



Public Meeting of the Board of Trustees
for
Universal Creighton Charter School
Meeting held Virtually via Zoom
June 11, 2024 at 6:00 PM
Meeting Minutes

BOARD MEMBERS PRESENT:

1. Jackie Greene
2. John King

BOARD MEMBERS ABSENT:

1. Orlando Perez

Meeting called to Order at 6:05pm

I. Meeting Minutes

- i. The meeting minutes from June 5, 2024, were reviewed by board members prior to board meeting. Board members discussed and made corrections to the meeting minutes.
 - a. Mrs. Greene asked for a motion to accept and approve the June 5, 2024, meeting minutes with additions and corrections.
 - b. Mr. King made a motion to approve the June 5, 2024, meeting minutes with additions and corrections and Mrs. Greene second that motion.
 - c. By a majority vote the June 5, 2024, meeting minutes were approved.
 - **Board Vote:**
 - **Yes: 2**
 - **No: 0**
 - **Abstain: 0**

II. Committee Reports

i. Financial Report

a. Creighton Charter School

1. **Profit/Loss and Budget Statement:** Mr. Michael Horsey Presented the Finance Report for Creighton Charter School.
2. Board members were given copies the Creighton finance report which was reviewed by board members prior to the board meeting.
3. There was discussion amongst board members regarding the Creighton Financial report.
4. Mrs. Greene asked for a motion to approve the Creighton Financial Report.
5. Mr. King made a motion to accept and approve Creighton Finance report and Mrs. Greene second that motion.
6. By a majority vote the Creighton Financial report was accepted and approved unanimously.
 - **Board Vote:**
 - **Yes: 2**
 - **No: 0**
 - **Abstain: 0**

ii. HR Committee Reports

a. Creighton Charter School

1. Karina Dean, Director of Human Resources, presented the HR report.



2. Board members were given copies the Creighton 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 2024-2025 school years
4. There was discussion amongst board members regarding the Creighton HR report.
5. Mrs. Greene asked for a motion to approve the Creighton HR report
6. Mrs. Saunders made a motion to approve the Creighton HR report and Mrs. Greene second that motion.
7. By a majority vote the Creighton HR report was approved unanimously.
 - **Board Vote:**
 - **Yes: 2**
 - **No: 0**
 - **Abstain: 0**

iii. Facilities Committee Report

b. Creighton Charter School

1. There was no facilities committee report.

III. Presentations

i. Creighton Monthly Reports

- a. Principal Baldwin presented Creighton’s monthly school report.
 1. Creighton’s total enrollment is currently at 674.
 2. Creighton had a successful school year for the 2023-2024 school year.
 3. There was some discussion regarding the Creighton Principal report
 4. Mrs. Greene asked for a motion to approve the Creighton Principal Report
 5. Mrs. Saunders made a motion to approve the Creighton Principal Report and Mrs. Greene second that motion.
 6. By a majority vote the Creighton Principal Report was approved unanimously.
 - **Board Vote:**
 - **Yes: 2**
 - **No: 0**
 - **Abstain: 0**

ii. Central Office Report

- a. Dr. Nixon presented the Central Office report for Creighton. Nixon, presented the Central Office report for Creighton.
 1. Dr. Nixon introduced the 2024-2029 Academic Plan, for Creighton.
 2. Academic Plan 2024-2029 will serve as a roadmap that will guide education transformation in Universal Schools.
 3. The Academic Plan is rooted in Universal’s Shared Values and Belief System.
 4. Universal is committed to being an innovative and national leader in urban education passionately pursuing the vision of its founder, Kenny Gamble, to educate and create career options for inner city youth and improve the quality of life in their neighborhoods



5. Dr. Nixon requested that board members review the academic plans during the summer as there will be a full presentation when school resume in September.
6. There was some discussion about the Central Office Report.
7. Mrs. Greene asked for a motion to approve the Central Office Report.
8. Mr. King made a motion to approve the Central Office Report and Mrs. Greene second that motion.
9. By a unanimous vote the Central Office Report was approved.
 - **Board Vote:**
 - **Yes: 2**
 - **No: 0**
 - **Abstain: 0**

iii. Climate, Culture and Safety Report

- i. Kelli Woods, Director of Climate Culture and Safety presented the Climate, Culture and Safety report for Creighton
 1. Universal Charter Schools received a PCCD grant for security improvements.
 2. The schools are updating their Emergency Operations Plans (EOP) and Emergency Operations Guides for the 2024-2025 school year.
 3. Mrs. Woods introduced the safety plan, for all three schools.
 4. There was some discussion regarding the Climate, Culture and Safety report.
 5. Mrs. Greene asked for a motion to approve the Climate, Culture and Safety report.
 6. Mr. King made a motion to approve the Climate, Culture and Safety report and Mrs. Greene second that motion.
 7. By a unanimous vote the Climate, Culture and Safety report was approved.
 - **Board Vote:**
 - **Yes: 2**
 - **No: 0**
 - **Abstain: 0**

