



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
March 15, 2022 at 6:00 PM

Meeting Minutes

BOARD MEMBERS PRESENT:

1. Curtis Savoy
2. Christopher Hill
3. Dr. Patricia Williams – Diaw

Meeting called to Order at 6:05pm

I. Meeting Minutes

1. The meeting minutes from February 15, 2022 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 February 15, 2022 Meeting Minutes with additions and corrections.
 - b. Mr. Hill made a motion to approve the February 15, 2022 meeting minutes with additions and Corrections and Dr. Diaw second that motion.
 - c. By a unanimous vote the February 15, 2022 meeting minutes were approved.

➤ **Board Vote:**

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

II. Old Business

1. Board Software Management Update

1. Board President Savoy would like to move forward with the purchase of the board management software.

2. Wireless Microphone/Speaker system in school

1. Board President Savoy requested an update on the purchase and/or installment of Wireless system in the schools

3. Procedure for removing members from the board

1. Bylaws need to be updated and revised to reflect a procedure for removing board members from the board.

III. Superintendent Remarks

1. Dr. Nixon presented the Superintendent remarks
 1. Philadelphia Department of Health relaxed the mask mandated in schools and offices throughout the city.
 2. Universal Charter Schools mask mandate will remain in effect.
 3. Universal will require all staff, students, and visitors to wear mask in all school buildings through May 31, 2022
 4. Universal will continue to monitor the data of COVID-19 through the Philadelphia department of Health and will extend the mask mandate if the number of positive cases continue to increase.



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: 3**
 - **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 Mr. Hill second that motion.
6. By a unanimous vote the Vare Financial Report was accepted and approved.
 - **Board Vote:**
 - **Yes: 3**
 - **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. Dr. Diaw made a motion to accept and approve Audenried finance report and Mr. Hill second that motion.
6. By a unanimous vote the Audenried Financial report was accepted and approved.
 - **Board Vote:**
 - **Yes: 3**



- **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. Mr. Hill 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: 3**
- **No: 0**
- **Abstain: 0**

b. **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. Mr. Hill made a motion to accept and approve Vare HR report and Dr. Diaw second that motion.
6. By a unanimous vote the Vare HR report were accepted and approved

➤ **Board Vote:**

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

c. **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. Mr. Hill made a motion to accept and approve Audenried HR report and Dr. Diaw second that motion.
6. By a unanimous vote the Audenried HR report were accepted and approved.

➤ **Board Vote:**

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

iii. **Academic Committee Report**

- a. Dr. Diaw presented the academic committee report for Alcorn, Vare and Audenried.



1. Board members were given copies of the academic committee report, which was reviewed by board members prior to the board meeting.
2. There was discussion amongst board members regarding the academic committee report.
3. Mr. Savoy asked for a motion to approve the Alcorn facilities report.
4. Mr. Hill made a motion to accept and approve Alcorn facilities report and Dr. Diaw second that motion.
5. By a unanimous vote the Alcorn facilities report were accepted and approved.
 - **Board Vote:**
 - **Yes: 3**
 - **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. Mr. Hill made a motion to accept and approve Alcorn facilities report and Dr. Diaw second that motion.
6. By a unanimous vote the Alcorn facilities report were accepted and approved.
 - **Board Vote:**
 - **Yes: 3**
 - **No: 0**
 - **Abstain: 0**

b. **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. Mr. Hill made a motion to accept and approve Vare facilities report and Dr. Diaw second that motion.
6. By a unanimous vote the Vare facilities report were accepted and approved.
 - **Board Vote:**
 - **Yes: 3**
 - **No: 0**
 - **Abstain: 0**

c. **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 unanimous vote the Audenried facilities report were accepted and approved.
 - **Board Vote:**
 - **Yes: 3**
 - **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 hosted a virtual Black History Month program, scholars and families participated.
 4. Virtual bedtime stories that take place every Wednesday evening at 7:00PM.
 5. Alcorn participate in the IAM B.U.M.I. Program. Fourth Grade scholars participated in entrepreneur class and held a pop-up shop at Universal Bluford.
 6. Mrs. Mallory have the student government up and running.
 7. Principal Starke and the Alcorn leadership is preparing scholars for the PSSA testing and began mock testing with scholars.
 8. Alcorn has a goal to achieve a ten (10) percent gain in all subjects of scholars performing proficient or advanced.
 9. Alcorn will continue to promote a system-wide culture of safety, effective engagement, cultural competency, and customer service
 10. There was some discussion regarding the Alcorn Principal report
 11. Mr. Savoy asked for a motion to approve the Alcorn Principal Report
 12. Mr. Hill made a motion to approve the Alcorn Principal Report and Dr. Diaw second that motion.
 13. By a unanimous vote the Alcorn Principal Report was approved.
 - **Board Vote:**
 - **Yes: 3**
 - **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 held a successful SAC meeting with some parent participation. Recruitment efforts were discussed during the meeting.
4. Principal Toomer and Vare leadership is preparing scholars for PSSA testing.
5. Vare reserve 1 hour everyday from 9:00AM-10:00AM for small group preparation for PSSA. This effort is to focus on scholars performing basic and below basic to perform at proficient or advanced.
6. Vare held its annual Black History Month performance on February 28th.
7. Vare participates in the IAM B.U.M.I. Program. Scholars participated in entrepreneur class and held a pop-up shop at Universal Bluford.
8. 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: 3**
- **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 participate in the IAM B.U.M.I. Program. Scholars participated in entrepreneur class.



