

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  
June 5, 2019 at 2:00PM

**Meeting Minutes**

**BOARD MEMBERS PRESENT:**

1. Sultan Ahmad
2. Curtis Savoy
3. Dr. Patricia Williams-Diaw
4. Mrs. Claudia Sherrod

**BOARD MEMBERS ABSENT:**

1. Jermaine Millhouse

**Meeting called to Order at 2:30pm**

**1. Meeting Minutes**

- i. The Meeting Minutes from April 23, 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 April 23, 2019 Meeting Minutes.
  - b. Mrs. Sherrod made a motion to approve the April 23, 2019 Meeting Minutes and Mr. Savoy second that motion.
  - c. By a majority vote the April 23, 2019 Meeting Minutes were approved unanimously.

**2. Monthly Reports**

**a. Vare Monthly Reports**

- i. Dr. Chadwick Antonio, presented Vare's Principal report
  1. Board members were given presentation handouts to follow along with Dr. Antonio as he presented his report.
  2. Vare's total enrollment is 347. Vare enrollment target is 400. Vare has a eighty-six (86) 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. Mr. Savoy made a motion to approve the Vare Principal Report and Dr. Diaw second that motion.
  9. By a majority vote the Vare Principal Report was approved unanimously.

**ii. Vare FSRC Report**

1. Dr. Antonio 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 476 with a goal to reach 700. Audenried is under the enrollment cap. Audenried has an eighty-two (82) percent average 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 are allowed to 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 Dr. Diaw 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**

- i. Mr. Starke presented the Alcorn Elementary Principal Report. Ms. Mallory presented the Alcorn MYA Principal report.
  1. Board Members were given presentation handouts to follow along with Mr. Starke and Ms. Mallory as they presented their report.
  2. Alcorn's total enrollment is 569. 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.
  3. Alcorn's leadership team is in the process of identifying scholars that are in need of behavioral support. There are 19 scholars that carried over from the previous school year.
  4. Alcorn has a goal to achieve a ten (10) percent gain in all subject of scholars performing proficient or advanced.
  5. Alcorn will continue to promote a system-wide culture of safety, effective engagement, cultural competency, and customer service
  6. There was some discussion regarding the Alcorn Principal report

7. Mr. Amad asked for a motion to approve the Alcorn Principal Report
8. Mr. Savoy made a motion to approve the Alcorn Principal Report and Mrs. Sherrod second that motion.
9. 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. 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. Central Office will continue to work hard and diligent to implement common core curriculum to achieve academic achievement.
  2. Dr. Nixon will continue to provide support to the Principal and Assistant principals on climate, culture, and safety.
  3. There was some discussion about the Central Office Report
  4. Mr. Ahmad asked for a motion to approve the Central Office Report
  5. Mr. Savoy made a motion to approve the Central Office Report and Dr. Diaw second that motion.
  6. By a majority vote the Central Office Report was approved unanimously.

**e. Legal Department Report**

- i. There was no written Legal report or 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. Dr. Diaw made a Motion to accept and approve Alcorn Finance report and Mr. Savoy second that Motion
  - b. Dr. Diaw made a motion to accept and approve the Audenried Finance report and Mr. Savoy second that motion
  - c. Dr. Diaw 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. There was no written report. Dr. Williams-Diaw presented an oral 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. Savoy made a motion to accept and approve the academic report and Mrs. Sherrod second that motions.
- 5. By a majority vote the Academic Committee report was approved unanimously.

**iii. HR Committee Reports**

- 1. There was no written HR Committee report.

**i. Facilities Committee Reports**

- 1. There was no written Facilities Committee Report.

**i. Action Items/ Resolutions**

**a. Resolution AL18-19-006: 2019-2020 Board Calendar**

- 1. Mr. Savoy asked for a motion to accept Resolution AL18-19-006.
- 2. Mr. Ahmad made a motion to accept Resolution AL18-19-006 and Dr. Diaw. second that motion.
- 3. By a majority vote Resolution AL18-19-006 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 2019 - 2020 Board Meeting Calendar, which reflects Board Meetings will begin September 17, 2019, through May 19, 2020, to reflect meetings to be held monthly throughout the school year.

**b. Resolution AL18-19-007: 2019-2020 Operating Budget**

- 1. Mr. Savoy asked for a motion to accept Resolution AL18-19-007.
- 2. Mr. Ahmad made a motion to accept Resolution AL18-19-007 and Dr. Diaw second that motion.
- 3. By a majority vote Resolution AL18-19-007 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 sixty-three (63) employees, other operating expenses and revenue for a total amount not to exceed 7,759,509 for the period commencing August 1, 2019 through June 30, 2020.

**c. Resolution AL18-19-008: E-Signature Resolution**

1. Mr. Savoy asked for a motion to accept Resolution AL18-19-008.
2. Mr. Ahmad made a motion to accept Resolution AL18-19-008 and Dr. Diaw second that motion.
3. By a majority vote Resolution AL18-19-008 was accepted unanimously.

