

**Public Meeting of the Board of Trustees
of
Universal Creighton Charter School
Meeting held at
5401 Tabor Ave, Philadelphia, PA 19120
November 13, 2018 @ 6:00PM**

Meeting Minutes

Board Members Present:

1. Mr. Curtis Savoy
2. Mrs. Gail Green
3. Mr. Garland Thompson

Board Members Absent:

1. Mr. Sultan Ahmad

In the absence of Board President Sultan Ahmad, the meeting was chaired by Curtis Savoy

Meeting begin at 6:10PM

I. Meeting Minutes

- i. Board members reviewed the September 25, 2018 meeting minutes and there was some discussion regarding the minutes.
 - a. Mr. Savoy asked for a motion to accept and approve the minutes from September 25, 2018
 - b. Mrs. Green made a motion to accept and approve the Meeting Minutes from September 25, 2018 and Mr. Savoy second that motion.
 - c. By a majority vote the meeting minutes from September 25, 2018 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 778. 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 27 scholars in Tier 2.

- c) Tier 3- Scholars are receiving STS services. There are 11 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. Data will be available during the first week of October.
5. Creighton has a goal to achieve a ten (10) percent gain in all subjects of scholars performing proficient or advanced.
6. There was some discussion regarding the Creighton Principal report.
7. Mr. Savoy asked for a motion to accept the Creighton Principal report.
8. Mrs. Green made a motion to accept the report and Mr. Thompson second that motion.
9. 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. The Central office team facilitated school opening meetings to ensure all schools opened successfully.
 2. The Central Office team conducted site visits during the Months of August and September and focused on food services and facilities during those visits due the recent changes that were made.
 3. The Central Office leadership team continues its focus on special education to meet the needs of all scholars.
 4. The Central Office leadership team has drastically downsized. However, Central office is actively recruiting for several positions.
 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. Savoy asked for a motion to approve the Central Office Report

9. Mr. Thompson made a motion to approve the Central Office Report and Mrs. Green second that motion.
10. By a majority vote the Central Office Report was approved unanimously.

iv. Legal Update

- a. Attorney Mu'min Islam presented a legal update for Creighton. Board members were given copies of the legal report to follow along with Mr. Islam as he presented.
- b. There is one ongoing legal matter for Creighton. Additionally Creighton has 3 pending Special Education matters.
- c. The board had some discussion about the legal report.
- d. Mr. Savoy asked for a motion to approve the legal report
- e. Mr. Thompson made a motion to approve the legal report and Mrs. Green second that motion.
- f. By a majority vote the legal report was approved unanimously.

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. Thompson made a motion to accept and approve the finance report and Mr. Savoy second that motion.
3. 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. There was no written Academic Committee Report.

IV. Public Comment

1. Mary Leeks-Pollard: Parent/SAC member, Commented regarding bilingual staff in FSRC. She also made a comment regarding Title I and student achievement.

V. Adjournment

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