



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*  
*October 17, 2023 at 6:00 PM*  
**Meeting Minutes**

**BOARD MEMBERS PRESENT:**

1. Christopher Hill
2. Dr. Patricia Williams-Diaw
3. Keith Pretlow
4. Michael Rice
5. Wendel Holmes

**Meeting called to Order at 6:05pm**

**I. Meeting Minutes**

- i. The meeting minutes from November 30, 2023 were reviewed by board members prior to board meeting. Board members discussed and made corrections to the meeting minutes.
  - a. Mr. Hill asked for a motion to accept and approve the November 30, 2023 meeting minutes with additions and corrections.
  - b. Mr. Holmes made a motion to approve the November 30, 2023 meeting minutes with additions and Corrections and Mr. Rice second that motion.
  - c. By a unanimous vote the November 30, 2023 meeting minutes were approved.
    - **Board Vote:**
      - **Yes: 5**
      - **No: 0**
      - **Abstain: 0**
- ii. The meeting minutes from October 17, 2023 were reviewed by board members prior to board meeting. Board members discussed and made corrections to the meeting minutes.
  - a. Mr. Hill asked for a motion to accept and approve the October 17, 2023 meeting minutes with additions and corrections.
  - b. Mr. Pretlow made a motion to approve the October 17, 2023 meeting minutes with additions and Corrections and Mr. Holmes second that motion.
  - c. By a unanimous vote the October 17, 2023 meeting minutes were approved.
    - **Board Vote:**
      - **Yes: 5**
      - **No: 0**
      - **Abstain: 0**

**II. 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. Hill asked for a motion to approve the Alcorn financial report.
5. Mr. Pretlow made a motion to accept and approve Alcorn finance report and Mr. Holmes second that motion.
6. By a unanimous vote the Alcorn financial report was accepted and approved.
  - **Board Vote:**
    - **Yes: 4**
    - **No: 0**
    - **Abstain: 1- Dr. Diaw Abstain**

**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. Hill 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. Pretlow second that motion.
6. By a unanimous vote the Vare Financial Report was accepted and approved.
  - **Board Vote:**
    - **Yes: 5**
    - **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. Hill 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. Holmes second that motion.
6. By a unanimous vote the Audenried Financial report was accepted and approved.
  - **Board Vote:**
    - **Yes: 5**
    - **No: 0**
    - **Abstain: 0**

**ii. HR Committee Reports**

**a. Alcorn Charter School**

1. Dr. Nixon presented the HR report for Alcorn Charter School, on behalf of the Chief Operating Officer.
2. Board members were given copies the Alcorn HR report which was reviewed by board members prior to the board meeting.



3. The HR report included:
  - Current vacancies for the 2023-2024 School year
  - 2023-2024 Terminations and Resignations
  - New Hires and Salaries for 2023-2024 school years
4. There was discussion amongst board members regarding the Alcorn HR report.
5. Mr. Hill asked for a motion to approve the Alcorn HR report.
6. Mr. Pretlow made a motion to accept and approve Alcorn HR report and Dr. Diaw second that motion.
7. 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. Dr. Nixon presented the HR report for Vare Charter School on behalf of the Chief Operating Officer.
2. Board members were given copies the Vare HR report which was reviewed by board members prior to the board meeting.
3. The HR report included:
  - Current vacancies for the 2023-2024 School year
  - 2023-2024 Terminations and Resignations
  - New Hires and Salaries for 2023-2024 school years
4. There was discussion amongst board members regarding the Vare HR report.
5. Mr. Hill asked for a motion to approve the Vare HR report.
6. Mr. Pretlow made a motion to accept and approve Vare HR report and Mr. Holmes second that motion.
7. 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. Dr. Nixon, presented the HR report for Audenried Charter School on behalf of the Chief Operating Officer.
2. Board members were given copies the Audenried HR report which was reviewed by board members prior to the board meeting.
3. The HR report included:
  - Current vacancies for the 2023-2024 School year
  - 2023-2024 Terminations and Resignations
  - New Hires and Salaries for 2023-2024 school years
4. There was discussion amongst board members regarding the Audenried HR report.
5. Mr. Hill asked for a motion to approve the Audenried HR report.
6. Mr. Pretlow made a motion to accept and approve Audenried HR report and Dr. Diaw second that motion.
7. By a unanimous vote the Audenried HR report were accepted and approved.



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

iii. **Facilities Committee Reports**

a. **Alcorn Charter School**

1. Lawrence Threadgill 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. Hill asked for a motion to approve the Alcorn facilities report.
5. Mr. Holmes made a motion to accept and approve Alcorn facilities report and Mr. Pretlow second that motion.
6. By a unanimous vote the Alcorn facilities report were accepted and approved.

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

b. **Vare Charter School**

1. Lawrence Threadgill 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. Hill asked for a motion to approve the Vare facilities report.
5. Dr. Diaw made a motion to accept and approve Vare facilities report and Mr. Pretlow second that motion.
6. By a unanimous vote the Vare facilities report were accepted and approved.

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

c. **Audenried Charter High School**

1. Lawrence Threadgill 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. Hill 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. Pretlow second that motion.
6. By a unanimous vote the Audenried facilities report were accepted and approved.