4. Audenried is preparing for the Keystone testing which will be held in May. Scholars are also preparing for the NOCTI exam for career and technical education which will take place in April.
5. SAT testing will be held in the building March 23rd, 11th and 12th grade scholars that registered will take the test.
6. Audenried will continue to promote a system-wide culture of safety, effective engagement, cultural competency, and customer service
7. 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.
8. Audenried has a goal to achieve a ten (10) percent gain in all subjects 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: 3**
- **No: 0**
- **Abstain: 0**

iv. Central Office Report

- a. Dr. Nixon presented the Central Office report for Alcorn, Vare and Audenried.
 1. Universal Schools will continue to mandate all staff, students and visitors to wear mask in all of the school buildings until May 31, 2022
 2. The COVID-19 response team continues to coordinate all things COVID in all the school buildings, including but not limited to testing, responding to positive test results and exposure.
 3. The Central Office team will complete the final school support visit for Alcorn, Vare and Audenried in May 2022.
 4. PSSA Mock Testing dates have been established. The Chief Academic Officer and team continue to visit schools to provide academic support.
 5. Universal Schools will be joining the PA Department of Education for their upcoming Virtual SDB Cohort!
 6. System Design Benchmarking- Teams benchmark their districts against the policies and practices associated with the highest-performing education jurisdictions in the world to consider how their own system could be redesigned to accelerate excellence, equity, and efficiency.
 7. Future Ready PA Index is live and the following indicators are displayed.
 - Proficient or Advanced on Pennsylvania State Assessments
 - English Language Growth and Attainment
 - Early Indicators of Success
 - Industry-Based Learning
 - Rigorous Courses of Study
 - Post-Secondary Transition to School, Military, or Work
 8. Dr. Nixon will meet with the academic committee chairs to review and go the school's ratings.



9. The 2022-2023 Budget meetings were held with principals. The final budgets will be submitted to the board of trustees in April for review and approval.
10. The DVEC Virtual Recruitment Fair will be held on March 28, 2022. All schools will attend. 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: 3**
- **No: 0**
- **Abstain: 0**

v. Corporate Office Report

1. Mrs. Hinson-Threadgill presented the Corporate Office report for
2. Board members were given copies the Corporate Office report which was reviewed by board members prior to the board meeting.
3. There was discussion amongst board members regarding the Corporate Office report.
4. Mr. Savoy asked for a motion to approve the Corporate Office report.
5. Mr. Hill made a motion to accept and approve Corporate Office report and Dr. Diaw second that motion.
6. By unanimous vote the Corporate Office report were accepted and approved.

➤ **Board Vote:**

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

vi. Legal Update

- a. Dana King presented the legal update and special education legal matters
 1. Alcorn have an open special education matter. There is a settlement recommendation for compensatory education for student E.M. for 200 compensatory hours and reasonable attorney fees under one thousand dollars (\$1,000.00).
 2. Mr. Savoy asked for a motion to accept and approve the legal update
 3. Mr. Hill made a motion to accept and approve the settlement recommendation for compensatory education for student E.M. for 200 compensatory hours and reasonable attorney fees under one thousand dollars (\$1,000.00) and Dr. Diaw second that motion.
 4. By a majority vote the motion to accept and approve the settlement recommendation was approved

➤ **Board Vote:**

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

VI. Board Action Items

i. Universal Alcorn Charter School

- a. Resolution AL21-22-012: Special Education Settlement Recommendation: E.M.



1. Mr. Savoy asked for a motion to accept and approve Resolution AL21-22-012.
2. Mr. Hill made a motion to accept and approve Resolution AL21-22-012 and Dr. Diaw second that motion.
3. By a majority vote Resolution AL21-22-012 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 settlement agreement for compensatory education for student for student E.M. for 200 compensatory hours and reasonable attorney fees under one thousand dollars (\$1,000.00).

➤ **Board Vote:**

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

VII. Public Comments

- a. There were no public comments

VIII. New Business

a. Nomination Committee Update

1. Board President Savoy has been working with the board liaison to get some of the procedural issues of the nomination committee resolved.
2. To date the process and procedure for recruiting new members have been established.
3. The next step is to get input and feedback from other board members regarding the new process.

b. New Board Member Nomination

1. The Board discussed the vacancy for a Board Member.
2. Mr. Wendel Holmes gave a brief overview of his background.
3. Mr. Savoy asked for a motion to accept Wendel Holmes as a board member for the combined Board of Trustees for Alcorn, Vare and Audenried.
4. Mr. Hill made a motion to accept Wendel Holmes as a member of the combined Board of Trustees for Universal Alcorn, Vare and Audenried. Dr. Diaw second that motion.
5. By a majority vote the motion to accept Wendel Holmes as a member of the combined Board of Trustees for Universal Alcorn, Vare and Audenried approved.

➤ **Board Vote:**

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

IX. Announcement

- i. Board President Savoy announced that board member Phyllis Randall resigned from the board effective February 25, 2022.

X. Adjournment

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

