

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

**BOARD OF TRUSTEES MEETING**

LOCATION:  
ZOOM CONFERENCE

DATE & TIME:  
DECEMBER 18, 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 6:02 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	Deborah Smith  Ashley Redfearn Kristine Magargee Scott Kramer
<b>Board Members Absent:</b>	Peter Costa  Dean Krebs, Esq.  Eric Straus

**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:

SHOSHANA  
SKATES

SECOND:

MYDIRAH  
LITTLEPAGE-  
SAUNDERS

VOTE:

PASS

FAIL

**R241218.01 Approval of the December 18, 2024 Agenda**

RESOLVED, that the Board of Trustees of First Philadelphia Preparatory Charter School hereby approves the December 18, 2024 Agenda.

***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:

MARTHA RITTER

SECOND:

SHOSHANA  
SKATES

VOTE:

PASS

**R241218.02 Minutes of the November 20, 2024 Meeting**

RESOLVED, that the Board of Trustees of First Philadelphia Preparatory Charter School hereby approves the Minutes of the November 20, 2024 meeting of the Board of Trustees of First Philadelphia Preparatory Charter School.

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

<b><i>Who</i></b>	<b><i>What</i></b>
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[ ] FAIL

Board	General discussion
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**SECTION II: REPORTS**

**A. COMMUNITY COMMENT**

None

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

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

**A. FIRST PHILADELPHIA PREPARATORY CHARTER SCHOOL**

- a. *No verbal report provided; rather, the Board acknowledged that the written report was previously disseminated to the Board and that there were no further questions at this time.*

**B. AMERICAN PARADIGM SCHOOLS**

- a. *No verbal report provided; rather, the Board acknowledged that the written report was previously disseminated to the Board and that there were no further questions at this time.*

**C. BUSINESS CONTROLLER**

- a. *No verbal report provided for S&T; rather, the Board acknowledged that the written report was previously disseminated to the Board and that there were no further questions at this time.*
- b. *Mr. Eric Strauss, Withum*
  - i. *Reviewed and discussed with the draft audit*
  - ii. *Noted no issue with internal controls*
  - iii. *Expressed that cyber security issues were addressed;*
  - iv. *Indicated a clean audit.*

**D. GENERAL COUNSEL**

**SECTION III: OLD BUSINESS**

NONE

**SECTION IV: NEW BUSINESS**

**A. RESOLUTIONS**

MOTION:  
 SHOSHANA  
 SKATES  
 SECOND:  
 MYDIRAH  
 LITTLEPAG  
 E-  
 SAUNDERS

**R241218.03 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>

VOTE:  
 PASS  
 FAIL

MOTION:  
 SHOSHANA  
 SKATES  
 SECOND:  
 MYDIRAH  
 LITTLEPAG  
 E-  
 SAUNDERS

**R241218.04 Human Resources Resolution**

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

<b>HIRES / RATE CHANGE / POSITION CHANGE / RETURN LOA</b>		
<b>NAME</b>	<b>TITLE</b>	<b>START DATE</b>
Gregory Cooper (new hire)	Middle School SPED Teacher	12/2/24
Ezekial Alvarado (position change)	Aftercare Worker	12/12/24

VOTE:  
 PASS  
 FAIL

<b>TERMINATIONS / RESIGNATIONS / LOA</b>		
<b>NAME</b>	<b>TITLE</b>	<b>EFFECTIVE DATE</b>
Linda Gonzalez (resignation)	Elementary School Teacher	12/13/24

***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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MOTION:  
 SHOSHANA SKATES  
 SECOND:  
 MYDIRAH LITTLEPAGE-SAUNDERS  
 VOTE:  
 PASS  
 FAIL

**R241218.05 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>
Keystone Freedom Academy, LLC	\$5,500/student	Extended School Year Program
Keystone Freedom Academy, LLC	\$58,644 / student	Private placement
Lauren Waterman, M.S., CCC-SLP	\$80/hr	Speech-Language Pathologist
Bustleston Services, Inc.	\$18,770	Wall debris clean-up in parking lot
Smartest Energy	12 Months: \$0.08102/kWh	Electricity Contract  Lowest bid rate for 12 Months.  12 Month rate recommended by CSD Energy Advisors

***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:  
SHOSHANA  
SKATES  
SECOND:  
MYDIRAH  
LITTLEPAG  
E-  
SAUNDERS

**R241218.06 2023-24 Draft Audit Financial Statements**

RESOLVED, the Board of Trustees of First Philadelphia Preparatory Charter School Hereby approves the 2023-24 Draft Audit Financial statements, as presented, for First Philadelphia Preparatory Charter School.

**ROLL CALL**

VOTE:  
 PASS  
 FAIL

Anita Vega-Kaiser – aye  
Dr. Martha J. Ritter – aye  
Teresa Grumbrecht – absent  
ShoShana Skates – aye  
MyDirah Littlepage-Saunders – aye

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

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

**B. DISCUSSION AND ANNOUNCEMENTS**

NEXT BOARD MEETING: JANUARY 22, 2025 AT 6:00 P.M.

**ADJOURNMENT AT 7:05 P.M.**

MOTION:  
MARTHA RITTER  
SECOND:  
MYDIRAH LITTLPAGE-SAUNDERS  
VOTE:  
 PASS  
 FAIL