

Public Meeting of the Combined Board of Trustees of
Universal Bluford - Universal Daroff
Meeting held Virtually via Zoom
June 4, 2020 at 5:00 PM

Meeting Minutes

BOARD MEMBERS PRESENT:

1. Sultan Ahmad
2. Joel Seay
3. Mark Davis
4. Gail Greene
5. Dr. Deshawnda Williams
6. Cheryl Seay

Meeting called to Order at 5:11pm

I. Meeting Minutes

- i. Board members reviewed the January 16, 2020 meeting minutes and there was some discussion regarding the minutes.
 - a. Mr. Ahmad asked for a motion to accept and approve the minutes from January 16, 2020 Mr. Davis made a motion to accept and approve the Meeting Minutes from January 16, 2020 and Dr. Williams second that motion.
 - b. By a majority vote the meeting minutes from January 16, 2020 were approved unanimously.

II. Monthly Reports

a. Daroff Reports

i. Principal Report

1. Dr. James Ruffin Jr. presented an update on Daroff's Continuity of Education Plan and Virtual UC participation.
2. Daroff's Virtual UC participation average is about 83% for all grade levels.
3. Daroff's goal for Virtual UC is to provide planned instruction and enrichment/review to UDCS students during COVID- 19 school closure.
4. Daroff's virtual instructional platforms are Google Classroom and Zoom.
5. Google Classroom is used as an informational hub for teachers to share resources, upload lessons, and post assignments.
6. Zoom platform is typically used for staff meetings, professional development, live learning, and recording lessons. Frequently, Class Dojo is used for student and parent communication.
7. There was some discussion regarding the Daroff Principal report.
8. Mr. Ahmad asked for a motion to accept the Daroff Principal Report
9. Mr. Seay made a motion to accept Daroff's Principal report and Dr. Williams second that motion
10. By a majority vote the Daroff Principal's report was approved unanimously.

b. Bluford Reports

ii. Principal Report

1. Principal Gary-Nelson presented an update on Bluford's Continuity of Education Plan and Virtual UC participation.
2. Bluford's Virtual UC participation average is about 85% for all grade levels.
3. Bluford's goal for Virtual UC is to continue to meet the instructional needs of all scholars during this prolonged school closure by providing virtual instruction facilitated by teachers.
4. All lessons and instructional activities are aligned to PA Common Core Standards
5. Bluford have implemented a distance learning model for the purpose of providing continuity of education for all students.
6. The model provides planned instruction and enrichment in an online setting which began on April 13, 2020
7. There was some discussion regarding the Bluford principal report.
8. Mr. Ahmad asked for a motion to accept the Bluford Principal Report
9. Mr. Seay made a motion to accept Bluford's Principal report and Dr. Williams second that motion
10. By a majority vote the Bluford Principal's report was approved unanimously.

c. Central Office

- i. Dr. Nixon provided the Central Office update for Bluford and Daroff.
 1. Dr. Nixon will continue to provide support to both Bluford and Daroff Principals and Assistant principals as the schools are completing the Charter Renewal process.
 2. Both Bluford and Daroff have been recommended for non-renewal. The non-renewal hearing is scheduled for July 7, 2020.
 3. The hearing will be held virtually.
 4. There was some discussion about the Central Office Report
 5. Mr. Ahmad asked for a motion to approve the Central Office Report
 6. Mr. Seay made a motion to approve the Central Office Report and Mr. Davis second that motion.
 7. By a majority vote the Central Office Report was approved unanimously.

d. Legal Update

1. There was Legal update.

IV. Board Matters

i. Committee Reports

a. Finance Committee

i. Profit and Loss Statement, Budget: Universal Daroff Charter School, Universal Bluford. Board members were given a copy the finance reports which was reviewed by board members prior to the board meeting.

