

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 Vare  
2100 South 24<sup>th</sup> Street, Philadelphia, PA 19145  
January 16, 2018 at 6:00PM

**Meeting Minutes**

**BOARD MEMBERS PRESENT:**

1. Curtis Savoy
2. Mrs. Claudia Sherrod

*\*In the absence of Board President this meeting was chaired by Mr. Curtis Savoy*

**BOARD MEMBERS ABSENT**

1. Sultan Ahmad
2. Jermaine Millhouse

**Meeting called to Order at 6:10pm**

**1. Meeting Minutes**

- i. The Meeting Minutes from November 28, 2017 were reviewed by all board members present prior to the meeting. The November 28, 2017 Meeting Minutes were tabled.

**2. Monthly Reports**

**a. 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 620. Alcorn is at the enrollment cap.
  3. Alcorn has a ninety-three (93) 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:
    - a) Tier 1- the base level of school behavior that is applied to all scholars as school policy
    - b) Tier 2- Develop individual positive behavior support plans, including: mentorship, monthly team meetings with STS providers, Group Counseling and individual counseling
    - c) Tier 3- referral for evaluation for specialized services, Bi-weekly agency and school based meetings.
  5. Alcorn currently have 12 scholars in Tier 2 receiving support.

*\*No Quorum: Therefore there was no voting on any action items for this meeting. The Board has agreed to have a conference call to vote on all action items and approve all reports\**

6. Alcorn's MTSS for academic support implement Professional Development for Achieve3000 and Small Group Instruction will be provided to teachers
7. Scholars have been identified individually for areas of improvement by grade and subject specifically.
8. These scholars, by grade and subject, will attend Small Group Instruction during RTI
9. Alcorn has a goal to achieve a ten (10) percent gain in all subject of scholars performing proficient or advanced.
10. Instructional Coaches will work along-side with teachers to ensure teachers are self-sufficient. Instructional Coaches will model teachers' lessons.
11. Alcorn will continue to promote a system-wide culture of safety, effective engagement, cultural competency, and customer service
12. Children's Literacy Initiative is a key partner and Alcorn have two coaches that will come in weekly.
13. All teachers in grades K-3 will receive 25 hours of coaching.
14. Alcorn is focused on instruction. Each of the two administrators and two instructional coaches spend at least three hours daily in classrooms completing observations and giving feedback to teachers.

**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

**b. 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 606 with a goal to reach 705. Audenried is under the enrollment cap. Audenried has an eighty-six (86) 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:
    - d) Tier 1- the base level of school behavior that is applied to all scholars as school policy
    - e) Tier 2- scholars placed into groups based on the type of infractions. Interventions include: Community service, Group Sessions and daily reports

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- f) Tier 3- Scholars receive behavioral contracts, counseling sessions, positive behavior support plans.
- 4. Audenried's MTSS for academic support will reorganize to support Keystone testing.
- 5. Classes will involve direct instruction and Study Island using Keystone eligible content items.
- 6. Classes will be supplemented by Keystone Coach Books, ALEKS Math, and Achieve 3000
- 7. Audenried will continue to promote a system-wide culture of safety, effective engagement, cultural competency, and customer service
- 8. Audenried focus is on scholars being college and career ready. Scholars take pre-PSSAT in grades 9-11 and are allowed to take the pre-test numerous times to determine how prepared scholars are.
- 9. Audenried has a goal to achieve a ten (10) percent gain in all subjects of scholars performing proficient or advanced.

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

c. **Vare Monthly Reports**

- i. Assistant Principal Gonzalez , presented the Vare report
  - 1. Board Members were given presentation handouts to follow along with Ms. Gonzalez as she presented her report.
  - 2. Vare's total enrollment is 374 which is less than the enrollment cap. Vare has a ninety-four (94) percent average of scholars attending daily.
  - 3. Vare 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:
    - g) Tier 1- the base level of school behavior that is applied to all scholars as school policy
    - h) Tier 2- Develop individual positive behavior support plans, including: mentorship, monthly team meetings with STS providers, Group Counseling and individual counseling
    - i) Tier 3- referral for evaluation for specialized services, Bi-weekly agency and school based meetings.
  - 4. Vare's MTSS for academic support implement Professional Development for Achieve3000 and Small Group Instruction will be provided to teachers

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5. Scholars have been identified individually for areas of improvement by grade and subject specifically.
6. These scholars, by grade and subject, will attend Small Group Instruction during RTI
7. Vare has a goal to achieve a ten (10) percent gain in all subject of scholars performing proficient or advanced.
8. Vare will continue to promote a system-wide culture of safety, effective engagement, cultural competency, and customer service
9. Vare's Focus on Instruction involves instructional leadership team to be responsible for informal observations based on the subject areas and disciplines of Math, ELA, Science, Social Studies, ELL and Special Education.
10. Assessments are scheduled during the month of October.

**ii. Vare FSRC Report**

1. Mr. Metcalfe presented the Vare 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. Board Members were provided with a copy of the Central Office report for Universal Alcorn, Vare, and Audenried Charter Schools Prior to the meeting.
  1. The Central Office team is scheduled to complete Mid-Year Appraisals at Alcorn and Audenried during the month of January.
  2. Principal's Professional Development was held December 21, 2017. The Instructional Coach and Teachers Professional Development were held on December 20, 2017.
  3. Central Office will continue to work hard and diligent to implement common core curriculum to achieve academic achievement.
  4. Dr. Nixon will continue to provide support to the Principal and Assistant principals on climate, culture, and safety.
  5. Alcorn is currently in the Charter Renewal process. Vare's Charter renewal will be voted on January 18<sup>th</sup> at the School District of Philadelphia Central Office. Audenried's Charter renewal vote is still pending and has not been scheduled.

**3. Board Matters**

**a. Committee Reports**

**i. Financial Report**

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**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 of the finance reports which were reviewed by board members prior to the board meeting.
2. The Finance reports were tabled.

**ii. Academic Committee Reports**

**1) Mr. Savoy presented the Academic Committee report for Alcorn Charter School, Audenried Charter High School and Vare Charter School**

1. Board members were given copies the academic reports which were reviewed by board members prior to the board meeting.
2. The academic report was tabled.

**iii. HR Committee Reports**

1. Board members were given copies the academic reports which were reviewed by board members prior to the board meeting.
2. The HR Committee report was tabled.

**iv. Facilities Committee Reports**

- 1) There was no written Facilities Committee report.

**b. Action Items**

**i. Audenried's Occupational Advisory Committees resolution**

1. Board members were given copies of Audenried's Occupational Advisory Committee list and the resolution for approval for the 2017-2018 SY which were reviewed by board members prior to the board meeting.
2. Audenried's OAC resolution was tabled.

**4. Public Comments**

- a. There were no public comments

**5. Adjournment**

- a. The meeting concluded at 7:30 p.m.

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