



Public Meeting of the Board of Trustees  
for  
Universal Creighton Charter School  
*Meeting held Virtually via Zoom*  
*June 1, 2021 at 6:00 PM*

**Meeting Minutes**

**BOARD MEMBERS PRESENT:**

1. Curtis Savoy
2. Garland Thompson
3. Gail Greene
4. Roger Tenant

**Meeting called to Order at 6:05pm**

**I. Meeting Minutes**

- a. The Meeting Minutes from April 21, 2021 were reviewed by board members prior to board meeting. Board Members discussed and made corrections to the meeting minutes.
  - a. Mr. Thompson asked for a motion to accept and approve the April 21, 2021 Meeting Minutes with additions and corrections.
  - b. Mr. Tenant made a motion to approve the April 21, 2021 Meeting Minutes with additions and Corrections and Mrs. Greene second that motion.
  - c. By a majority vote the April 21, 2021 Meeting Minutes were approved.
    - **Board Vote:**
      - **Yes: 4**
      - **No: 0**
      - **Abstain: 0**
- b. The Meeting Minutes from April 13, 2021 were reviewed by board members prior to board meeting. Board Members discussed and made corrections to the meeting minutes.
  - d. Mr. Thompson asked for a motion to accept and approve the April 13, 2021 Meeting Minutes with additions and corrections.
  - e. Mr. Tenant made a motion to approve the April 13, 2021 Meeting Minutes with additions and Corrections and Mrs. Greene second that motion.
  - f. By a majority vote the April 13, 2021 Meeting Minutes were approved.
    - **Board Vote:**
      - **Yes: 4**
      - **No: 0**
      - **Abstain: 0**

**II. Superintendent Remarks**

- a. Dr. Nixon presented the Superintendents remarks.
- b. The Universal Schools Health and Safety Plan continue to serve as our local guidelines for all instructional and non-instructional school reopening activities.
- c. 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.
- d. At this time, it is determined that Universal Schools will reopen 100% in-person learning for the 2021-2022 academic year



- e. Leadership teams are working hard to get buildings prepared and ready for students to return.
- f. Mr. Thompson asked for a motion to accept and approve the Superintendents remarks.
- g. Mrs. Greene made a motion to approve the Superintendents remarks and Mr. Tenant second that motion.
- h. By a majority vote the Superintendents remarks was approved.

- **Board Vote:**
  - **Yes: 4**
  - **No: 0**
  - **Abstain: 0**

### III. Committee Reports

#### i. Financial Report

##### a. Creighton Charter School

1. **Profit/Loss and Budget Statement:** Mrs. Greene Presented the Finance Report for Creighton Charter School.
2. Board members were given copies the Creighton finance report which was reviewed by board members prior to the board meeting.
3. There was discussion amongst board members regarding the Creighton Financial report.
4. Mr. Thompson asked for a motion to approve the Creighton Financial Report.
5. Mr. Savoy made a motion to accept and approve Creighton Finance report and Mr. Tenant second that motion.
6. By a majority vote the Creighton Financial report was accepted and approved unanimously.

- **Board Vote:**
  - **Yes: 4**
  - **No: 0**
  - **Abstain: 0**

#### ii. Academic Committee Reports

##### a. Creighton Charter School

1. There was no written Academic Committee report.

#### iii. HR Committee Reports

##### a. Creighton Charter School

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



- **Board Vote:**
  - **Yes: 4**
  - **No: 0**
  - **Abstain: 0**

**iv. Facilities Committee Reports**

**b. Creighton Charter School**

1. Mr. Tenant Presented the Facilities report for Creighton Charter School.
2. Board members were given copies the Creighton facilities report which was reviewed by board members prior to the board meeting.
3. There was discussion amongst board members regarding the Creighton facilities report.
4. Mr. Thompson asked for a motion to approve the Creighton facilities report.
5. Mr. Savoy made a motion to accept and approve Creighton facilities report and Mrs. Greene second that motion.
6. By a majority vote the Creighton Facilities report were accepted and approved unanimously.

- **Board Vote:**
  - **Yes: 4**
  - **No: 0**
  - **Abstain: 0**

**IV. Presentations**

**i. Creighton Monthly Reports**

1. Mrs. Baldwin presented an update on Creighton's Virtual UC School report.
2. Creighton's Virtual UC participation average is about 87% for all grade levels.
3. Creighton'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. Creighton have implemented a distance learning model for the purpose of providing continuity of education for all students.
6. There was some discussion regarding the Creighton Principal report
7. Mr. Thompson asked for a motion to approve the Creighton Principal Report
8. Mr. Savoy made a motion to approve the Creighton Principal Report and Mr. Tenant second that motion.
9. By a majority vote the Creighton Principal Report was approved unanimously.

