

Public Meeting of the Combined Board of Trustees
for
Universal Alcorn Charter School
Universal Vare Charter School
Universal Audenried Charter High School
Meeting held at Universal Audenried
3301 Tasker St, Philadelphia, PA 19145
May 15, 2018 at 6:00PM

Meeting Minutes

BOARD MEMBERS PRESENT:

1. Curtis Savoy
2. Claudia Sherrod
3. Dr. Patricia Williams Diaw

BOARD MEMBERS ABSENT:

1. Sultan Ahmad
2. Jermaine Millhouse

**In the absence of Board President this meeting was chaired by Mr. Curtis Savoy*

Meeting called to Order at 6:26pm

1. Executive Session

- i. Information. An executive session was held on May 15, 2018 at 5:30PM. The Board discussed the Operating Budget for the 2018-2019 school year. Also, the Board discussed new school policies for the 2018-2019 school year. Minutes from this meeting are available upon request.

2. Meeting Minutes

- i. The Meeting Minutes from April 12, 2018 were reviewed by board members prior to board meeting. Board Members discussed and made corrections to the meeting minutes.
 - a. Mr. Savoy asked for a motion to accept and approve the April 12, 2018 Meeting Minutes.
 - b. Mrs. Sherrod made a motion to approve the April 12, 2018 Meeting Minutes and and Dr. Diaw second that motion.
 - c. By a majority vote the April 12, 2018
 - d. Meeting Minutes were approved unanimously.

3. Monthly Reports

1. Alcorn Monthly Reports

- i. Mr. Starke presented the Alcorn Elementary Principal Report. Ms. Mallory presented the Alcorn MYA Principal report.
 1. Board Members were given presentation handouts to follow along with Mr. Starke and Ms. Mallory as they presented their report.

2. Alcorn's total enrollment is 599. Alcorn is at the enrollment cap.
3. Alcorn 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- Develop individual positive behavior support plans, including: mentorship, monthly team meetings with STS providers, Group Counseling and individual counseling
 - c) Tier 3- referral for evaluation for specialized services, Bi-weekly agency and school based meetings.
4. Alcorn currently have 12 scholars in Tier 2 receiving support.
5. Alcorn's MTSS for academic support implement Professional Development for Achieve3000 and Small Group Instruction will be provided to teachers
6. Scholars have been identified individually for areas of improvement by grade and subject specifically.
7. These scholars, by grade and subject, will attend Small Group Instruction during RTI
8. Alcorn has a goal to achieve a ten (10) percent gain in all subject of scholars performing proficient or advanced.
9. Instructional Coaches will work along-side with teachers to ensure teachers are self-sufficient. Instructional Coaches will model teachers' lessons.
10. Alcorn will continue to promote a system-wide culture of safety, effective engagement, cultural competency, and customer service
11. Children's Literacy Initiative is a key partner and Alcorn have two coaches that will come in weekly.
12. All teachers in grades K-3 will receive 25 hours of coaching.
13. Alcorn is focused on instruction. Each of the two administrators and two instructional coaches spend at least three hours daily in classrooms completing observations and giving feedback to teachers.
14. There was some discussion regarding the Alcorn Principal report
15. Mr. Savoy asked for a motion to approve the Alcorn Principal Report
16. Dr. Diaw made a motion to approve the Alcorn Principal Report and Mrs. Sherrod second that motion.
17. By a majority vote the Alcorn Principal Report was approved unanimously.

ii. Alcorn FSRC Report

1. Mr. Stark presented the Alcorn FSRC Report.
2. FSRC focus areas include:
 - Student and Family health:
 - Adult and Parent Education