1. Mr. Ahmad asked for a motion to approve the Bluford Finance Report
2. Mr. Seay made a motion to approve the Bluford Finance Report and Dr. Williams second that motion.
3. By a majority vote the Bluford Finance Report was approved unanimously.
4. Mr. Ahmad asked for a motion to approve the Daroff Finance Report
5. Mr. Seay made a motion to approve the Daroff Finance Report and Mr. Davis second that motion.
6. By a majority vote the Daroff Finance Report was approved unanimously.

b. Facilities Committee

- i. There was no written Facilities Committee report.
- ii. Mr. Lawrence Threadgill presented an oral report.
- iii. Mr. Ahmad asked for a motion to approve the Facilities Committee Report.
- iv. Mr. Davis made a motion to approve the Facilities Committee report and Dr. Williams second that motion.
- v. By a majority vote the Facilities Committee report was approved unanimously.

c. HR Committee

- i. There was HR Committee Report.

d. Academic Committee

- i. There was Academic Committee Report

ii. Action Items/ Resolutions

i. Resolution D19-20-003: Daroff Continuity of Education Plan

1. Mr. Ahmad asked for a motion to accept Resolution D19-20-003.
2. Mrs. Greene made a motion to accept Resolution D19-20-003 and Mr. Davis. second that motion.
3. By a majority vote Resolution D19-20-003 was accepted unanimously.

RESOLVED, that the Board of Trustees authorizes Universal Education Management, through the Superintendent or her designee, During the COVID-19 related closure of 2020, to implement a virtual learning model for the purpose of providing continuity of education to provide planned instruction and

enrichment in an online setting that are aligned to PA Common Core Standards for all students.

ii. Resolution D19-20-004: 2020-2021 Board Calendar

1. Mr. Ahmad asked for a motion to accept Resolution D19-20-004.
2. Mr. Seay made a motion to accept Resolution D19-20-004 and Mrs. Seay second that motion.
3. By a majority vote Resolution D19-20-004 was accepted unanimously.

RESOLVED, that the Board of Trustees authorizes Universal Education Management, through the Superintendent or her designee, in the form attached, to produce the 2020 - 2021 Board Meeting Calendar, which reflects Board Meetings will begin September 1, 2020, through June 30, 2021, to reflect meetings to be held monthly throughout the school year.

iii. Resolution D19-20-005: 2020-2021 Academic Calendar

1. Mr. Ahmad asked for a motion to accept Resolution D19-20-005.
2. Mr. Seay made a motion to accept Resolution D19-20-005 and Mrs. Seay second that motion.
3. By a majority vote Resolution D19-20-005 was accepted unanimously.

RESOLVED, RESOLVED, that the Board of Trustees authorizes Universal Education Management, through the Superintendent or her designee, in the form attached, to produce the 2020 - 2021 Academic Calendar, which reflects the School year to begin August 1, 2020, through June 30, 2021, to align the ending of the school year closely to the School District of Philadelphia year ending.

iv. Resolution D19-20-006: 2020-2021 Operating Budget

1. Mr. Ahmad asked for a motion to accept Resolution D19-20-006.
2. Mrs. Seay made a motion to accept Resolution D19-20-006 and Mr. Seay second that motion.
3. By a majority vote Resolution D19-20-006 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 2020-2021 Operating Budget, to which the salary and benefits of one hundred six (106) employees, other operating expenses and revenue for a total amount not to exceed \$11,702,479.00 for the period commencing August 1, 2020 through June 30, 2021.

v. Resolution D19-20-007: Daroff Continuity of Education Equity Grant

1. Mr. Ahmad asked for a motion to accept Resolution D19-20-007.
2. Mrs. Gail made a motion to accept Resolution D19-20-007 and Mr. Seay second that motion.
3. By a majority vote Resolution D19-20-007 was accepted unanimously.

RESOLVED, that the Board of Trustees authorizes Universal Community Homes, through the Chief Financial Officer or his designee, During the COVID-19 related closure of 2020, to execute and submit the application for PDE CEEG and to proceed with purchase of Chromebooks for scholars not to exceed the amount awarded by PDE.

vi. Resolution D19-20-008: Daroff HVAC System Repair

1. Mr. Ahmad asked for a motion to accept Resolution D19-20-008.
2. Mr. Davis made a motion to accept Resolution D19-20-008 and Mrs. Greene second that motion.
3. By a majority vote Resolution D19-20-008 was accepted unanimously.

