



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
January 18, 2022 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 December 21, 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 December 21, 2021 Meeting Minutes with additions and corrections.
 - b. Dr. Diaw made a motion to approve the December 21, 2021 meeting minutes with additions and Corrections and Mr. Hill second that motion.
 - c. By a unanimous vote the December 21, 2021 meeting minutes were approved.

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

II. Old Business

i. Financial Statement Audits Update

- a. The annual financial statement audits have been completed and submitted to the Charter School Office on time for the schools Alcorn, Vare, Audenried, and management companies, Universal Community Homes and Universal Education Company.
- b. Dr. Diaw asked the questions: Have the Audenried been notified if the Charter renewal have been approved by the Board of Education and have Audenried received the fully executed agreement back from the Board of Education? Mr. Savoy advised that he received email confirmation that the agreement was received by the Charter Schools Office, but nothing further on the fully executed copy of the agreement.

III. Superintendent Remarks

- i. Dr. Nixon presented the Superintendents remarks.
 1. Universal schools resumed in-person learning on Tuesday January 18, 2022 from 2 weeks of remote-learning after winter break. School buildings were closed for a total of 26 days.
 2. Universal schools will mandate staff and scholars to wear mask in all buildings.
 3. Universal Community Homes provided 5000 N95 mask divided across the family of schools.
 4. Universal partnered with organizations to provide on-site testing for staff. Staff with symptoms are asked to leave the school buildings immediately.



5. The school nurse will test symptomatic students.
6. All buildings were fully cleaned and sanitized upon reopening.

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 unanimous vote the Alcorn financial report was accepted and approved.
 - **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. Dr. Diaw made a motion to accept and approve Vare finance report and Mrs. Randall second that motion.
6. By a unanimous vote the Vare Financial Report was accepted and approved.
 - **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. Mr. Hill made a motion to accept and approve Audenried finance report and Dr. Diaw second that motion.



6. By a unanimous vote the Audenried Financial report was accepted and approved.

➤ **Board Vote:**

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

ii. **HR Committee Reports**

a. **Alcorn Charter School**

1. Mrs. 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 Dr. Diaw second that motion.
6. By a unanimous vote the Alcorn HR report were accepted and approved.

➤ **Board Vote:**

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

a. **Vare Charter School**

1. Mrs. 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 Dr. Diawl second that motion.
6. By a unanimous vote the Vare HR report were accepted and approved

➤ **Board Vote:**

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

b. **Audenried Charter High School**

1. Mrs. 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. Dr. Diaw made a motion to accept and approve Audenried HR report and Mrs. Randall second that motion.
6. By a unanimous vote the Audenried HR report were accepted and approved.

➤ **Board Vote:**

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



- **Abstain: 0**

iii. **Facilities Committee Reports**

b. **Alcorn Charter School**

7. Mr. Hill presented the facilities report for Alcorn Charter School.
8. Board members were given copies the Alcorn facilities report which was reviewed by board members prior to the board meeting.
9. There was discussion amongst board members regarding the Alcorn facilities report.
10. Mr. Savoy asked for a motion to approve the Alcorn facilities report.
11. Mrs. Randall made a motion to accept and approve Alcorn facilities report and Dr. Diaw second that motion.
12. By a unanimous vote the Alcorn facilities report were accepted and approved.

➤ **Board Vote:**

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

c. **Vare Charter School**

7. Mr. Hill presented the facilities report for Vare Charter School.
8. Board members were given copies the Vare facilities report which was reviewed by board members prior to the board meeting.
9. There was discussion amongst board members regarding the Vare facilities report.
10. Mr. Savoy asked for a motion to approve the Vare facilities report.
11. Mrs. Randall made a motion to accept and approve Vare facilities report and Dr. Diawl second that motion.
12. By a unanimous vote the Vare facilities report were accepted and approved.

➤ **Board Vote:**

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

d. **Audenried Charter High School**

7. Mr. Hill presented the facilities report for Audenried Charter School.
8. Board members were given copies the Audenried facilities report which was reviewed by board members prior to the board meeting.
9. There was discussion amongst board members regarding the Audenried facilities report.
10. Mr. Savoy asked for a motion to approve the Audenried facilities report.
11. Dr. Diaw made a motion to accept and approve Audenried facilities report and Mrs. Randall second that motion.
12. By a unanimous vote the Audenried facilities report were accepted and approved.

