

Public Meeting of the Combined Board of Trustees
of
Universal Bluford (UBCS) / Daroff Charter Schools (UDCS)
Meeting held at: Universal Bluford Charter School
5720 Media St, Philadelphia, PA 19131
June 7, 2018 @ 6:00PM

Meeting Minutes

BOARD MEMBERS PRESENT:

Mr. Sultan Ahmad
Mr. Joel Seay
Mrs. Cheryl Seay
David Fattah

BOARD MEMBERS ABSENT:

M. Christine Wiggins

Meeting called to Order at 6:15pm

I. Meeting Minutes

- i. Board members reviewed the May 17, 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 May 17, 2018.
 - b. Mr. Seay made a motion to accept and approve the Meeting Minutes from May 17, 2018 and Mrs. Seay second that motion.
 - c. By a majority vote the meeting minutes from May 17, 2018 were approved unanimously.

II. Monthly Reports

a. Daroff Reports

i. Principal Report

1. Dr. James Ruffin presented the Principal report for Daroff. Board members were given copies of the report to follow along with Dr. Ruffin as he presented.
2. Daroff's total enrollment is 705 with a goal to reach 735. Daroff administration staff is actively recruiting in the community, informing the community of open enrollment. .
3. 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:
 - 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.

- c) Tier 3- referral for evaluation for specialized services.
- 4. Daroff's MTSS for academic support will continue to be implemented.
- 5. Scholars are 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. Daroff has a goal to achieve a ten (10) percent gain in all subjects
- 8. Daroff has a goal to promote a system-wide culture of safety, effective engagement, cultural competency, and customer service
- 9. 2018-2019 SY Daroff's focus is on quality instruction, and to fill vacancies with quality teachers.
- 10. Additional services to be provided to properly matched resources with families in need in a timely manner as well as improve parental involvement.
- 11. There was some discussion regarding the Daroff Principal report.
- 12. Mr. Ahmad asked for a motion to accept and approve the Daroff's Principal report.
- 13. Mr. Seay made a motion to accept and approve the Daroff's Principal report and Mr. Fattah second that motion.
- 14. 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

b. **Bluford Reports**

ii. **Principal Report**

- 1. Principal Gary-Nelson presented the Bluford Principal report. Board members were given copies of the report to follow along with Mrs. Gary-Nelson as she presented.
- 2. Bluford's total enrollment is 526. 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:
 - d) Tier 1- the base level of school behavior that is applied to all scholars as school policy
 - e) Tier 2- scholars are receiving some outside support services from Wordsworth STS services
 - f) 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. Bluford is opting out of using services provided by Wordsworth in the 2018-2019.
9. Bluford's Administration is currently conducting interviews with prospective providers for behavioral services.
10. Also Exact Path will no longer be available.
11. There was some discussion regarding the Bluford principal report.
12. Mr. Ahmad asked for a motion to accept and approve the Bluford's Principal report.
13. Mr. Seay made a motion to accept and approve the Bluford's Principal report and Mr. Fattah second that motion.
14. By a majority vote the Bluford's Principal report was approved unanimously.

iii. Bluford 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:** Board members were given copies of the Profit and Loss Statement to review prior to the meeting.
 1. There was some discussion regarding the finance report
 2. Mr. Ahmad asked for a motion to accept and approve the finance report.
 3. Mrs. Seay made a motion to accept and approve the finance report and Mr. Seay second that motion.
 4. By a majority vote the finance report was approved unanimously.

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.

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 7:26pm.