



Public Meeting of the Board of Trustees
for
Universal Creighton Charter School

*Meeting held Virtually via Zoom
November 10, 2020 at 6:00 PM*

Meeting Minutes

BOARD MEMBERS PRESENT:

1. Sultan Ahmad
2. Curtis Savoy
3. Garland Thompson
4. Gail Greene
5. Roger Tenant

Meeting called to Order at 6:14pm

I. Meeting Minutes

- a. The Meeting Minutes from September 22, 2020 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 22, 2020 Meeting Minutes with additions and corrections.
 - b. Mr. Tenant made a motion to approve the September 22, 2020 Meeting Minutes with additions and Corrections and Mr. Thompson second that motion.
 - c. By a majority vote the September 22, 2020 Meeting Minutes were approved.
 - **Board Vote:**
 - **Yes: 5**
 - **No: 0**
 - **Abstain: 0**

II. Superintendent Remarks

- a. Dr. Nixon presented the Superintendents remarks.
- b. Over the past several months, Universal Schools followed the guidance of government and public health officials and medical professionals. School principals have worked closely with school staff, parents, and the community to develop Schools Reopening Health and Safety Plans.
- c. Schools established Pandemic Teams to prepare for the 2020-2021 SY. Pandemic Teams created School Reopening Health and Safety Plans for the 2020-2021 SY.
- d. The Universal Schools Health and Safety Plan serves as our local guidelines for all instructional and non-instructional school reopening activities.
- e. The conditions surrounding the COVID-19 pandemic are dynamic. Universal will continue to closely monitor the situation and adjust the school opening plan as needed.
- f. At this time, it is determined that Universal Creighton will continue 100% virtual learning until January 25, 2021.

III. Committee Reports

- i. **Financial Report**
 - a. **Creighton Charter School**



1. **Profit/Loss and Budget Statement:** Mrs. Greene introduced Horsey, Buckner & Heffler Financial Management Consultant. Michael Horsey Presented the Finance Report for Creighton Charter School.
2. Board members were given copies the Creighton finance report which was reviewed by board members prior to the board meeting.
3. There was discussion amongst board members regarding the Creighton Financial Report.
4. Mr. Ahmad asked for a motion to approve the Creighton Financial Report.
5. Mr. Tenant made a motion to accept and approve Creighton Finance report and Mr. Thompson second that motion.
6. By a majority vote the Creighton Financial Report was accepted and approved unanimously.

➤ **Board Vote:**

- **Yes: 5**
- **No: 0**
- **Abstain: 0**

ii. **Academic Committee Reports**

a. **Creighton Charter School**

1. There was no Academic Committee Report

iii. **HR Committee Reports**

a. **Creighton Charter School**

1. Mr. Savoy introduced Jermaine Young, HR Director of Universal Community Homes. Mr. Young Presented the HR Report for Creighton Charter School.
2. Board members were given copies the Creighton HR report which was reviewed by board members prior to the board meeting.
3. There was discussion amongst board members regarding the Creighton HR Report.
4. Mr. Ahmad asked for a motion to approve the Creighton HR Report.
5. Mr. Thompson made a Motion to accept and approve Creighton HR report and Mrs. Greene second that Motion
6. By a majority vote the Creighton HR Report were accepted and approved unanimously.

➤ **Board Vote:**

- **Yes: 5**
- **No: 0**
- **Abstain: 0**

iv. **Facilities Committee Reports**

b. **Creighton Charter School**

1. Mr. Tenant Presented the Facilities Report for Creighton Charter School.
2. Board members were given copies the Creighton facilities report which was reviewed by board members prior to the board meeting.
3. There was discussion amongst board members regarding the Creighton facilities report.
4. Mr. Ahmad asked for a motion to approve the Creighton facilities report.



5. Mrs. Greene made a Motion to accept and approve Creighton facilities report and Mr. Savoy second that Motion
6. By a majority vote the Creighton Facilities Report were accepted and approved unanimously.

- **Board Vote:**
 - **Yes: 4**
 - **No: 0**
 - **Abstain: 1**

IV. Presentations

i. Creighton Monthly Reports

1. Mrs. Baldwin presented an update on Creighton's Virtual UC participation.
2. Creighton's Virtual UC participation average is about 87% for all grade levels.
3. Creighton'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. Creighton 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 September 1, 2020
7. There was some discussion regarding the Creighton Principal report
8. Mr. Ahmad asked for a motion to approve the Creighton Principal Report
9. Mrs. Greene made a motion to approve the Creighton Principal Report and Mr. Tenant second that motion.
10. By a majority vote the Creighton Principal Report was approved unanimously.

