

**Public Meeting of the Board of Trustees
of
Universal Creighton Charter School
Meeting held at
5401 Tabor Ave, Philadelphia, PA 19120
April 17, 2018 @ 6:00PM**

Meeting Minutes

Board Members Present:

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

Meeting begin at 6:00PM

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

- I. Information:** An executive session was held on April 17, 2018 at 5:20PM. The Board discussed the Board Meeting schedule for the 2018-2019 school year. The board also discussed the Forgiveness of Debt resolution for debt owed to Creighton by Universal, Universal Education Company and Community Homes. Minutes from this meeting is available upon request

- II. Meeting Minutes**
 - i. Board members reviewed the February 13, 2018 meeting minutes and there was some discussion regarding the minutes.
 - a. Mr. Ahmad asked for a motion to approve the February 13, 2018 Meeting minutes
 - b. Mr. Savoy made a motion to accept and approve the Meeting Minutes from February 13, 2018 and Mrs. Greene second that motion.
 - c. By a majority vote the meeting minutes from February 13, 2018 were approved unanimously.

- III. 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 761. Creighton has a ninety-two (92) 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 is in the middle of taking the PSSA test.
 9. Creighton have several school events scheduled. Poetry Slam in April, Science Fair in May and the Spring Fling dance for the middle school scholars.
 10. There was some discussion regarding the Creighton principal report.
 11. Mr. Ahmad asked for a motion to approve Creighton's Principal report.
 12. Mr. Savoy made a motion to accept the report and Mrs. Greene second that motion.
 13. 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

I. Central Office Education Report

- a. There was no Central Education Office Report.

IV. 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. Savoy made a motion to accept and approve the finance report and Mrs. Green second that motion.
3. 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. Savoy made a motion to accept and approve the HR report and Mrs. Greene second that motion.
 3. By a majority vote the HR report was accepted and approved unanimously.

c. Academic Committee

- i. There was no written Academic Committee Report.

iii. Action Items

a. 2018-2019 Academic Calendar

1. Board members were given a copy the 2018-2019 Academic Calendar dated from August 1, 2018 – June 25, 2019 for Creighton which was reviewed by board members prior to the board meeting.
2. There was some discussion about the 2018-2019 academic calendars.
3. Mr. Ahmad asked for a motion to accept and approve the 2018-2019 Academic Calendars for Creighton.
4. Mr. Savoy made a motion to accept and approve the 2018-2019 Academic Calendars for Creighton and Mrs. Green second that motion.
5. By a majority vote the 2018-2019 Academic Calendar for Creighton was approved unanimously.

b. 2018-2019 Board Meeting Calendar

1. Board members were given a copy the 2018-2019 Board Meeting Calendar dated from September 25, 2018 – June 11, 2019 for Creighton, which was reviewed by board members prior to the board meeting.
2. There was some discussion about the 2018-2019 board calendars.
3. Mr. Ahmad asked for a motion to accept and approve the 2018-2019 Board Meeting Calendars for Creighton
4. Mr. Savoy made a motion to accept and approve the 2018-2019 Board Meeting Calendars for Creighton and Mrs. Green second that motion.
5. By a majority vote the 2018-2019 Board Meeting Calendar for Creighton was approved unanimously.

c. Forgiving Debt Resolutions

1. Board members were given a copy of a Forgiving Debt Resolution for Creighton which was reviewed by board members prior to the board meeting.
2. There was some discussion about the resolution regarding debt owed to Creighton by Universal, Universal Education Company and Community Homes.
3. Mr. Ahmad made a motion to accept and approve the Forgiving Debt Resolution for Creighton and Mrs. Green second that motion.
4. By a majority vote the both Forgiving Debt Resolutions for Creighton was approved unanimously.

V. Public Comment

1. Hui Ping Chen, Parent, made a comment regarding bullying of her son in the 2nd grade. Principal Baldwin advised that she will speak with the parent directly.

VI. Adjournment

- ii. The board concluded its business and the meeting adjourned at 06:35pm.