



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
April 26, 2022 at 6:00 PM

Meeting Minutes

BOARD MEMBERS PRESENT:

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

Meeting called to Order at 6:09pm

I. Meeting Minutes

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

➤ **Board Vote:**

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

II. Old Business

i. Board Software Management Update

- a. Board President Savoy asked for an update on the purchase of the Board management software. Mr. Dawan stated the software should be activated by April 27th.

ii. Bylaw updates and revision

- a. The board need clarity on the bylaw requirements listed in the charter agreement. Dr. Diaw asked that all items in the appendix be clarified.

III. Superintendent Remarks

- i. 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: 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 Mr. Hill 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. 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: 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. 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: 4**
- **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: 4**
- **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: 4**
- **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: 4**
 - **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: 4**
 - **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: 4**
 - **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: 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. PSSA testing began for scholars on April 25th. Alcorn had 100% staff attendance for PSSA testing.
 4. Alcorn has a goal to achieve a ten (10) percent gain in all subjects of scholars performing proficient or advanced.
 5. Alcorn will continue to promote a system-wide culture of safety, effective engagement, cultural competency, and customer service
 6. There was some discussion regarding the Alcorn Principal report
 7. Mr. Savoy asked for a motion to approve the Alcorn Principal Report
 8. Mr. Hill made a motion to approve the Alcorn Principal Report and Dr. Diaw second that motion.
 9. 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. PSSA testing began for scholars will continue through May 13, 2022
 4. 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 is hosting a community event on April 28, 2022 outside of the school building from 1:00PM-4:00PM.
 4. Audenried is having its senior symposium on May 11, 2022. Senior students will present their senior project at the symposium.
 5. Audenried’s Prom will be held June 3, 2022. Graduation ceremony will be held June 10, 2022.
 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: 4**
- **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: 4**
- **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: 4**
 - **No: 0**
 - **Abstain: 0**

VI. **Board Action Items**

i. **Universal Alcorn Charter School**

a. **Resolution AL21-22-013: 2022-2023 Academic Calendar**

1. Mr. Savoy asked for a motion to accept and approve Resolution AL21-22-013.
2. Mr. Hill made a motion to accept and approve Resolution AL21-22-013 and Dr. Diaw second that motion.
3. By a majority vote Resolution AL21-22-013 was approved.

RESOLVED, that the Board of Trustees authorizes Universal Education Management, through the Superintendent or her designee, in the form attached, to produce the 2022 - 2023 Academic Calendar, which reflects the school year to begin July 1, 2022, through June 30, 2023, to align the ending of the school year closely to the School District of Philadelphia year ending.

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

ii. **Universal Vare Charter School**

a. **Resolution V21-22-011: 2022-2023 Academic Calendar**

1. Mr. Savoy asked for a motion to accept and approve Resolution V21-22-011.
2. Mr. Hill made a motion to accept and approve Resolution V21-22-011 and Dr. Diaw second that motion.
3. By a majority vote Resolution V21-22-011 was approved.

RESOLVED, that the Board of Trustees authorizes Universal Education Management, through the Superintendent or her designee, in the form attached, to produce the 2022 - 2023 Academic Calendar, which reflects the school year to begin July 1, 2022, through June 30, 2023, to align the ending of the school year closely to the School District of Philadelphia year ending.

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



iii. **Universal Aunderied Charter School**

a. **Resolution AU21-22-011: 2022-2023 Academic Calendar**

4. Mr. Savoy asked for a motion to accept and approve Resolution AU21-22-011.
5. Mr. Hill made a motion to accept and approve Resolution AU21-22-011 and Dr. Diaw second that motion.
6. By a majority vote Resolution AU21-22-011 was approved.

RESOLVED, that the Board of Trustees authorizes Universal Education Management, through the Superintendent or her designee, in the form attached, to produce the 2022 - 2023 Academic Calendar, which reflects the school year to begin July 1, 2022, through June 30, 2023, to align the ending of the school year closely to the School District of Philadelphia year ending.

➤ **Board Vote:**

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

b. **Resolution AU21-22-012: Facilities Request: Roof Repair**

1. Mr. Savoy asked for a motion to accept and approve Resolution AU21-22-012.
2. Dr. Diaw made a motion to accept and approve Resolution AU21-22-012 and Mr. Hill second that motion.
3. By a majority vote Resolution AU21-22-012 was approved.

RESOLVED, the Board of Trustees hereby authorize the execution, delivery, and performance by Universal Community Homes, through the Chief Operating Officer or her designee, in the form attached, to execute, and deliver, a Contract with Hybrid Roofing for an amount not to exceed \$18,500.00 for roof repairs at Audenried.

Board Vote:

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

c. **Resolution AU21-22-013: Facilities/Curriculum Request: Culinary Kitchen**

4. Mr. Savoy asked for a motion to accept and approve Resolution AU21-22-013.
5. Dr. Diaw made a motion to accept and approve Resolution AU21-22-013 and Mr. Hill second that motion.
6. By a majority vote Resolution AU21-22-013 was approved.

RESOLVED, the Board of Trustees hereby authorize the execution, delivery, and performance by Universal Community Homes, through the Chief Operating Officer or her designee, in the form attached, to execute, and deliver, a Contract with Novick Brothers Corp. MJL for an amount not to exceed \$189,789.22 for culinary kitchen equipment replacement at Audenried.

Board Vote:

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



VII. Public Comments

- a. There were no public comments

VIII. Announcement

- i. Board President Savoy announced that board members should do their best to visit each school at least once a month.

IX. Adjournment

- a. The meeting concluded at 8:38 p.m.

