



Public Meeting of the Board of Trustees
for
Universal Institute Charter School
Meeting held Virtually via Zoom
March 10, 2022 at 6:00 PM
Meeting Minutes

Board Members Present:

1. Mr. Kenneth Gamble
2. Mrs. Faatimah Gamble
3. Salima Rabb
4. Michelle Wilson
5. David Thompson

Meeting called to Order at 6:05pm

I. Meeting Minutes

- a. The Meeting Minutes from December 23, 2021 were reviewed by board members prior to board meeting. Board Members discussed and made corrections to the meeting minutes.
 1. Mrs. Gamble asked for a motion to accept and approve the December 23, 2021 Meeting Minutes with additions and corrections.
 2. Mr. Gamble made a motion to approve the December 23, 2021 Meeting Minutes with additions and Corrections and Ms. Martin second that motion.
 3. By unanimous vote the December 23, 2021 Meeting Minutes were approved.

➤ **Board Vote:**

- **Yes: 5**
- **No: 0**
- **Abstain: 0**

- b. The Meeting Minutes from December 2, 2021 were reviewed by board members prior to board meeting. Board Members discussed and made corrections to the meeting minutes.
 1. Mrs. Gamble asked for a motion to accept and approve the December 2, 2021 Meeting Minutes with additions and corrections.
 2. Mr. Gamble made a motion to approve the December 2, 2021 Meeting Minutes with additions and Corrections and Ms. Martin second that motion.
 3. By unanimous vote the December 2, 2021 Meeting Minutes were approved.

➤ **Board Vote:**

- **Yes: 5**
- **No: 0**
- **Abstain: 0**

II. Committee Reports

i. Financial Report

a. Institute Charter School

1. **Profit/Loss and Budget Statement:** Charter Choice Financial Management Consultant. Jesse Bean Presented the Finance Report for Institute Charter School.



2. Board members were given copies the Institute finance report which was reviewed by board members prior to the board meeting.
3. There was discussion amongst board members regarding the Institute Financial Report.
4. Mrs. Gamble asked for a motion to approve the Institute Financial Report.
5. Ms. Martin made a motion to accept and approve Institute Finance report and Mr. Thompson second that motion.
6. By unanimous vote the Institute Financial Report was accepted and approved.

➤ **Board Vote:**

- **Yes: 5**
- **No: 0**
- **Abstain: 0**

ii. **Academic Committee Reports**

a. **Institute Charter School**

1. There was no Academic Committee Report presented.

iii. **HR Committee Reports**

a. **Institute Charter School**

1. Tamelia Hinson-Threadgill Presented the HR Report for Institute Charter School.
2. Board members were given copies the Institute HR report which was reviewed by board members prior to the board meeting.
3. There was discussion amongst board members regarding the Institute HR report.
4. Mrs. Gamble asked for a motion to approve the Institute HR report.
5. Ms. Martin made a motion to accept and approve Institute HR report and Mr. Thompson second that motion.
6. By unanimous vote the Institute HR Report were accepted and approved.

➤ **Board Vote:**

- **Yes: 5**
- **No: 0**
- **Abstain: 0**

iv. **Facilities Committee Reports**

b. **Institute Charter School**

1. Lawrence Threadgill Presented the facilities report for Institute Charter School.
2. Board members were given copies the Institute facilities report which was reviewed by board members prior to the board meeting.
3. There was discussion amongst board members regarding the Institute facilities report.
4. Mrs. Gamble asked for a motion to approve the Institute facilities report.
5. Mr. Gamble made a motion to accept and approve Institute facilities report and Ms. Martin second that motion.
6. By unanimous vote the Institute facilities report were accepted and approved.



- **Board Vote:**
 - **Yes: 5**
 - **No: 0**
 - **Abstain: 0**

III. Presentations

i. Institute Monthly Reports

a. Principals Williams presented the principal report for Institute

1. Institute’s total enrollment is 578. Institute enrollment cap is 646.
2. Institute 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. Institute has a goal to achieve a ten (10) percent gain in all subject of scholars performing proficient or advanced.
4. Institute will continue to promote a system-wide culture of safety, effective engagement, cultural competency, and customer service
5. There was some discussion regarding the Institute Principal report
6. Mrs. Gamble asked for a motion to approve the Institute Principal Report
7. Mr. Gamble made a motion to approve the Institute Principal Report and Ms. Martin second that motion.
8. By unanimous vote the Institute Principal Report was approved.

- **Board Vote:**
 - **Yes: 5**
 - **No: 0**
 - **Abstain: 0**

ii. Central Office Report

1. There was no Central Office report

iii. Corporate Office Report

1. There was no Corporate Office report.

IV. Board Action Items

i. Universal Institute Charter School

a. Resolution I21-22-014: Curriculum Purchase Request- iReady

1. Mrs. Gamble asked for a motion to accept and approve Resolution I21-22-014.
2. Ms. Rabb made a motion to accept and approve Resolution I21-22-014 and Mr. Gamble second that motion.
3. By unanimous vote Resolution I21-22-014 was approved.

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 Curriculum Associates iReady for an amount not to exceed \$33,410 effective the 2021-2022 academic year.



- **Board Vote:**
 - **Yes: 5**
 - **No: 0**
 - **Abstain: 0**

b. Resolution I21-22-015: Service Consultant Agreement: University R.A.P.

1. Mrs. Gamble asked for a motion to accept and approve Resolution I21-22-015.
2. Ms. Rabb made a motion to accept and approve Resolution I21-22-015 and Mr. Gamble second that motion.
3. By unanimous vote Resolution I21-22-015 was approved.

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 Contract with University R.A.P. for an amount not to exceed 26,500 commencing February 2, 2022 through June 15, 2022.

- **Board Vote:**
 - **Yes: 5**
 - **No: 0**
 - **Abstain: 0**

V. Public Comments

- a. There were no public comments.

VI. Adjournment

- a. The meeting concluded at 8:00 p.m.

