

**Public Meeting of the Board of Trustees
of
Universal Institute Charter School
Meeting held at
1415 Catherine Street, Philadelphia, PA 19146
May 10, 2018**

Board Members Present:

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

Meeting begin at 6:27PM

- I. Information:** An executive session was held on May 10, 2018 at 5:00PM. The Board discussed the Operating Budget 2018-2019 school year. Also, the Board discussed new school policies for the 2018-2019 school year. Minutes from this meeting is available upon request.
- II. Boys Basketball** team trophy presentation for the championship win. Aseem Dennis sponsored the uniforms for the team.
- III. Meeting Minutes**
 - i. Board members reviewed the April 5, 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 April 5, 2018.
 - b. Mrs. Gamble made a motion to accept and approve the Meeting Minutes from April 5, 2018 and Ms. Rabb second that motion.
 - c. By a majority vote the meeting minutes from April 5, 2018 were approved unanimously.
- IV. Public Comments**
 - i. Aseem Dennis: Community member, shared information regarding his program, “Stand on the right side of the law” for groups of 20 or more 8th -12th grades. Principal Williams will follow up with him for potential partnership with UICS. He Also shared information that can be found on Phila. PD website.
 - ii. Abdella: Parent, shared information for students to get involved with his program to service the homeless. Mr. Gamble and Mr. Ahmad would like UICS students and staff to try to get involved.

V. 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. UICS is going through its charter renewal process.
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. Mrs. Gamble made a motion to accept the report and Dr. Chappell 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 written Central Office report.

VI.

Board Matters

i. Financial Report

1. **Profit and Loss Statement, Budget:** There was no Profit and Loss Budget Statement.

ii. Committee Reports

a. Facilities Committee

- i. There was no written Facility Committee Report.
- ii. Mr. Gamble presented an oral report.
- iii. Building needs painting. Over the summer the building will be repainted and bathroom stalls will be repaired.
- iv. There was some discussion regarding the Facilities Committee report.
- v. Mr. Ahmad asked for a motion to accept and approve the Facilities Committee report.
- vi. Mrs. Gamble made a motion to accept the Facilities Committee report and Dr. Chappell second that motion.
- vii. By a majority vote the Facilities Committee report was approved unanimously.

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. There was some discussion regarding the HR committee report.
 2. Mr. Ahmad asked for a motion to approve the HR report.
 3. Dr. Chappell made a motion to approve the HR report and Mrs. Gamble second that motion.
 4. By a majority vote the HR report was approved unanimously.

c. Academic Committee

- i. There was no written Academic Committee Report presented.

iii. Action Items

a. 2018-2019 Operating Budget Audenried

1. Board members were given a copy the 2018-2019 Operating Budget for Institute, which was reviewed by board members prior to the board meeting.
2. There was some discussion about the 2018-2019 Operating Budget.
3. Mr. Ahmad asked for a motion to accept and approve the 2018-2019 Operating Budget for Institute.
4. Dr. Chappell made a motion to accept and approve the 2018-2019 Operating Budget for Institute and Mrs. Gamble second that motion.
5. By a majority vote the 2018-2019 Operating Budget for Institute was approved unanimously.

b. 2018-2019 Code of Conduct

1. Ericka Washington presented and explained the 2018-2019 Code of Conduct
2. Board members were given a copy the 2018-2019 Code of Conduct for Institute, which was reviewed by board members prior to the board meeting.
3. There was some discussion about the 2018-2019 Code of Conduct
4. Mr. Ahmad asked for a motion to accept and approve the 2018-2019 Code of Conduct for five (5) years for Institute
5. Mrs. Gamble made a motion to accept and approve the 2018-2019 Code of Conduct for five (5) years for Institute and Mr. Gamble second that motion.
6. By a majority vote the 2018-2019 Code of Conduct for five (5) years for Institute was approved unanimously.

