



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 6:10pm

I. Meeting Minutes

- a. The Meeting Minutes from February 3, 2022 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 February 3, 2022 Meeting Minutes with additions and corrections.
 2. Ms. Rabb made a motion to approve the February 3, 2022 Meeting Minutes with additions and Corrections and Ms. Martin second that motion.
 3. By unanimous vote the February 3, 2022 Meeting Minutes were approved.

➤ **Board Vote:**

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

II. Superintendent Remarks

- a. 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.

III. 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. Mr. Gamble made a motion to accept and approve Institute Finance report and Ms. Martin 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. Mr. Gamble made a motion to accept and approve Institute HR report and Ms. Martin 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. Martin made a motion to accept and approve Institute facilities report and Ms. Rabb second that motion.
6. By unanimous vote the Institute facilities report were accepted and approved.
 - **Board Vote:**
 - **Yes: 5**
 - **No: 0**
 - **Abstain: 0**

IV. 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. Rabb 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

- a. Dr. Nixon presented the Central Office report for UICS.
 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 UICS 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.
11. There was some discussion regarding the Central Office report
12. Mrs. Gamble asked for a motion to approve the Central Office report
13. Mr. Gamble made a motion to approve the Central Office report and Ms. Martin second that motion.
14. By unanimous vote the Central Office report was approved.

b. 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. Mrs. Gamble asked for a motion to approve the Corporate Office report
5. Mr. Gamble made a motion to approve the Corporate Office report and Ms. Martin second that motion.
6. By unanimous vote the Corporate Office report was approved.

V. Board Action Items

i. Universal Institute Charter School

a. Resolution I21-22-016: Student Expulsion Recommendation: S.J.

1. Mrs. Gamble asked for a motion to accept and approve Resolution I21-22-016.
2. Ms. Rabb made a motion to accept and approve Resolution I21-22-016 and Mr. Gamble second that motion.
3. By unanimous vote Resolution I21-22-016 was approved.

RESOLVED, the Board of Trustees hereby authorize the execution, delivery, and performance by Universal Education Company, through the Superintendent or her designee, the recommendation for expulsion for student S.J. for a period of 1 year.

FURTHER RESOLVED On February 2, 2022, S. J., 8th grade scholar at Universal Institute Charter School was involved in an incident for which the school recommended expulsion. S. J. violated the Universal Charter Schools Code of Conduct, Level Three Offense, Rule 24 – Possession of a Weapon. The School expels Student for one year beginning upon the date of this Resolution. Student is eligible for reinstatement upon the expiration of one calendar year.

➤ **Board Vote:**

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

VI. Public Comments

- a. There were no public comments.

VII. Adjournment

- a. The meeting concluded at 7:04 p.m.

