

**Public Meeting of the Board of Trustees  
of  
Universal Creighton Charter School  
Meeting held at  
5401 Tabor Ave, Philadelphia, PA 19120  
March 10, 2020 @ 6:00PM**

**Meeting Minutes**

**Board Members Present:**

1. Mr. Sultan Ahmad
2. Mr. Curtis Savoy
3. Mrs. Gail Green
4. Mr. Garland Thompson

**Meeting begin at 6:08PM**

**I. Meeting Minutes**

- i. Board members reviewed the January 14, 2020 meeting minutes and there was some discussion regarding the minutes.
  - a. Mr. Ahmad asked for a motion to accept and approve the minutes from January 14, 2020
  - b. Mr. Savoy made a motion to accept and approve the Meeting Minutes from January 14, 2020 and Mrs. Greene second that motion.
  - c. By a majority vote the meeting minutes from January 14, 2020 were approved unanimously.

**II. Monthly Reports**

**i. Principal Report**

- a. Principal Wendy Baldwin presented the Creighton Principal Report. Board members were given copies of the Creighton Principal Report to follow along as Ms. Baldwin Presented.
  1. Creighton's total enrollment is 756. Creighton has a ninety-three (93) percent average of scholars attending daily.
  2. Creighton implements Positive Behavioral Intervention and Supports (PBIS) through a Multi-Tiered System of Support (MTSS) for behavior. The three (3) tiered system is as follows:
    - a) Tier 1- the base level of school behavior that is applied to all scholars as school policy
    - b) Tier 2- Bi-weekly parent check-in meetings, Scholars have adult staff mentors, and Weekly behavior reports and /or individual student contracts are issued. There are 11 scholars in Tier 2.
    - c) Tier 3- Scholars are receiving STS services. There are 7 scholars in Tier 3.

3. Creighton's MTSS for academics support will implement small groups through small data driven target.
4. Specialist teachers are utilized in the MTSS period to assist with small group instruction.
5. Creighton has a new Math Program, Eureka Math for the 2019-2020 SY
6. Creighton library was remodeled to a new 21<sup>st</sup> Century Literacy space. The grand opening for the Library was February 7<sup>th</sup>.
7. Creighton has a goal to achieve a ten (10) percent gain in all subjects of scholars performing proficient or advanced.
8. There was some discussion regarding the Creighton Principal report.
9. Mr. Ahmad asked for a motion to accept the Creighton Principal report.
10. Mr. Savoy made a motion to accept the report and Mrs. Greene second that motion.
11. By a majority vote the Creighton Principal report was accepted unanimously.

**ii. Creighton FSRC Report**

1. FSRC focus areas include:
  - Student and Family health:
  - Adult and Parent Education
  - Professional Growth and Development
  - Family Support Service

**iii. Central Office Education Report**

- a. There was no Central Office report

**iv. Legal Update**

- a. There was no Legal Update

**III. Board Matters**

**A. Financial Report**

**i. Profit and Loss Statement, Budget:**

1. Mrs. Gail Greene Presented the finance report. Board members were given a copy the finance report which was reviewed by board members prior to the board meeting.
2. Mr. Ahmad asked for a motion to accept and approve the Finance Report.
3. Mr. Savoy made a motion to accept and approve the Finance report and Mrs. Greene second that motion.
4. By a majority vote the Finance report was accepted and approved unanimously.

## **B. Committee Reports**

### **i. Facilities Committee**

1. The Board reviewed the Facilities Committee Report.
2. There was some discussion about the Facilities Committee Report.
3. Mr. Ahmad asked for a Motion to accept and approve the Facilities report.
4. Mr. Savoy made a motion to accept and approve the Facilities Committee report and Mrs. Green second that motion.
5. By a majority vote the Facilities Committee report was approved unanimously.

### **ii. HR Committee**

1. Mr. Savoy presented the HR Committee Report.
2. There was some discussion about the HR Committee Report.
3. Mr. Ahmad asked for a Motion to accept and approve the HR report.
4. Mrs. Greene made a motion to accept and approve the HR Committee report and Mr. Savoy second that motion.
5. By a majority vote the HR Committee report was approved unanimously.

### **iii. Academic Committee**

1. There was Academic Committee report.

### **ii. Nomination Committee Report**

#### **a. Nomination of New Board Member**

1. Mr. Ahmad nominated the following individual to join the Board of Trustees of Creighton Charter Schools:
  - a) Roger Tenant
2. Mr. Tenant presented a brief overview of his background and experience and what qualities he could offer the Creighton Board of Trustees.
3. Mrs. Greene made a motion to accept and approve the Nominations of Roger Tenant, as a new member of the Creighton Board of Trustees of, Mr. Savoy second that motion.
4. By a majority vote the motion to accept and approve the Nominations of Roger Tenant, as a new member of the Creighton Board of Trustees was accepted unanimously

## **C. Action Items/ Resolutions**

### **b. Resolution C19-20-004: 2019 Financial 990 Report**

1. Mr. Ahmad asked for a motion to table Resolution C19-20-004.
2. Mrs. Greene made a motion to table Resolution C19-20-004 and Mr. Thompson second that motion.
3. By a majority vote Resolution C19-20-004 was tabled.

**c. Resolution C19-20-005: 2020-2021 Operating Budget**

1. Mr. Ahmad asked for a motion to accept Resolution C19-20-005.
2. Mr. Savoy made a motion to table Resolution C19-20-005 and Mr. Thompson second that motion.
3. By a majority vote Resolution C19-20-005 was approved unanimously.

**RESOLVED**, that the Board of Trustees authorizes Universal Community Homes, through the Chief Financial Officer or his designee, in the form attached, to execute, and deliver, the 2019-2020 Operating Budget, to which the salary and benefits of ninety-nine (99) employees, other operating expenses and revenue for a total amount not to exceed \$11,227,279.00, for the period commencing July 1, 2020 through June 30, 2021.

**d. Resolution C19-20-006: Purchase Request**

1. Mr. Ahmad asked for a motion to accept Resolution C19-20-006.
2. Mr. Savoy made a motion to table Resolution C19-20-006 and Mr. Thompson second that motion.
3. By a majority vote Resolution C19-20-006 was approved unanimously.

**RESOLVED**, that the Board of Trustees authorizes Universal Education Management, through the Superintendent or her designee, to execute, deliver and perform a contract with CDW, for Creighton technology devices for an amount not to exceed \$17,365.

**IV. Public Comment**

1. Ms. Meing-lie, Parent Comment regarding the safety of students on the streets and requested that school get another crossing guard.

**V. Adjournment**

- i. The board concluded its business and the meeting adjourned at 07:00pm.