



Public Meeting of the Combined Board of Trustees
for
Universal Bluford Charter School
Universal Daroff Charter School
Meeting held Virtually via Zoom
September 23, 2021 at 6:00 PM
Meeting Minutes

BOARD MEMBERS PRESENT:

1. Dr. Deshawnda Williams
2. Mark Davis
3. Gail Greene

BOARD MEMBERS ABSENT:

4. Joel Seay
5. Cheryl Seay

Meeting called to Order at 6:05pm

I. Meeting Minutes

- i. The Meeting Minutes from June 3, 2021 were reviewed by board members prior to board meeting. Board Members discussed and made corrections to the meeting minutes.
 - a. Dr. Williams asked for a motion to accept and approve the June 3, 2021 Meeting Minutes with additions and corrections.
 - b. Mr. Davis made a motion to approve the June 3, 2021 Meeting Minutes with additions and Corrections and Mrs. Greene second that motion.
 - c. By a majority vote the June 3, 2021 Meeting Minutes were approved.
 - **Board Vote:**
 - **Yes: 3**
 - **No: 0**
 - **Abstain: 0**

II. Superintendent Remarks

- i. Dr. Nixon presented the Superintendents remarks.
 1. Universal schools welcomed scholars back into the buildings for 100% in-person learning for the first time in 18 months.
 2. School opening is off to a great start in all Universal schools.
 3. Universal continues to provide timely communication to the school community including Board member, administration, teachers, staff, students, and families.
 4. Universal Schools continue to follow the guidance of government and public health officials and medical professionals.
 5. The conditions surrounding the COVID-19 pandemic are dynamic. Universal will continue to closely monitor it.

III. Committee Reports

i. Financial Report

a. Bluford Charter School

1. **Profit/Loss and Budget Statement:** Charter Choice financial management consultant. Jesse Bean presented the finance report for Bluford Charter School.



2. Board members were given copies the Bluford finance report which was reviewed by board members prior to the board meeting.
3. There was discussion amongst board members regarding the Bluford financial report.
4. Dr. Williams asked for a motion to approve the Bluford financial report.
5. Mr. Davis made a motion to accept and approve Bluford finance report and Mrs. Greene second that motion.
6. By a majority vote the Bluford financial report was accepted and approved unanimously.
 - **Board Vote:**
 - **Yes: 3**
 - **No: 0**
 - **Abstain: 0**

b. Daroff Charter School

1. **Profit/Loss and Budget Statement:** Charter Choice financial management consultant. Jesse Bean presented the finance report for Daroff Charter School.
2. Board members were given copies the Daroff finance report which was reviewed by board members prior to the board meeting.
3. There was discussion amongst board members regarding the Daroff financial report.
4. Dr. Williams asked for a motion to approve the Daroff financial report.
5. Mr. Davis made a motion to accept and approve Daroff finance report and Mrs. Greene second that motion.
6. By a majority vote the Daroff 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

a. Bluford Charter School

1. Mrs. Hinson-Threadgill presented the HR report for Bluford Charter School.
2. Board members were given copies the Bluford HR report which was reviewed by board members prior to the board meeting.
3. There was discussion amongst board members regarding the Bluford HR report.
4. Dr. Williams asked for a motion to approve the Bluford HR report.
5. Mr. Davis made a motion to accept and approve Bluford HR report and Mrs. Greene second that motion.
6. By a majority vote the Bluford HR report were accepted and approved unanimously.
 - **Board Vote:**
 - **Yes: 3**
 - **No: 0**
 - **Abstain: 0**



b. Daroff Charter School

1. Mrs. Hinson-Threadgill presented the HR report for Daroff Charter School.
2. Board members were given copies the Daroff HR report which was reviewed by board members prior to the board meeting.
3. There was discussion amongst board members regarding the Daroff HR report.
4. Dr. Williams asked for a motion to approve the Daroff HR report.
5. Mr. Davis made a motion to accept and approve Daroff HR report and Mrs. Greene second that motion.
6. By a majority vote the Daroff HR report were accepted and approved unanimously.
 - **Board Vote:**
 - **Yes: 3**
 - **No: 0**
 - **Abstain: 0**

iv. Facilities Committee Reports

c. Bluford Charter School

7. Mr. Lawrence Threadgill presented the facilities report for Bluford Charter School.
8. Board members were given copies the Bluford facilities report which was reviewed by board members prior to the board meeting.
9. There was discussion amongst board members regarding the Bluford facilities report.
10. Dr. Williams asked for a motion to approve the Bluford facilities report.
11. Mr. Davis made a motion to accept and approve Bluford facilities report and Mrs. Greene second that motion.
12. By a majority vote the Bluford facilities report were accepted and approved unanimously.
 - **Board Vote:**
 - **Yes: 3**
 - **No: 0**
 - **Abstain: 0**

d. Daroff Charter School

7. Mr. Lawrence Threadgill presented the facilities report for Daroff Charter School.
8. Board members were given copies the Daroff facilities report which was reviewed by board members prior to the board meeting.
9. There was discussion amongst board members regarding the Daroff facilities report.
10. Dr. Williams asked for a motion to approve the Daroff facilities report.
11. Mrs. Greene made a motion to accept and approve Daroff facilities report and Mr. Davis second that motion.
12. By a majority vote the Daroff facilities report were accepted and approved unanimously.
 - **Board Vote:**
 - **Yes: 3**
 - **No: 0**
 - **Abstain: 0**



