

**Public Meeting of the Board of Trustees
of
Universal Institute Charter School
Meeting held at
1427 Catherine Street, Philadelphia, PA 19146
December 13, 2018**

Board Members Present:

1. Mr. Sultan Ahmad
2. Dr. Emma Chappell
3. Ms. Salima Rabb
4. Mr. Kenneth Gamble
5. Mrs. Faatimah Gamble

Meeting begin at 6:15PM

I. Meeting Minutes

- i. Board members reviewed the October 11, 2018 meeting minutes and there was some discussion regarding the minutes.
 - a. Mr. Ahmad asked for a motion to accept and approve the minutes from October 11, 2018.
 - b. Dr. Chappell made a motion to accept and approve the Meeting Minutes from October 11, 2018 and Mrs. Gamble second that motion.
 - c. By a majority vote the meeting minutes from October 11, 2018 were approved unanimously.

II. Monthly Reports

i. Principal Report

1. Principal Jeffery Williams presented the UICS Principal Report. Board members were given copies of the UICS Principal Report to follow along as Mr. Williams Presented.
2. UICS's total enrollment is 650. UICS has a eighty-five (85) percent average of scholars attending daily.
3. UICS 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- Supports Dean's List/Dean Dollars. Students are given Student Contract and participate in Community Service.
 - c) Tier 3- Scholars receive support through Youth Court, Pears of Wisdom, Boys to Men and Alpha Leadership Academy.
4. UICS's MTSS for academics support will be implemented through small groups to reach data driven target.
5. All scholars will be receiving Guided Reading as part of the literacy framework

6. Specialist teachers are utilized in the MTSS period to assist with small group instruction.
7. UICS has a goal to achieve a ten (10) percent gain in all subject of scholars performing proficient or advanced.
8. Instructional Coaches will work along-side with teachers to ensure teachers are self-sufficient. Instructional Coaches will model teachers' lessons.
9. There was some discussion regarding the UICS principal report.
10. Mr. Ahmad asked for a motion to accept the UICS Principal report.
11. Ms. Rabb made a motion to accept the report and Dr. Chappell second that motion.
12. By a majority vote the UICS Principal report was accepted unanimously.

ii. UICS FSRC Report

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

iii. Central Office Education Report

1. There was no Central Education Office report.

iv. Legal Update

1. There was no Legal update

III. Board Matters

i. Financial Report

- a. Profit and Loss Statement, Budget:** Dr. Chappell presented the Finance report.
1. Board members were given copies the finance report which was reviewed by board members prior to the board meeting.
 2. Mr. Ahmad asked for a motion to approve the finance report.
 3. Mrs. Gamble made a motion to approve the finance report and Ms. Rabb second that motion.
 4. By a majority vote the finance report was approved unanimously.

ii. Committee Reports

a. Facilities Committee

- i. Mr. Gamble presented the Facilities Committee report
- ii. Board members were given a copy the Facilities Committee report which was reviewed by board members prior to the board meeting.
 1. Mr. Ahmad asked for a motion to approve the Facilities report.
 2. Ms. Rabb made a motion to approve the Facilities report and Dr. Chappell second that motion.
 3. By a majority vote the Facilities report was approved unanimously.

b. HR Committee

- iii. Mrs. Gamble presented the HR Committee report
- iv. Board members were given a copy the HR Committee report which was reviewed by board members prior to the board meeting.
- 4. Mr. Ahmad asked for a motion to approve the HR report.
- 5. Dr. Chappell made a motion to approve the HR report and Mr. Gamble second that motion.
- 6. By a majority vote the HR report was approved unanimously.

c. Academic Committee

- i. There was no written Academic Committee Report.

IV. Public Comment

- 1. Hazmah Abdul-Salaam, Parent, Commented regarding construction in the area causing problems with Asthmatic students, Could UICS have a health fair to focus on Asthma.

V. Adjournment

- i. Mr. Ahmad asked for the meeting to be adjourned.
- ii. The board concluded its business and the meeting adjourned at 07:20pm.