



Public Meeting of the Combined Board of Trustees
for
Universal Alcorn Charter School
Universal Vare Charter School
Universal Audenried Charter High School
*Meeting held Virtually via Zoom
December 15, 2020 at 6:00 PM*

Meeting Minutes

BOARD MEMBERS PRESENT:

1. Sultan Ahmad
2. Claudia Sherrod
3. Christopher Hill
4. Curtis Savoy
5. Dr. Patricia Williams – Diaw

BOARD MEMBERS ABSENT:

1. Mrs. Phyllis Randall

Meeting called to Order at 6:10pm

I. Meeting Minutes

- i. The Meeting Minutes from November 17, 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 November 17, 2020 Meeting Minutes with additions and corrections.
 - b. Mrs. Sherrod made a motion to approve the November 17, 2020 Meeting Minutes with additions and Corrections and Mr. Hill second that motion.
 - c. By a majority vote the November 17, 2020 Meeting Minutes were approved.
 - **Board Vote:**
 - **Yes: 5**
 - **No: 0**
 - **Abstain: 0**

II. Old Business

i. Universal Audenried Charter High School

a. Resolution AL 20-21-007: FY'2021 1st Quarter Purchase Request (Ratification)

1. Mr. Ahmad asked for a motion to accept Resolution AL20-21-007.
2. Mrs. Sherrod made a motion to accept Resolution AL20-21-007 and Mr. Hill second that motion.
3. By a majority vote Resolution AL20-21-007 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 of equipment for the Career and Technical Education program from **Sysco** for an amount not to exceed **\$18,412.78**. for the 2020-2021 academic year.

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



- **Abstain: 0**

III. Superintendent Remarks

- i. Dr. Nixon presented the Superintendents remarks
- ii. 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.
- iii. 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.
- iv. The Universal Schools Health and Safety Plan serves as our local guidelines for all instructional and non-instructional school reopening activities.
- v. 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.
- vi. At this time, it is determined that Universal Creighton will continue 100% virtual learning until January 25, 2021.

IV. Committee Reports

i. Financial Report

a. Alcorn Charter School

1. **Profit/Loss and Budget Statement:** Mrs. Sherrod introduced Charter Choice Financial Management Consultant. Kevin Corcoran Presented the Finance Report for Alcorn Charter School.
 2. Board members were given copies the Alcorn finance report which was reviewed by board members prior to the board meeting.
 3. There was discussion amongst board members regarding the Alcorn Financial Report.
 4. Mr. Ahmad asked for a motion to approve the Alcorn Financial Report.
 5. Mr. Savoy made a Motion to accept and approve Alcorn Finance report and Mr. Hill second that Motion
 6. By a majority vote the Alcorn Financial Report was accepted and approved unanimously.
- **Board Vote:**
- **Yes: 5**
 - **No: 0**
 - **Abstain: 0**

b. Vare Charter School

1. **Profit/Loss and Budget Statement:** Mrs. Sherrod introduced Charter Choice Financial Management Consultant. Kevin Corcoran Presented the Finance Report for Vare Charter School.
2. Board members were given copies the Vare finance report which was reviewed by board members prior to the board meeting.
3. There was discussion amongst board members regarding the Vare Financial Report.
4. Mr. Ahmad asked for a motion to approve the Vare Financial Report.
5. Dr. Diaw made a Motion to accept and approve Vare Finance report and Mrs. Sherrod second that Motion



6. By a majority vote the Vare Financial Report was accepted and approved unanimously.

➤ **Board Vote:**

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

c. Audenried Charter High School

1. **Profit/Loss and Budget Statement:** Mrs. Sherrod introduced Charter Choice Financial Management Consultant. Kevin Corcoran Presented the Finance Report for Audenried Charter School.

2. Board members were given copies the Audenried finance report which was reviewed by board members prior to the board meeting.

3. There was discussion amongst board members regarding the Audenried Financial Report.

4. Mr. Ahmad asked for a motion to approve the Audenried Financial Report.

5. Mr. Hill made a Motion to accept and approve Audenried Finance report and Mr. Savoy second that Motion

6. By a majority vote the Audenried Financial Report was accepted and approved unanimously.

➤ **Board Vote:**

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

ii. Academic Committee Reports

a. Alcorn Charter School

1. Dr. Diaw presented the academic committee report for Alcorn Charter School.

2. Board members were given copies the Alcorn academic committee report which was reviewed by board members prior to the board meeting.

