

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 Alcorn  
3200 Dickinson St, Philadelphia, PA 19146  
October 15, 2019 at 6:00PM

**Meeting Minutes**

**BOARD MEMBERS PRESENT:**

1. Sultan Ahmad
2. Curtis Savoy
3. Mrs. Claudia Sherrod
4. Mrs. Rose Bynum
5. Mr. Christopher Hill
6. Mrs. Phyllis Randall

**Meeting called to Order at 6:25pm**

**1. Meeting Minutes**

- i. The Meeting Minutes from September 17, 2019 were reviewed by board members prior to board meeting. Board Members discussed and made corrections to the meeting minutes.
  - a. Mr. Ahmad asked for a motion to accept and approve the September 17, 2019 Meeting Minutes.
  - b. Mr. Savoy made a motion to approve the September 17, 2019 Meeting Minutes and Mrs. Bynum second that motion.
  - c. By a majority vote the September 17, 2019 Meeting Minutes were approved unanimously.

**2. Monthly Reports**

**a. Vare Monthly Reports**

- i. Mrs. Howell-Toomer presented the Vare monthly report.
  1. Board Members were given presentation handouts to follow along with Mrs. Howell-Toomer as she presented her report.
  2. Vare's total enrollment is 286. Vare enrollment target is 340. Vare has a ninety-three (93) 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:
    - 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. Vare has a goal to achieve a ten (10) percent gain in all subject of scholars performing proficient or advanced.
  5. Vare will continue to promote a system-wide culture of safety, effective engagement, cultural competency, and customer service
  6. There was some discussion regarding Vare's Principal Report.
  7. Mr. Ahmad asked for a motion to approve the Vare Principal Report
  8. Mrs. Bynum made a motion to approve the Vare Principal Report and Mr. Hill second that motion.
  9. By a majority vote the Vare Principal Report was approved unanimously.

**ii. Vare FSRC Report**

1. Mrs. Howell-Toomer 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.

**b. 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 544 with a goal to reach 705. Audenried is under the enrollment cap. Audenried has an eighty-four (84) percent 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:
    - d) Tier 1- the base level of school behavior that is applied to all scholars as school policy
    - e) Tier 2- scholars placed into groups based on the type of infractions. Interventions include: Community service, Group Sessions and daily reports
    - f) Tier 3- Scholars receive behavioral contracts, counseling sessions, positive behavior support plans.
  4. Audenried will continue to promote a system-wide culture of safety, effective engagement, cultural competency, and customer service
  5. Audenried focus is on scholars being college and career ready. Scholars take PSAT in grades 9-11 and can take the pre-test numerous times to determine how prepared scholars are.

6. Audenried has a goal to achieve a ten (10) percent gain in all subject of scholars performing proficient or advanced.
7. There was some discussion about the Audenried Principal Report.
8. Mr. Ahmad asked for a motion to approve the Audenried Principal Report.
9. Mr. Savoy made a motion to approve the Audenried Principal Report and Mrs. Sherrod second that motion.
10. 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

**c. Alcorn Monthly Reports**

1. Mr. Starke and Mrs. Mallory presented the Alcorn Principal Report.
2. Board Members were given presentation handouts to follow along with Mr. Starke and Ms. Mallory as they presented their report.
3. Alcorn's total enrollment is 540. Alcorn enrollment cap is 620. 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:
  - g) Tier 1- the base level of school behavior that is applied to all scholars as school policy
  - h) Tier 2- Develop individual positive behavior support plans, including: mentorship, monthly team meetings with STS providers, Group Counseling and individual counseling
  - i) Tier 3- referral for evaluation for specialized services, Bi-weekly agency and school based meetings.
4. Alcorn's made gains in all three subject areas on the PSSA Test.
5. Alcorn has a goal to achieve a ten (10) percent gain in all subject of scholars performing proficient or advanced.
6. Alcorn will continue to promote a system-wide culture of safety, effective engagement, cultural competency, and customer service
7. There was some discussion regarding the Alcorn Principal report
8. Mr. Ahmad asked for a motion to approve the Alcorn Principal Report
9. Mrs. Sherrod made a motion to approve the Alcorn Principal Report and Mr. Savoy second that motion.
10. 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

**d. Central Office Report**

- i. There was no Central Office Report.

**e. Legal Department Report**

- i. Mu'min Islam presented a legal update for Alcorn- Vare- Audeenried.
  1. Alcorn and Audenried Charter schools do not have any outstanding legal matters.
  2. Vare have 2 ongoing Special Education matters that may be recommended for settlement.
  3. There was some discussion amongst board members regarding the legal update.

