



Public Meeting of the Board of Trustees
for
Universal Creighton Charter School
Special Meeting held Virtually via Zoom
August 19, 2025 at 6:00 PM
Meeting Minutes

BOARD MEMBERS PRESENT:

1. Jackie Greene
2. Evelyn Johns
3. Dr. Zenida Driver
4. Dr. Beth Ann Harwell
5. Marylissa Barbosa-Fish

Attendees Present:

1. Dr. Penny Nixon, Superintendent/CEO
2. Wallace Dawan, Chief Financial Officer
3. Wendy Baldwin, Creighton Principal
4. Latoya Finney, Board of Directors Compliance Officer
5. Lawrence Threadgill, Director of Facilities

Meeting called to Order at 6:00pm

I. Meeting Minutes

- i. The meeting minutes from June 10, 2025, were tabled.

II. Board Action Items

a. Universal Creighton Charter School

i. Resolution C25-26-001: Fiscal Year 2025 Financial Audit Agreement

1. Mrs. Greene asked for a motion to accept Resolution C25-26-001.
2. Mrs. Johns moved to accept Resolution C25-26-001 and Dr. Harwell seconded that motion.
3. By a unanimous vote Resolution C25-26-001 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 execute and deliver a service agreement with Haeefe-Flanagan, to complete auditing services for the 2025 fiscal year ending June 30, 2025 in an amount not to exceed \$28,900 for Creighton.

➤ **Board Vote:**

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

ii. Resolution C25-26-002: Supply Purchase Request: Supra

1. Mrs. Greene asked for a motion to accept Resolution C25-26-002.
2. Dr. Harwell moved to accept Resolution C25-26-002 and Mrs. Johns seconded that motion.
3. By a unanimous vote Resolution C25-26-002 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 **Supra** in an amount not to exceed **\$12,540.16** for Creighton.

➤ **Board Vote:**

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

iii. **Resolution C25-26-003: Policy Update: 2025-2026 Code of Conduct**

1. Mrs. Greene asked for a motion to accept Resolution C25-26-003.
2. Dr. Harwell moved to accept Resolution C25-26-003 and Mrs. Johns seconded that motion.
3. By a unanimous vote Resolution C25-26-003 was accepted.

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

iv. **Resolution C25-26-004: Policy Update: English Learners Policy**

1. Mrs. Greene asked for a motion to accept Resolution C25-26-004.
2. Dr. Harwell moved to accept Resolution C25-26-004 and Mrs. Johns seconded that motion.
3. By a unanimous vote Resolution C25-26-004 was accepted.

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 English Learners Policy and bring the policy in compliance with federal guidelines and PA Charter Law requirements.

➤ **Board Vote:**

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

v. **Resolution C25-26-005: Policy Update: Enrollment Policy**

1. Mrs. Greene asked for a motion to accept Resolution C25-26-005.
2. Dr. Harwell moved to accept Resolution C25-26-005 and Mrs. Johns seconded that motion.
3. By a unanimous vote Resolution C25-26-005 was accepted.

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 C and bring the policy in compliance with federal guidelines and PA Charter Law requirements.

➤ **Board Vote:**

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

III. Public Comments

- a. There were no public comments.

IV. Adjournment

- a. The meeting concluded at 6:15PM