3. There was discussion amongst board members regarding the Alcorn academic committee report.

4. Mr. Ahmad asked for a motion to approve the Alcorn academic committee report.

5. Mr. Hill made a Motion to accept and approve Alcorn academic committee report and Mr. Savoy second that Motion

6. By a majority vote the Alcorn academic committee report were accepted and approved unanimously.

➤ **Board Vote:**

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

b. Vare Charter School

1. Dr. Diaw presented the Academic Committee report for Vare Charter School.

2. Board members were given copies the Vare academic committee report which was reviewed by board members prior to the board meeting.



3. There was discussion amongst board members regarding the Vare academic committee report.
 4. Mr. Ahmad asked for a motion to approve the Vare academic committee report.
 5. Mrs. Sherrod made a Motion to accept and approve Vare academic committee report and Mr. Hill second that Motion
 6. By a majority vote the Vare academic committee report were accepted and approved unanimously.
- **Board Vote:**
- **Yes: 5**
 - **No: 0**
 - **Abstain: 0**

c. Audenried Charter High School

1. Dr. Diaw presented the academic committee report for Audenried Charter School.
 2. Board members were given copies the Audenried academic committee report which was reviewed by board members prior to the board meeting.
 3. There was discussion amongst board members regarding the Audenried academic committee report.
 4. Mr. Ahmad asked for a motion to approve the Audenried academic committee report.
 5. Mr. Hill made a Motion to accept and approve Audenried academic committee report and Mr. Savoy second that Motion
 6. By a majority vote the Audenried academic committee report were accepted and approved unanimously.
- **Board Vote:**
- **Yes: 5**
 - **No: 0**
 - **Abstain: 0**

iii. HR Committee Reports

d. Alcorn Charter School

7. Mr. Savoy presented the HR Report for Alcorn Charter School.
 8. Board members were given copies the Alcorn HR report which was reviewed by board members prior to the board meeting.
 9. There was discussion amongst board members regarding the Alcorn HR Report.
 10. Mr. Ahmad asked for a motion to approve the Alcorn HR Report.
 11. Mrs. Sherrod made a Motion to accept and approve Alcorn HR report and Dr. Diaw second that Motion
 12. By a majority vote the Alcorn HR Report were accepted and approved unanimously.
- **Board Vote:**
- **Yes: 5**
 - **No: 0**
 - **Abstain: 0**

e. Vare Charter School

1. Mr. Savoy presented the HR Report for Vare Charter School.



2. Board members were given copies the Vare HR report which was reviewed by board members prior to the board meeting.
3. There was discussion amongst board members regarding the Vare HR Report.
4. Mr. Ahmad asked for a motion to approve the Vare HR Report.
5. Dr. Diaw made a Motion to accept and approve Vare HR report and Mrs. Sherrod second that Motion
6. By a majority vote the Vare HR Report were accepted and approved unanimously.
 - **Board Vote:**
 - **Yes: 5**
 - **No: 0**
 - **Abstain: 0**

f. Audenried Charter High School

1. Mr. Savoy presented the HR Report for Audenried Charter School.
2. Board members were given copies the Audenried HR report which was reviewed by board members prior to the board meeting.
3. There was discussion amongst board members regarding the Audenried HR Report.
4. Mr. Ahmad asked for a motion to approve the Audenried HR Report.
5. Mrs. Sherrod made a Motion to accept and approve Audenried HR report and Dr. Diaw second that Motion
6. By a majority vote the Audenried HR Report were accepted and approved unanimously.
 - **Board Vote:**
 - **Yes: 5**
 - **No: 0**
 - **Abstain: 0**

iv. Facilities Committee Reports

a. Alcorn Charter School

1. Mr. Hill Presented the facilities report for Alcorn Charter School.
2. Board members were given copies the Alcorn facilities report which was reviewed by board members prior to the board meeting.
3. There was discussion amongst board members regarding the Alcorn facilities report.
4. Mr. Ahmad asked for a motion to approve the Alcorn facilities report.
5. Dr. Diaw made a Motion to accept and approve Alcorn facilities report and Mrs. Sherrod second that Motion
6. By a majority vote the Alcorn facilities report were accepted and approved unanimously.
 - **Board Vote:**
 - **Yes: 5**
 - **No: 0**
 - **Abstain: 0**

g. Vare Charter School

1. Mr. Hill Presented the facilities report for Vare Charter School.



2. Board members were given copies the Vare facilities report which was reviewed by board members prior to the board meeting.
3. There was discussion amongst board members regarding the Vare facilities report.
4. Mr. Ahmad asked for a motion to approve the Vare facilities report.
5. Mr. Savoy made a Motion to accept and approve Vare facilities report and Mrs. Sherrod second that Motion
6. By a majority vote the Vare facilities report were accepted and approved unanimously.
 - **Board Vote:**
 - **Yes: 5**
 - **No: 0**
 - **Abstain: 0**

