



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
March 16, 2021 at 6:00 PM

Meeting Minutes

BOARD MEMBERS PRESENT:

1. Curtis Savoy
2. Dr. Patricia Williams – Diaw
3. Christopher Hill

BOARD MEMBERS ABSENT:

1. Mrs. Phyllis Randall

Meeting called to Order at 6:10pm

I. Meeting Minutes

- i. The meeting minutes from February 16, 2021 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 February 16, 2021 Meeting Minutes with additions and corrections.
 - b. Mr. Hill made a motion to approve the February 16, 2021 meeting minutes with additions and Corrections and Dr. Diaw second that motion.
 - c. By a majority vote the February 16, 2021 meeting minutes were approved.

➤ **Board Vote:**

- **Yes: 3**
- **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.
- vii. Universal school’s leadership continue its best efforts provide rigorous education while we continue to be 100% virtual.
- viii. Universal schools are looking to transition to a hybrid summer program and full in person learning in the Fall.



III. Committee Reports

i. Financial Report

a. Alcorn Charter School

1. **Profit/Loss and Budget Statement:** 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 Mr. Hill second that motion.
6. By a majority vote the Alcorn financial report was accepted and approved unanimously.
 - **Board Vote:**
 - **Yes: 3**
 - **No: 0**
 - **Abstain: 0**

b. Vare Charter School

1. **Profit/Loss and Budget Statement:** 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. Mr. Hill made a motion to accept and approve Vare finance report and Dr. Diaw second that motion.
6. By a majority vote the Vare Financial Report was accepted and approved unanimously.
 - **Board Vote:**
 - **Yes: 3**
 - **No: 0**
 - **Abstain: 0**

c. Audenried Charter High School

1. **Profit/Loss and Budget Statement:** 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. Mr. Hill made a motion to accept and approve Audenried finance report and Dr. Diaw second that motion.
6. By a majority vote the Audenried Financial report was accepted and approved unanimously.



- **Board Vote:**
 - **Yes: 3**
 - **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. Mr. Hill made a motion to accept and approve Alcorn academic committee report and Dr. Diaw second that motion.
6. By a majority vote the Alcorn academic committee report were accepted and approved unanimously.

- **Board Vote:**
 - **Yes: 3**
 - **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. Mr. Hill made a motion to accept and approve Vare academic committee report and Dr. Diaw second that motion.
6. By a majority vote the Vare academic committee report were accepted and approved unanimously.

- **Board Vote:**
 - **Yes: 3**
 - **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. Mr. Hill made a motion to accept and approve Audenried academic committee report and Dr. Diaw second that motion.
 6. By a majority vote the Audenried academic committee report were accepted and approved unanimously.
- **Board Vote:**
- **Yes: 3**
 - **No: 0**
 - **Abstain: 0**

d. Board discussion and request

1. Mr. Savoy request that Dr. Diaw look to expand the academic committee. As part of expanding the academic committee Mr. Savoy suggested that Dr. Diaw include members from Central Office, technology, Principals, and the community.
2. Dr. Diaw advised that she is in the process of recruiting additional committee members and that she have sent notices out.

iii. HR Committee Reports

e. Alcorn Charter School

7. Dr. Nixon 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. Dr. Diaw made a motion to accept and approve Alcorn HR report and Mr. Hill second that motion.
 12. By a majority vote the Alcorn HR Report were accepted and approved unanimously.
- **Board Vote:**
- **Yes: 3**
 - **No: 0**
 - **Abstain: 0**

f. Vare Charter School

1. Dr. Nixon 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. Dr. Diaw made a motion to accept and approve Vare HR report and Mr. Hill second that motion.
 6. By a majority vote the Vare HR report were accepted and approved unanimously.
- **Board Vote:**
- **Yes: 3**
 - **No: 0**
 - **Abstain: 0**



g. Audenried Charter High School

1. Dr. Nixon 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. Dr. Diaw made a motion to accept and approve Audenried HR report and Mr. Hill second that motion.
6. By a majority vote the Audenried HR Report were accepted and approved unanimously.
 - **Board Vote:**
 - **Yes: 3**
 - **No: 0**
 - **Abstain: 0**