- Professional Growth and Development
- Family Support Service

2. Vare Monthly Reports

- i. Assistant Principal Gonzalez, presented the Vare report
 1. Board Members were given presentation handouts to follow along with Mr. Gonzalez as she presented her report.
 2. Vare's total enrollment is 386 which is less than the enrollment cap. Vare has a ninety (90) percent average of scholars attending daily.
 3. Vare 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:
 - 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, including: mentorship, monthly team meetings with STS providers, Group Counseling and individual counseling
 - f) Tier 3- referral for evaluation for specialized services, Bi-weekly agency and school based meetings.
 4. Vare's MTSS for academic support implement Professional Development for Achieve3000 and Small Group Instruction will be provided to teachers
 5. Scholars have been identified individually for areas of improvement by grade and subject specifically.
 6. These scholars, by grade and subject, will attend Small Group Instruction during RTI
 7. Vare has a goal to achieve a ten (10) percent gain in all subject of scholars performing proficient or advanced.
 8. Vare will continue to promote a system-wide culture of safety, effective engagement, cultural competency, and customer service
 9. Vare's Focus on Instruction involves instructional leadership team to be responsible for informal observations based on the subject areas and disciplines of Math, ELA, Science, Social Studies, ELL and Special Education.
 10. There was some discussion regarding Vare's Principal Report.
 11. Mr. Savoy asked for a motion to approve the Vare Principal Report
 12. Dr. Diaw made a motion to approve the Vare Principal Report and Mrs. Sherrod second that motion.
 13. By a majority vote the Vare Principal Report was approved unanimously.

ii. Vare FSRC Report

1. Mr. Gonzalez presented the Vare FSRC Report.
2. FSRC focus areas include:
 - Student and Family health:

- Adult and Parent Education
- Professional Growth and Development
- Family Support Service

3. Audenried Monthly Reports

i. Mr. Diavua presented the Audenried monthly report

1. Board Members were given presentation handouts to follow along with Mr. Diavua as he presented his report.
2. Audenried's total enrollment is 623 with a goal to reach 705. Audenried is under the enrollment cap. Audenried has an eighty-six (86) percent average of scholars attending daily.
3. Audenried 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:
 - g) Tier 1- the base level of school behavior that is applied to all scholars as school policy
 - h) Tier 2- scholars placed into groups based on the type of infractions. Interventions include: Community service, Group Sessions and daily reports
 - i) Tier 3- Scholars receive behavioral contracts, counseling sessions, positive behavior support plans.
4. Audenried's MTSS for academic support will reorganize to support Keystone testing.
5. Classes will involve direct instruction and Study Island using Keystone eligible content items.
6. Classes will be supplemented by Keystone Coach Books, ALEKS Math, and Achieve 3000
7. Audenried will continue to promote a system-wide culture of safety, effective engagement, cultural competency, and customer service
8. Audenried focus is on scholars being college and career ready. Scholars take pre-PSSAT in grades 9-11 and are allowed to take the pre-test numerous times to determine how prepared scholars are.
9. Audenried has a goal to achieve a ten (10) percent gain in all subject of scholars performing proficient or advanced.
10. There was some discussion about the Audenried Principal Report.
11. Mr. Savoy asked for a motion to approve the Audenried Principal Report.
12. Mrs. Sherrod made a motion to approve the Audenried Principal Report and Dr. Diaw second that motion.
13. By a majority vote the Audenried Principal Report was approved unanimously.

ii. Audenried FSRC Report

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

4. Central Office Report

- i. There was no Central Office Report.

4. Board Matters

1. Committee Reports

i. Financial Report

1. There was no Finance Report.

ii. Academic Committee Reports

1. There was no written Academic Committee Report.
2. Dr. Diaw gave a brief oral report regarding her availability to support the principals and schools in their efforts for academic achievement.

iii. HR Committee Reports

3. Mr. Savoy Presented the HR Committee report. Board Members were given copies of the HR report to follow along with Mr. Savoy as he presented.
4. Mrs. Sherrod made a motion to accept and approve the HR Committee report and Dr. Diaw second that motion.
5. By a majority vote the HR Committee report was approve unanimously.

iv. Facilities Committee Reports

6. There was no Facilities Committee Report

2. Action Items

1. 2018-2019 Operating Budget Vare

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

2. 2018-2019 Operating Budget Alcorn

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

3. 2018-2019 Operating Budget Audenried

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

4. 2018-2019 Code of Conduct

1. Board members were given a copy the 2018-2019 Code of Conduct for Alcorn, Vare and Audenried, which was reviewed by board members prior to the board meeting.
2. There was some discussion about the 2018-2019 Code of Conduct
3. Mr. Savoy asked for a motion to accept and approve the 2018-2019 Code of Conduct for five (5) years for Alcorn, Vare and Audenried
4. Dr. Diaw made a motion to accept and approve the 2018-2019 Code of Conduct for five (5) years for Alcorn, Vare and Audenried and Mrs. Sherrod second that motion.
5. By a majority vote the 2018-2019 Code of Conduct for five (5) years for Alcorn, Vare and Audenried was approved unanimously.

