



Public Meeting of the Combined Board of Trustees
for
Universal Bluford Charter School
Universal Daroff Charter School

*Meeting held Virtually via Zoom
January 14, 2021 at 6:00 PM*
Meeting Minutes

BOARD MEMBERS PRESENT:

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

Meeting called to Order at 6:05pm

I. Meeting Minutes

- a. The Meeting Minutes from December 28, 2020 were reviewed by board members prior to board meeting. Board Members discussed and made corrections to the meeting minutes.
 - a. Dr. Williams asked for a motion to accept and approve the December 28, 2020 Meeting Minutes with additions and corrections.
 - b. Mr. Seay made a motion to approve the December 28, 2020 Meeting Minutes with additions and Corrections and Mrs. Greene second that motion.
 - c. By a majority vote the December 28, 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 Schools will continue 100% virtual learning indefinite.

III. Committee Reports

i. Financial Report

a. Bluford Charter School



1. **Profit/Loss and Budget Statement:** Mrs. Greene introduced Charter Choice financial management consultant. Jesse Bean presented the finance report for Bluford Charter School.
2. Board members were given copies the Bluford finance report which was reviewed by board members prior to the board meeting.
3. There was discussion amongst board members regarding the Bluford financial report.
4. Dr. Williams asked for a motion to approve the Bluford financial report.
5. Mr. Davis made a motion to accept and approve Bluford finance report and Mr. Seay second that motion.
6. By a majority vote the Bluford financial report was accepted and approved unanimously.
 - **Board Vote:**
 - **Yes: 5**
 - **No: 0**
 - **Abstain: 0**

b. Daroff Charter School

1. **Profit/Loss and Budget Statement:** Mrs. Greene introduced Charter Choice financial management consultant. Jesse Bean presented the finance report for Daroff Charter School.
2. Board members were given copies the Daroff finance report which was reviewed by board members prior to the board meeting.
3. There was discussion amongst board members regarding the Daroff financial report.
4. Dr. Williams asked for a motion to approve the Daroff financial report.
5. Mr. Seay made a motion to accept and approve Daroff finance report and Mr. Davis second that motion.
6. By a majority vote the Daroff financial report was accepted and approved unanimously.
 - **Board Vote:**
 - **Yes: 5**
 - **No: 0**
 - **Abstain: 0**

ii. Academic Committee Reports

- a. **There was no academic committee report.**

iii. HR Committee Reports

a. Bluford Charter School

1. Mrs. Seay presented the HR report for Bluford Charter School.
2. Board members were given copies the Bluford HR report which was reviewed by board members prior to the board meeting.
3. There was discussion amongst board members regarding the Bluford HR report.
4. Dr. Williams asked for a motion to approve the Bluford HR report.
5. Mr. Seay made a Motion to accept and approve Bluford HR report and Mrs. Seay second that motion.
6. By a majority vote the Bluford HR report were accepted and approved unanimously.



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

b. Daroff Charter School

1. Mrs. Seay presented the HR report for Daroff Charter School.
2. Board members were given copies the Daroff HR report which was reviewed by board members prior to the board meeting.
3. There was discussion amongst board members regarding the Daroff HR report.
4. Dr. Williams asked for a motion to approve the Daroff HR report.
5. Mrs. Seay made a motion to accept and approve Daroff HR report and Mr. Mr. Seay second that motion.
6. By a majority vote the Daroff HR report were accepted and approved unanimously.

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

iv. Facilities Committee Reports

c. Bluford Charter School

1. Mr. Lawrence Threadgill presented the facilities report for Bluford Charter School.
2. Board members were given copies the Bluford facilities report which was reviewed by board members prior to the board meeting.
3. There was discussion amongst board members regarding the Bluford facilities report.
4. Dr. Williams asked for a motion to approve the Bluford facilities report.
5. Mr. Davis made a motion to accept and approve Bluford facilities report and Mrs. Seay second that motion.
6. By a majority vote the Bluford facilities report were accepted and approved unanimously.

