



Special 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
August 20, 2025, at 6:00 PM
Meeting Minutes

BOARD MEMBERS PRESENT:

1. Christopher Hill
2. Keith Pretlow
3. Trumell Lamb
4. Michael Rice
5. Wendel Holmes

Attendees Present:

1. Dr. Penny Nixon, Superintendent/CEO
2. Wallace Dawan, Chief Financial Officer
3. Aaron Starke, Alcorn Principal
4. Josh Anderson, Audenried Principal
5. Karen Howell-Toomer, Vare Principal
6. Latoya Finney, Board of Directors Compliance Officer
7. Lawrence Treadgill, Director of Facilities

Meeting called to Order at 6:08pm

I. Meeting Minutes

- a. The meeting minutes from June 17, 2025, were tabled.

II. Board Action Items

i. Universal Alcorn Charter School

a. Resolution AL25-26-001: 2025-2026 School Code of Conduct

1. Mr. Hill asked for a motion to accept and approve Resolution AL25-26-001.
2. Mr. Pretlow moved to accept and approve Resolution AL25-26-001 and Mr. Holmes seconded that motion.
3. By unanimous vote Resolution AL25-26-001 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**

b. Resolution AL25-26-002: Policy Update: English Learners Policy

1. Mr. Hill asked for a motion to accept and approve Resolution AL25-26-002.
2. Mr. Holmes moved to accept and approve Resolution AL25-26-002 and Mr. Pretlow seconded that motion.
3. By unanimous vote Resolution AL25-26-002 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 English Learners Policy and bring the policy in compliance with federal guidelines and PA Charter Law requirements.

➤ **Board Vote:**

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

c. Resolution AL25-26-003: Policy Update: Enrollment Policy

1. Mr. Hill asked for a motion to accept and approve Resolution AL25-26-003.
2. Mr. Holmes moved to accept and approve Resolution AL25-26-003 and Mr. Rice seconded that motion.
3. By unanimous vote Resolution AL25-26-003 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 Enrollment Policy and bring the policy in compliance with federal guidelines and PA Charter Law requirements.

➤ **Board Vote:**

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

d. Resolution AL25-26-004: Curriculum Purchase Request: SAAVAS

1. Mr. Hill asked for a motion to accept and approve Resolution AL25-26-004.
2. Mr. Rice moved to accept and approve Resolution AL25-26-004 and Mr. Pretlow seconded that motion.
3. By unanimous vote Resolution AL25-26-004 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 **SAAVAS** for education curriculum in an amount not to exceed **\$95,415.05** for Alcorn

➤ **Board Vote:**

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

e. Resolution AL25-26-005: Curriculum Purchase Request: SAAVAS

1. Mr. Hill asked for a motion to accept and approve Resolution AL25-26-005.
2. Mr. Rice moved to accept and approve Resolution AL25-26-005 and Mr. Pretlow seconded that motion.
3. By unanimous vote Resolution AL25-26-005 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 **SAAVAS** for education curriculum in an amount not to exceed **\$56,578.27** for Alcorn

➤ **Board Vote:**

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

f. Resolution AL25-26-006: Student Uniform Purchase Request: Cramers

1. Mr. Hill asked for a motion to accept and approve Resolution AL25-26-006.
2. Mr. Rice moved to accept and approve Resolution AL25-26-006 and Mr. Pretlow seconded that motion.
3. By unanimous vote Resolution AL25-26-006 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 student uniforms from **Cramers** in an amount not to exceed **\$23,414.95** for Alcorn

➤ **Board Vote:**

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

ii. Universal Vare Charter School

a. Resolution V25-26-001: 2025-2026 School Code of Conduct

1. Mr. Hill asked for a motion to accept and approve Resolution V25-26-001.
2. Mr. Pretlow moved to accept and approve Resolution V25-26-001 and Mr. Holmes seconded that motion.
3. By unanimous vote Resolution V25-26-001 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**

b. Resolution V25-26-002: Policy Update: English Learners Policy

1. Mr. Hill asked for a motion to accept and approve Resolution V25-26-002.
2. Mr. Holmes moved to accept and approve Resolution V25-26-002 and Mr. Pretlow seconded that motion.
3. By unanimous vote Resolution V25-26-002 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 English Learners Policy and bring the policy in compliance with federal guidelines and PA Charter Law requirements.



