

**Public Meeting of the Board of Trustees  
of  
Universal Institute Charter School  
Meeting held at  
1415 Catherine Street, Philadelphia, PA 19146  
March 12, 2020**

**Board Members Present:**

1. Mr. Sultan Ahmad
2. Mr. Kenneth Gamble
3. Mrs. Faatimah Gamble
4. Ms. Salima Rabb
5. Dr. Emma Chappell

**Meeting begin at 6:00PM**

**I. Meeting Minutes**

- i. Board members reviewed the January 30, 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 30, 2020.
  - b. Mrs. Gamble made a motion to accept and approve the Meeting Minutes from January 30, 2020 and Dr. Chappell second that motion.
  - c. By a majority vote the meeting minutes from January 30, 2020 were approved unanimously.

**II. Monthly Reports**

**i. Principal Report**

1. Principal Jeffery Williams presented the UICS Principal Report. Board members were given copies of the UICS Principal Report to follow along as Mr. Williams Presented.
2. UICS's total enrollment is 637. UICS has a ninety-seven (97) percent average of scholars attending daily.
3. UICS 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- Supports Dean's List/Dean Dollars. Students are given Student Contract and participate in Community Service.
  - c) Tier 3- Scholars receive support through UICS school-based Philadelphia Community Youth Court
4. UICS's MTSS for academic support will implement small groups through small data driven target.
5. All scholars will be receiving Guided Reading as part of the literacy framework

6. Specialist teachers are utilized in the MTSS period to assist with small group instruction.
7. UICS has a goal to achieve a ten (10) percent gain in all subject of scholars performing proficient or advanced.
8. Instructional Coaches will work along-side with teachers to ensure teachers are self-sufficient. Instructional Coaches will model teachers' lessons.
9. There was some discussion regarding the UICS principal report.
10. Mr. Ahmad asked for a motion to accept the UICS Principal report.
11. Ms. Rabb made a motion to accept the report and Mrs. Gamble second that motion.
12. By a majority vote the UICS Principal report was accepted unanimously.

**ii. UICS FSRC Report**

1. Mr. Williams presented the UICS FSRC Report.
2. FSRC focus areas include:
  - Student and Family health:
  - Adult and Parent Education
  - Professional Growth and Development
  - Family Support Service

**iii. Central Office Education Report**

1. There was no Central Office report

**iv. Legal Update**

1. There was no Legal update

**III. Board Matters**

**i. Financial Report**

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

1. Dr. Chappell presented the Finance report
2. Board members were given copies of the finance report which was reviewed by board members prior to the board meeting.
3. Mr. Ahmad asked for a motion to approve the finance report.
4. Mrs. Gamble made a motion to approve the finance report and Ms. Rabb second that motion.
5. By a majority vote the finance report was approved unanimously.

**ii. Committee Reports**

**a. Facilities Committee**

1. Mr. Gamble presented the Facilities Committee report.
2. Mr. Ahmad asked for a motion to approve the Facilities Committee Report.
3. Mrs. Gamble made a motion to approve the Facilities Committee report and Ms. Rabb second that motion.
4. By a majority vote the Facilities Committee report was approved unanimously.

**b. HR Committee**

1. Mrs. Gamble presented the HR Committee report.
2. There was some discussion regarding the HR report.
3. Mr. Ahmad asked for a motion to approve the HR Committee report
4. Dr. Chappell made a motion to approve the HR Committee report and Ms. Rabb second that motion.
5. By a majority vote the HR Committee report was approved unanimously.

**c. Academic Committee**

1. There was no written Academic Committee report.

**i. Action Items/ Resolutions**

**a. Resolution UICS19-20-005: 2020-2021 Operating Budget**

1. Mr. Ahmad asked for a motion to accept Resolution UICS19-20-005.
2. Ms. Rabb made a motion to table Resolution UICS19-20-005 and Mr. Gamble second that motion.
3. By a majority vote Resolution UICS19-20-005 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 2020-2021 Operating Budget, to which the salary and benefits of eighty-three (83) employees, other operating expenses and revenue for a total amount not to exceed \$9,579,205.00, for the period commencing July 1, 2020 through June 30, 2021.

**IV. Public Comment**

1. There were no public comments.

**V. Adjournment**

- i.** Mr. Ahmad asked for the meeting to be adjourned.
- ii.** The board concluded its business and the meeting adjourned at 6:40pm.