5. Confidential Communications about Student Information Policy

1. Board members were given a copy the Confidential Communication about Student Information Policy for Alcorn, Vare and Audenried which was reviewed by board members prior to the board meeting.

2. There was some discussion about Confidential Communication about Student Information Policy
3. Mr. Savoy asked for a motion to accept and approve the Confidential Communication about Student Information Policy for Alcorn, Vare and Audenried
4. Mrs. Sherrod made a motion to accept and approve the Confidential Communication about Student Information Policy for Alcorn, Vare and Audenried and Dr. Diaw second that motion.
5. By a majority vote the Confidential Communication about Student Information Policy for Alcorn, Vare and Audenried was approved unanimously.

6. Educational Stability Policy

1. Board members were given a copy the Educational Stability Policy for Alcorn, Vare and Audenried, which was reviewed by board members prior to the board meeting.
2. There was some discussion about the Educational Stability Policy
3. Mr. Savoy asked for a motion to accept and approve the Educational Stability Policy for Alcorn, Vare and Audenried
4. Mrs. Sherrod made a motion to accept and approve Educational Stability Policy for Alcorn, Vare and Audenried and Dr. Diaw second that motion.
5. By a majority vote the Educational Stability Policy for Alcorn, Vare and Audenried was approved unanimously.

7. Transgender Student Policy

1. Board members were given a copy the Transgender Policy for Alcorn, Vare and Audenried which was reviewed by board members prior to the board meeting.
2. There was some discussion about the Transgender Policy.
3. Mr. Savoy asked for a motion to accept and approve the Transgender Policy for both Alcorn, Vare and Audenried
4. Dr. Diaw made a motion to accept and approve the Transgender Policy for Alcorn, Vare and Audenried and Mrs. Sherrod second that motion.
5. By a majority vote the Transgender Policy for Alcorn, Vare and Audenried was approved unanimously.

8. Bullying Policy

1. Board members were given a copy the Bullying Policy for Alcorn, Vare and Audenried, which was reviewed by board members prior to the board meeting.
2. There was some discussion about the Bullying Policy

3. Mr. Savoy asked for a motion to accept and approve the Bullying Policy for both Alcorn, Vare and Audenried
4. Mrs. Sherrod made a motion to accept and approve the Bullying Policy for Alcorn, Vare and Audenried and Dr. Diaw second that motion.
5. By a majority vote the Bullying Policy for Alcorn, Vare and Audenried was approved unanimously.

9. Controlled Substance Policy

1. Board members were given a copy the Controlled Substance Policy for Alcorn, Vare and Audenried, which was reviewed by board members prior to the board meeting.
2. There was some discussion about the Controlled Substance Policy
3. Mr. Savoy asked for a motion to accept and approve the Controlled Substance Policy for Alcorn, Vare and Audenried
4. Mrs. Sherrod made a motion to accept and approve the Controlled Substance Policy for Alcorn, Vare and Audenried and Dr. Diaw second that motion.
5. By a majority vote the Controlled Substance Policy for Alcorn, Vare and Audenried was approved unanimously.

10. Weapons Policy

1. Board members were given a copy the Weapons Policy for Alcorn, Vare and Audenried, which was reviewed by board members prior to the board meeting.
2. There was some discussion about the Weapons Policy
3. Mr. Savoy asked for a motion to accept and approve the Weapons Policy for Alcorn, Vare and Audenried
4. Dr. Diaw made a motion to accept and approve the Weapons Policy for Alcorn, Vare and Audenried and Mrs. Sherrod second that motion.
5. By a majority vote the Weapons Policy for Alcorn, Vare and Audenried was approved unanimously.

11. Homelessness Policy

1. Board members were given a copy the Homelessness Policy for Alcorn, Vare and Audenried, which was reviewed by board members prior to the board meeting.
2. There was some discussion about the Homelessness Policy
3. Mr. Savoy asked for a motion to accept and approve the Homelessness Policy for Alcorn, Vare and Audenried
4. Dr. Diaw made a motion to accept and approve the Homelessness Policy for Alcorn, Vare and Audenried and Mrs. Sherrod second that motion.
5. By a majority vote the Homelessness Policy for Alcorn, Vare and Audenried was approved unanimously.

12. Public Comments

1. Ms. Peoples, community member: stated that she is pleased with the progress the schools are making.
2. Charles Reeves, Parent and SAC member: stated that he will continue to provide support to the schools and is happy with the leadership in the schools.

13. Adjournment

1. The meeting concluded at 7:46 p.m.