



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*  
September 17, 2024, at 6:00 PM  
**Meeting Minutes**

**BOARD MEMBERS PRESENT:**

1. Christopher Hill
2. Keith Pretlow
3. Michael Rice
4. Trumell Lamb (joined 6:05pm)
5. Wendel Holmes (joined 6:16pm)

**Meeting called to Order at 6:03pm**

**I. Meeting Minutes**

- a. The meeting minutes from August 30, 2024, 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 August 30, 2024, meeting minutes with additions and corrections.
  - b. Mr. Pretlow made a motion to approve the August 30, 2024, meeting minutes with additions and Corrections and Mr. Rice second that motion.
  - c. By a majority vote the August 30, 2024, meeting minutes were approved.

➤ **Board Vote:**

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

- b. The meeting minutes from June 18, 2024, were reviewed by board members prior to board meeting. Board members discussed and made corrections to the meeting minutes.
  - d. Mr. Hill asked for a motion to accept and approve the June 18, 2024, meeting minutes with additions and corrections.
  - e. Mr. Pretlow made a motion to approve the June 18, 2024, meeting minutes with additions and Corrections and Mr. Rice second that motion.
  - f. By a majority vote the June 18, 2024, 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 Mrs. Lamb second that motion.
6. By a unanimous vote the Alcorn financial report was accepted and approved.
  - **Board Vote:**
    - **Yes: 5**
    - **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. Hill asked for a motion to approve the Vare financial report.
5. Mr. Pretlow made a motion to accept and approve Vare finance report and Mr. Rice 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. Mr. Pretlow made a motion to accept and approve Audenried finance report and Mrs. Lamb 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. Karina Dean, Director of Human Resources 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. The HR report included:
  - Current vacancies for the 2024-2025 School year
  - 2023-2024 Terminations and Resignations
  - New Hires and Salaries for 2024-2025 school year
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 Mrs. Lamb second that motion.
7. By a unanimous vote the Alcorn HR report was accepted and approved.
  - **Board Vote:**
    - **Yes: 5**
    - **No: 0**
    - **Abstain: 0**

**b. Vare Charter School**

1. Karina Dean, Director of Human Resources 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. The HR report included:
  - Current vacancies for the 2024-2025 School year
  - 2023-2024 Terminations and Resignations
  - New Hires and Salaries for 2024-2025 school year
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. Rice second that motion.
7. By a unanimous vote the Vare HR report was accepted and approved
  - **Board Vote:**
    - **Yes: 5**
    - **No: 0**
    - **Abstain: 0**

**c. Audenried Charter High School**

1. Karina Dean, Director of Human Resources 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. The HR report included:
  - Current vacancies for the 2024-2025 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 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 Mrs. Lamb second that motion.



7. By a unanimous vote the Audenried HR report were accepted and approved.
  - **Board Vote:**
    - **Yes: 5**
    - **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. Pretlow made a motion to accept and approve Alcorn facilities report and Mr. Rice second that motion.
6. By a unanimous vote the Alcorn facilities report was 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. The board request facilities to contact the Charter school Office regarding leaks at the McDaniels Annex building.
5. Mr. Hill asked for a motion to approve the Vare facilities report.
6. Mr. Pretlow made a motion to accept and approve Vare facilities report and Mrs. Lamb second that motion.
7. By a unanimous vote the Vare facilities report was 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. Mr. Pretlow made a motion to accept and approve Audenried facilities report and Mr. Rice 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

#### a. Central Office Report

- i. Dr. Nixon presented the Central office report for Alcorn, Vare and Audenried.
  1. Universal Alcorn, Audenried and Vare opened successfully on September 3, 2024. Central Office support was provided during the school-opening process.
  2. Universal Charter Schools Leadership Institute was held on August 8-9, 2024, to kick-off the new school year with Principals, Assistant Principals and School Leadership Teams
  3. Next Principal Meeting/Instructional Rounds- The next principal meeting will be held on October 10, 2024 @ Universal Creighton Charter School.
  4. Principal Appraisals-Principal Goal Setting meetings will be held the week of October 5, 2024. There was some discussion regarding the Central Office Report.
  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 Mrs. Lamb second that motion.
  7. By a unanimous vote the Central Office Report was approved.

