



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
January 19, 2021 at 6:00 PM

Meeting Minutes

BOARD MEMBERS PRESENT:

1. Claudia Sherrod
2. Christopher Hill
3. Curtis Savoy
4. Dr. Patricia Williams – Diaw
5. Mrs. Phyllis Randall

Meeting called to Order at 6:07pm

I. Meeting Minutes

- i. 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. Mr. Savoy asked for a motion to accept and approve the December 28, 2020 meeting minutes with additions and corrections.
 - b. Mrs. Sherrod made a motion to approve the December 28, 2020 meeting minutes with additions and corrections and Mrs. Randall 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. The meeting minutes from December 15, 2020 were reviewed by board members prior to board meeting. Board members discussed and made corrections to the meeting minutes.
 - d. Mr. Savoy asked for a motion to accept and approve the December 15, 2020 meeting minutes with additions and corrections.
 - e. Mrs. Sherrod made a motion to approve the December 15, 2020 meeting minutes with additions and corrections and Dr. Diaw second that motion.
 - f. By a majority vote the December 15, 2020 meeting minutes were approved.
 - **Board Vote:**
 - **Yes: 5**
 - **No: 0**
 - **Abstain: 0**

II. Superintendent Remarks

- i. Dr. Nixon presented the Superintendents remarks.
- ii. Universal schools continue to navigate through the challenging times that have impacted the education and all schools collectively across the nation.
- iii. Universal continues to provide timely communication to the school community including Board member, administration, teachers, staff, students and families.
- iv. Universal Schools continue to follow the guidance of government and public health officials and medical professionals.



- 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 Schools will continue 100% virtual learning indefinitely.

III. 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. Savoy asked for a motion to approve the Alcorn financial report.
5. Dr. Diaw made a motion to accept and approve Alcorn finance report and Mrs. Randall 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. Savoy asked for a motion to approve the Vare financial report.
5. Dr. Diaw made a motion to accept and approve Vare finance report and Mr. Hill 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. Savoy asked for a motion to approve the Audenried financial report.
5. Mrs. Randall made a motion to accept and approve Audenried finance report and Mr. Hill 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. Savoy asked for a motion to approve the Alcorn academic committee report.
5. Mrs. Sherrod made a motion to accept and approve Alcorn academic committee report and Mr. Hill 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. Savoy 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. Savoy asked for a motion to approve the Audenried academic committee report.
5. Mrs. Randall made a motion to accept and approve Audenried academic committee report and Mr. Hill 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. Tamelia Hinson-Threadgill 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. Savoy 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. Tamelia Hinson-Threadgill 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. Savoy asked for a motion to approve the Vare HR report.
5. Mr. Hill 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. Tamelia Hinson-Threadgill 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. Savoy asked for a motion to approve the Audenried HR report.
5. Mrs. Randall made a motion to accept and approve Audenried HR report and Mrs. Sherrod 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. Tamelia Hinson-Threadgill 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. Savoy 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. Tamelia Hinson-Threadgill 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. Savoy asked for a motion to approve the Vare facilities report.
5. Dr. Diaw 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. Tamelia Hinson-Threadgill 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. Savoy asked for a motion to approve the Audenried facilities report.
5. Mr. Hill made a motion to accept and approve Audenried facilities report and Mrs. Randall 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**

IV. 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 continues to implement a distance learning model for the purpose of providing continuity of education for all students.
6. There was some discussion regarding the Alcorn Principal report
7. Mr. Savoy asked for a motion to approve the Alcorn Principal Report
8. Mrs. Sherrrod made a motion to approve the Alcorn Principal Report and Mr. Hill second that motion.
9. 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 continues to implement a distance learning model for the purpose of providing continuity of education for all students.
5. There was some discussion regarding Vare's Principal Report.
6. Mr. Savoy asked for a motion to approve the Vare Principal Report.
7. Dr. Diaw made a motion to approve the Vare Principal Report and Mrs. Sherrod second that motion.
8. 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 continues to implement a distance learning model for the purpose of providing continuity of education for all students.
 5. There was some discussion about the Audenried Principal Report.
 6. Mr. Savoy asked for a motion to approve the Audenried Principal Report.
 7. Mr. Hill made a motion to approve the Audenried Principal Report and Mrs. Randall second that motion.
 8. 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. Savoy asked for a motion to approve the Central Office Report.
8. Mrs. Randall 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.

V. **Board Action Items**

i. **Universal Alcorn Charter School**

1. **Resolution AL20-21-010: Code of Conduct (updated)**

2. Mr. Savoy asked for a motion to accept and approve Resolution AL20-21-0010.
3. Dr. Diaw made a motion to accept Resolution AL20-21-010 and Mr. Hill second that motion.
4. By a majority vote Resolution AL20-21-010 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 satisfy the Notice of Deficiency and bring the Code of Conduct in Compliance.

➤ **Board Vote:**

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

ii. **Universal Vare Charter School**

1. **Resolution V20-21-010: Code of Conduct (updated)**

2. Mr. Savoy asked for a motion to accept and approve Resolution V20-21-010.
3. Mr. Hill made a motion to accept Resolution V20-21-010 and Dr. Diaw second that motion.



4. By a majority vote Resolution V20-21-010 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 satisfy the Notice of Deficiency and bring the Code of Conduct in Compliance.

➤ **Board Vote:**

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

iii. **Universal Audenried Charter School**

b. **Resolution AU20-21-010: Code of Conduct (update)**

1. Mr. Ahmad asked for a motion to accept Resolution AU20-21-010.
2. Mrs. Sherrod made a motion to accept Resolution AU20-21-010 and Mr. Hill second that motion.
3. By a majority vote Resolution AU20-21-010 was accepted 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 satisfy the Notice of Deficiency and bring the Code of Conduct in Compliance.

➤ **Board Vote:**

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

a. **Resolution AU 20-21-011: Uniform Purchase Request**

1. Mr. Ahmad asked for a motion to accept Resolution AU20-21-011.
2. Mrs. Sherrod made a motion to accept Resolution AU20-21-011 and Mr. Hill second that motion.
3. By a majority vote Resolution AU20-21-011 was accepted and approved unanimously.

RESOLVED, that the Board of Trustees hereby authorizes the execution, delivery, and performance by Universal Education Company, through the Superintendent or her designee, of a purchase of 560 school uniforms for scholars from **Smooth Sports Wear** for an amount not to exceed **\$28,993.18**.

➤ **Board Vote:**

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

VI. **Public Comments**

- a. Charles Reeves, Parent and Community member, Comment about Alcorn ventilation in the building and repairs to the boiler. Mr. Reeves also commented the adjustments grading systems for students and the MTSS system.

VII. **New Business**

A. **Board Nominations**

- i. Dr. Diaw made a motion to open the floor nominations, Mr. Hill second that motion.



- ii. By a majority vote the motion to open the floor for nominations passed.
- iii. The Board discussed the vacancy for Chairman.
- iv. Attorney Mu'min Islam advised the board the provisions in Roberts Rule of Order
- v. Dr. Diaw made a motion to nominate Curtis Savoy to be Chairman of the combined Board of Trustees for Universal Alcorn-Vare- Audenried. Mr. Hill second that motion.
- vi. By a majority vote the motion to nominate Curtis Savoy as the Chairman of the combined Board of Trustees for Universal Alcorn-Vare- Audenried was accepted and approved.

➤ **Board Vote:**

- **Yes: 3**
- **No: 0**
- **Abstain: 0**

VIII. Adjournment

- a. The meeting concluded at 8:45 p.m.