IV. Presentations

i. Bluford Monthly Reports

- a. Principal. Gary-Nelson presented a Bluford's monthly school report.
 1. Bluford's total enrollment is 485. Bluford enrollment cap is 541.
 2. Bluford implements Positive Behavioral Intervention and Supports (PBIS) through a Multi-Tiered System of Support (MTSS) for behavior. The three (3) tiered system is as follows:
 - a. Tier 1- the base level of school behavior that is applied to all scholars as school policy
 - b. Tier 2- Develop individual positive behavior support plans, including: mentorship, monthly team meetings with STS providers, Group Counseling and individual counseling
 - c. Tier 3- referral for evaluation for specialized services, Bi-weekly agency and school based meetings.
 3. Bluford's leadership team is in the process of identifying scholars that are in need of behavioral support. There are 6 scholars that carried over from the previous school year.
 4. Bluford has a goal to achieve a ten (10) percent gain in all subject of scholars performing proficient or advanced.
 5. Bluford will continue to promote a system-wide culture of safety, effective engagement, cultural competency, and customer service
 6. There was some discussion regarding the Bluford Principal report
 7. Dr. Williams asked for a motion to approve the Bluford Principal report
 8. Mr. Davis made a motion to approve the Bluford Principal report and Mrs. Greene second that motion.
 9. By a majority vote the Bluford Principal report was approved unanimously.
- **Board Vote:**
- **Yes: 3**
 - **No: 0**
 - **Abstain: 0**

ii. Daroff Monthly Reports

- a. Dr. Ruffin presented Daroff's monthly school report.
 1. Daroff's total enrollment is 692. Daroff enrollment cap is 735.
 2. Daroff implements Positive Behavioral Intervention and Supports (PBIS) through a Multi-Tiered System of Support (MTSS) for behavior. The three (3) tiered system is as follows:
 - a. Tier 1- the base level of school behavior that is applied to all scholars as school policy
 - b. Tier 2- Develop individual positive behavior support plans, including: mentorship, monthly team meetings with STS providers, Group Counseling and individual counseling
 - c. Tier 3- referral for evaluation for specialized services, Bi-weekly agency and school-based meetings.
 3. Daroff's leadership team is in the process of identifying scholars that are in need of behavioral support. There are 6 scholars that carried over from the previous school year.
 4. Daroff has a goal to achieve a ten (10) percent gain in all subjects of scholars performing proficient or advanced.



5. Daroff will continue to promote a system-wide culture of safety, effective engagement, cultural competency, and customer service
6. There was some discussion regarding Daroff's Principal report.
7. Dr. Williams asked for a motion to approve the Daroff Principal report.
8. Mr. Davis made a motion to approve the Daroff Principal Report and Mrs. Greene second that motion.
9. By a majority vote the Daroff Principal report was approved unanimously.

➤ **Board Vote:**

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

iii. Central Office Report

- i. Dr. Nixon presented the Central Office report presented for Bluford, and Daroff. 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.
 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. All Universal Schools reopen for 100% in-person learning on August 31, 2021.
 5. Dr. Nixon established a COVID-19 response team that coordinates all things COVID in all the school buildings, including but not limited to testing, responding to positive test results and exposure.
 6. The COVID response team created all letters and/or correspondence to notify parents of COVID case within the schools building and exposures procedures.
 7. The COVID response team maintain a dashboard on the school websites.
 8. There was some discussion about the Central Office Report.
 9. There was some discussion about the Central Office report. Dr. Williams requested a follow-up regarding the outcome of the virtual open house.
 10. Dr. Williams asked for a motion to approve the Central Office Report.
 11. Mr. Davis made a motion to approve the Central Office Report and Mrs. Greene second that motion.
 12. By a majority vote the Central Office Report was approved unanimously.

➤ **Board Vote:**

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

iv. Corporate Office Report

- i. Mrs. Tamelia Hinson-Threadgill presented the Corporate Office Report.
 1. Mrs. Hinson-Threadgill provided a detailed overview of the National School Lunch Program.



