

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 Audenried  
3301 Tasker St, Philadelphia, PA 19145  
November 19, 2019 at 6:00PM

**Meeting Minutes**

**BOARD MEMBERS PRESENT:**

1. Sultan Ahmad (via Phone)
2. Curtis Savoy
3. Claudia Sherrod
4. Rose Bynum
5. Christopher Hill
6. Dr. Patricia Williams - Diaw

*\*\*Note: Mrs. Claudia Sherrod chaired the meeting while Board President participated via Phone\*\**

**BOARD MEMBERS ABSENT**

1. Mrs. Phyllis Randall

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

**1. Meeting Minutes**

- i. The Meeting Minutes from October 15, 2019 were reviewed by board members prior to board meeting. Board Members discussed and made corrections to the meeting minutes.
  - a. Mrs. Sherrod asked for a motion to accept and approve the October 15, 2019 Meeting Minutes.
  - b. Mr. Savoy made a motion to approve the October 15, 2019 Meeting Minutes and Mrs. Bynum second that motion.
  - c. By a majority vote the October 15, 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. Mrs. Sherrod 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. Alcorn Monthly Reports**

1. Mr. Starke presented the Alcorn Principal Report.
2. Board Members were given presentation handouts to follow along with Mr. Starke as he presented his 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:
  - 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, including: mentorship, monthly team meetings with STS providers, Group Counseling and individual counseling
  - f) 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. Mrs. Sherrod asked for a motion to approve the Alcorn Principal Report
9. Mr. Savoy made a motion to approve the Alcorn Principal Report and Mrs. Bynum 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

**c. 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 543 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:
    - g) Tier 1- the base level of school behavior that is applied to all scholars as school policy
    - h) Tier 2- scholars placed into groups based on the type of infractions. Interventions include: Community service, Group Sessions and daily reports
    - i) 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. Mrs. Sherrod asked for a motion to approve the Audenried Principal Report.
  9. Mr. Savoy made a motion to approve the Audenried Principal Report and Mr. Hill 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

**d. Central Office Report**

- i. Dr. Nixon presented the Central Office report for Alcorn, Vare, and Audenried. Board members were given copies of the Central Office report to follow along with Dr. Nixon as she presented.
  1. Dr. Nixon is working closely with Vare and Audenried Principal's to review the Charter renewal conditions.
  2. Vare and Audenried will begin the Charter renewal process in 2020.
  3. Central Office will continue to work hard and diligent to implement common core curriculum to achieve academic achievement.
  4. Dr. Nixon will continue to provide support to the Principal and Assistant principals on climate, culture, and safety.
  5. There was some discussion about the Central Office Report
  6. Mr. Sherrod asked for a motion to approve the Central Office Report
  7. Dr. Williams-Diaw made a motion to approve the Central Office Report and Mr. Savoy second that motion.
  8. By a majority vote the Central Office Report was approved unanimously.

**e. Legal Department Report**

- i. There was no written legal department report.

**3. Board Matters**

**a. Committee Reports**

**i. Financial Report**

- 1) **Profit/Loss and Budget Statement:** Mrs. Sherrod Presented the Finance Reports 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 Reports.
  3. Mr. Ahmad asked for a motion to approve the Financial Report which was reviewed prior to the board meeting.
    - a. Mr. Savoy made a Motion to accept and approve Alcorn Finance report and Mr. Hill second that Motion
    - b. Dr. Williams - Diaw 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. Dr. Williams-Diaw presented the Academic Committee report.
2. There was some discussion regarding the academic report
3. Mrs. Sherrod asked for a motion to approve the academic report.
4. Mr. Ahmad made a motion to accept and approve the academic report and Mr. Hill second that motion.
5. By a majority vote the Academic Committee report was approved unanimously.

**iii. HR Committee Reports**

1. There was no written HR Committee report. Mr. Savoy presented and oral report.
2. There was some discussion regarding the HR report.
3. Mrs. Sherrod asked for a motion to approve the HR report.
4. Dr. Williams-Diaw made a motion to accept and the HR report, and Mr. Hill 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. Mr. Hill presented an Oral report.
2. There was some discussion regarding the facilities report.
3. Mrs. Sherrod asked for a motion to approve the facilities report.
4. Mr. Savoy made a motion to accept and approve the Facilities Committee report and Dr. Williams-Diaw second that motion.
5. By majority vote the Facilities Committee report was approved unanimously.

**b. Action Items/ Resolutions**

**i. Resolution AL19-20-002: Purchase Order Request**

1. Mrs. Sherrod asked for a motion to accept Resolution AL19-20-002.
2. Mr. Savoy made a motion to accept Resolution AL19-20-002 and Mr. Ahmad. second that motion.
3. By a majority vote Resolution AL19-20-002 was accepted unanimously.

**RESOLVED**, that the Board of Trustees authorizes Universal Education Management, through the Superintendent or her designee, to execute, deliver and perform a contract with Achieve 3000 Literacy Solution Software, for Alcorn for an amount not to exceed \$18,615.

**ii. Resolution V19-20-002: Purchase Order Request**

1. Mrs. Sherrod asked for a motion to accept Resolution V19-20-002.
2. Mr. Savoy made a motion to accept Resolution V19-20-002 and Mr. Ahmad. second that motion.
3. By a majority vote Resolution V19-20-002 was accepted unanimously.

**RESOLVED**, that the Board of Trustees authorizes Universal Education Management, through the Superintendent or her designee, to execute, deliver and perform a contract with Achieve 3000 Literacy Solution Software, for Vare for an amount not to exceed \$18,615.

**6. Public Comments**

- a. Norman Best, community member, comment regarding additional post-graduation programs that could be offered at Audenried that could support scholar's success.
- b. Vernard Johnson, community member, comment regarding additional new Chromebook and additional academic items needed in the schools in order to compete with Peer schools.
- c. Ms. Peoples, comment regarding the data and metric in schools around the city including School District of Philadelphia. Ms. Peoples also commented regarding agenda handouts for attendees of the board meetings.

**7. Adjournment**

- a. The meeting concluded at 8:35 p.m.