



Public Meeting of the Board of Trustees
for
Universal Creighton Charter School
Meeting held Virtually via Zoom
March 10, 2026 at 6:00 PM
Meeting Minutes

BOARD MEMBERS PRESENT:

1. Jackie Greene, Board Chair
2. Evelyn Johns, Secretary
3. Marylissa Barbosa-Fish – Trustee

BOARD MEMBERS ABSENT

1. Dr. Zenida Driver – Trustee
2. Dr. Beth Ann Harwell, Vice President

Attendees Present:

1. Dr. Penny Nixon, Superintendent/CEO
2. Wallace Dawan, Chief Financial Officer
3. Wendy Baldwin, Creighton Principal
4. Dana Y. King, Counsel
5. Latoya Finney, Board of Directors Compliance Officer
6. Lawrence Threadgill, Director of Facilities
7. Mike Horsey, HBH (Financial Consultant)
8. Anita Brinkly, HBH (Consultant)

Meeting called to Order at 6:15pm. A quorum was confirmed.

I. Meeting Minutes

- a. January 29, 2026 Public Meeting Minutes
 - i. A motion was made to approve the January 29, 2026 Public Meeting minutes, with the understanding that any corrections would be submitted to the board president or board liaison.
 - ii. By a unanimous vote the motion carried.
 - **Board Vote:**
 - **Yes: 3**
 - **No: 0**
 - **Abstain: 0**

II. Unfinished Business

- i. There was no unfinished business.

- III.** Dr. Penny Nixon greeted the Board and advised that her formal remarks would be incorporated into the Central Office Report presentation later in the meeting regarding the Universal Creighton School Progress Report on Education and Equity.

IV. Committee Reports

i. Finance and Audit Committee Report

- a. Presented by Mike Horsey, HBH. Mr. Horsey presented the internal financial statements for the eight-month period ending February 28, 2026. He reported that Universal Creighton Charter School continues to maintain a strong financial position and overall fiscal stability.



Key highlights included:

- Positive net position of approximately \$1.6 million
- Strong cash reserves and favorable financial comparisons to the prior fiscal year
- Approximately 344 days cash on hand
- Current ratio of 10.62, significantly exceeding standard financial sustainability benchmarks
- Favorable local and state revenue variances
- Federal revenue variances attributable to lower-than-budgeted enrollment
- Expenditures remaining below budget in several operational categories, contributing to overall positive operating results

Mr. Horsey additionally noted that management continues to maintain strong oversight and control over the organization's financial operations and budgetary processes.

Motion

Mrs. Evelyn Johns moved to accept the Finance and Audit Committee Report.

The motion was properly seconded.

➤ **Board Vote**

- Yes: 3
- No: 0
- Abstain: 0

The motion carried unanimously.

ii. Facilities Committee Report

- a. Presented by Lawrence Threadgill, Director of Facilities
- b. Mr. Threadgill presented the Facilities Committee Report and provided updates regarding ongoing maintenance, inspections, and planned capital improvement projects for Universal Creighton Charter School.

Highlights of the report included:

- Preparation for upcoming Licenses & Inspections (L&I) walkthroughs scheduled for June 2026
 - Coordination with vendors for inspections of:
 - Fire extinguishers
 - Fire alarm panels
 - Sprinkler systems
 - Boiler systems
 - Planning and solicitation of bids for building remodeling projects
 - Upcoming scholar bathroom renovations following the successful completion of staff restroom renovations
 - Planned lunchroom remodeling project
 - Planned renovation of the nurse's office
 - Replacement of damaged classroom windows
 - Completion of repairs to the backflow pump system in the Little School House building
- The Board acknowledged the Facilities Department's proactive approach to preparing for summer capital projects and compliance inspections.

Motion

Mrs. Evelyn Johns moved to accept the Facilities Committee Report.

The motion was properly seconded.

➤ **Board Vote**

- Yes: 3
- No: 0
- Abstain: 0

The motion carried unanimously.



IV. Presentation

i. Principal's Report

a. Presented by Wendy Baldwin, Principal

Principal Wendy Baldwin provided the Board with updates regarding school operations, school culture initiatives, and academic preparation efforts.

Principal Baldwin reported the successful completion of several recent schoolwide events and celebrations, including:

- Lunar New Year celebrations
- Black History Month Assembly programming

She further reported that the school has intensified preparation efforts for the upcoming Pennsylvania System of School Assessment (PSSA) exams, which will be fully online this year.

