies and accepts the 2024-25 Fiscal Year Budget, as presented.

VOTE:

PASS

FAIL

ROLL CALL

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

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

MOTION:

R240522.05 Human Resources Resolution

SHOSHANA
SKATES

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

SECOND:

MARTHA J.
RITTER

VOTE:
 PASS
 FAIL

HIRES / RATE CHANGE / POSITION CHANGE / RETURN LOA		
NAME	TITLE	START DATE
Deanna Smith (new hire)	Middle School Principal	5/7/24

TERMINATIONS / RESIGNATIONS / LOA		
NAME	TITLE	EFFECTIVE DATE
Karin McCree (resignation)	SPED Coordinator	4/30/24
Peter DiMeo (termination)	K-4 Art Teacher	5/6/24

Notes of Discussion / Advance Regulatory and Financial Comment:

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

MOTION:
 SHOSHANA
 SKATES
 SECOND:
 MARTHA J.
 RITTER
 VOTE:
 PASS
 FAIL

R240522.06 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
Blasz Construction	\$216,105.00	Bathroom Renovation Project Carpentry

Stenton Corp	\$37,595.00	Bathroom Renovation Project Painting
MEW	\$22,900.00	Bathroom Renovation Project Ceramic Tile
Tandew	\$105,578.00	Bathroom Renovation Project Plumbing
Sunlight	\$14,952.00	Bathroom Renovation Project Electric
BSI	General Conditions: \$30,980.00 Fee: \$16,198.00 Total: \$47,106	Bathroom Renovation Project Construction Manager
Brett DiNovi & Associates	Clinical Associates: \$57.50/hr Behavior Consultant: \$127.50/hr Functional Behavior Assessment: \$127.50.x 15hrs	Staffing Services

Notes of Discussion / Advance Regulatory and Financial Comment:

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

MOTION:

R240522.07 Approval of 2024-25 School Calendar

SHOSHANA SKATES

RESOLVED, that the Board of Trustees of First Philadelphia Preparatory Charter School hereby approves the 2024-25 School Calendar, as presented

SECOND:

MARTHA J. RITTER

Notes of Discussion / Advance Regulatory and Financial Comment:

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

VOTE:

PASS

FAIL

MOTION:

R240522.08 Approval of 2024-25 Board Calendar

SHOSHANA SKATES

RESOLVED, that the Board of Trustees of First Philadelphia Preparatory Charter School hereby approves the 2024-25 Board Calendar, as presented

SECOND:

MARTHA J. RITTER

Notes of Discussion / Advance Regulatory and Financial Comment:

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

VOTE:

PASS

FAIL

MOTION:

R240522.09 Approval of Flexible Instruction Days Plan

SHOSHANA SKATES

RESOLVED, that the Board of Trustees of First Philadelphia Preparatory Charter School hereby approves the Flexible Instruction Days plan, as presented.

SECOND:

MARTHA J. RITTER

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: JUNE 26, 2024 AT 6:00 P.M.

ADJOURNMENT AT 7:04 P.M.

MOTION:

SHOSHANA SKATES

SECOND:

240522

FPPCS BOARD MEETING MINUTES

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MARTHA J. RITTER

VOTE:

PASS

FAIL

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