

Public Meeting of the Combined Board of Trustees
of
Universal Bluford (UBCS) / Daroff Charter Schools (UDCS)
Meeting held at: Universal Daroff Charter School
5630 Vine St, Philadelphia, PA 19139
November 16, 2017 @ 6:00PM

Meeting Minutes

BOARD MEMBERS PRESENT:

Mr. Sultan Ahmad
Mr. David Fattah

BOARD MEMBERS ABSENT:

Mr. Joel Seay
Mrs. Cheryl Seay
Mrs. M. Christine Wiggins
Mr. Mark Allen

Meeting called to Order at 6:15pm

I. Meeting Minutes*

- i. The October 19, 2017 Meeting Minutes were reviewed by all board members present prior to the meeting. The Meeting Minutes were tabled.

II. Public Comment

- i. There were no Public Comments

III. Monthly Reports*

a. Bluford Reports

i. Principal Report

1. Assistant Principal Horace Rooney presented the Principal report for Bluford. Board Members were provided copies of the report to follow along with Mr. Rooney as he presented.
2. Bluford's total enrollment is 538. Bluford with a goal to reach 541.
3. Bluford will continue to implement Positive Behavioral Intervention and Supports (PBIS) through a Multi-Tiered System of Support (MTSS) for behavior throughout the 2017-2018 school year. 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 are receiving some outside support services from Wordsworth STS services
 - c) Tier 3- individual one-on-one service is rendered.

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

4. Bluford's MTSS for academics support is designed so that the literacy teacher instructs scholars in Tiers II and III using Achieve 3000, Coach Books and Writer's Notebook.
5. Specialist teachers will continue to be utilized in the MTSS period to assist with small group instruction.
6. Bluford has a goal to achieve a ten (10) percent gain in all subjects.
7. Class Dojo will continue to be implemented school-wide to compliment the SWBIS system.
8. There was some discussion regarding the Bluford principal report.

ii. Bluford FSRC Report

1. FSRC focus areas include:
 - Student and Family health:
 - Adult and Parent Education
 - Professional Growth and Development
 - Family Support Service

b. Daroff Reports

i. Principal Report

2. Dr. James Ruffin Jr. presented the Principal Report for Daroff. Board Members were provided copies of the report to follow along with Dr. Ruffin as he presented.
3. Daroff's total enrollment is 722 with a goal to reach 735. Daroff administration staff is actively recruiting in the community, informing the community of open enrollment.
4. Daroff is having a great start to the 2017-2018 school year under its new administration.
5. Daroff will continue to implement Positive Behavioral Intervention and Supports (PBIS) through a Multi-Tiered System of Support (MTSS) for behavior during the 2017-2018 school year. 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.
 - f) Tier 3- referral for evaluation for specialized services.
6. Daroff's MTSS for academic support will continue to be implemented throughout the school year.
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. Daroff has a goal to achieve a ten (10) percent gain in all subjects
10. Daroff has a goal to promote a system-wide culture of safety, effective engagement, cultural competency, and customer service
11. There was some discussion regarding the Daroff Principal report.

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

ii. **Daroff FSRC Report**

12. FSRC focus areas include:

- Student and Family health:
- Adult and Parent Education
- Professional Growth and Development
- Family Support Service

c. **The Central Office**

- i. There was no written Central Education Office report.

IV. Board Matters*

i. Committee Reports

a. Finance Committee

i. Profit and Loss Statement, Budget: Universal Daroff Charter School, Universal Bluford.

1. Board members were given a copy the finance report which was reviewed by board members prior to the board meeting.
2. The Finance Report was tabled.

b. Facilities Committee

- i. There was no written Facilities Committee Report.

c. HR Committee

- i. There was no written HR Committee Report.

d. Academic Committee

- i. There was no written Academic Committee Report

V. Public Comments

- i. There were no public comments.

VI. Adjournment

- a. Mr. Ahmad asked for a motion to adjourn meeting.
- b. The meeting concluded at 7:37pm.

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