



Public Meeting of the Board of Trustees
for
Universal Creighton Charter School
Meeting held Virtually via Zoom
June 10, 2025, at 6:00 PM
Meeting Minutes

BOARD MEMBERS PRESENT:

1. Jackie Greene
2. Dr. Beth Ann Harwell
3. Evelyn Johns
4. Dr. Zenida Driver

BOARD MEMBERS ABSENT:

1. Marylissa Barbosa-Fish

Meeting called to Order at 6:00pm

I. Meeting Minutes

- i. The meeting minutes from May 6, 2025, 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 May 6, 2025, meeting minutes with additions and corrections.
 - b. Dr. Harwell moved to accept and approve May 6, 2025, meeting minutes with additions and corrections and Mrs. Johns seconded that motion.
 - c. By a unanimous vote the May 6, 2025, meeting minutes were approved.
 - **Board Vote:**
 - **Yes: 4**
 - **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. Creighton meets all financial benchmarks utilized by the School District to measure financial health and sustainability indicating favorable positions in revenue and expenses.
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. Mrs. Johns moved to accept the Creighton Finance report and Dr. Harwell seconded that motion.
6. By a unanimous vote the Creighton Financial report was accepted.
 - **Board Vote:**
 - **Yes: 4**
 - **No: 0**
 - **Abstain: 0**



ii. HR Committee Reports

a. Creighton Charter School

1. Dr. Nixon presented the HR report.
2. Board members were given copies of the Creighton HR report which was reviewed by board members prior to the board meeting.
3. Dr. Nixon discussed staff training on sexual harassment, safety, and diversity, with a portal opening on June 1st for returning staff.
4. The HR report included:
 - Current vacancies for the 2025-2026 School year
 - 2024-2025 Terminations and Resignations
 - New Hires and Salaries for 2025-2026 school years
5. There was discussion amongst board members regarding the Creighton HR report.
6. Mrs. Greene asked for a motion to approve the Creighton HR report
7. Mrs. Johns moved to approve the Creighton HR report and Dr. Harwell seconded that motion.
8. By a unanimous vote the Creighton HR report was approved.
 - **Board Vote:**
 - **Yes: 4**
 - **No: 0**
 - **Abstain: 0**

iii. Facilities Committee Reports

b. Creighton Charter School

1. Lawrence Threadgill provided a brief report on summer preparations and repairs.
2. Maintenance issues related to burnout relay switches have been resolved.
3. A new maintenance technician has been hired to support the building's operations.
4. There was discussion amongst board members regarding the Creighton facilities report.
5. Mrs. Greene asked for a motion to approve the Creighton facilities report
6. Mrs. Johns moved to accept the Creighton facilities report and Mrs. Johns seconded that motion.
7. By a unanimous vote the Creighton facilities report was approved.
 - **Board Vote:**
 - **Yes: 4**
 - **No: 0**
 - **Abstain: 0**

III. Presentations

i. Creighton Monthly Reports

- a. Principal Baldwin presented Creighton's monthly school report.
 1. Principal Wendy Baldwin reported on the successful school year and improvements in attendance and PSSA scores.
 2. A multicultural celebration was held, showcasing the school's diversity.
 3. There was some discussion regarding the Creighton Principal report
 4. Mrs. Greene asked for a motion to approve the Creighton Principal Report



5. Dr. Harwell moved to accept the Creighton Principal Report and Mrs. Johns seconded that motion.
6. By a unanimous vote the Creighton Principal Report was approved.
 - **Board Vote:**
 - **Yes: 4**
 - **No: 0**
 - **Abstain: 0**

ii. Central Office Report

- a. Kelli Woods, Director of Climate Culture and Safety presented the Central Office report for Creighton.
 1. Kelli Woods reported on safety measures, including the installation of over 60 cameras.
 2. Staff training on trauma-informed practices and emergency drills was highlighted.
 3. A threat assessment team has been established and trained.
 4. There was some discussion about the Central Office Report.
 5. Mrs. Greene asked for a motion to approve the Central Office Report.
 6. Mrs. Johns moved to accept the Central Office Report and Dr. Harwell seconded that motion.
 7. By a unanimous vote the Central Office Report was accepted.
 - **Board Vote:**
 - **Yes: 4**
 - **No: 0**
 - **Abstain: 0**

IV. Board Action Items

a. Universal Creighton Charter School

i. Resolution C24-25-031: 2025-2026 Board Calendar

1. Mrs. Greene asked for a motion to accept Resolution C24-25-031.
2. Mrs. Johns moved to accept Resolution C24-25-031 and Dr. Driver seconded that motion.
3. By a unanimous vote Resolution C24-25-031 was accepted.

