

Public Meeting of the Combined Board of Trustees
for
Universal Alcorn Charter School
Universal Vare Charter School
Universal Audenried Charter High School
Meeting held at Universal Alcorn MYA Charter School
1319 S. 26th St, Philadelphia, PA 19145
January 15, 2019 at 6:00PM

Meeting Minutes

BOARD MEMBERS PRESENT:

1. Sultan Ahmad
2. Curtis Savoy
3. Mrs. Claudia Sherrod
4. Dr. Patricia Williams-Diaw

BOARD MEMBERS ABSENT:

1. Jermaine Millhouse

Meeting called to Order at 6:05pm

I. Meeting Minutes

- i. The Meeting Minutes from December 18, 2018 were reviewed by board members prior to board meeting. Board Members discussed and made corrections to the meeting minutes.
 - a. Mr. Ahmad asked for a motion to accept and approve the December 18, 2018 Meeting Minutes.
 - b. Mr. Savoy made a motion to approve the December 18, 2018 Meeting Minutes and Mrs. Sherrod second that motion.
 - c. By a majority vote the December 18, 2018 Meeting Minutes were approved unanimously.

II. Monthly Reports

a. Audenried Monthly Reports

- i. Mr. Diavua presented the Audenried monthly report
 1. Board Members were given presentation handouts to follow along with Mr. Diavua as he presented his report.
 2. Audenried's total enrollment is 500 with a target to reach 700. Audenried is under the enrollment cap. Audenried has an eighty-two (82) percent average of scholars attending daily.
 3. Audenried 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- scholars placed into groups based on the type of infractions. Interventions include: Community service, Group Sessions and daily reports
 - c) Tier 3- Scholars receive behavioral contracts, counseling sessions, positive behavior support plans.
4. Audenried will continue to promote a system-wide culture of safety, effective engagement, cultural competency, and customer service
 5. Audenried focus is on scholars being college and career ready. Scholars take PSAT in grades 9-11 and are allowed to take the pre-test numerous times to determine how prepared scholars are.
 6. Audenried has a goal to achieve a ten (10) percent gain in all subject of scholars performing proficient or advanced.
 7. There was some discussion about the Audenried Principal Report.
 8. Mr. Savoy asked for a motion to approve the Audenried Principal Report.
 9. Dr. Diaw made a motion to approve the Audenried Principal Report and Mrs. Sherrod second that motion.
 10. By a majority vote the Audenried Principal Report was approved unanimously.

ii. Audenried FSRC Report

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

b. Vare Monthly Reports

- i. There was no written report for Vare. Board members welcomed Dr. Chadwick Antonio as the new Principal for Vare. Dr. Antonio introduced himself and presented a brief oral overview of his background and his plan for Vare's success under his leadership including, academics, climate and culture.

c. Alcorn Monthly Reports

- i. Mr. Starke presented the Alcorn Elementary Principal Report. Ms. Mallory presented the Alcorn MYA Principal report.
 1. Board Members were given presentation handouts to follow along with Mr. Starke and Ms. Mallory as they presented their report.
 2. Alcorn's total enrollment is 580. Alcorn enrollment cap is 620.
 3. Alcorn has a ninety- four (94) percent average of scholars attending daily.

4. Alcorn 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:
 - d) Tier 1- the base level of school behavior that is applied to all scholars as school policy
 - e) Tier 2- Develop individual positive behavior support plans, including: mentorship, monthly team meetings with STS providers, Group Counseling and individual counseling
 - f) Tier 3- referral for evaluation for specialized services, Bi-weekly agency and school based meetings.
5. Alcorn has a goal to achieve a ten (10) percent gain in all subject of scholars performing proficient or advanced.
6. Alcorn will continue to promote a system-wide culture of safety, effective engagement, cultural competency, and customer service
7. There was some discussion regarding the Alcorn Principal report
8. Mr. Savoy asked for a motion to approve the Alcorn Principal Report
9. Dr. Diaw made a motion to approve the Alcorn Principal Report and Mrs. Sherrod second that motion.
10. By a majority vote the Alcorn Principal Report was approved unanimously.

ii. Alcorn FSRC Report

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

d. Central Office Report

- i. Dr. Nixon presented the Central Office report for Alcorn, Vare and Audenried. Dr. Nixon provided copies of the Central Office report so board members can follow along as she presents.
 1. Central office team conducted mid-year appraisals for all principals. The results of the appraisals will be submitted to the board for review.
 2. There was a Principal's Professional development on December 20, 2018. The following topics were covered: (1) Instructional Rounds, (2) Curriculum, (3) PSSA/Keystone Preparation, and (4) Special Education.
 3. The Central Office team continues to provide on-site academic support for all schools to improve curriculum, instruction and assessment.
 4. The Central Office leadership team continues its focus on special education to meet the needs of all scholars.