**3. Board Matters**

**a. Committee Reports**

**i. Financial Report**

**1) Profit/Loss and Budget Statement:** Mrs. Sherrod Presented the Finance Report for Alcorn Charter School, Audenried Charter High School and Vare Charter School

1. Board members were given copies the finance reports which were reviewed by board members prior to the board meeting.
2. There was discussion amongst board members regarding the Financial Report.
3. Mr. Ahmad asked for a motion to approve the Financial Report which was reviewed prior to the board meeting.
  - a. Mr. Hill made a Motion to accept and approve Alcorn Finance report and Mrs. Randall second that Motion
  - b. Mrs. Bynum made a motion to accept and approve the Audenried Finance report and Mr. Hill second that motion
  - c. Mr. Hill made a motion to accept and approve Vare Finance report and Mr. Savoy second that motion.
4. By a majority vote the all Financial Reports were accepted and approved unanimously.

**ii. Academic Committee Reports**

1. Mr. Savoy presented the Academic Committee report.
2. There was some discussion regarding the academic report
3. Mr. Ahmad asked for a motion to approve the Academic report.
4. Mr. Hill made a motion to accept and approve the academic report and Mrs. Bynum second that motion.

5. By a majority vote the Academic Committee report was approved unanimously.

**iii. HR Committee Reports**

1. Mr. Savoy HR Committee report.
2. There was some discussion regarding the HR report.
3. Mr. Ahmad asked for a motion to approve the HR report.
4. Mrs. Sherrod made a motion to accept and the HR report, and Mrs. Bynum second that motion.
5. By a majority vote the HR Committee report was approved unanimously.

**iv. Facilities Committee Reports**

1. There was no written Facilities Committee Report.

**b. Action Items/ Resolutions**

**i. Resolution AL19-20-001: Employee 403(b) Defined Contributions Plan**

1. Mr. Ahmad asked for a motion to accept Resolution AL19-20-001.
2. Mrs. Sherrod made a motion to accept Resolution AL19-20-001 and Mrs. Bynum. second that motion.
3. By a majority vote Resolution AL19-20-001 was accepted unanimously.

**RESOLVED**, that the Board of Trustees authorizes Universal Community Homes, through the Chief Financial Officer or his designee, in the form attached, to execute, and deliver, the Employee 403(b) Defined Contributions Plan Agreement with NFP Retirement Services, to which eligible Alcorn employees may opt to participate in the retirement plan.

**ii. Resolution AU19-20-001: Employee 403(b) Defined Contributions Plan**

1. Mr. Ahmad asked for a motion to accept Resolution AU19-20-001.
2. Mrs. Sherrod made a motion to accept Resolution AU19-20-001 and Mrs. Bynum. second that motion.
3. By a majority vote Resolution AU19-20-001 was accepted unanimously.

**RESOLVED**, that the Board of Trustees authorizes Universal Community Homes, through the Chief Financial Officer or his designee, in the form attached, to execute, and deliver, the Employee 403(b) Defined Contributions Plan Agreement with NFP Retirement Services, to which eligible Audenried employees may opt to participate in the retirement plan.

**iii. Resolution V19-20-001: Employee 403(b) Defined Contributions Plan**

1. Mr. Ahmad asked for a motion to accept Resolution V19-20-001.
2. Mrs. Sherrod made a motion to accept Resolution V19-20-001 and Mrs. Bynum. second that motion.
3. By a majority vote Resolution V19-20-001 was accepted unanimously.

**RESOLVED**, that the Board of Trustees authorizes Universal Community Homes, through the Chief Financial Officer or his designee, in the form attached, to execute, and deliver, the Employee 403(b) Defined Contributions Plan Agreement with NFP Retirement Services, to which eligible Vare employees may opt to participate in the retirement plan.

**6. Public Comments**

- a. Charles Reeves, Parent/community member, comment regarding board members resumes being available to the public. Mr. Reeves made additional comments regarding the Facilities Committee chairperson staying updated on alarm system repairs.
- b. Norman Best, community member, comment regarding incident with Audenried scholars that was safety concern for the community. Charter renewal and when the next renewal is due.
- c. Earl Burton, community member, comment regarding Universal's Community School model and programs offered.
- d. Vernard Johnson, community member, comment regarding board members bios posted on the website.
- e. Ms. Peoples, comment regarding Universal recruiting efforts, and the retirement plan offered to employees. Ms. Peoples made additional comments regarding facility issues that are being addressed.
- f. Tammy Reeves, Parent/community member, comment regarding cameras in the high school.

**7. Adjournment**

- a. The meeting concluded at 8:30 p.m.