➤ **Board Vote:**

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

### IV. Board Action Items

#### i. Universal Alcorn Charter School

##### a. Resolution AL24-25-001: 2024-2025 HR Personnel Hires and Salaries

1. Mr. Hill asked for a motion to accept and approve Resolution AL24-25-001.
2. Mr. Pretlow made a motion to accept and approve Resolution AL24-25-001 and Mr. Holmes second that motion.
3. By a majority vote Resolution AL24-25-001 was approved.

**RESOLVED**, that the Board of Trustees authorizes Universal Community Homes, through the Chief Operating Officer or her designee, in the form attached, to execute and deliver contracts for the 2024 - 2025 HR hires, to which include the salary and benefits of employees.

➤ **Board Vote:**

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

##### b. Resolution AL24-25-002: 2024-2025 HR Personnel Terminations

1. Mr. Hill asked for a motion to accept and approve Resolution AL24-25-002.
2. Mr. Pretlow made a motion to accept and approve Resolution AL24-25-002 and Mr. Holmes second that motion.
3. By a majority vote Resolution AL24-25-002 was approved.



**RESOLVED**, that the Board of Trustees authorizes Universal Community Homes, through the Chief Operating Officer or her designee, in the form attached, to terminate contracts for the 2024 - 2025 HR terminations, to which include the termination of salary and benefits of employees.

➤ **Board Vote:**

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

**c. Resolution AL24-25-003: Policy Update: 2024-2025 Code of Conduct**

1. Mr. Hill asked for a motion to accept and approve Resolution AL24-25-003.
2. Mr. Pretlow made a motion to accept and approve Resolution AL24-25-003 and Mr. Holmes second that motion.
3. By a majority vote Resolution AL24-25-003 was approved.

**RESOLVED**, that the Board of Trustees hereby authorize the execution, delivery, and performance by Universal Education Company, through the Superintendent or her designee, to update and revise the Code of Conduct and bring the code of conduct in compliance with federal guidelines and PA Charter Law requirements.

➤ **Board Vote:**

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

**d. Resolution AL24-25-004: Time and Effort Policy**

1. Mr. Hill asked for a motion to accept and approve Resolution AL24-25-004.
2. Mr. Pretlow made a motion to accept and approve Resolution AL24-25-004 and Mr. Rice second that motion.
3. By a majority vote Resolution AL24-25-004 was approved.

**RESOLVED**, that the Board of Trustees hereby authorize the execution, delivery, and performance by Universal Education Company, through the Superintendent or her designee, to create and implement a Time and Effort Policy in compliance with federal guidelines and PA Charter Law requirements.

➤ **Board Vote:**

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

**e. Resolution AL24-25-005: Fraud Waste and Abuse Policy**

1. Mr. Hill asked for a motion to accept and approve Resolution AL24-25-005.
2. Mr. Pretlow made a motion to accept and approve Resolution AL24-25-005 and Mr. Rice second that motion.
3. By a majority vote Resolution AL24-25-005 was approved.

**RESOLVED**, that the Board of Trustees hereby authorize the execution, delivery, and performance by Universal Education Company, through the Superintendent or her designee, to create and implement a Fraud, Waste and Abuse policy in compliance with federal guidelines and PA Charter Law requirements



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

**f. Resolution AL24-25-006: Curriculum Purchase Request: Wilson’s Language**

1. Mr. Hill asked for a motion to accept and approve Resolution AL24-25-006.
2. Mr. Pretlow made a motion to accept and approve Resolution AL24-25-006 and Mr. Rice second that motion.
3. By a majority vote Resolution AL24-25-006 was approved.

**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 instructional supplies from **Wilson’s Language Training** for education curriculum in an amount not to exceed **\$11,482.45** for Alcorn.

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

**g. Resolution AL24-25-007: Curriculum Purchase Request: Curriculum Associates**

1. Mr. Hill asked for a motion to accept and approve Resolution AL24-25-007.
2. Mr. Pretlow made a motion to accept and approve Resolution AL24-25-007 and Mr. Holmes second that motion.
3. By a majority vote Resolution AL24-25-007 was approved.