5. Central Office will continue to work hard and diligent to implement common core curriculum to achieve academic achievement.
6. Dr. Nixon will continue to provide support to the Principal and Assistant principals on climate, culture, and safety.
7. There was some discussion about the Central Office Report
8. Mr. Ahmad asked for a motion to approve the Central Office Report
9. Mrs. Sherrod made a motion to approve the Central Office Report and Mr. Savoy second that motion.
10. By a majority vote the Central Office Report was approved unanimously.

e. Legal Department Report

- i. There was no Legal update.

III. Board Matters

a. Committee Reports

i. Financial Report

1) **Profit/Loss and Budget Statement:** Mrs. Sherrod Presented the Finance Report for Alcorn Charter School, Audenried Charter High School and Vare Charter School

1. Board members were given copies the finance reports which were reviewed by board members prior to the board meeting.
2. There was discussion amongst board members regarding the Financial Report.
3. Mr. Ahmad asked for a motion to approve the Financial Report which was reviewed prior to the board meeting.
 - a. Mr. Savoy made a Motion to accept and approve Alcorn Finance report and Dr. Diaw second that Motion
 - b. Dr. Diaw made a motion to accept and approve the Audenried Finance report and Mr. Savoy second that motion
 - c. Dr. Diaw made a motion to accept and approve Vare Finance report and Mr. Savoy second that motion.
4. By a majority vote the all of the Financial Report was accepted and approved unanimously.

ii. Academic Committee Reports

1. There was no written academic committee report. Dr. Williams-Diaw presented an oral report.
2. There was some discussion regarding the academic report
3. Mr. Ahmad asked for a motion to approve the Academic report.
4. Mrs. Sherrod made a motion to accept and approve the academic report and Mr. Savoy second that motion.
5. By a majority vote the Academic Committee report was approved unanimously.

iii. HR Committee Reports

1. Mr. Savoy presented the HR Committee report. Board members were given copies of the HR report to follow along with Mr. Savoy as he presented.
2. There was some discussion regarding the HR report
3. Mr. Ahmad asked for a motion to approve the HR report.
 - a. Mrs. Sherrod made a Motion to accept and approve Alcorn HR report and Dr. Diaw second that Motion
 - b. Dr. Diaw made a motion to accept and approve the Audenried HR report and Mrs. Sherrod second that motion
 - c. Dr. Diaw made a motion to accept and approve Vare HR report and Mrs. Sherrod second that motion.
4. By a majority vote all three HR Committee reports was approved unanimously.

i. Facilities Committee Reports

1. There was no written Facilities Committee Report.

b. Action Items/ Resolutions

i. Resolution AU18-19-004: Enrollment Policy (revised)

1. Mr. Ahmad asked for a motion to accept Resolution AU18-19-004.
2. Mr. Savoy made a motion to accept Resolution AU18-19-004 and Dr. Diaw. second that motion.
3. By a majority vote Resolution AU18-19-004 was accepted unanimously.

RESOLVED, that the Board of Trustees authorizes Universal Education Management, through the Superintendent or her designee, in the form attached, to amend the Enrollment Policy, originally approved by the Board of Trustees August 2016, which reflects necessary revisions to enroll students not in the catchment area.

5. Public Comments

- a. Norman Best, community member, SAC and Safe Corridor member at Audenried, Comment about advocating for Audenried's Charter renewal. He would like prepare a document that list all of the things Audenried have done for the community and would like to attend a meeting with the Charter School Office.
- b. Mrs. B. Peoples; community member, SAC, commented about messages and calls she received from parents of Vare students regarding how pleased they are to have the new Principal and that parents look forward to working with him.

6. Adjournment

- a. The meeting concluded at 7:45 p.m.