RESOLVED, that the Board of Trustees authorize Universal Education Management, through the Superintendent or her designee, in the form attached, to produce the 2025 - 2026 Board Meeting Calendar, which reflects Board Meetings will begin September 1, 2025, through June 30, 2026, to reflect meetings to be held throughout the school year.

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

ii. Resolution C24-25-032: 2025-2026 School Operating Budget

1. Mrs. Greene asked for a motion to accept Resolution C24-25-032.
2. Mrs. Johns moved to accept Resolution C24-25-032 and Dr. Harwell seconded that motion.
3. By a unanimous vote Resolution C24-25-032 was accepted.



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 2025 - 2026 Operating Budget, to which include the salary and benefits of employees, other operating expenses and revenue for the period commencing July 1, 2025, through June 30, 2026.

➤ **Board Vote:**

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

iii. Resolution C24-25-033: 2025-2030 Universal Community Homes Management Agreement

1. Mrs. Greene asked for a motion to accept Resolution C24-25-033.
2. Mrs. Johns moved to accept Resolution C24-25-033 and Dr. Harwell seconded that motion.
3. By a unanimous vote Resolution C24-25-033 was accepted.

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 Universal Community Homes in an amount not to exceed \$750 per student for the period commencing July 1, 2025, through June 30, 2030.

➤ **Board Vote:**

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

iv. Resolution C24-25-034: 2025-2030 Universal Education Company Management Agreement

1. Mrs. Greene asked for a motion to accept Resolution C24-25-034.
2. Mrs. Johns moved to accept Resolution C24-25-034 and Dr. Harwell seconded that motion.
3. By a unanimous vote Resolution C24-25-034 was accepted.

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 Universal Education Company in an amount not to exceed \$750 per scholar for the period commencing July 1, 2025, through June 30, 2030.

➤ **Board Vote:**

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

v. Resolution C24-25-035: 2025-2026 Service Agreement- Horsey, Buckner, Heffler

1. Mrs. Greene asked for a motion to accept Resolution C24-25-035.
2. Mrs. Johns moved to accept Resolution C24-25-035 and Dr. Driver seconded that motion.



3. By a unanimous vote Resolution C24-25-035 was accepted.

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 \$78,000 for the period commencing July 1, 2025, through June 30, 2026

➤ **Board Vote:**

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

vi. Resolution C24-25-036: Curriculum Purchase Request: EPS

1. Mrs. Greene asked for a motion to accept Resolution C24-25-036.
2. Dr. Harwell moved to accept Resolution C24-25-036 and Mrs. Johns seconded that motion.
3. By a unanimous vote Resolution C24-25-036 was accepted.

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 **EPS** for professional development in an amount not to exceed **\$14,574.15** for Creighton.

➤ **Board Vote:**

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

vii. Resolution C24-25-037: Curriculum Purchase Request: Great Minds

1. Mrs. Greene asked for a motion to accept Resolution C24-25-037.
2. Dr. Harwell moved to accept Resolution C24-25-037 and Mrs. Johns seconded that motion.
3. By a unanimous vote Resolution C24-25-037 was accepted.

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 **Great Minds** for professional development in an amount not to exceed **\$27,991.04** for Creighton.

➤ **Board Vote:**

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

viii. Resolution C24-25-038: Curriculum Purchase Request: Curriculum Associates

1. Mrs. Greene asked for a motion to accept Resolution C24-25-038.
2. Dr. Harwell moved to accept Resolution C24-25-038 and Mrs. Johns seconded that motion.
3. By a unanimous vote Resolution C24-25-038 was accepted.



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 **Curriculum Associates** for professional development in an amount not to exceed **\$35,060.36** for Creighton.

➤ **Board Vote:**

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

ix. **Resolution C24-25-039: Curriculum Purchase Request: IXL**

1. Mrs. Greene asked for a motion to accept Resolution C24-25-039.
2. Dr. Harwell moved to accept Resolution C24-25-039 and Mrs. Johns seconded that motion.
3. By a unanimous vote Resolution C24-25-039 was accepted.