- **Board Vote:**



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

### III. Presentations

#### i. Central Office Report

1. Dr. Nixon presented the 2023-2024 ACE Winter Preview draft reports for Alcorn, Audenried and Vare.
2. The Charter School Office released the rating for the charter school performance and compliance in 2 domains:
  - Academic Success
  - Organizational Compliance and Viability
3. The ACE winter preview reflects, the CSO has revised the “Does Not Meet Standard” ratings that were issued in the ACE summer preview to “Meets Standard”
4. Central Office will not refute and/or provide any evidence for the ACE winter preview domain ratings.
5. Mr. Hill asked for a motion to approve the Central Office Report.
6. Mr. Pretlow made a motion to approve the Central Office Report and Mr. Holmes second that motion.
7. By a unanimous vote the Central Office Report was approved.
  - **Board Vote:**
    - **Yes: 5**
    - **No: 0**
    - **Abstain: 0**

#### ii. Legal Update

- a. Dana King presented the legal update and special education legal matters. Audenried has 1 open special education matter that may reach due process.
  1. Mr. Hill asked for a motion to accept and approve the legal update
  2. Mr. Pretlow made a motion to accept and approve the legal update and Mr. Rice second that motion.
  3. By a majority vote the motion to accept and approve the legal update was approved
    - **Board Vote:**
      - **Yes: 5**
      - **No: 0**
      - **Abstain: 0**

### IV. Board Action Items

#### i. Universal Vare Charter School

##### a. Resolution V23-24-010: 2023-2024 Service Agreement: PLW

1. Mr. Hill asked for a motion to accept and approve Resolution V23-24-010.
2. Mr. Pretlow made a motion to accept and approve Resolution V23-24-010 and Dr. Diaw second that motion.
3. By a majority vote Resolution V23-24-010 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 3 year contract with **Project Lead the Way** in an amount not to exceed **\$47,251** for the period commencing December 1, 2023 through June 30, 2026.



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

**b. Resolution V23-24-011: 2021-2026 Vare Charter Renewal Resolution**

4. Mr. Hill asked for a motion to accept and approve Resolution V23-24-011.
5. Mr. Holmes made a motion to accept and approve Resolution V23-24-011 and Mr. Pretlow second that motion.
6. By a majority vote Resolution V23-24-011 was approved.

**RESOLVED**, that **Christopher Hill**, Chairman shall be authorized to execute and deliver the Charter Renewal Agreement (“Agreement”) for a term of five years and shall be in the name of and on behalf of the Corporation under its corporate seal and to deliver, any and all documents and instruments necessary to the performance of or required in furtherance of any act hereby authorized with respect to the Agreement (as hereinafter described), and for the Corporation to comply with any and all obligations within the Agreement and perform any acts as the authorized officer may in his or her discretion deem reasonably necessary, proper and included within the scope of the provisions of this authorization.

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

**ii. Universal Aunderied Charter School**

**a. Resolution AU23-24-011: Technology Purchase Request: CDW**

1. Mr. Hill asked for a motion to accept and approve Resolution AU23-24-011
2. Mr. Holmes made a motion to accept and approve Resolution AU23-24-011 and Mr. Pretlow second that motion.
3. By a majority vote Resolution AU23-24-011 was approved.

**RESOLVED**, the Board of Trustees hereby authorizes the execution, delivery, and performance by Universal Community Holmes, through the Chief Operating Officer or her designee, of a purchase of promethean boards from **CDW** in an amount not to exceed **\$19,000** for Audenried

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

**b. Resolution AU23-24-012: 2021-2026 Audenried Charter Renewal Resolution**

1. Mr. Hill asked for a motion to accept and approve Resolution AU23-24-012
2. Mr. Holmes made a motion to accept and approve Resolution AU23-24-012 and Mr. Pretlow second that motion.
3. By a majority vote Resolution AU23-24-012 was approved.

**RESOLVED**, that **Christopher Hill**, Chairman shall be authorized to execute and deliver the Charter Renewal Agreement (“Agreement”) for a term of five years and shall be in the name of and on behalf of the Corporation under its corporate seal and to deliver, any and all documents and instruments necessary to the performance of or



required in furtherance of any act hereby authorized with respect to the Agreement (as hereinafter described), and for the Corporation to comply with any and all obligations within the Agreement and perform any acts as the authorized officer may in his or her discretion deem reasonably necessary, proper and included within the scope of the provisions of this authorization.

➤ **Board Vote:**

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

**c. Resolution AU23-24-013: Facilities Purchase Request: Maximum Electrical**

4. Mr. Hill asked for a motion to accept and approve Resolution AU23-24-013
5. Mr. Holmes made a motion to accept and approve Resolution AU23-24-013 and Mr. Pretlow second that motion.
6. By a majority vote Resolution AU23-24-013 was approved.

**RESOLVED**, the Board of Trustees hereby authorizes the execution, delivery, and performance by Universal Community Holmes, through the Chief Operating Officer or her designee, to execute and deliver a service contract for the installation of LED lighting from **Maximum Electrical** in an amount not to exceed **\$28,012.94** for Audenried

➤ **Board Vote:**

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

**V. Public Comments**

- a. There were no public comments.

**VI. Adjournment**

- a. Mr. Pretlow made a motion to adjourn, and Mr. Rice second that motion.
- b. By unanimous vote the motion to adjourn passed.
- c. The meeting concluded at 8:25 p.m.

