

Public Meeting of the Combined Board of Trustees
of
Universal Bluford (UBCS) / Daroff Charter Schools (UDCS)
Meeting held at: Universal Daroff Charter School
5630 Vine St, Philadelphia, PA 19139
May 17, 2018 @ 6:00PM

Meeting Minutes

BOARD MEMBERS PRESENT:

Mr. Sultan Ahmad
Mr. Joel Seay
Mrs. Cheryl Seay
M. Christine Wiggins
David Fattah

Meeting called to Order at 6:50pm

I. Executive Session

- i. Information. An executive session was held on May 17, 2018 at 5:30PM. The Board discussed the operating budget for the 2018-2019 school year. Minutes from this meeting is available upon request.

II. Meeting Minutes

- i. Board members reviewed the April 19, 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 19, 2018.
 - b. Mr. Seay made a motion to accept and approve the Meeting Minutes from April 19, 2018 and Mrs. Seay second that motion.
 - c. By a majority vote the meeting minutes from April 19, 2018 were approved unanimously.

III. Monthly Reports

a. Bluford Reports

i. Principal Report

1. Assistant Principal Rooney presented the Bluford Principal report. Board members were given copies of the report to follow along with A. P. Rooney as he presented.
2. Bluford's total enrollment is 533. Bluford with a goal to reach 541.
3. Bluford will continue to implement 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- scholars are receiving some outside support services from Wordsworth STS services
 - c) Tier 3- individual one-on-one service is rendered.
4. Bluford's MTSS for academics support is designed so that the literacy teacher instructs scholars in Tiers II and III using Achieve 3000, Coach Books and Writer's Notebook.
 5. Specialist teachers will continue to be utilized in the MTSS period to assist with small group instruction.
 6. Bluford has a goal to achieve a ten (10) percent gain in all subjects.
 7. Class Dojo will continue to be implemented school-wide to compliment the SWBIS system.
 8. There was some discussion regarding the Bluford principal report.
 9. Mr. Ahmad asked for a motion to accept and approve the Bluford's Principal report.
 10. Mrs. Wiggins made a motion to accept and approve the Bluford's Principal report and Mrs. Seay second that motion.
 11. By a majority vote the Bluford's Principal report was approved unanimously.

ii. Bluford FSRC Report

1. FSRC focus areas include:
 - Student and Family health:
 - Adult and Parent Education
 - Professional Growth and Development
 - Family Support Service

b. Daroff Reports

i. Principal Report

2. Assistant Principal Ingram presented the Principal report for Daroff. Board members were given copies of the report to follow along with A.P. Ingram as she presented.
3. Daroff's total enrollment is 731 with a goal to reach 750. Daroff administration staff is actively recruiting in the community, informing the community of open enrollment. .
4. Daroff will continue to 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.
 - f) Tier 3- referral for evaluation for specialized services.
5. Daroff's MTSS for academic support will continue to be implemented.
6. Scholars will be 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. Daroff has a goal to achieve a ten (10) percent gain in all subjects
9. Daroff has a goal to promote a system-wide culture of safety, effective engagement, cultural competency, and customer service
10. There was some discussion regarding the Daroff Principal report.
11. Mr. Ahmad asked for a motion to accept and approve the Daroff's Principal report.
12. Mrs. Seay made a motion to accept and approve the Daroff's Principal report and Mr. Seay second that motion.
13. By a majority vote the Daroff's Principal report was approved unanimously.

ii. **Daroff FSRC Report**

1. FSRC focus areas include:
 - Student and Family health:
 - Adult and Parent Education
 - Professional Growth and Development
 - Family Support Service

c. **The Central Office**

1. There was no Central Office Report

IV. Board Matters*

i. **Committee Reports**

a. **Finance Committee**

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

b. **Facilities Committee**

- i. There was no Facilities Committee report.

c. **HR Committee**

- i. There was no HR Committee report.

d. **Academic Committee**

- i. There was no Academic Committee report.

ii. **Action Items**

a. **2018-2019 Operating Budget Bluford**

1. Board members were given a copy the 2018-2019 Operating Budget for Bluford 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 Bluford.