h. Audenried Charter High School

1. Mr. Hill Presented the facilities report for Audenried Charter School.
2. Board members were given copies the Audenried facilities report which was reviewed by board members prior to the board meeting.
3. There was discussion amongst board members regarding the Audenried facilities report.
4. Mr. Ahmad asked for a motion to approve the Audenried facilities report.
5. Mr. Savoy made a Motion to accept and approve Audenried facilities report and Mrs. Sherrod second that Motion
6. By a majority vote the Audenried facilities report were accepted and approved unanimously.
 - **Board Vote:**
 - **Yes: 5**
 - **No: 0**
 - **Abstain: 0**

V. Presentations

i. Alcorn Monthly Reports

1. Mr. Starke presented an update on Alcorn's Virtual UC remote learning participation.
2. Alcorn's Virtual UC participation average is about 87% for all grade levels.
3. Alcorn'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. Alcorn 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 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 Dr. Diaw second that motion.



10. By a majority vote the Alcorn Principal Report was approved unanimously.

➤ **Board Vote:**

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

ii. Vare Monthly Reports

a. Mrs. Howell-Toomer presented an update on Vare’s Virtual UC remote learning participation. Principal Toomer also presented some of Vare’s success under her Administration.

1. Vare’s Virtual UC participation average is about 85% for all grade levels.
2. Vare’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.
3. All lessons and instructional activities are aligned to PA Common Core Standards
4. Vare have implemented a distance learning model for the purpose of providing continuity of education for all students.
5. The model provides planned instruction and enrichment in an online setting which began on September 1, 2020
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. Sherrod made a motion to approve the Vare Principal Report and Mr. Sherrod second that motion.
9. By a majority vote the Vare Principal Report was approved unanimously.

➤ **Board Vote:**

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

iii. Audenried Monthly Reports

a. Mr. Anderson presented an update on Audenried’s Virtual UC remote learning participation.

1. Audenried’s Virtual UC participation average is about 82% for all grade levels.
2. Audenried’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.
3. All lessons and instructional activities are aligned to PA Common Core Standards
4. Audenried have implemented a distance learning model for the purpose of providing continuity of education for all students.
5. The model provides planned instruction and enrichment in an online setting which began on September 1, 2020
6. There was some discussion about the Audenried Principal Report.
7. Mr. Ahmad asked for a motion to approve the Audenried Principal Report.
8. Dr. Diaw made a motion to approve the Audenried Principal Report and Mrs. Sherrod second that motion.



9. By a majority vote the Audenried Principal Report was approved unanimously.

➤ **Board Vote:**

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

iv. Central Office Report

- i. Dana King presented the Central Office report presented for Alcorn, Vare, and Audenried. 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. Mrs. Sherrod made a motion to approve the Central Office Report and Dr. Diaw second that motion.
 9. By a majority vote the Central Office Report was approved unanimously.

➤ **Board Vote:**

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

v. Corporate Office Report

1. There was no Corporate Office report.

vi. Legal Update

1. There was no legal update.

VI. Board Action Items

i. Universal Alcorn Charter School

1. **Resolution AL20-21-008: FY'2021 1st Quarter Purchase Request (Ratification)**
2. Mr. Ahmad asked for a motion to accept and approve Resolution AL20-21-008.
3. Dr. Diaw made a motion to accept Resolution AL20-21-008 and Mrs. Sherrod second that motion.
4. By a majority vote Resolution AL20-21-008 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 technology supplies from **Universal Vare Charter School** for an amount not to exceed **\$18,179.85**. for the 2020-2021 academic year.

➤ **Board Vote:**

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

i. **Universal Vare Charter School**

1. **Resolution V20-21-008: FY'2021 1st Quarter Purchase Request (Ratification)**
2. Mr. Ahmad asked for a motion to accept and approve Resolution V20-21-008.
3. Mrs. Sherrod made a motion to accept Resolution V20-21-008 and Mr. Savoy second that motion.
4. By a majority vote Resolution V20-21-008 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 technology instructional supplies from **PC Connection Sales Corp. c/o Charter Choices**. for an amount not to exceed **\$26,945.39**. for the 2020-2021 academic year.

➤ **Board Vote:**

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

1. **Public Comments**

- a. Bernadette Peoples, Community member, Comment about Vare enrollment status and the phenomenal work the principal and staff are doing.

2. **Adjournment**

- a. The meeting concluded at 8:18 p.m.

