

**Public Meeting of the Board of Trustees
of
Universal Institute Charter School
Meeting held at
1415 Catherine Street, Philadelphia, PA 19146
December 14, 2017**

Board Members Present:

1. Mr. Sultan Ahmad
2. Mr. Kenneth Gamble
3. Mrs. Faatimah Gamble
4. Ms. Salima Rabb

Board Members Absent

1. Dr. Emma Chappell

Meeting begin at 6:24PM

I. Executive Session

- i. Information. An executive session was held on December 14, 2017 at 8:00PM. The Board discussed the contract for cleaning services provide to UICS. Minutes from this meeting is available upon request.

II. Meeting Minutes

- i. Board members reviewed the September 28, 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 28, 2017.
 - b. Mrs. Gamble made a motion to accept and approve the Meeting Minutes from September 28, 2017 and Ms. Rabb second that motion.
 - c. By a majority vote the meeting minutes from September 28, 2017 were approved unanimously.

III. Public Comments

- i. No Public Comments

IV. 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 640. UICS has a ninety-five (95) 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 continues to implement smalls through small 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. Mr. Williams along with AP Waters and UICS Leadership team is having a great start for the 2017-2018 SY.
 10. UICS had it official walk through from the Charter School Office. The school did very well.
 11. After school coaches provide tutoring and guided reading support for scholars not reading on grade level.
 12. There was some discussion regarding the UICS principal report.
 13. Mr. Ahmad asked for a motion to accept the UICS Principal report.
 14. Ms. Rabb made a motion to accept the report and Mrs. Gamble second that motion.
 15. 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.

V. Board Matters

i. Financial Report

1. **Profit and Loss Statement, Budget:** Board members were given a copy of the finance report which was reviewed by board members prior to the board meeting. The Finance report was tabled.

ii. Committee Reports

a. Facilities Committee

- i. There was no written Facility Committee Report.
- ii. Mr. Gamble presented an oral report.
- iii. UICS building and grounds is in good shape.

b. HR Committee

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

c. Academic Committee

- i. There was no written Academic Committee Report presented.
- ii. Ms. Rabb presented an oral report.
- iii. Mr. Ahmad asked for a motion to accept the Academic Committee report.
- iv. Mrs. Gamble made a motion to accept the academic committee report and Mr. Gamble second that motion.
- v. By a majority vote the academic report was approved unanimously.

VI. Public Comment

1. Assiya Sheikl, Home and School Association President, had a comment regarding the progress the HASA is making to close the communication gap between the school and families.
2. Hamzah Abdul-As-laam, Parent, had a comment regarding student academics and additional language that can be used within school policy that can indentify students performance levels.
3. Yasmeen Porla- Parent, commented on her appreciation to the school for its support with her scholars struggle to learn to read.
4. Shakira Pratt, parent, had a comment regarding the requirements for class room assistants.

VII. Adjournment

- i. Mr. Ahmad asked for the meeting to be adjourned.
- ii. The board concluded its business and the meeting adjourned at 07:48pm.