

**Public Meeting of the Board of Trustees
of
Universal Institute Charter School
Meeting held at
1427 Catherine Street, Philadelphia, PA 19146
September 26, 2019**

Board Members Present:

1. Mr. Sultan Ahmad
2. Dr. Emma Chappell
3. Mr. Kenneth Gamble
4. Mrs. Faatimah Gamble

Board Members Absent

1. Ms. Salima Rabb

Meeting begin at 6:14PM

I. Meeting Minutes

- i. Board members reviewed the June 12, 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 12, 2019.
 - b. Dr. Chappell made a motion to accept and approve the Meeting Minutes from June 12, 2019 and Mrs. Gamble second that motion.
 - c. By a majority vote the meeting minutes from June 12, 2019 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 655. 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 Youth Court, Pears of Wisdom, Boys to Men and Alpha Leadership Academy.
4. UICS's MTSS for academics 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. Mr. Williams along with AP Waters and UICS Leadership team are preparing to a great start for the 2019-2020 SY.
10. There was some discussion regarding the UICS principal report.
11. Mr. Ahmad asked for a motion to accept the UICS Principal report.
12. Mrs. Gamble made a motion to accept the report and Mr. Gamble second that motion.
13. 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

- A. Dr. Nixon presented the Central Office report for Institute. 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. Gamble made a motion to approve the Central Office Report and Dr. Chappell second that motion.
 6. By a majority vote the Central Office Report was approved unanimously.

iv. Legal Update

1. There was no Legal update

III. Board Matters

i. Financial Report

- a. **Profit and Loss Statement, Budget:** Dr. Chappell presented the Finance report.
 1. Board members were given copies of the finance report which was reviewed by board members prior to the board meeting.
 2. Mr. Ahmad asked for a motion to approve the finance report.

3. Mr. Gamble made a motion to approve the finance report and Dr. Chappell second that motion.
4. By a majority vote the finance report was approved unanimously.

ii. Committee Reports

a. Facilities Committee

- i. Mr. Gamble presented the Facilities Committee report
- ii. Board members were given a copy of the Facilities Committee report which was reviewed by board members prior to the board meeting.
 1. Mr. Ahmad asked for a motion to approve the Facilities report.
 2. Dr. Chappell made a motion to approve the Facilities report and Mr. Gamble second that motion.
 3. By a majority vote the Facilities report was approved unanimously.

b. HR Committee

- iii. Mrs. Gamble submitted a written HR Committee report
- iv. Board members were given a copy of the HR Committee report which was reviewed by board members prior to the board meeting.
 4. Mr. Ahmad asked for a motion to approve the HR report.
 5. Dr. Chappell made a motion to approve the HR report and Mr. Gamble second that motion.
 6. By a majority vote the HR report was approved unanimously.

c. Academic Committee

- i. Board members were given a copy of the Academic Committee report which was reviewed by board members prior to the board meeting.
 7. Mr. Ahmad asked for a motion to approve the Academic Committee report.
 8. Mr. Gamble made a motion to approve the Academic Committee report and Dr. Chappell second that motion.
 9. By a majority vote the Academic Committee report was approved unanimously.

IV. Public Comment

1. Mrs. Ishmael- UICS Teacher: commented about the excessive heat in sections of the building. Mr. Lawrence Threadgill addressed Mrs. Ishmael's concern about the heat and explained facilities are working on correcting the issue.
2. Yasmeen Porter-Parent: commented about -activities for scholars offered around the community that would like to partner with UICS.

V. Adjournment

- i. Mr. Ahmad asked for the meeting to be adjourned.
- ii. The board concluded its business and the meeting adjourned at 7:45pm.