

**Public Meeting of the Board of Trustees  
of  
Universal Creighton Charter School  
Meeting held at  
5401 Tabor Ave, Philadelphia, PA 19120  
September 24, 2019 @ 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 June 11, 2019 meeting minutes and there was some discussion regarding the minutes.
  - a. Mr. Ahmad asked for a motion to accept and approve the minutes from June 11, 2019
  - b. Mr. Savoy made a motion to accept and approve the Meeting Minutes from June 11, 2019 and Mr. Garland Thompson second that motion.
  - c. By a majority vote the meeting minutes from June 11, 2019 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 740. 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. The first new teacher induction was held Saturday September 21, 2019
7. Creighton had a 4% gain in ELA. However, there was a slight decrease in Math by 4 % and Science by 2%.
8. Creighton has a goal to achieve a ten (10) percent gain in all subjects of scholars performing proficient or advanced.
9. There was some discussion regarding the Creighton Principal report.
10. Mr. Ahmad asked for a motion to accept the Creighton Principal report.
11. Mr. Thompson made a motion to accept the report and Mrs. Green second that motion.
12. 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. Dr. Nixon Presented the Central Office report for Creighton. Board members were given copies of the Central Office report to follow along with Dr. Nixon as she presented.
  1. Central Office will continue to work hard and diligent to implement common core curriculum to achieve academic achievement.
  2. Dr. Nixon will continue to provide support to the Principal and Assistant principals on climate, culture, and safety.
  3. There was some discussion about the Central Office Report
  4. Mr. Ahmad asked for a motion to approve the Central Office Report
  5. Mr. Savoy made a motion to approve the Central Office Report and Mr. Thompson second that motion.
  6. By a majority vote the Central Office Report was approved unanimously.

**iv. Legal Update**

- a. There was no written 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. Thompson made a motion to accept and approve the Finance report and Mr. Savoy second that motion.
4. By a majority vote the Finance report was accepted and approved unanimously.

#### **B. Committee Reports**

##### **i. Facilities Committee**

1. There was no written Facilities Committee report.

##### **ii. HR Committee**

1. There was no HR Committee report.

##### **iii. Academic Committee**

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

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

##### **a. Resolution C19-20-001: Purchase Order Request**

1. Mr. Ahmad asked for a motion to accept Resolution C19-20-001.
2. Mr. Savoy made a motion to accept Resolution C19-20-001 and Mr. Thompson second that motion.
3. By a majority vote Resolution C19-20-001 was accepted 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 vendor SHI, to purchase Chromebooks for Creighton Students for an amount not to exceed \$37,588.

##### **b. Resolution C19-20-002: Employee 403(b) Defined Contributions Plan**

1. Mr. Ahmad asked for a motion to table Resolution C19-20-002.
2. Mr. Savoy made a motion to table Resolution C19-20-002 and Mr. Thompson second that motion.
3. By a majority vote Resolution C19-20-002 was tabled.

**IV. Public Comment**

1. Mary Leaks-Pollard, SAC member, made a comment regarding a copy of Agenda and Overview summary of report available for parents at the board meetings. Ms. Pollard also commented about the Program that was mentioned in the last meeting and asked was there any follow-up detailed summary available.

**V. Adjournment**

- i. The board concluded its business and the meeting adjourned at 07:04pm.