

**Public Meeting of the Board of Trustees  
of  
Universal Creighton Charter School  
Meeting held at  
5401 Tabor Ave, Philadelphia, PA 19120  
November 14, 2017 @ 6:00PM**

**Meeting Minutes**

**Board Members Present:**

1. Mr. Sultan Ahmad
2. Mr. Curtis Savoy
3. Mrs. Gail Green

**Meeting begin at 6:13PM**

*\*The meeting to be translated by Ms. Van Tsang, Bilingual Counselor Assistant.\**

**I. Meeting Minutes**

- i. Board members reviewed the September 19, 2017 meeting minutes and there was some discussion regarding the minutes.
  - a. Mr. Ahmad asked for a motion to accept and approve the minutes from September 19, 2017
  - b. Mrs. Green made a motion to accept and approve the Meeting Minutes from September 19, 2017 and Mr. Savoy second that motion.
  - c. By a majority vote the meeting minutes from September 19, 2017 were approved unanimously.

**II. Monthly Reports**

**i. Principal Report**

1. 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.
2. Creighton's total enrollment is 815. Creighton has a eighty-eight (88) percent average of scholars attending daily.
3. 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.
  - c) Tier 3- Scholars are receiving STS services.
4. Creighton's MTSS for academics support will implement small groups through small data driven target.

5. Specialist teachers are utilized in the MTSS period to assist with small group instruction.
6. Creighton has a goal to achieve a ten (10) percent gain in all subject of scholars performing proficient or advanced.
7. Instructional Coaches will work along-side with teachers to ensure teachers are self-sufficient. Instructional Coaches will model teachers' lessons.
8. Creighton hosted a Hispanic Heritage celebration during the month of October.
9. There will be a Scholastic Book Fair at Creighton during the week on November 21<sup>st</sup>.
10. Creighton has designed new teachers committees to help identify areas of growth amongst teachers and scholars to ensure teachers take ownership.
11. The leadership team at Creighton has created several committees to close the gaps within the school community, including: (1) Parent engagement committee; (2) Fundraiser Committee; (3) PBIS Committee; and Multicultural Committee.
12. There was some discussion regarding the Creighton principal report.
13. Mr. Ahmad asked for a motion to accept the Creighton Principal report.
14. Mrs. Green made a motion to accept the report and Mr. Savoy second that motion.
15. 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

**II. Central Office Education Report**

- a. There was no Central Education Office Report.

**III. Board Matters**

**I. 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. Savoy made a motion to accept and approve the finance report and Mrs. Greene second that motion.
4. By a majority vote the finance report was accepted and approved unanimously.

## **II. Committee Reports**

### **a. Facilities Committee**

- i. There was no written Facilities Committee report.

### **b. HR Committee**

- i. Mr. Savoy presented the HR committee report.
  1. 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 HR report.
  3. Mrs. Greene made a motion to accept and approve the HR report and Mr. Savoy second that motion.
  4. By a majority vote the HR report was accepted and approved unanimously.

### **c. Academic Committee**

- i. There was no written Academic Committee Report.

## **IV. Public Comment**

1. There were no public comments.

## **V. Adjournment**

- i. The board concluded its business and the meeting adjourned at 06:50pm.