

Universal Bluford-Daroff Meeting Minutes
March 17, 2016

BOARD MEMBERS PRESENT:

Mr. Sultan Ahmad
Mr. Joel Seay
Mr. Mark Allen
Ms. Cheryl Seay
Mr. David Fattah

Meeting began at 6:10pm

1. Meeting Minutes

- a. Mr. Ahmad asked for a motion to approve the minutes from February 18, 2016.
- b. Mr. Seay made a motion to accept the minutes and Ms. Seay second that motion.
- c. The meeting minutes from February 18, 2016 were approved unanimously.

2. Monthly Reports

a. Daroff Reports

i. Principal Report

1. Ms. Catanch- Bradley presented the Daroff Principal Report.
2. The school is working on increasing PSSA scores.
3. Daroff has a Title 1,2 and 3 audit coming up.
 - a. There was a parents meetings held on 03/17 to discuss Title 1,2 and 3 and the options they have.
4. Vacancies Filled: K Vacancy filled
5. Current Vacancies: 7th Grade Science
6. There has been a decrease in out of school suspensions based on an increase of mediations from Admin and Climate Staff.
7. Universal Daroff is still fully enrolled.
8. Mr. Ahmad asked for a motion to approve the Daroff Principal Report.
9. Mr. Seay made a motion to accept the report and Mr. Allen second that motion.
- 10.** The Daroff Principal Report was accepted unanimously.

ii. Daroff SAC Report

1. Ms. Tanine Jones Presented the SAC Report.
2. There is an opening for the Vice President position.
3. There was a Graduation Campaign Training this month.
4. April: RISE (Mayor's Office of Reintegration Services).
5. The SAC is in need of raffle items as incentive for parents to attend PAP Meetings.

6. There will be a public safety meeting at Universal Daroff on 03/29 in the evening.
7. The Newsletter Insert is due every 3rd Thursday of the month.
 - a. An email will be sent the first day of the month and the 2nd email will be sent the Monday before the newsletter insert is due.

iii. Daroff FSRC Report

1. There have been 8 Home Visits-Requested by Dean and teachers.
2. There are 6 new Referrals to Wordsworth STS.
3. There have been 3 Crisis Interventions.
4. Two service referrals for homelessness-day passes have been provided as well as uniforms and referrals for transportation assistance.
5. The FSRC has been renovated.
6. The Universal Daroff Annual Blood Drive- yielded 20 donors.
 - a. Obtained 13 units of blood.
7. Mr. Ahmad asked for a motion to approve the Daroff FSRC and SAC reports.
8. Mr. Seay made a motion to accept the reports and Mr. Allen second that motion.
9. The Daroff FSRC and SAC reports were accepted unanimously.

b. Bluford Reports

i. Principal Report

1. Mr. Horace Rooney presented the Bluford Principal Report.
2. Tuesdays and Thursdays are utilized as test taking days in literacy and math for the PSSA's
3. Achieve 3000 and First in Math are being implemented for RTI to ensure the school is moving in the right direction.
4. The leadership team is working to ensure the teachers are receiving everything they need to be successful in the classroom.
5. Staff members attended the Black Male Educators Convening Job Fair on Saturday February 20th.
6. The leadership team at Bluford is working with the FSRC to reach out to parents and hold open houses.
 - a. Also working hard to provide alternative resources for parents to let them know they have support.
7. The school is promoting scholar voice by helping scholars create benchmark passports.
 - a. They will be able to track their benchmark data and set goals for themselves.
8. Mr. Ahmad asked for a motion to accept the Bluford Principal report.
9. Mr. Seay made a motion to accept the report and Mr. Fattah second that motion.

10. The Bluford Principal report was accepted unanimously.

ii. Bluford FSRC Report

1. They have had a number of events and workshops in February including:
 - a. Healthy Snack workshop
 - b. Mini Me Day
 - c. Food Pantry Distribution
 - d. A Black History Month Concert
2. Some upcoming events include:
 - a. A fundraiser to take 15 scholars from Audenried High School on a HBCU tour during the Spring Break.
 - b. PSSA Parent Workshop

iii. Bluford Home and School Report

1. They are still doing the weekly Pretzel and Popcorn sale.
 2. They are offering gift cards for parents who complete scholar's paper work.
 3. Volunteer clearances have been paid for by the Home and School Association.
 4. Mr. Ahmad asked for a motion to accept the FSRC report and the Home and School Association Report.
 5. Mr. Allen made the motion to accept the reports and Mr. Fattah second that motion.
- iv. The Bluford FSRC Report and Home and School Association Report was accepted unanimously.

c. The Central Office

- i. Dr. Johnson presented the Central Office Report for Daroff.
 1. The Central Office Staff have had their job descriptions redefined to say they have to be in the schools 60-70% of the time offering direct support.
 - a. This is being tracked on a weekly basis.
 2. Daroff needs a minimum of 4% gain on academic achievement.
 3. The Central Office has discussed having student data forums for every school.
 4. Each school will have two Instructional Coaches and Dean of Students in the future.
 5. Daroffs individual school meeting is on March 28th
 6. There is still professional development planned for the summer.
 7. Daroff was ranked as #5 in their peer group.
 8. School improvement plans have to be submitted in June.
 9. Daroff has been selected for a Federal Program Audit.
- ii. Dr. Johnson presented the Central Office Report for Bluford.
 1. The academic plan at the school is being followed.

2. There is an instructional coach needed for the school.
3. Bluford's individual school meeting is on March 31st at 3pm.
4. Bluford was ranked #2 in their peer group.
5. The Central Office wants professional development to be front loaded to make sure all teachers know what they are doing and what to expect well ahead of time.
6. Bluford was not selected for an audit.
7. Mr. Ahmad asked for a motion to approve the Central Office report.
8. Ms. Seay made a motion to accept the report and Mr. Seay second that motion.
9. The Central Office report was approved unanimously

d. Facilities Committee

- i. Mr. Seay presented the Facilities report
 1. Everything in the previous report has been satisfied.
 - a. Will update the board soon for anything that needs to be fixed for the Spring/Summer.
 2. Mr. Ahmad asked for a motion to approve the Facilities committee report.
 3. Ms. Seay made a motion to accept the report and Mr. Allen second that motion.
 4. The Facilities Committee report was approved unanimously.

e. Finance Committee

- i. This report has been tabled until the next meeting.

f. HR Committee

- i. Ms. Seay presented the HR Committee Report
 1. There are 2 vacancies at Daroff
 2. There are 5 vacancies at Bluford
 3. All Climate Staff have received Trauma Training.

3. Board Matters

- a. Mr. Ahmad asked for a motion to accept the 2016-2017 Board Meeting Calendar.
- b. Mr. Seay made a motion to accept the calendar and Mr. Allen second that motion.
- c. The 2016-2017 Board Meeting Calendar was approved unanimously.

4. Public Comments

- a. A parent had a comment about adding Black History to the Curriculum.

5. Adjournment

- a. The meeting concluded at 7:45pm.