iv. Legal Report

- a. Dana King presented the legal update and special education legal matters. Creighton have an open special education matter.
 - i. **Special Education Settlement Recommendation: C.V.**
 1. There is a settlement recommendation for compensatory education for student C.V. for \$40,000 compensatory education benefit and reasonable attorney fees not to exceed \$28,000.
 2. Mrs. Greene asked for a motion to accept and approve the legal update
 3. Mr. King made a motion to accept and approve the settlement recommendation for compensatory education for student C.V. for \$40,000 compensatory education benefit and reasonable attorney fees not to exceed \$28,000 and Mrs. Green second that motion.
 4. By a majority vote the motion to accept and approve the settlement recommendation was approved.
 - **Board Vote:**
 - **Yes: 2**
 - **No: 0**
 - **Abstain: 0**
 -



IV. Board Action Items

a. Universal Creighton Charter School

i. Resolution C23-24-028: 2024-2025 School Operating Budgets

1. Mrs. Greene asked for a motion to accept and approve Resolution C23-24-028.
2. Mr. King made a motion to accept Resolution C23-24-028 and Mrs. Greene second that motion.
3. By a majority vote Resolution C23-24-028 was accepted and approved unanimously.

RESOLVED, that the Board of Trustees authorizes the Universal Community Homes, through the Chief Financial Officer or his designee, in the form attached, to produce the 2024 - 2025 Operating Budget, to which include the salary and benefits of employees, other operating expenses and revenue for the period commencing July 1, 2024, through June 30, 2025.

➤ **Board Vote:**

- **Yes: 2**
- **No: 0**
- **Abstain: 0**

ii. Resolution C23-24-029: 2024-2025-Board Meeting Calendar

1. Mrs. Greene asked for a motion to accept and approve Resolution C23-24-029.
2. Mr. King made a motion to accept Resolution C23-24-029 and Mrs. Greene second that motion.
3. By a majority vote Resolution C23-24-029 was accepted and approved unanimously.

RESOLVED, that the Board of Trustees authorize Universal Education Management, through the Superintendent or her designee, in the form attached, to produce the 2024 - 2025 Board Meeting Calendar, which reflects Board Meetings will begin September 1, 2024, through June 30, 2025, to reflect meetings to be held throughout the school year.

➤ **Board Vote:**

- **Yes: 2**
- **No: 0**
- **Abstain: 0**

iii. Resolution C23-24-030: Future Ready Comprehensive Planning Portal Reports

1. Mrs. Greene asked for a motion to accept and approve Resolution C23-24-030.
2. Mr. King made a motion to accept Resolution C23-24-030 and Mrs. Greene second that motion.
3. By a majority vote Resolution C23-24-030 was accepted and approved unanimously.

RESOLVED, the Board of Trustees authorize Universal Education Company through the Superintendent or her designee, in the form attached, to execute, and deliver the required state reports and Schoolwide Title I Comprehensive Plan due in PDE's Future Ready Comprehensive Planning Portal for Creighton.

➤ **Board Vote:**

- **Yes: 2**
- **No: 0**



- **Abstain: 0**

iv. **Resolution C23-24-031: Technology Purchase Request: Apple**

1. Mrs. Greene asked for a motion to accept and approve Resolution C23-24-031.
2. Mr. King made a motion to accept Resolution C23-24-031 and Mrs. Greene second that motion.
3. By a majority vote Resolution C23-24-031 was accepted and approved unanimously.

RESOLVED, the Board of Trustees hereby authorizes the execution, delivery, and performance by Universal Community Homes, through the Chief Operating Officer or her designee, to execute and deliver a service agreement with Apple **for the purchase of technology equipment** in an amount not to exceed **\$68,540** for Creighton.

➤ **Board Vote:**

- **Yes: 2**
- **No: 0**
- **Abstain: 0**

v. **Resolution C23-24-032: Technology Purchase Request: SHI**

1. Mrs. Greene asked for a motion to accept and approve Resolution C23-24-032.
2. Mr. King made a motion to accept Resolution C23-24-032 and Mrs. Greene second that motion.
3. By a majority vote Resolution C23-24-032 was accepted and approved unanimously.

RESOLVED, the Board of Trustees hereby authorizes the execution, delivery, and performance by Universal Community Homes, through the Chief Operating Officer or her designee, to execute and deliver a service agreement with SHI **for the purchase of technology equipment** in an amount not to exceed **\$17,737.47** for Creighton.

➤ **Board Vote:**

- **Yes: 2**
- **No: 0**
- **Abstain: 0**

vi. **Resolution C23-24-033: Technology Purchase Request: Signature Audio**

1. Mrs. Greene asked for a motion to accept and approve Resolution C23-24-033.
2. Mr. King made a motion to accept Resolution C23-24-033 and Mrs. Greene second that motion.
3. By a majority vote Resolution C23-24-033 was accepted and approved unanimously.