**RESOLVED**, that the Board of Trustees authorizes Universal Education Management, through the Superintendent or her designee, to appoint **Dr. Penny Nixon**, who is the **Superintendent of Schools** of the above named bodies is authorized and directed to sign any and all contracts, agreements, grants and/or licenses (hereinafter collectively referred to as contract(s)) with the Pennsylvania Department of Education (Department);

**d. Resolution AU18-19-006: 2019-2020 Board Calendar**

1. Mr. Savoy asked for a motion to accept Resolution AU18-19-006.
2. Mr. Ahmad made a motion to accept Resolution AU18-19-006 and Dr. Diaw second that motion.
3. By a majority vote Resolution AU18-19-006 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 2019 - 2020 Board Meeting Calendar, which reflects Board Meetings will begin September 17, 2019, through May 19, 2020, to reflect meetings to be held monthly throughout the school year.

**e. Resolution AU18-19-007: 2019-2020 Operating Budget**

1. Mr. Savoy asked for a motion to accept Resolution AU18-19-007.
2. Mr. Ahmad made a motion to accept Resolution AU18-19-007 and Dr. Diaw second that motion.
3. By a majority vote Resolution AU18-19-007 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 seventy-one (71) employees, other operating expenses and revenue for a total amount not to exceed 9,824,627 for the period commencing August 1, 2019 through June 30, 2020.

**f. Resolution AU18-19-008: E-Signature Resolution**

1. Mr. Savoy asked for a motion to accept Resolution AU18-19-008.
2. Mr. Ahmad made a motion to accept Resolution AU18-19-008 and Dr. Diaw second that motion.
3. By a majority vote Resolution AU18-19-008 was accepted unanimously.

**RESOLVED**, that the Board of Trustees authorizes Universal Education Management, through the Superintendent or her designee, to appoint **Dr. Penny Nixon**, who is the **Superintendent of Schools** of the above named bodies is authorized and directed to sign any and all contracts, agreements, grants and/or licenses (hereinafter collectively referred to as contract(s)) with the Pennsylvania Department of Education (Department);

**g. Resolution V18-19-006: 2018-2019 Board Calendar**

1. Mr. Savoy asked for a motion to accept Resolution V18-19-006.
2. Mr. Ahmad made a motion to accept Resolution V18-19-006 and Dr. Diaw second that motion.
3. By a majority vote Resolution V18-19-006 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 2019 - 2020 Board Meeting Calendar, which reflects Board Meetings will begin September 17, 2019, through May 19, 2020, to reflect meetings to be held monthly throughout the school year.

**h. Resolution V18-19-007: 2019-2020 Operating Budget**

1. Mr. Savoy asked for a motion to accept Resolution V18-19-007.
2. Mr. Ahmad made a motion to accept Resolution V18-19-007 and Dr. Diaw second that motion.
3. By a majority vote Resolution V18-19-007 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 forty-two (42) employees, other operating expenses and revenue for a total amount not to exceed 5,586,340 for the period commencing August 1, 2019 through June 30, 2020.

**i. Resolution V18-19-008: E-Signature Resolution**

1. Mr. Savoy asked for a motion to accept Resolution V18-19-008.
2. Mr. Ahmad made a motion to accept Resolution V18-19-008 and Dr. Diaw second that motion.
3. By a majority vote Resolution V18-19-008 was accepted unanimously.

**RESOLVED**, that the Board of Trustees authorizes Universal Education Management, through the Superintendent or her designee, to appoint **Dr.**

**Penny Nixon**, who is the **Superintendent of Schools** of the above named bodies is authorized and directed to sign any and all contracts, agreements, grants and/or licenses (hereinafter collectively referred to as contract(s)) with the Pennsylvania Department of Education (Department);

## **2. Public Comments**

- a. Charles Reeves, Comment regarding Alcorn Merging and concerns from the community and families regarding transportation. Also, Comment regarding CSO recommending Audenried Charter renewal, Also, the legal issues surrounding Universal Companies
- b. Norman Best Comment regarding the success of Alcorn at the graduation, Will there be any summer programs at Audenried?
- c. Vernard Johnson, Comment regarding the success of Alcorn and the transition of the school over the years. comment regarding Alcorn, is the merge happening
- d. Shanice Jackson Student at Audenried Comment regarding Food Service program
- e. Melissa Toby comment regarding having a Music program at Audenried. Recent talent show was a huge success and they would have liked to see K. Gamble and more media and news coverage regarding the show.
- f. Ms. Peoples, comment regarding the time frame of resolving the issues surrounding getting the entire task complete in a proper time frame. The board to fully support Dr. Nixon, also Ms. Peoples asked for clarity on the E-Signature resolution.

## **3. Adjournment**

- a. The meeting concluded at 4:45 p.m.