➤ **Board Vote:**

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

c. Resolution V25-26-003: Policy Update: Enrollment Policy

1. Mr. Hill asked for a motion to accept and approve Resolution V25-26-003.
2. Mr. Holmes moved to accept and approve Resolution V25-26-003 and Mr. Rice seconded that motion.
3. By unanimous vote Resolution V25-26-003 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 Enrollment Policy and bring the policy in compliance with federal guidelines and PA Charter Law requirements.

➤ **Board Vote:**

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

d. Resolution V25-26-004: Facilities Purchase Request: Chadwick

1. Mr. Hill asked for a motion to accept and approve Resolution V25-26-004.
2. Mr. Rice moved to accept and approve Resolution V25-26-004 and Mr. Pretlow seconded that motion.
3. By unanimous vote Resolution V25-26-004 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, of a facilities purchase from **Chadwick** in an amount not to exceed **\$11,471.10** for Vare

➤ **Board Vote:**

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

iii. Universal Aundered Charter School

a. Resolution AU25-26-001: 2025-2026 School Code of Conduct

1. Mr. Hill asked for a motion to accept and approve Resolution AU25-26-001.
2. Mr. Pretlow moved to accept and approve Resolution AU25-26-001 and Mr. Holmes seconded that motion.
3. By unanimous vote Resolution AU25-26-001 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**

b. Resolution AU25-26-002: Policy Update: English Learners Policy

1. Mr. Hill asked for a motion to accept and approve Resolution AU25-26-002.
2. Mr. Holmes moved to accept and approve Resolution AU25-26-002 and Mr. Pretlow seconded that motion.
3. By unanimous vote Resolution AU25-26-002 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 English Learners Policy and bring the policy in compliance with federal guidelines and PA Charter Law requirements.

➤ **Board Vote:**

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

c. Resolution AU25-26-003: Policy Update: Enrollment Policy

1. Mr. Hill asked for a motion to accept and approve Resolution AU25-26-003.
2. Mr. Holmes moved to accept and approve Resolution AU25-26-003 and Mr. Rice seconded that motion.
3. By unanimous vote Resolution AU25-26-003 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 Enrollment Policy and bring the policy in compliance with federal guidelines and PA Charter Law requirements.

➤ **Board Vote:**

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

d. Resolution AU25-26-004: Student Activity: Chef table

1. Mr. Hill asked for a motion to accept and approve Resolution AU25-26-004.
2. Mr. Rice moved to accept and approve Resolution AU25-26-004 and Mr. Pretlow seconded that motion.
3. By unanimous vote Resolution AU25-26-004 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**

e. Resolution AU25-26-005: CTE Equipment: Energy Coordinating Agency

1. Mr. Hill asked for a motion to accept and approve Resolution AU25-26-005.

2. Mr. Rice moved to accept and approve Resolution AU25-26-005 and Mr. Pretlow seconded that motion.
3. By unanimous vote Resolution AU25-26-005 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 **Energy Coordinating Agency** for education curriculum in an amount not to exceed **\$85,295.84** for Audenried

➤ **Board Vote:**

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

f. Resolution AU25-26-006: CTE Purchase Request: Energy Coordinating Agency

1. Mr. Hill asked for a motion to accept and approve Resolution AU25-26-006.
2. Mr. Rice moved to accept and approve Resolution AU25-26-006 and Mr. Pretlow seconded that motion.
3. By unanimous vote Resolution AU25-26-006 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 **Energy Coordinating Agency** for education curriculum in an amount not to exceed **\$148,784.13** for Audenried.