**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 instructional supplies from **Curriculum Associates** for education curriculum in an amount not to exceed **\$27,885** for Alcorn.

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

**h. Resolution AL24-25-008: Technology Purchase Request: Apple**

1. Mr. Hill asked for a motion to accept and approve Resolution AL24-25-008.
2. Mr. Pretlow made a motion to accept and approve Resolution AL24-25-008 and Mr. Rice second that motion.
3. By a majority vote Resolution AL24-25-008 was approved.

**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 technology supplies from **Apple Inc.** for education curriculum in an amount not to exceed **\$34,326** for Alcorn.

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



- i. **Resolution AL24-25-009: 2024-2025 Service Agreement: I AM B.U.M.I.**
1. Mr. Hill asked for a motion to accept and approve Resolution AL24-25-009.
  2. Mr. Pretlow made a motion to accept and approve Resolution AL24-25-009 and Mr. Rice second that motion.
  3. By a majority vote Resolution AL24-25-009 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 Contract with **I AM B.U.M.I.** in an amount not to exceed **\$15,000** for the period commencing October 1, 2024 through February 28, 2025

➤ **Board Vote:**

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

- j. **Resolution AL24-25-010: 2024-2025 Service Agreement: Key Arts**
1. Mr. Hill asked for a motion to accept and approve Resolution AL24-25-010.
  2. Mr. Pretlow made a motion to accept and approve Resolution AL24-25-010 and Mr. Holmes second that motion.
  3. By a majority vote Resolution AL24-25-010 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 Contract with **Key Arts** in an amount not to exceed **\$15,000** for the period commencing October 1, 2024 through February 28, 2025

➤ **Board Vote:**

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

- k. **Resolution AL24-25-011: 2024-2025 Service Agreement: Eyes of Distinction**
1. Mr. Hill asked for a motion to accept and approve Resolution AL24-25-011.
  2. Mr. Pretlow made a motion to accept and approve Resolution AL24-25-011 and Mr. Rice second that motion.
  3. By a majority vote Resolution AL24-25-011 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 Contract with **Eyes of Distinction** in an amount not to exceed **\$10,000** for the period commencing October 1, 2024 through February 28, 2025

➤ **Board Vote:**

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

- l. **Resolution AL24-25-012: 2024-2025 Service Agreement: Elenoe Dance**
1. Mr. Hill asked for a motion to accept and approve Resolution AL24-25-012.
  2. Mr. Pretlow made a motion to accept and approve Resolution AL24-25-012 and Mr. Holmes second that motion.
  3. By a majority vote Resolution AL24-25-012 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 Contract with **Elenoe Dance** in an amount not to exceed **\$20,000** for the period commencing October 1, 2024 through February 28, 2025

➤ **Board Vote:**

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

ii. **Universal VARE Charter School**

a. **Resolution V24-25-001: 2024-2025 HR Personnel Hires and Salaries**

1. Mr. Hill asked for a motion to accept and approve Resolution V24-25-001.
2. Mr. Pretlow made a motion to accept and approve Resolution V24-25-001 and Mr. Rice second that motion.
3. By a majority vote Resolution V24-25-001 was approved.

**RESOLVED**, that the Board of Trustees authorizes Universal Community Homes, through the Chief Operating Officer or her designee, in the form attached, to execute and deliver contracts for the 2024 - 2025 HR hires, to which include the salary and benefits of employees.

➤ **Board Vote:**

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

b. **Resolution V24-25-002: 2024-2025 HR Personnel Terminations**

1. Mr. Hill asked for a motion to accept and approve Resolution V24-25-002.
2. Mr. Pretlow made a motion to accept and approve Resolution V24-25-002 and Mr. Rice second that motion.
3. By a majority vote Resolution V24-25-002 was approved.

**RESOLVED**, that the Board of Trustees authorizes Universal Community Homes, through the Chief Operating Officer or her designee, in the form attached, to terminate contracts for the 2024 - 2025 HR terminations, to which include the termination of salary and benefits of employees.

➤ **Board Vote:**

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

c. **Resolution V24-25-003: Policy Update: 2024-2025 Code of Conduct**

1. Mr. Hill asked for a motion to accept and approve Resolution V24-25-003.
2. Mr. Pretlow made a motion to accept and approve Resolution V24-25-003 and Mr. Rice second that motion.
3. By a majority vote Resolution V24-25-003 was approved.

