

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
September 14, 2017 @ 6:00PM

Meeting Minutes

BOARD MEMBERS PRESENT:

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

Meeting called to Order at 6:22pm

I. Meeting Minutes*

- i. The August 17, 2017 Meeting Minutes were reviewed by all board members present prior to the meeting. The Meeting Minutes were tabled.

II. Public Comment

- i. Loraine Sutton parent of Daroff scholar commented on the lack of parent involvement at Daroff.
- ii. Tiffany Wilson parent of Daroff scholar commented that she was proud that she chose to send her child to Daroff. She is impressed with the school.
- iii. Jamie Rodney parent of Daroff scholar commented that she will continue to be involved in school functions and activities for her scholar.
- iv. Moya Lindsay parent of Daroff scholar she is impressed with the progress the school made.

III. Monthly Reports*

a. Bluford Reports

i. Principal Report

1. Principal Gary-Nelson provided board members with a written Principal Report for Bluford prior to the board meeting.
2. Board President Sultan Ahmad presented a summary of the Bluford principal report
3. Bluford's total enrollment is 526. Bluford with a goal to reach 541.
4. Bluford will continue to implement Positive Behavioral Intervention and Supports (PBIS) through a Multi-Tiered System of Support (MTSS) for behavior throughout the 2017-2018 school year. 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

No Quorum: Therefore there was no voting on any action items for this meeting. The Board has agreed to have a conference call to vote on all action items

- c) Tier 3- individual one-on-one service is rendered.
- 5. 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.
- 6. Specialist teachers will continue to be utilized in the MTSS period to assist with small group instruction.
- 7. Bluford has a goal to achieve a ten (10) percent gain in all subjects.
- 8. Class Dojo will continue to be implemented school-wide to compliment the SWBIS system.
- 9. There was some discussion regarding the Bluford principal report.

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. Dr. James Ruffin Jr. provided board members with a written Principal for Daroff prior to the board meeting.
- 3. Board President Sultan Ahmad presented a summary of the Daroff Principal Report.
- 4. Daroff's total enrollment is 744 with a goal to reach 750. Daroff administration staff is actively recruiting in the community, informing the community of open enrollment.
- 5. Daroff is gearing up for a great 2017-2018 school year under its new administration.
- 6. Daroff will continue to implements Positive Behavioral Intervention and Supports (PBIS) through a Multi-Tiered System of Support (MTSS) for behavior during the 2017-2018 school year. 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.
- 7. Daroff's MTSS for academic support will continue to be implemented during the 2017-2018 school year.
- 8. Scholars will be identified individually for areas of improvement by grade and subject specifically.
- 9. These scholars, by grade and subject, will attend Small Group Instruction during RTI
- 10. Daroff has a goal to achieve a ten (10) percent gain in all subjects
- 11. Daroff has a goal to promote a system-wide culture of safety, effective engagement, cultural competency, and customer service

No Quorum: Therefore there was no voting on any action items for this meeting. The Board has agreed to have a conference call to vote on all action items

12. There was some discussion regarding the Daroff Principal report.

ii. **Daroff FSRC Report**

13. FSRC focus areas include:

- Student and Family health:
- Adult and Parent Education
- Professional Growth and Development
- Family Support Service

c. **The Central Office**

i. There was no written Central Education Office report.

IV. Board Matters*

i. **Committee Reports**

a. **Finance Committee**

i. **Profit and Loss Statement, Budget:** Universal Daroff Charter School, Universal Bluford.

1. Board members were given a copy the finance report which was reviewed by board members prior to the board meeting.
2. The Finance Report was tabled.

b. **Facilities Committee**

i. There was no written Facilities Committee Report.

c. **HR Committee**

i. There was no written HR Committee Report.

d. **Academic Committee**

i. There was no written Academic Committee Report

V. Public Comments

i. There were no public comments.

VI. Adjournment

- a. Mr. Ahmad asked for a motion to adjourn meeting.
- b. The meeting concluded at 6:47pm.

No Quorum: Therefore there was no voting on any action items for this meeting. The Board has agreed to have a conference call to vote on all action items