2. The NSLP provide nutrition guidance for schools to follow for the meals that are served to scholars.
3. There was some discussion about the Corporate Office report.
4. Dr. Williams asked for a motion to approve the Corporate Office Report.
5. Mrs. Greene made a motion to approve the Corporate Office Report and Mr. Davis second that motion.
6. By a majority vote the Corporate Office Report was approved unanimously

➤ **Board Vote:**

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

v. **Legal Update**

a. Special education matters

1. Attorney Linda Hiller presented the legal update.
2. Bluford have two open special education matters. There is a settlement recommendation for compensatory education for student I.F. and D.F. and reasonable attorney fees.
3. Daroff have one open special education matter. There is a settlement recommendation for compensatory education for student K.W. and reasonable attorney fees.
4. Dr. Williams asked for a motion to accept and approve the legal update
5. Mrs. Greene made a motion to accept and approve the legal update. and Mr. Davis second that motion.
6. By a majority vote the legal update was approved

➤ **Board Vote:**

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

V. **Board Action Items**

i. **Universal Bluford Charter School**

a. **Resolution B21-22-000: 2021-2022 HR Personnel Hires and Salaries**

1. Dr. Williams asked for a motion to accept and approve Resolution B21-22-000.
2. Mr. Davis made a motion to accept and approve Resolution B21-22-000 and Mrs. Greene second that motion.
3. By a majority vote Resolution B21-22-000 was approved.

RESOLVED, that the Board of Trustees authorizes Universal Community Homes, through the Chief Operating Officer or her designee, in the form attached, to execute and deliver contracts for the 2021 - 2022 HR hires, to which include the salary and benefits of employees

➤ **Board Vote:**

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

1. **Resolution B21-22-001: 2021-2022 HR Personnel Terminations**

1. Dr. Williams asked for a motion to accept and approve Resolution B21-22-001.



2. Mr. Davis made a motion to accept and approve Resolution B21-22-001 and Mrs. Greene second that motion.
3. By a majority vote Resolution B21-22-001 was approved.

RESOLVED, that the Board of Trustees authorizes Universal Community Homes, through the Chief Operating Officer or her designee, in the form attached, to terminate contracts for the 2021 - 2022 HR terminations, to which include the termination of salary and benefits of employees.

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

b. Resolution B21-22-002: Special Education Legal Matter: I.F.

1. Dr. Williams asked for a motion to accept and approve Resolution B21-22-002.
2. Mr. Davis made a motion to accept Resolution B21-22-002 and Mrs. Greene second that motion.
3. By a majority vote Resolution B21-22-002 was accepted and approved unanimously.

RESOLVED, that the Board of Trustees authorizes Universal Education Company, through the Superintendent or her designee, in the form attached, to execute, and deliver, a settlement agreement for compensatory education for student I.F with reasonable attorney fees.

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

c. Resolution B21-22-003: Special Education Legal Matter: D.F.

1. Dr. Williams asked for a motion to accept and approve Resolution B21-22-003.
2. Mr. Davis made a motion to accept Resolution B21-22-003 and Mrs. Greene second that motion.
3. By a majority vote Resolution B21-22-003 was accepted and approved unanimously.

RESOLVED, that the Board of Trustees authorizes Universal Education Company, through the Superintendent or her designee, in the form attached, to execute, and deliver, a settlement agreement for compensatory education for student D.F with reasonable attorney fees.

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

ii. Universal Daroff Charter School

b. Resolution D21-22-000: 2021-2022 HR Personnel Hires and Salaries

1. Dr. Williams asked for a motion to accept and approve Resolution D21-22-000.
2. Mr. Davis made a motion to accept and approve Resolution D21-22-000 and Mrs. Greene second that motion.



3. By a majority vote Resolution D21-22-000 was approved.

RESOLVED, that the Board of Trustees authorizes Universal Community Homes, through the Chief Operating Officer or her designee, in the form attached, to execute and deliver contracts for the 2021 - 2022 HR hires, to which include the salary and benefits of employees

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

1. Resolution D21-22-001: 2021-2022 HR Personnel Terminations

4. Dr. Williams asked for a motion to accept and approve Resolution D21-22-001.
5. Mr. Davis made a motion to accept and approve Resolution D21-22-001 and Mrs. Greene second that motion.
6. By a majority vote Resolution D21-22-001 was approved.

RESOLVED, that the Board of Trustees authorizes Universal Community Homes, through the Chief Operating Officer or her designee, in the form attached, to terminate contracts for the 2021 - 2022 HR terminations, to which include the termination of salary and benefits of employees.

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

d. Resolution B21-22-002: Special Education Legal Matter: K.W.

4. Dr. Williams asked for a motion to accept and approve Resolution B21-22-002.
5. Mr. Davis made a motion to accept Resolution B21-22-002 and Mrs. Greene second that motion.
6. By a majority vote Resolution B21-22-002 was accepted and approved unanimously.

RESOLVED, that the Board of Trustees authorizes Universal Education Company, through the Superintendent or her designee, in the form attached, to execute, and deliver, a settlement agreement for compensatory education for student K.W. with reasonable attorney fees.

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

VI. Public Comments

- a. There were no public comments.

VII. Adjournment

- a. The meeting concluded at 8:54 p.m.