- **Board Vote:**
  - **Yes: 4**
  - **No: 0**
  - **Abstain: 0**



**ii. Central Office Report**

- i. Dr. Nixon presented the Central Office report presented for Creighton; board members were given copies of the Central Office report prior to the board meeting.
  1. Dr. Nixon presented the school reopening plan for the 2021-2022 academic year
  2. 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.
  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 Schools will reopen for 100% in-person learning in September 2021.
  6. There was some discussion about the Central Office report.
  7. Mr. Thompson asked for a motion to approve the Central Office Report.
  8. Mr. Tenant made a motion to approve the Central Office Report and Mrs. Greene second that motion.
  9. By a majority vote the Central Office Report was approved unanimously.

- **Board Vote:**
- **Yes: 4**
  - **No: 0**
  - **Abstain: 0**

**iii. Corporate Office Report**

- i. Mrs. Tamelia Hinson-Threadgill presented the Corporate Office report.
  1. Board members were provided with copies of the corporate office report to review prior to the meeting
  2. HR will be providing new benefit packages to staff.
  3. There was some discussion about the Corporate Office report.
  4. Mr. Thompson asked for a motion to approve the Corporate Office Report.
  5. Mr. Tenant made a motion to approve the Corporate Office Report and Mrs. Greene second that motion.
  6. By a majority vote the Corporate Office Report was approved unanimously.

- **Board Vote:**
- **Yes: 4**
  - **No: 0**
  - **Abstain: 0**

**V. Board Action Items**

**a. Universal Creighton Charter School**

**i. Resolution C20-21-020: 2021-2022 Academic Calendar**

1. Mr. Thompson asked for a motion to accept and approve Resolution C20-21-020.



2. Mr. Savoy made a motion to accept Resolution C20-21-020 and Mr. Tenant second that motion.
3. By a majority vote Resolution C20-21-020 was accepted and approved unanimously.

**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: 4**
  - **No: 0**
  - **Abstain: 0**

**ii. Resolution C20-21-021: 2021-2022 Board Meeting Calendar**

4. Mr. Thompson asked for a motion to accept and approve Resolution C20-21-021.
5. Mr. Tenant made a motion to accept Resolution C20-21-021 and Mrs. Greene second that motion.
6. By a majority vote Resolution C20-21-021 was accepted and approved unanimously.

**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 five meetings to be held throughout the school year.

- **Board Vote:**
  - **Yes: 4**
  - **No: 0**
  - **Abstain: 0**

**iii. Resolution C20-21-022: 2021-2022 School Operational Budget**

7. Mr. Thompson asked for a motion to accept and approve Resolution C20-21-022.
8. Mr. Tenant made a motion to accept Resolution C20-21-022 and Mrs. Greene second that motion.
9. By a majority vote Resolution C20-21-022 was accepted and approved unanimously.

**RESOLVED**, that the Board of Trustees authorizes Universal Community Homes, through the Chief Financial Officer or his designee, in the form attached, to produce the 2021 - 2022 Operating Budget, to which include the salary and benefits of employees, other operating expenses and revenue for the period commencing July 1, 2021 through June 30, 2022.

- **Board Vote:**
  - **Yes: 4**
  - **No: 0**
  - **Abstain: 0**

**iv. Resolution C20-21-23: Facilities Request Electrical repairs**

10. Mr. Thompson asked for a motion to accept and approve Resolution C20-21-023.



11. Mr. Tenant made a motion to accept Resolution C20-21-023 and Mrs. Greene second that motion.
12. By a majority vote Resolution C20-21-023 was accepted and approved unanimously.

**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 Electric Inc., in an amount not to exceed \$336,920.00 to install additional electrical outlets at Creighton.

➤ **Board Vote:**

- **Yes: 4**
- **No: 0**
- **Abstain: 0**

**v. Resolution C20-21-024: Purchase Request Curriculum Associates**

13. Mr. Thompson asked for a motion to accept and approve Resolution C20-21-024.
14. Mr. Tenant made a motion to accept Resolution C20-21-024 and Mr. Savoy second that motion.
15. By a majority vote Resolution C20-21-024 was accepted and approved unanimously.

**RESOLVED**, the Board of Trustees hereby authorizes the execution, delivery, and performance by Universal Education Company, through the Superintendent or her designee, of a purchase for instructional supplies from Curriculum Associate for an amount not to exceed \$21,910 effective the 2020-2021 academic year.

➤ **Board Vote:**

- **Yes: 4**
- **No: 0**
- **Abstain: 0**

**VI. Public Comments**

- a. There were no public comments.

**VII. Adjournment**

- a. The meeting concluded at 8:23 p.m.