➤ **Board Vote:**

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



V. Presentations

i. Alcorn Monthly Reports

- a. Mr. Starke presented Alcorn's monthly school report.
 1. Alcorn's total enrollment is 511. Alcorn enrollment cap is 620.
 2. Alcorn 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. Alcorn has a goal to achieve a ten (10) percent gain in all subjects of scholars performing proficient or advanced.
 4. Alcorn will continue to promote a system-wide culture of safety, effective engagement, cultural competency, and customer service
 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 unanimous vote the Alcorn Principal Report was approved.

➤ **Board Vote:**

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

ii. Vare Monthly Reports

- a. Principal Howee-Toomer presented Vare's monthly school report
 1. Vare's total enrollment is 215. Vare's enrollment target is 220.
 2. Vare 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. Vare has a goal to achieve a ten (10) percent gain in all subjects of scholars performing proficient or advanced.
 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 unanimous vote the Vare Principal Report was approved.

➤ **Board Vote:**



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

iii. Audenried Monthly Reports

- a. Mr. Anderson presented Audenried’s monthly school report
1. Audenried’s total enrollment is 536 with a goal to reach 705. Audenried is under the enrollment cap.
 2. Audenried 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- scholars placed into groups based on the type of infractions. Interventions include: Community service, Group Sessions and daily reports
 - c) Tier 3- Scholars receive behavioral contracts, counseling sessions, positive behavior support plans.
 3. Audenried will continue to promote a system-wide culture of safety, effective engagement, cultural competency, and customer service
 4. Audenried focus is on scholars being college and career ready. Scholars take PSAT in grades 9-11 and are allowed to take the pre-test numerous times to determine how prepared scholars are.
 5. Audenried has a goal to achieve a ten (10) percent gain in all subject of scholars performing proficient or advanced.
 6. There was some discussion about the Audenried Principal Report.
 7. Mr. Savoy asked for a motion to approve the Audenried Principal Report.
 8. Dr. Diaw made a motion to approve the Audenried Principal Report and Mr. Hill second that motion.
 9. By a unanimous vote the Audenried Principal Report was approved.

➤ **Board Vote:**

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

iv. Central Office Report

- a. Dr. Nixon presented the Central Office report for Alcorn, Vare and Audenried.
1. 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.
 2. The COVID response team created all letters and/or correspondence to notify parents of COVID case within the schools building and exposures procedures.
 3. The COVID response team maintain a dashboard on the school websites.
 4. The Central Office team completed school support visits for Vare on December 14, 2021 and Alcorn on December 16, 2021. The school support visit for Audenried will take place in the coming weeks.
 5. The school support visits focused on each category of the Annual Charter Evaluation.



6. There is a Central Office team member assigned to each category that observed and evaluated the specific area and look at trends across the category.
7. The team member also set goals for the school to improve the trends.
8. Dr. Nixon contracted with a safety expert to work closely with the Director of Climate Culture and Safety arounds best practices for the safety of our schools and the violence throughout the City of Philadelphia.
9. Central Office launched the ACE dashboards to put each section of the Annual Charter Evaluation into perspective for the schools to see areas that the school may be struggling.
10. There was some discussion about the Central Office Report.
11. Mr. Savoy asked for a motion to approve the Central Office Report.
12. Dr. Diaw made a motion to approve the Central Office Report and Mr. Hill second that motion.
13. By a unanimous vote the Central Office Report was approved.

➤ **Board Vote:**

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

VI. Board Action Items

i. Universal Vare Charter School

a. Resolution V21-22-010: Cleaning Service Contract

1. Resolution V21-22-010: was tabled.

b. Resolution V21-22-011: Technology Purchase Request: Chromebooks

1. Resolution V21-22-011: Technology Purchase Request for Chromebooks was tabled.

VII. Public Comments

- a. Charles Reeves, parent, had a question about student COVID testing. Mr. Reeves also commented about the board meeting agenda layout regarding the public comment section, and if the board would consider making the public comments sooner.

VIII. New Business

- i. Board nominations and voting will take place at the next scheduled board meeting on February 15, 2022.
- ii. Mr. Savoy suggested each school have a megaphone, which would be helpful when addressing a large audience/crowd.

IX. Adjournment

- a. The meeting concluded at 8:05 p.m.