4. Mrs. Wiggins made a motion to accept and approve the 2018-2019 Operating Budget for Bluford and Mrs. Seay second that motion.
5. By a majority vote the 2018-2019 Operating Budget for Bluford was approved unanimously.

b. 2018-2019 Operating Budget Daroff

1. Board members were given a copy the 2018-2019 Operating Budget for Daroff, 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 Daroff.
4. Mr. Seay made a motion to accept and approve the 2018-2019 Operating Budget for Daroff and Mr. Fattah second that motion.
5. By a majority vote the 2018-2019 Operating Budget for Daroff was approved unanimously.

c. 2018-2019 Code of Conduct

1. Ericka Washington presented and explained the 2018-2019 Code of Conduct for both Bluford and Daroff
2. Board members were given a copy the 2018-2019 Code of Conduct for both Bluford and Daroff, 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 both Bluford and Daroff.
5. Mrs. Wiggins made a motion to accept and approve the 2018-2019 Code of Conduct for five (5) years for both Bluford and Daroff and Mr. Seay second that motion.
6. By a majority vote the 2018-2019 Code of Conduct for five (5) years for both Bluford and Daroff was approved unanimously.

d. Confidential Communications about Student Information Policy

1. Ericka Washington presented and explained Confidential Communication about Student Information Policy
2. Board members were given a copy the Confidential Communication about Student Information Policy for both Bluford and Daroff, 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 both Bluford and Daroff.

5. Mrs. Wiggins made a motion to accept and approve the Confidential Communication about Student Information Policy for both Bluford and Daroff and Mrs. Seay second that motion.
6. By a majority vote the Confidential Communication about Student Information Policy for both Bluford and Daroff was approved unanimously.

e. Educational Stability Policy

1. Ericka Washington presented and explained Educational Stability Policy
2. Board members were given a copy the Educational Stability Policy for both Bluford and Daroff, 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 both Bluford and Daroff.
5. Mr. Seay made a motion to accept and approve Educational Stability Policy for both Bluford and Daroff and Mrs. Seay second that motion.
6. By a majority vote the Educational Stability Policy for both Bluford and Daroff was approved unanimously.

f. Transgender Student Policy

1. Ericka Washington presented and explained Transgender Policy
2. Board members were given a copy the Transgender Policy for both Bluford and Daroff, 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 Bluford and Daroff.
5. Mrs. Wiggins made a motion to accept and approve the Transgender Policy for both Bluford and Daroff and Mr. Seay second that motion.
6. By a majority vote the Transgender Policy for both Bluford and Daroff was approved unanimously.

g. Bullying Policy

1. Ericka Washington presented and explained Bullying Policy
2. Board members were given a copy the Bullying Policy for both Bluford and Daroff, 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 Bluford and Daroff.
5. Mrs. Seay made a motion to accept and approve the Bullying Policy for both Bluford and Daroff and Mrs. Wiggins second that motion.

6. By a majority vote the Bullying Policy for both Bluford and Daroff was approved unanimously.

h. Controlled Substance Policy

1. Ericka Washington presented and explained Controlled Substance Policy
2. Board members were given a copy the Controlled Substance Policy for both Bluford and Daroff, 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 both Bluford and Daroff.
5. Mr. Seay made a motion to accept and approve the Controlled Substance Policy for both Bluford and Daroff and Mrs. Seay second that motion.
6. By a majority vote the Controlled Substance Policy for both Bluford and Daroff was approved unanimously.

i. Weapons Policy

1. Ericka Washington presented and explained Weapons Policy
2. Board members were given a copy the Weapons Policy for both Bluford and Daroff, 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 both Bluford and Daroff.
5. Mr. Seay made a motion to accept and approve the Weapons Policy for both Bluford and Daroff and Mrs. Wiggins second that motion.
6. By a majority vote the Weapons Policy for both Bluford and Daroff was approved unanimously.

j. Homelessness Policy

1. Ericka Washington presented and explained Homelessness Policy
2. Board members were given a copy the Homelessness Policy for both Bluford and Daroff, 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 both Bluford and Daroff.
5. Mrs. Wiggins made a motion to accept and approve the Homelessness Policy for both Bluford and Daroff and Mrs. Seay second that motion.
6. By a majority vote the Homelessness Policy for both Bluford and Daroff was approved unanimously.

V. Public Comments

- i. **NONE:** There were NO Public Comments made during the meeting.

VI. Adjournment

- a. Mr. Ahmad asked for a motion to adjourn meeting.
- b. The meeting concluded at 7:55pm.