RESOLVED, the Board of Trustees hereby authorizes the execution, delivery, and performance by Universal Community Homes, through the Chief Operating Officer or her designee, to execute and deliver a service agreement with Signature Audio **for the purchase of technology equipment** in an amount not to exceed **\$28,699.50** for Creighton.

➤ **Board Vote:**

- **Yes: 2**
- **No: 0**
- **Abstain: 0**

vii. **Resolution C23-24-034: Curriculum Purchase Request: Linkit**



1. Mrs. Greene asked for a motion to accept and approve Resolution C23-24-034.
2. Mr. King made a motion to accept Resolution C23-24-034 and Mrs. Greene second that motion.
3. By a majority vote Resolution C23-24-034 was accepted and approved unanimously.

RESOLVED, the Board of Trustees hereby authorizes the execution, delivery, and performance by Universal Education Company, through the Superintendent or her designee, of a purchase for student curriculum from **Linkit**, in an amount not to exceed **\$14,200** for Creighton.

➤ **Board Vote:**

- **Yes: 2**
- **No: 0**
- **Abstain: 0**

viii. Resolution C23-24-035: Special Education Settlement Recommendation: C.V.

1. Mrs. Greene asked for a motion to accept and approve Resolution C23-24-035.
2. Mr. King made a motion to accept Resolution C23-24-035 and Mrs. Greene second that motion.
3. By a majority vote Resolution C23-24-035 was accepted and approved unanimously.

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 C.V. for 40,000 compensatory education benefit and reasonable attorney fees not to exceed \$28,000.

➤ **Board Vote:**

- **Yes: 2**
- **No: 0**
- **Abstain: 0**

ix. Resolution C23-24-036: Financial Service Agreement: Horsey, Heffler, Buckner

1. Mrs. Greene asked for a motion to accept and approve Resolution C23-24-036.
2. Mr. King made a motion to accept Resolution C23-24-036 and Mrs. Greene second that motion.
3. By a majority vote Resolution C23-24-036 was accepted and approved unanimously.

RESOLVED, that the Board of Trustees authorizes Universal Community Homes, through the Chief Financial Officer or his designee, in the form attached, to execute, and deliver, a business service agreement with Horsey, Buckner & Heffler in an amount not to exceed \$75,000 for the period commencing July 1, 2024, through June 30, 2025.

➤ **Board Vote:**

- **Yes: 2**
- **No: 0**
- **Abstain: 0**

x. Resolution C23-24-037: Fiscal Year 2024 Financial Audit Agreement

4. Mrs. Greene asked for a motion to accept and approve Resolution C23-24-037.
5. Mr. King made a motion to accept Resolution C23-24-037 and Mrs. Greene second that motion.
6. By a majority vote Resolution C23-24-037 was accepted and approved unanimously.



RESOLVED, that the Board of Trustees authorizes the Universal Community Homes, through the Chief Financial Officer or his designee, in the form attached, to execute and deliver a service agreement with Haeefe-Flanagan, to complete auditing services for the 2024 fiscal year ending June 30, 2024 in an amount not to exceed \$27,500 for Creighton.

➤ **Board Vote:**

- **Yes: 2**
- **No: 0**
- **Abstain: 0**

V. New Business

i. Board Vacancy Nomination

a. The Board discussed the vacancy for new board members.

1. Mr. King made a motion to nominate Beth Harwell to be a board member of the Board of Trustees for Universal Creighton Charter School. Mrs. Greene second that motion.
2. By a majority vote the motion to nominate Beth Harwell as a board member of the Board of Trustees for Universal Creighton Charter Schools was accepted and approved.

➤ **Board Vote:**

- **Yes: 2**
- **No: 0**
- **Abstain: 0**

3. Mr. King made a motion to nominate Evelyn Johns to be a board member of the Board of Trustees for Universal Creighton Charter School. Mrs. Greene second that motion.
4. By a majority vote the motion to nominate Evelyn Johns as a board member of the Board of Trustees for Universal Creighton Charter Schools was accepted and approved.

➤ **Board Vote:**

- **Yes: 2**
- **No: 0**
- **Abstain: 0**

5. Mr. King made a motion to nominate Dr. Zenida Driver to be a board member of the Board of Trustees for Universal Creighton Charter School. Mrs. Greene second that motion.
6. By a majority vote the motion to nominate Dr. Zenida Driver as a board member of the Board of Trustees for Universal Creighton Charter Schools was accepted and approved.

➤ **Board Vote:**

- **Yes: 2**
- **No: 0**
- **Abstain: 0**
-

VI. Public Comments

a. There were no public comments.

VII. Adjournment

- a. Mr. King made a motion to adjourn and Mrs. Greene second that motion
- b. The meeting concluded at 7:27PM