c. Confidential Communications about Student Information Policy

1. Ericka Washington presented and explained the Confidential Communication about Student Information Policy
2. Board members were given a copy the Confidential Communication about Student Information Policy for Institute which was reviewed by board members prior to the board meeting.
3. There was some discussion about Confidential Communication about Student Information Policy
4. Mr. Ahmad asked for a motion to accept and approve the Confidential Communication about Student Information Policy for Institute
5. Mrs. Gamble made a motion to accept and approve the Confidential Communication about Student Information Policy for Institute and Dr. Chappell second that motion.
6. By a majority vote the Confidential Communication about Student Information Policy for Institute was approved unanimously.

d. Educational Stability Policy

1. Ericka Washington presented and explained the Educational Stability Policy
2. Board members were given a copy the Educational Stability Policy for Institute, which was reviewed by board members prior to the board meeting.
3. There was some discussion about the Educational Stability Policy
4. Mr. Ahmad asked for a motion to accept and approve the Educational Stability Policy for Institute

5. Mr. Gamble made a motion to accept and approve Educational Stability Policy for Institute and Mrs. Gamble second that motion.
6. By a majority vote the Educational Stability Policy for Institute was approved unanimously.

e. Transgender Student Policy

1. Ericka Washington presented and explained the Transgender Policy
2. Board members were given a copy the Transgender Policy for Institute which was reviewed by board members prior to the board meeting.
3. There was some discussion about the Transgender Policy.
4. Mr. Ahmad asked for a motion to accept and approve the Transgender Policy for both Institute
5. Mrs. Gamble made a motion to accept and approve the Transgender Policy for Institute and Dr. Chappell second that motion.
6. By a majority vote the Transgender Policy for Institute was approved unanimously.

f. Bullying Policy

1. Ericka Washington presented and explained the Bullying Policy
2. Board members were given a copy the Bullying Policy for Institute, which was reviewed by board members prior to the board meeting.
3. There was some discussion about the Bullying Policy
4. Mr. Ahmad asked for a motion to accept and approve the Bullying Policy for both Institute
5. Mrs. Gamble made a motion to accept and approve the Bullying Policy for Institute and Mr. Gamble second that motion.
6. By a majority vote the Bullying Policy for Institute was approved unanimously.

g. Controlled Substance Policy

1. Ericka Washington presented and explained the Controlled Substance Policy
2. Board members were given a copy the Controlled Substance Policy for Institute, which was reviewed by board members prior to the board meeting.
3. There was some discussion about the Controlled Substance Policy
4. Mr. Ahmad asked for a motion to accept and approve the Controlled Substance Policy for Institute

5. Dr. Chappell made a motion to accept and approve the Controlled Substance Policy for Institute and Mrs. Gamble second that motion.
6. By a majority vote the Controlled Substance Policy for Institute was approved unanimously.

h. Weapons Policy

1. Ericka Washington presented and explained the Weapons Policy
2. Board members were given a copy the Weapons Policy for Institute, which was reviewed by board members prior to the board meeting.
3. There was some discussion about the Weapons Policy
4. Mr. Ahmad asked for a motion to accept and approve the Weapons Policy for Institute
5. Dr. Chappell made a motion to accept and approve the Weapons Policy for Institute and Mrs. Gamble second that motion.
6. By a majority vote the Weapons Policy for Institute was approved unanimously.

i. Homelessness Policy

1. Ericka Washington presented and explained the Homelessness Policy
2. Board members were given a copy the Homelessness Policy for Institute, which was reviewed by board members prior to the board meeting.
3. There was some discussion about the Homelessness Policy
4. Mr. Ahmad asked for a motion to accept and approve the Homelessness Policy for Institute
5. Mrs. Gamble made a motion to accept and approve the Homelessness Policy for Institute and Mr. Gamble second that motion.
6. By a majority vote the Homelessness Policy for Institute was approved unanimously.

VII. Public Comment

1. Humsa Abdul Salaam, Parent, Would like to have anti-bullying workshops and to help identify forms of bullying.
2. Shahidah, Climate staff at UICS, Appreciates the administrative team. Also commented about feminine hygiene for older scholars.

VIII. Adjournment

1. Mr. Ahmad asked for the meeting to be adjourned.
 - i. The board concluded its business and the meeting adjourned at 07:53pm.