RESOLVED, that the Board of Trustees authorizes Universal Community Homes, through the Chief Operating Officer or her designee, in the form attached, to execute, and deliver, a contract DTL Mechanical LLC, in an amount not to exceed \$72,500.00 for repairs to Heating and Cooling units at Daroff.

vii. Resolution D19-20-009: Daroff Bathrooms Renovations

1. Mr. Ahmad asked for a motion to table Resolution D19-20-009.
2. Mr. Davis made a motion to table Resolution D19-20-009 and Mrs. Greene second that motion.
3. By a majority vote Resolution D19-20-009 was tabled.

viii. Resolution D19-20-010: Daroff School Cleaning Contract

1. Mr. Ahmad asked for a motion to table Resolution D19-20-010.
2. Mr. Davis made a motion to table Resolution D19-20-010 and Mrs. Greene second that motion.
3. By a majority vote Resolution D19-20-010 was tabled.

ix. Resolution B19-20-004: Bluford Continuity of Education Plan

1. Mr. Ahmad asked for a motion to accept Resolution B19-20-004.
2. Mr. Seay made a motion to accept Resolution B19-20-004 and Mrs. Greene second that motion.
3. By a majority vote Resolution B19-20-004 was accepted unanimously.

RESOLVED, that the Board of Trustees authorizes Universal Education Management, through the Superintendent or her designee, During the COVID-19 related closure of 2020, to implement a virtual learning model for the purpose of providing continuity of education to provide planned instruction and enrichment in an online setting that are aligned to PA Common Core Standards for all students.

x. Resolution B19-20-005: 2020-2021 Board Calendar

1. Mr. Ahmad asked for a motion to accept Resolution B19-20-005.

2. Mr. Seay made a motion to accept Resolution B19-20-005 and Mrs. Greene second that motion.
3. By a majority vote Resolution B19-20-005 was accepted unanimously.

RESOLVED, that the Board of Trustees authorizes Universal Education Management, through the Superintendent or her designee, in the form attached, to produce the 2020 - 2021 Board Meeting Calendar, which reflects Board Meetings will begin September 1, 2020, through June 30, 2021, to reflect meetings to be held monthly throughout the school year.

xi. Resolution B19-20-006: 2020-2021 Academic Calendar

1. Mr. Ahmad asked for a motion to accept Resolution B19-20-006.
2. Mr. Seay made a motion to accept Resolution B19-20-006 and Mrs. Greene second that motion.
3. By a majority vote Resolution B19-20-006 was accepted unanimously.

RESOLVED, RESOLVED, that the Board of Trustees authorizes Universal Education Management, through the Superintendent or her designee, in the form attached, to produce the 2020 - 2021 Academic Calendar, which reflects the School year to begin August 1, 2020, through June 30, 2021, to align the ending of the school year closely to the School District of Philadelphia year ending.

xii. Resolution B19-20-007: 2020-2021 Operating Budget

1. Mr. Ahmad asked for a motion to accept Resolution B19-20-007.
2. Mr. Seay made a motion to accept Resolution B19-20-007 and Dr. Williams second that motion.
3. By a majority vote Resolution B19-20-007 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 2019-2020 Operating Budget, to which the salary and benefits of eighty-two (82) employees, other operating expenses and revenue for a total amount not to exceed \$8,722,845, for the period commencing August 1, 2020 through June 30, 2021.

xiii. Resolution B19-20-008: Bluford Continuity of Education Equity Grant

1. Mr. Ahmad asked for a motion to accept Resolution B19-20-008.
2. Mrs. Greene made a motion to accept Resolution B19-20-008 and Mr. Seay second that motion.
3. By a majority vote Resolution B19-20-008 was accepted unanimously.

RESOLVED, that the Board of Trustees authorizes Universal Community Homes, through the Chief Financial Officer or his designee, During the COVID-19 related closure of 2020, to execute and submit the application for

PDE, CEEG and to proceed with purchase of Chromebooks for scholars not to exceed the amount awarded by PDE.

xiv. Resolution B19-20-009: Bluford School Cleaning Contract

1. Mr. Ahmad asked for a motion to table Resolution B19-20-009.
2. Mr. Davis made a motion to table Resolution B19-20-009 and Mrs. Greene second that motion.
3. By a majority vote Resolution B19-20-009 was tabled.

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 7:30pm.