**RESOLVED**, that the Board of Trustees hereby authorize the execution, delivery, and performance by Universal Education Company, through the Superintendent or her designee, to update and revise the Code of Conduct and bring the code of conduct in compliance with federal guidelines and PA Charter Law requirements.



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

**d. Resolution V24-25-004: Time and Effort Policy**

1. Mr. Hill asked for a motion to accept and approve Resolution V24-25-004.
2. Mr. Pretlow made a motion to accept and approve Resolution V24-25-004 and Mr. Rice second that motion.
3. By a majority vote Resolution V24-25-004 was approved.

**RESOLVED**, that the Board of Trustees hereby authorize the execution, delivery, and performance by Universal Education Company, through the Superintendent or her designee, to create and implement a Time and Effort Policy in compliance with federal guidelines and PA Charter Law requirements.

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

**e. Resolution V24-25-005: Fraud, Waste and Abuse Policy**

1. Mr. Hill asked for a motion to accept and approve Resolution V24-25-005.
2. Mr. Pretlow made a motion to accept and approve Resolution V24-25-005 and Mr. Rice second that motion.
3. By a majority vote Resolution V24-25-005 was approved.

**RESOLVED**, that the Board of Trustees hereby authorize the execution, delivery, and performance by Universal Education Company, through the Superintendent or her designee, to create and implement a Fraud, Waste and Abuse Policy in compliance with federal guidelines and PA Charter Law requirements.

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

**iii. Universal Aundered Charter School**

**a. Resolution AU24-25-004: 2024-2025 HR Personnel Hires and Salaries**

1. Mr. Hill asked for a motion to accept and approve Resolution AU24-25-004
2. Mr. Pretlow made a motion to accept and approve Resolution AU24-25-004 and Mr. Holmes second that motion.
3. By a majority vote Resolution AU24-25-004 was approved.

**RESOLVED**, that the Board of Trustees authorizes Universal Community Homes, through the Chief Operating Officer or her designee, in the form attached, to execute and deliver contracts for the 2024 - 2025 HR hires, to which include the salary and benefits of employees.

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



**f. Resolution AU24-25-005: 2024-2025 HR Personnel Terminations**

1. Mr. Hill asked for a motion to accept and approve Resolution AU24-25-005.
2. Mr. Pretlow made a motion to accept and approve Resolution AU24-25-005 and Mr. Rice second that motion.
3. By a majority vote Resolution AU24-25-005 was approved.

**RESOLVED**, that the Board of Trustees authorizes Universal Community Homes, through the Chief Operating Officer or her designee, in the form attached, to terminate contracts for the 2024 - 2025 HR terminations, to which include the termination of salary and benefits of employees.

➤ **Board Vote:**

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

**g. Resolution AU24-25-006: Policy Update: 2024-2025 Code of Conduct**

1. Mr. Hill asked for a motion to accept and approve Resolution AU24-25-006.
2. Mr. Pretlow made a motion to accept and approve Resolution AU24-25-006 and Mr. Rice second that motion.
3. By a majority vote Resolution AU24-25-006 was approved.

**RESOLVED**, that the Board of Trustees hereby authorize the execution, delivery, and performance by Universal Education Company, through the Superintendent or her designee, to update and revise the Code of Conduct and bring the code of conduct in compliance with federal guidelines and PA Charter Law requirements.

➤ **Board Vote:**

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

**h. Resolution AU24-25-007: Time and Effort Policy**

1. Mr. Hill asked for a motion to accept and approve Resolution AU24-25-007.
2. Mr. Pretlow made a motion to accept and approve Resolution AU24-25-007 and Mr. Holmes second that motion.
3. By a majority vote Resolution AU24-25-007 was approved.

**RESOLVED**, that the Board of Trustees hereby authorize the execution, delivery, and performance by Universal Education Company, through the Superintendent or her designee, to create and implement a Time and Effort Policy in compliance with federal guidelines and PA Charter Law requirements.