- **Board Vote:**
 - **Yes: 5**
 - **No: 0**
 - **Abstain: 0**

ii. Central Office Report

- i. Dr. Nixon presented the Central Office report presented for Creighton; board members were given copies of the Central Office report prior to the board meeting.
 1. Over the past several months, Universal Schools followed the guidance of government and public health officials and medical professionals. School principals have worked closely with school staff, parents, and the community to develop Schools Reopening Health and Safety Plans.
 2. Schools established Pandemic Teams to prepare for the 2020-2021 SY. Pandemic Teams created School Reopening Health and Safety Plans for the 2020-2021 SY.



3. The Universal Schools Health and Safety Plan serves as our local guidelines for all instructional and non-instructional school reopening activities.
4. The conditions surrounding the COVID-19 pandemic are dynamic. Universal will continue to closely monitor the situation and adjust the school opening plan as needed.
5. At this time, it is determined that Universal Creighton will continue 100% virtual learning until January 25, 2021
6. There was some discussion about the Central Office report.
7. Mr. Ahmad asked for a motion to approve the Central Office Report.
8. Mr. Tenant made a motion to approve the Central Office Report and Mr. Savoy second that motion.
9. By a majority vote the Central Office Report was approved unanimously.

➤ **Board Vote:**

- **Yes: 5**
- **No: 0**
- **Abstain: 0**

iii. Corporate Office Report

- i. There was no corporate office report.

V. Board Action Items

i. Universal Creighton Charter School

i. Resolution C20-21-006: FY 21 Purchase Request Ratification

1. Mr. Ahmad asked for a motion to accept and approve Resolution C20-21-006.
2. Mr. Tenant made a motion to accept Resolution C20-21-006 and Mrs. Greene second that motion.
3. By a majority vote Resolution C20-21-006 was accepted and approved unanimously.

RESOLVED, that the Board of Trustees hereby ratifies the execution, delivery, and performance by Universal Education Company, through the Superintendent or her designee, of a purchase for instructional supplies **McGraw Hill School Education** for an amount not to exceed \$37,834.52, for the 2020-2021 academic year.

➤ **Board Vote:**

- **Yes: 4**
- **No: 0**
- **Abstain: 1**

b. Resolution C20-21-007: FY 21 Purchase Request Ratification

1. Mr. Ahmad asked for a motion to accept Resolution C20-21-007.
2. Mr. Tenant made a motion to table Resolution C20-21-007 and Mr. Savoy second that motion.
3. By a majority vote Resolution C20-21-007 was tabled

RESOLVED, that the Board of Trustees hereby ratifies the execution, delivery, and performance by Universal Education Company, through the Superintendent or her designee, of a purchase for instructional supplies **Great Minds** for an amount not to exceed \$28,126.24 for the 2020-2021 academic year.



- **Board Vote:**
 - **Yes: 5**
 - **No: 0**
 - **Abstain: 0**

c. Resolution C20-21-008: FY 21 Purchase Request Ratification

1. Mr. Ahmad asked for a motion to accept Resolution C20-21-008.
2. Mr. Savoy made a motion to accept Resolution C20-21-008 and Mr. Thompson second that motion.
3. By a majority vote Resolution C20-21-008 was accepted unanimously.

RESOLVED, that the Board of Trustees hereby ratifies the execution, delivery, and performance by Universal Education Company, through the Superintendent or her designee, of a purchase for instructional supplies **Great Minds** for an amount not to exceed **\$17,650.23** for the 2020-2021 academic year.

- **Board Vote:**
 - **Yes: 5**
 - **No: 0**
 - **Abstain: 0**

d. Resolution C20-21-009: FY 21 Purchase Request Ratification

1. Mr. Ahmad asked for a motion to accept Resolution C20-21-009.
2. Mr. Thompson made a motion to accept Resolution C20-21-009 and Mr. Tenant second that motion.
3. By a majority vote Resolution C20-21-009 was accepted unanimously.

RESOLVED, that the Board of Trustees hereby ratifies the execution, delivery, and performance by Universal Education Company, through the Superintendent or her designee, of a purchase for instructional supplies **McGraw Hill** for an amount not to exceed **\$29,767.62** for the 2020-2021 academic year.

- **Board Vote:**
 - **Yes: 5**
 - **No: 0**
 - **Abstain: 0**

e. Resolution C20-21-010: FY 21 Purchase Request Ratification

1. Mr. Ahmad asked for a motion to accept Resolution C20-21-010.
2. Mr. Thompson made a motion to accept Resolution C20-21-010 and Mr. Tenant second that motion.
3. By a majority vote Resolution C20-21-010 was accepted unanimously.

RESOLVED, that the Board of Trustees hereby ratifies the execution, delivery, and performance by Universal Education Company, through the Superintendent or her designee, of a purchase for instructional supplies **Great Minds** for an amount not to exceed **\$39,840.53** for the 2020-2021 academic year.

- **Board Vote:**



- **Yes: 5**
- **No: 0**
- **Abstain: 0**

1. Public Comments

- a. There were no public comments.

2. Adjournment

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

