



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
April 20, 2021 at 6:00 PM

Meeting Minutes

BOARD MEMBERS PRESENT:

1. Curtis Savoy
2. Mrs. Phyllis Randall
3. Christopher Hill

BOARD MEMBERS ABSENT:

1. Dr. Patricia Williams – Diaw

Meeting called to Order at 6:07pm

I. Meeting Minutes

- i. The meeting minutes from March 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 March 16, 2021 Meeting Minutes with additions and corrections.
 - b. Mr. Hill made a motion to approve the March 16, 2021 meeting minutes with additions and Corrections and Mrs. Randall second that motion.
 - c. By a majority vote the March 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. Mr. Hill 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: 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 Mrs. Randall 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 Mrs. Randall 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. There was no academic committee report.**

iii. HR Committee Reports

b. Alcorn Charter School

1. Tamelia Hinson-Threadgill presented the HR report for Alcorn Charter School.
2. Board members were given copies the Alcorn HR report which was reviewed by board members prior to the board meeting.
3. There was discussion amongst board members regarding the Alcorn HR report.
4. Mr. Savoy asked for a motion to approve the Alcorn HR report.
5. Mrs. Randall made a motion to accept and approve Alcorn HR report and Mr. Hill second that motion.
6. By a majority vote the Alcorn HR Report were accepted and approved unanimously.

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

c. 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. Mrs. Randall 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**

d. 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. Mr. Hill made a motion to accept and approve Audenried HR report and Mrs. Randall 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

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. Savoy asked for a motion to approve the Alcorn facilities report.
5. Mrs. Randall 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**

e. 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. Mrs. Randall 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**

f. 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. Mrs. Randall 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**

g. Board discussion and request

1. Mr. Savoy request that a project manager is hired to assist with the supervision of the multiple facility repairs at several school.

IV. Presentations

i. Alcorn Monthly Reports

1. There was no report for Alcorn Charter School

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. Mrs. Randall 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. Mrs. Randall made a motion to approve the Audenried Principal Report and Mr. Hill 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. Mr. Hill made a motion to approve the Central Office Report and Mrs. Randall 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

- i. Tamelia Hinson-Threadgill presented the Corporate Office report.
 1. Food services provide bulk meals every Monday at Audenried
 2. During PSSA and Keystone testing students will be provided with meals.
 3. The HR platform will be updated with changes so that its user friendly
 4. There was some discussion about the Corporate Office report.
 5. Mr. Savoy asked for a motion to approve the Corporate Office Report.
 6. Mr. Hill made a motion to approve the Corporate Office Report and Mrs. Randall second that motion.



7. By a majority vote the Corporate Office Report was approved unanimously.

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

vi. Legal Update

- a. UEC retained attorney Linda Heller to provide legal services for special education legal matters.

V. Board Action Items

i. Universal Alcorn Charter School

a. Resolution AL20-21-014: FY 20' 990 Tax Documents

1. Mr. Savoy asked for a motion to accept and approve Resolution AL20-21-014.
2. Dr. Diaw made a motion to accept and approve Resolution AL20-21-014 and Mr. Hill second that motion.
3. By a majority vote Resolution AL20-21-014 was approved.

RESOLVED, that the Board of Trustees authorizes Universal Community Homes, through the Chief Financial Officer or his designee, in the form attached, to execute, and deliver, the fiscal year ending June 30, 2020, tax form 990 and supporting documents for Alcorn.

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

ii. Universal Vare Charter School

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

1. Mr. Savoy asked for a motion to accept and approve Resolution V20-21-011.
2. Mr. Hill made a motion to accept and approve Resolution V20-21-011 and Mrs. Randall second that motion.
3. By a majority vote Resolution V20-21-011 was approved.

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 Palman Electrical Services, in an amount not to exceed \$334,616.00 to for electrical upgrades and repairs at Vare

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

b. Resolution V20-21-012: FY 20' 990 Tax Documents

1. Mr. Savoy asked for a motion to accept and approve Resolution V20-21-012.
2. Mr. Hill made a motion to accept and approve Resolution V20-21-012 and Mrs. Randall second that motion.
3. By a majority vote Resolution V20-21-012 was approved.



RESOLVED, that the Board of Trustees authorizes Universal Community Homes, through the Chief Financial Officer or his designee, in the form attached, to execute, and deliver, the fiscal year ending June 30, 2020, tax form 990 and supporting documents for Vare.

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

iii. **Universal Audenried Charter School**

c. **Resolution AU20-21-015: FY 20' 990 Tax Documents**

1. Mr. Savoy asked for a motion to accept Resolution AU20-21-015.
2. Mr. Hill made a motion to accept Resolution AU20-21-015 and Mrs. Randall second that motion.
3. By a majority vote Resolution AU20-21-015 was accepted unanimously.

RESOLVED, that the Board of Trustees authorizes Universal Community Homes, through the Chief Financial Officer or his designee, in the form attached, to execute, and deliver, the fiscal year ending June 30, 2020, tax form 990 and supporting documents for Audenried.

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

d. **Resolution AU 20-21-016: NOCTI Waiver Notice**

1. Mr. Savoy asked for a motion to accept Resolution AU20-21-016.
2. Mr. Hill made a motion to accept Resolution AU20-21-016 and Mrs. Randall second that motion.
3. By a majority vote Resolution AU20-21-016 was accepted and approved unanimously.

RESOLVED, the Board of Trustees hereby ratifies the execution, delivery, and performance by Universal Education Company, through the Superintendent or her designee, to execute and deliver the notice of waiver for the end of course exam, NOCTI offered every year as suggested by PDE.

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

VI. **Public Comments**

- a. Charles Reeves, Parent and community member, comment regarding the CSO policy for renewal of charters in the 20-21 and 20-22 cohort, parent and student involvement in the decision-making process. Mr. Reeves also comment regarding the facility repairs at Alcorn and Vare being complete before next school year.

VII. **Adjournment**

- a. The meeting concluded at 7:50 p.m.