➤ **Board Vote:**

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

**i. Resolution AU24-25-008: Fraud, Waste and Abuse Policy**

1. Mr. Hill asked for a motion to accept and approve Resolution AU24-25-008.
2. Mr. Pretlow made a motion to accept and approve Resolution AU24-25-008 and Mr. Rice second that motion.
3. By a majority vote Resolution AU24-25-008 was approved.



**RESOLVED**, that the Board of Trustees hereby authorize the execution, delivery, and performance by Universal Education Company, through the Superintendent or her designee, to create and implement a Fraud, Waste and Abuse Policy in compliance with federal guidelines and PA Charter Law requirements.

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

**j. Resolution AU24-25-009: Non-Bus Fleet Management Policies and Procedures**

1. Mr. Hill asked for a motion to accept and approve Resolution AU24-25-009.
2. Mr. Pretlow made a motion to accept and approve Resolution AU24-25-009 and Mr. Holmes second that motion.
3. By a majority vote Resolution AU24-25-009 was approved.

**RESOLVED**, that the Board of Trustees hereby authorize the execution, delivery, and performance by Universal Education Company, through the Superintendent or her designee, to create and implement Non-Bus Fleet Management Policies and Procedures in compliance with federal guidelines and PA Charter Law requirements, including Use of Universal Charter Schools Vehicles Policy, School Vehicles Driver Policy and Non-Bus Vehicle Usage Policy and Procedure Handbook.

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

**k. Resolution AU24-25-010: Student Activity Purchase Request: Chef Table**

1. Mr. Hill asked for a motion to accept and approve Resolution AU24-25-010.
2. Mr. Pretlow made a motion to accept and approve Resolution AU24-25-010 and Mr. Rice second that motion.
3. By a majority vote Resolution AU24-25-010 was approved.

**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 activity from **Chef Table** in an amount not to exceed **\$11,607** for Audenried.

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

**l. Resolution AU24-25-010: Facilities Request: TRANE**

1. Mr. Hill asked for a motion to accept and approve Resolution AU24-25-010.
2. Mr. Holmes made a motion to accept and approve Resolution AU24-25-010 and Mr. Rice second that motion.
3. By a majority vote Resolution AU24-25-010 was approved.

**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 **TRANE** for an amount not to exceed \$ **14,579** for Audenried.



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

**m. Resolution AU24-25-011: Facilities Purchase Request: Sideline Score Table**

1. Mr. Hill asked for a motion to accept and approve Resolution AU24-25-011.
2. Mr. Pretlow made a motion to accept and approve Resolution AU24-25-011 and Mr. Holmes second that motion.
3. By a majority vote Resolution AU24-25-011 was approved.

**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 **Sideline Score Table**, in an amount not to exceed **\$12,529** for Audenried.

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

**n. Resolution AU24-25-012: Technology Purchase Request: CDW**

1. Mr. Hill asked for a motion to accept and approve Resolution AU24-25-012.
2. Mr. Pretlow made a motion to accept and approve Resolution AU24-25-012 and Mr. Holmes second that motion.
3. By a majority vote Resolution AU24-25-012 was approved.

**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 **CDW for the purchase of technology equipment** in an amount not to exceed **\$18,350** for Audenried.

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

**o. Resolution AU24-25-013: Student Uniform Purchase Request: CRAMERS**

1. Mr. Hill asked for a motion to accept and approve Resolution AU24-25-013.
2. Mr. Pretlow made a motion to accept and approve Resolution AU24-25-013 and Mr. Rice second that motion.
3. By a majority vote Resolution AU24-25-013 was approved.

**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 uniforms from **Cramers** in an amount not to exceed **\$35,000** for Audenried.

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



**p. Resolution AU24-25-014: Supply Purchase Request: Staples**

1. Mr. Hill asked for a motion to accept and approve Resolution AU24-25-014.
2. Mr. Pretlow made a motion to accept and approve Resolution AU24-25-014 and Mr. Rice second that motion.
3. By a majority vote Resolution AU24-25-014 was approved.

**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 supplies from **Staples** in an amount not to exceed **\$10,285.35** for Audenried.

➤ **Board Vote:**

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

**V. Public Comments**

- a. Charles Reeves, community member, made a comment regarding the air conditioning system at Vare, and the time frame for repairs.

**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 8:30 p.m.