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 **IXL** for professional development in an amount not to exceed **\$15,420** for Creighton.

➤ **Board Vote:**

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

x. **Resolution C24-25-040: Curriculum Purchase Request: SASC/Activate Learning**

1. Mrs. Greene asked for a motion to accept Resolution C24-25-040.
2. Dr. Harwell moved to accept Resolution C24-25-040 and Mrs. Johns seconded that motion.
3. By a unanimous vote Resolution C24-25-040 was accepted.

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 **SASCA/Activate Learning** for professional development in an amount not to exceed **\$18,831.08** for Creighton.

➤ **Board Vote:**

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

xi. **Resolution C24-25-041: Technology Purchase Request: Security Cameras**

1. Mrs. Greene asked for a motion to accept Resolution C24-25-041.
2. Dr. Harwell moved to accept Resolution C24-25-041 and Mrs. Johns seconded that motion.
3. By a unanimous vote Resolution C24-25-041 was accepted.

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 Final Mile **for the purchase of technology equipment** in an amount not to exceed **\$19,925** for Creighton.



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 **\$59,874** for Creighton.

➤ **Board Vote:**

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

xii. Resolution C24-25-042: Technology Purchase Request: Signature Audio

1. Mrs. Greene asked for a motion to accept Resolution C24-25-042.
2. Dr. Harwell moved to accept Resolution C24-25-042 and Mrs. Johns seconded that motion.
3. By a unanimous vote Resolution C24-25-042 was accepted.

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 **\$42,337.46** for Creighton.

➤ **Board Vote:**

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

xiii. Resolution C24-25-043: Facilities Purchase Request: Inner Vision

1. Mrs. Greene asked for a motion to accept Resolution C24-25-043.
2. Dr. Harwell moved to accept Resolution C24-25-043 and Mrs. Johns seconded that motion.
3. By a unanimous vote Resolution C24-25-043 was accepted.

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 Inner Vision **to repair facilities** in an amount not to exceed **\$142,000** for Creighton.

➤ **Board Vote:**

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

xiv. Resolution C24-25-044: Facilities Purchase Request: Superior Play

1. Mrs. Greene asked for a motion to accept Resolution C24-25-044.
2. Dr. Harwell moved to accept Resolution C24-25-044 and Mrs. Johns seconded that motion.
3. By a unanimous vote Resolution C24-25-044 was accepted.

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 Superior Play **to repair facilities** in an amount not to exceed **\$20,243.33** for Creighton.

➤ **Board Vote:**

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

xv. **Resolution C24-25-045: Facilities Purchase Request: 3B Services**

1. Mrs. Greene asked for a motion to accept Resolution C24-25-045.
2. Dr. Harwell moved to accept Resolution C24-25-045 and Mrs. Johns seconded that motion.
3. By a unanimous vote Resolution C24-25-045 was accepted.

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 Inner Vision **to repair facilities** in an amount not to exceed **\$71,839.42** for Creighton.

➤ **Board Vote:**

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

xvi. **Resolution C24-25-046: Facilities Purchase Request: Jani Icon**

1. Mrs. Greene asked for a motion to accept Resolution C24-25-046.
2. Dr. Harwell moved to accept Resolution C24-25-046 and Mrs. Johns seconded that motion.
3. By a unanimous vote Resolution C24-25-046 was accepted.

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 Jani Icon **to repair facilities** in an amount not to exceed **\$17,566.97** for Creighton.

➤ **Board Vote:**

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

xvii. **Resolution C24-25-047: Facilities Purchase Request: PJP Supply**

4. Mrs. Greene asked for a motion to accept Resolution C24-25-047.
5. Dr. Harwell moved to accept Resolution C24-25-047 and Mrs. Johns seconded that motion.
6. By a unanimous vote Resolution C24-25-047 was accepted.

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 PJP Supply **for facilities supplies** in an amount not to exceed **\$22,433.36** for Creighton.

➤ **Board Vote:**

- **Yes: 4**

- **No: 0**
- **Abstain: 0**

V. Public Comments

- a. There were no public comments.

VI. Adjournment

- a. The meeting concluded at 7:17PM