



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
May 18, 2021 at 6:00 PM*

Meeting Minutes

BOARD MEMBERS PRESENT:

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

BOARD MEMBERS ABSENT:

1. Mrs. Phyllis Randall

Meeting called to Order at 6:05pm

I. Meeting Minutes

- i. The meeting minutes from April 20, 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 April 20, 2021 Meeting Minutes with additions and corrections.
 - b. Mr. Hill made a motion to approve the April 20, 2021 meeting minutes with additions and Corrections and Dr. Diaw second that motion.
 - c. By a majority vote the April 20, 2021 meeting minutes were approved.
 - **Board Vote:**
 - **Yes: 3**
 - **No: 0**
 - **Abstain: 0**

II. Old Business

i. Mr. Savoy discussed outstanding board request

1. There will not be any changes to the public comment format during meetings.
2. Nominations are still open for board vacancies.
3. The board is looking to obtain a governance management software that can support with document management.

III. Superintendent Remarks

- i. Dr. Nixon presented the Superintendents remarks.
 1. Universal Audenried and Universal Vare completed the charter renewal process.
 2. The Charter School Office issued draft recommendation reports for both schools.
 3. Once the CSO issue the final recommendation report the Dr. Nixon and leadership team will inform the board on the next steps.
 4. Universal continues to provide timely communication to the school community including Board member, administration, teachers, staff, students, and families.
 5. Universal Schools continue to follow the guidance of government and public health officials and medical professionals.



6. 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.
7. At this time, it is determined that Universal Schools will continue 100% virtual learning indefinitely.
8. Universal schools are looking to transition to a hybrid summer program and full in person learning in the Fall.

IV. 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 Dr. Diaw 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**

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. 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**

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. 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**

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. Mr. Hill 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: 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. 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**

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. 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**

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. 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**

V. Presentations

i. Alcorn Monthly Reports

- a. Mr. Starke presented an update on Alcorn's Virtual UC remote learning participation.
 1. Alcorn's Virtual UC participation average is about 87% for all grade levels.
 2. 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.
 3. All lessons and instructional activities are aligned to PA Common Core Standards
 4. Alcorn continues to implement a distance learning model for the purpose of providing continuity of education for all students.
 5. There was some discussion regarding the Alcorn Principal report
 6. Mr. Savoy asked for a motion to approve the Alcorn Principal Report
 7. Mr. Hill made a motion to approve the Alcorn Principal Report and Dr. Diaw second that motion.
 8. 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. Dr. Diaw 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. Central Office and Corporate Office leadership teams are working diligently with the Principals on the school opening plan for 2021-2022 academic year.
 2. The theme for school opening is “Reimagining School Readiness: Excellence, Equity and Access”.
 3. The Goals for School Opening are:
 - Execute an A+ School Opening
 - Develop and execute a clear communication strategy

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.
 4. The leadership team will accomplish the goals with a tactical approach:
 - Define the Criteria for Red/Yellow/Green



- Measure the readiness of schools for School Opening
 - Communicate all concerns for School Opening at each school
 - Address all School Opening concerns in a prioritized manner
5. The Universal Schools Health and Safety Plan serves as our local guidelines for all instructional and non-instructional school reopening activities.
 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 Dr. Diaw 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. There was no corporate office report

- vi. **Legal Update**
 - a. There was no Legal update

VI. Board Action Items

- i. **Universal Alcorn Charter School**
 - a. **Resolution AL20-21-015: 2021-2022 Academic Calendar**
 1. Mr. Savoy asked for a motion to accept and approve Resolution AL20-21-015.
 2. Dr. Diaw made a motion to accept and approve Resolution AL20-21-015 and Mr. Hill second that motion.
 3. By a majority vote Resolution AL20-21-015 was approved.

RESOLVED, that the Board of Trustees authorizes Universal Education Management, through the Superintendent or her designee, in the form attached, to produce the 2021 - 2022 Academic Calendar, which reflects the School year to begin July 1, 2021, through June 30, 2022, to align the ending of the school year closely to the School District of Philadelphia year ending.

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

- b. **Resolution AL20-21-016: 2021-2022 Board Calendar**
 4. Mr. Savoy asked for a motion to accept and approve Resolution AL20-21-016.
 5. Dr. Diaw made a motion to accept and approve Resolution AL20-21-016 and Mr. Hill second that motion.
 6. By a majority vote Resolution AL20-21-016 was approved.

RESOLVED, that the Board of Trustees authorize Universal Education Management, through the Superintendent or her designee, in the form attached, to produce the 2021 - 2022 Board Meeting Calendar, which reflects Board Meetings will begin September 1, 2021, through June 30, 2022, to reflect meetings to be held monthly throughout the school year.

