



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*  
*June 10, 2021 at 6:00 PM*

**Meeting Minutes**

**BOARD MEMBERS PRESENT:**

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

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

**I. Meeting Minutes**

- i. The meeting minutes from May 18, 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 May 18, 2021 Meeting Minutes with additions and corrections.
  - b. Mr. Hill made a motion to approve the May 18, 2021 meeting minutes with additions and Corrections and Dr. Diaw second that motion.
  - c. By a majority vote the May 18, 2021 meeting minutes were approved.

➤ **Board Vote:**

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

**II. Old Business**

**i. Mr. Savoy discussed outstanding board request**

1. Following the end of each board meeting Mr. Savoy is requesting an exception report is sent to maintain record of matters the board request to be completed.

**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. Dr. Nixon Commend the principals on an excellent job for the Graduations and Move-up Ceremonies.



#### 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 Mrs. Randall second that motion.
6. By a majority vote the Alcorn financial report was accepted and approved unanimously.
  - **Board Vote:**
    - **Yes: 4**
    - **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: 4**
    - **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. Mrs. Randall 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: 4**
  - **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: 4**
  - **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: 4**
  - **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: 4**
  - **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: 4**
  - **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: 4**
  - **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: 4**
    - **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: 4**
    - **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: 4**
    - **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: 4**
- **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: 4**
- **No: 0**
- **Abstain: 0**

### ii. Vare Monthly Reports

- a. Dr. Nixon 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: 4**
- **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: 4**
  - **No: 0**
  - **Abstain: 0**

**iv. Central Office Report**

- i. There was no Central Office report

**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 AL20-21-017: 2021-2022 Operating Budget**

1. Mr. Savoy asked for a motion to accept and approve Resolution AL20-21-017.
2. Dr. Diaw made a motion to accept and approve Resolution AL20-21-017 and Mr. Hill second that motion.
3. By a majority vote Resolution AL20-21-017 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 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**



**b. Resolution AL20-21-018: Financial Management Agreement**

4. Mr. Savoy asked for a motion to accept and approve Resolution AL20-21-018.
5. Dr. Diaw made a motion to accept and approve Resolution AL20-21-018 and Mr. Hill second that motion.
6. By a majority vote Resolution AL20-21-018 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, a Contract with Charter Choice for the period commencing July 1, 2021 through June 30, 2022.

➤ **Board Vote:**

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

**ii. Universal Vire 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 V20-21-016: Financial Management Agreement**

7. Mr. Savoy asked for a motion to accept and approve Resolution V20-21-016.
8. Dr. Diaw made a motion to accept and approve Resolution V20-21-016 and Mr. Hill second that motion.
9. By a majority vote Resolution V20-21-016 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, a Contract with Charter Choice for the period commencing July 1, 2021 through June 30, 2022.

➤ **Board Vote:**

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

**iii. Universal Audenried Charter School**

**d. Resolution AU20-21-017: 2021-2022 Operating Budget**

10. Mr. Savoy asked for a motion to accept and approve Resolution AU20-21-019.
11. Dr. Diaw made a motion to accept and approve Resolution AU20-21-019 and Mr. Hill second that motion.
12. By a majority vote Resolution AU20-21-019 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 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: 3**
- **No: 0**
- **Abstain: 0**

**e. Resolution AU20-21-018: Financial Management Agreement**

13. Mr. Savoy asked for a motion to accept and approve Resolution AU20-21-018.

14. Dr. Diaw made a motion to accept and approve Resolution AU20-21-018 and Mr. Hill second that motion.

15. By a majority vote Resolution AU20-21-018 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, a Contract with Charter Choice for the period commencing July 1, 2021 through June 30, 2022

➤ **Board Vote:**

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

**VII. Public Comments**

- a. There were no public comments

**VIII. New Business**

- a. The request to retain a project manager to help manage all of the current facility projects.

**IX. Adjournment**

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