➤ **Board Vote:**

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

a. Resolution AU25-26-007: Technology Purchase Request: CDW

1. Mr. Hill asked for a motion to accept and approve Resolution AU25-26-007
2. Mr. Holmes moved to accept and approve Resolution AU25-26-007 and Mr. Pretlow seconded that motion.
3. By unanimous vote Resolution AU25-26-007 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 **\$34,810** for Audenried.

➤ **Board Vote:**

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

a. Resolution AU25-26-010: Service Agreement: L. Davis Phlebotomy Course

1. Mr. Hill asked for a motion to accept and approve Resolution AU25-26-010.
2. Mr. Holmes moved to accept and approve Resolution AU25-26-010 and Mr. Pretlow seconded that motion.
3. By unanimous vote Resolution AU25-26-010 was approved.

RESOLVED, the Board of Trustees hereby authorizes the execution, delivery, and performance by Universal Education Company, through the Superintendent or her. designee, to execute and deliver a service agreement with **Latanya Davis** in an amount not to exceed **\$5,000** for Audenried

➤ **Board Vote:**

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

b. Resolution AU25-26-011: Curriculum Purchase Request: John's Family Company

1. Mr. Hill asked for a motion to accept and approve Resolution AU25-26-011.
2. Mr. Holmes moved to accept and approve Resolution AU25-26-011 and Mr. Pretlow seconded that motion.
3. By unanimous vote Resolution AU25-26-011 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 **John's Family Company** for education curriculum in an amount not to exceed **\$15,000** for Audenried.

➤ **Board Vote:**

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

c. Resolution AU25-26-013: Professional Development Purchase Request: IIRP

1. Mr. Hill asked for a motion to accept and approve Resolution AU25-26-013.
2. Mr. Holmes moved to accept and approve Resolution AU25-26-013 and Mr. Pretlow seconded that motion.
3. By unanimous vote Resolution AU25-26-013 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 from **IIRP** for professional development in an amount not to exceed **\$21,980** for Audenried.

➤ **Board Vote:**

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

d. Resolution AU25-26-014: Curriculum Purchase Request: Miranda Mote

1. Mr. Hill asked for a motion to accept and approve Resolution AU25-26-014.
2. Mr. Holmes moved to accept and approve Resolution AU25-26-014 and Mr. Pretlow seconded that motion.
3. By unanimous vote Resolution AU25-26-014 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 from **Miranda Mote** for education curriculum in an amount not to exceed **\$18,700** for Audenried.

➤ **Board Vote:**

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



- **Abstain: 0**

e. Resolution AU25-26-015: Service Agreement: Red Dragon

1. Mr. Hill asked for a motion to accept and approve Resolution AU25-26-015.
2. Mr. Holmes moved to accept and approve Resolution AU25-26-015 and Mr. Pretlow seconded that motion.
3. By unanimous vote Resolution AU25-26-015 was approved.

RESOLVED, the Board of Trustees hereby authorizes the execution, delivery, and performance by Universal Education Company, through the Superintendent or her designee, to execute and deliver a service agreement with **Red Dragon** in an amount not to exceed **\$25,000** for Audenried

➤ **Board Vote:**

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

f. Resolution AU25-26-007: Technology Purchase Request: Swipe K12

1. Mr. Hill asked for a motion to accept and approve Resolution AU25-26-007
2. Mr. Holmes moved to accept and approve Resolution AU25-26-007 and Mr. Pretlow seconded that motion.
3. By unanimous vote Resolution AU25-26-007 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 Swipe K12 **for the purchase of technology equipment** for Audenried.

➤ **Board Vote:**

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

III. Public Comments

- a. There were no public comments.

IV. Adjournment

- a. Mr. Pretlow moved to adjourn, and Mr. Rice seconded that motion.
- b. By unanimous vote the motion to adjourn passed.
- c. The meeting concluded at 7:30 p.m.