➤ **Board Vote:**

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

ii. Universal VARE Charter School

a. Resolution V20-21-014: Facilities Request: Ventilation

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

c. Resolution V20-21-015: 2021-2022 Academic Calendar

7. Mr. Savoy asked for a motion to accept and approve Resolution V20-21-015.
8. Dr. Diaw made a motion to accept and approve Resolution V20-21-015 and Mr. Hill second that motion.
9. By a majority vote Resolution V20-21-015 was approved.

RESOLVED, that the Board of Trustees authorizes Universal Education Management, through the Superintendent or her designee, in the form attached, to produce the 2021 - 2022 Academic Calendar, which reflects the School year to begin July 1, 2021, through June 30, 2022, to align the ending of the school year closely to the School District of Philadelphia year ending.

➤ **Board Vote:**

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

d. Resolution V20-21-016: 2021-2022 Board Calendar

10. Mr. Savoy asked for a motion to accept and approve Resolution V20-21-016.
11. Dr. Diaw made a motion to accept and approve Resolution V20-21-016 and Mr. Hill second that motion.
12. By a majority vote Resolution V20-21-016 was approved.

RESOLVED, that the Board of Trustees authorize Universal Education Management, through the Superintendent or her designee, in the form attached, to produce the 2021 - 2022 Board Meeting Calendar, which reflects Board Meetings will begin September 1, 2021, through June 30, 2022, to reflect meetings to be held monthly throughout the school year.

➤ **Board Vote:**

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



iii. **Universal Audenried Charter School**

e. **Resolution AU20-21-017: 2021-2022 Academic Calendar**

13. Mr. Savoy asked for a motion to accept and approve Resolution AU20-21-017.
14. Dr. Diaw made a motion to accept and approve Resolution AU20-21-01& and Mr. Hill second that motion.
15. By a majority vote Resolution AU20-21-017 was approved.

RESOLVED, that the Board of Trustees authorizes Universal Education Management, through the Superintendent or her designee, in the form attached, to produce the 2021 - 2022 Academic Calendar, which reflects the School year to begin July 1, 2021, through June 30, 2022, to align the ending of the school year closely to the School District of Philadelphia year ending.

➤ **Board Vote:**

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

f. **Resolution AU20-21-018: 2021-2022 Board Calendar**

16. Mr. Savoy asked for a motion to accept and approve Resolution AU20-21-018.
17. Dr. Diaw made a motion to accept and approve Resolution AU20-21-018 and Mr. Hill second that motion.
18. By a majority vote Resolution AU20-21-018 was approved.

RESOLVED, that the Board of Trustees authorize Universal Education Management, through the Superintendent or her designee, in the form attached, to produce the 2021 - 2022 Board Meeting Calendar, which reflects Board Meetings will begin September 1, 2021, through June 30, 2022, to reflect meetings to be held monthly throughout the school year.

➤ **Board Vote:**

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

b. **Resolution AU 20-21-019: IXL Curriculum**

1. Mr. Savoy asked for a motion to accept Resolution AU20-21-019.
2. Mr. Hill made a motion to accept Resolution AU20-21-019 and Dr. Diaw second that motion.
3. By a majority vote Resolution AU20-21-019 was accepted and approved unanimously.

RESOLVED, the Board of Trustees hereby authorize the execution, delivery, and performance by Universal Education Company, through the Superintendent or her designee, of a purchase for instructional supplies from IXL Learning Company for an amount not to exceed \$39, 924.00 effective the 2020-2021 academic year.

➤ **Board Vote:**

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



c. Resolution AU 20-21-020: Edmentum Literacy Curriculum

4. Mr. Savoy asked for a motion to accept Resolution AU20-21-020.
5. Mr. Hill made a motion to accept Resolution AU20-21-020 and Dr. Diaw second that motion.
6. By a majority vote Resolution AU20-21-020 was accepted and approved unanimously.

RESOLVED, the Board of Trustees hereby authorize the execution, delivery, and performance by Universal Education Company, through the Superintendent or her designee, of a purchase for instructional supplies from Edmentum for an amount not to exceed \$19, 900.00 effective the 2020-2021 academic year.

➤ **Board Vote:**

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

d. Resolution AU 20-21-021: Introduction to Restorative Practices Training

7. Mr. Savoy asked for a motion to accept Resolution AU20-21-021.
8. Mr. Hill made a motion to accept Resolution AU20-21-021 and Dr. Diaw second that motion.
9. By a majority vote Resolution AU20-21-021 was accepted and approved unanimously.

RESOLVED, the Board of Trustees hereby authorize the execution, delivery, and performance by Universal Education Company, through the Superintendent or her designee, of a purchase for professional development training material from IIRP Graduate School for an amount not to exceed \$25, 718.90.

➤ **Board Vote:**

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

VII. Public Comments

- a. There were no public comments

VIII. Adjournment

- a. The meeting concluded at 8:47 p.m.