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

d. Daroff Charter School

1. Mr. Lawrence Threadgill presented the facilities report for Daroff Charter School.
2. Board members were given copies the Daroff facilities report which was reviewed by board members prior to the board meeting.
3. There was discussion amongst board members regarding the Daroff facilities report.
4. Dr. Williams asked for a motion to approve the Daroff facilities report.
5. Mrs. Seay made a motion to accept and approve Daroff facilities report and Mr. Davis second that motion.



6. By a majority vote the Daroff facilities report were accepted and approved unanimously.

➤ **Board Vote:**

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

IV. Presentations

i. Bluford Monthly Reports

1. Mrs. Gary-Nelson presented an update on Bluford's Virtual UC participation.
2. Bluford's Virtual UC participation average is about 87% 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. There was some discussion regarding the Bluford Principal report
7. Dr. Williams asked for a motion to approve the Bluford Principal report
8. Mr. Seay made a motion to approve the Bluford Principal report and Mrs. Seay second that motion.
9. By a majority vote the Bluford Principal report was approved unanimously.

➤ **Board Vote:**

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

ii. Daroff Monthly Reports

- a. Dr. Ruffin presented an update on Daroff's Virtual UC participation.
 1. Daroff's Virtual UC participation average is about 85% for all grade levels.
 2. Daroff'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. Daroff have implemented a distance learning model for the purpose of providing continuity of education for all students.
 5. There was some discussion regarding Daroff's Principal report.
 6. Dr. Williams asked for a motion to approve the Daroff Principal report.
 7. Mr. Davis made a motion to approve the Daroff Principal Report and Mr. Seay second that motion.
 8. By a majority vote the Daroff Principal report was approved unanimously.

➤ **Board Vote:**

- **Yes: 5**



- **No: 0**
- **Abstain: 0**

iii. Central Office Report

- i. Leslie Marant presented the Central Office report presented for Bluford, and Daroff. 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. The Universal Schools Health and Safety Plan serves as our local guidelines for all instructional and non-instructional school reopening activities.
 3. 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.
 4. At this time, it is determined that Universal Schools will continue 100% virtual learning until indefinite.
 5. UEC hired a Director of Talent Recruitment to support school-based recruitment. The following Recruitment Plan will be launched in January 2021: VIRTUAL OPEN HOUSE FOR 2021-2022 SCHOOL YEAR
 6. There was some discussion about the Central Office report. Dr. Williams requested a follow-up regarding the outcome of the virtual open house.
 7. Dr. Williams asked for a motion to approve the Central Office Report.
 8. Mr. Seay made a motion to approve the Central Office Report and Mrs. Seay second that motion.
 9. By a majority vote the Central Office Report was approved unanimously.

➤ **Board Vote:**

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

iv. Corporate Office Report

- i. There was no Corporate Office report.

V. Board Action Items

i. Universal Bluford Charter School

a. Resolution B20-21-013: Code of Conduct (Update)

1. Dr. Williams asked for a motion to accept and approve Resolution B20-21-013.
2. Mr. Seay made a motion to accept Resolution B20-21-013 and Mrs. Seay second that motion.
3. By a majority vote Resolution B20-21-013 was accepted and approved unanimously.

RESOLVED, that the Board of Trustees authorizes Universal Education Management, through the Superintendent or her designee, to update the Code of Conduct to align with the School District of Philadelphia Charter School Office requirements. The Code of Conduct was updated to bring the Code of Conduct in Compliance.



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

ii. Universal Daroff Charter School

a. Resolution D20-21-013: Code of Conduct (Updated)

1. Dr. Williams asked for a motion to accept and approve Resolution D20-21-013.
2. Mr. Seay made a motion to accept Resolution D20-21-013 and Mrs. Seay second that motion.
3. By a majority vote Resolution D20-21-013 was accepted and approved unanimously.

RESOLVED, that the Board of Trustees authorizes Universal Education Management, through the Superintendent or her designee, to update the Code of Conduct to align with the School District of Philadelphia Charter School Office requirements. The Code of Conduct was updated to bring the Code of Conduct in Compliance.

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

VI. Public Comments

- a. Mr. Kenneth Gamble, Company Founder, made a comment regarding the good work the schools are doing.

VII. Adjournment

- a. The meeting concluded at 7:57 p.m.