iv. Facilities Committee Reports

b. 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. 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 Mr. Hill second that motion.
6. By a majority vote the Alcorn facilities report were accepted and approved unanimously.
 - **Board Vote:**
 - **Yes: 3**
 - **No: 0**
 - **Abstain: 0**

h. 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. 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 Mr. Hill second that motion.
6. By a majority vote the Vare facilities report were accepted and approved unanimously.
 - **Board Vote:**
 - **Yes: 3**
 - **No: 0**
 - **Abstain: 0**

i. 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. Savoy asked for a motion to approve the Audenried facilities report.
5. Dr. Diaw made a motion to accept and approve Audenried facilities report and Mr. Hill second that motion.
6. By a majority vote the Audenried facilities report were accepted and approved unanimously.
 - **Board Vote:**
 - **Yes: 3**
 - **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. Mr. Hill made a motion to approve the Alcorn Principal Report and Dr. Diaw second that motion.
9. By a majority vote the Alcorn Principal Report was approved unanimously.

- **Board Vote:**
 - **Yes: 3**
 - **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 Mr. Hill second that motion.
8. By a majority vote the Vare Principal Report was approved unanimously.

➤ **Board Vote:**

- **Yes: 3**
- **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 Dr. Diaw second that motion.
 8. By a majority vote the Audenried Principal Report was approved unanimously.

➤ **Board Vote:**

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

iv. Central Office Report

- i. Dr. Nixon 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. 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 indefinitely.



5. The Budget process for 2021-2022 SY have begun. The Budget process should be used to reimagine the schools instead of the traditional way of budget planning.
6. There was some discussion about the Central Office report.
7. Mr. Savoy asked for a motion to approve the Central Office Report.
8. Dr. Diaw made a motion to approve the Central Office Report and Mr. Hill second that motion.
9. By a majority vote the Central Office Report was approved unanimously.

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

v. **Corporate Office Report**

1. There was no Corporate Office report.

vi. **Legal Update**

- a. special education settlement recommendation: M.E.J.
 1. Dr. Nixon presented the settlement recommendation for M.E.J.
 2. The Board discussed the recommendation for four thousand five hundred dollars (\$4,500.00) of compensatory education for M.E.J.
 3. Mr. Savoy asked for a motion to approve the recommendation for settlement.
 4. Mr. Hill made a motion to accept the recommendation for settlement for four thousand five hundred dollars (\$4,500.00) of compensatory education for M.E.J and for attorney fees not to exceed five thousand five hundred dollars (\$5,500.00). Dr. Diaw second that motion.
 5. By a majority vote the motion was accepted and approved.

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

V. **Board Action Items**

i. **Universal Alcorn Charter School**

a. **Resolution AL20-21-013: Facilities request: ventilation system installation**

1. Mr. Savoy asked for a motion to accept and approve Resolution AL20-21-013.
2. Dr. Diaw made a motion to accept and approve Resolution AL20-21-013 and Mr. Hill second that motion.
3. By a majority vote Resolution AL20-21-013 was approved.

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

RESOLVED, that the Board of Trustees authorizes Universal Community Homes, through the Chief Operating Officer or his designee, in the form attached, to execute, and deliver, a contract DTL Mechanical, LLC, in an amount not to exceed \$393,000.00 to install a new ventilation system at Alcorn.



ii. Universal Vare Charter School

a. Resolution V20-21-011: Facilities Request: Electrical Repairs

1. Mr. Savoy asked for a motion to table Resolution V20-21-011.
2. Dr. Diaw made a motion to table Resolution V20-21-011 and Mr. Hill second that motion.
3. By a majority vote Resolution V20-21-011 was tabled.

➤ **Board Vote:**

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

VI. Public Comments

- a. Charles Reeves, Parent and community member, comment regarding the Keystone testing for Audenried. Mr. Reeves also comment regarding the hard work Dr. Diaw is doing with the academic committee.

VII. Adjournment

- a. The meeting concluded at 8:52 p.m.