The administration and instructional staff have been focused on:

- Enhancing scholars' digital navigation skills
- Preparing students to utilize online testing tools effectively
- Conducting online benchmark testing to identify instructional gaps and targeted support needs

Principal Baldwin emphasized that benchmark assessment data has provided valuable insight into areas requiring additional intervention and support to ensure student readiness for state testing.

Motion

Mrs. Evelyn Johns moved to accept the Principal's Report.

The motion was properly seconded.

➤ Board Vote

- Yes: 3
- No: 0
- Abstain: 0

The motion carried unanimously.

ii. Central Office Report (UEC)

b. Presented by Dr. Penny Nixon, Superintendent/CEO

Dr. Nixon presented the Universal Creighton School Progress Report on Education and Equity. She explained that the report mirrors many components of the School District of Philadelphia's Annual Charter Evaluation and measures school progress across multiple educational and equity indicators.

Dr. Nixon highlighted several areas of positive growth and improvement, including:

Student Attendance

- Universal Creighton demonstrated measurable improvement in attendance over both one-year and three-year periods
- Attendance increased approximately 6% year-over-year and 14.3% over a three-year period

Academic Performance

The school demonstrated continued academic growth in:

- Reading proficiency
- Mathematics proficiency
- Student performance growth metrics

Dr. Nixon noted that Universal Creighton continues to perform strongly academically compared to peer schools.

Equity Indicators

The report additionally reviewed:

- Student suspension rates
- Students performing below basic levels
- English Language Learner (ELL) subgroup performance
- Student progress over time



Dr. Nixon explained that while the school showed strong overall progress, areas requiring continued attention include:

- Improvement in performance among English Language Learners
- Reduction in the percentage of students performing below basic levels

Dr. Nixon also advised the Board that the school district's report incorrectly reflected one dropout for Universal Creighton; however, administration has requested clarification from the School District of Philadelphia because the school has no record of an eighth-grade student dropout.

Motion

Mrs. Evelyn Johns moved to accept the Central Office Report.

The motion was properly seconded.

➤ **Board Vote**

- Yes: 3
- No: 0
- Abstain: 0

The motion carried unanimously.

c. Legal Report

Presented by Dana Y. King, Esq.

Attorney Dana King provided the Board with an overview of two special education settlement agreements involving siblings enrolled at Universal Creighton Charter School.

Attorney King explained:

- Both matters originated in early 2025
- The cases involved compensatory education claims and special education programming concerns
- Negotiations were prolonged due to complexities involving the parent's legal counsel and concerns related to sibling placement and service delivery

Attorney King emphasized that:

- Universal Creighton maintains strong special education programming overall
- The settlements avoid lengthy due process litigation
- The family remains positively connected to the school community

V. Board Action Items

i. Resolution C25-26-014: Special Education Legal Recommendation: A.O.

1. Mrs. Evelyn Johns moved to approve Resolution C25-26-014. The motion was properly seconded.

RESOLVED The Board of Trustees authorizes the Superintendent/CEO or her designee to execute the Special Education Settlement Agreement for Student A.O., including:

- 750 hours of compensatory education at the rate of \$60 per hour, totaling \$45,000 to be held in trust for the student until age twenty-one (21); and
- Attorney fees in the amount of \$16,500.

➤ **Board Vote**

- Yes: 3
- No: 0
- Abstain: 0

The motion carried unanimously.

ii. Resolution C25-26-015: Special Education Legal Recommendation: M.O.

1. Mrs. Evelyn Johns moved to approve Resolution C25-26-015. The motion was properly seconded.

RESOLVED The Board of Trustees authorizes the Superintendent/CEO or her designee to execute the Special Education Settlement Agreement for Student M.O., including:

- 680 hours of compensatory education at the rate of \$60 per hour, totaling \$40,800 to be held in trust for the student until age twenty-one (21); and
- Attorney fees in the amount of \$13,500.

➤ **Board Vote**

- Yes: 3
- No: 0
- Abstain: 0

The motion carried unanimously.

iii. Resolution C25-26-016: Facilities Purchase Request – Inner Vision

1. Mrs. Evelyn Johns moved to approve Resolution C25-26-016. The motion was properly seconded.

RESOLVED: The Board of Trustees authorizes Universal Education Company, through the Superintendent/CEO or her designee, to execute a purchase agreement with Inner Vision for scholar bathroom renovations at Universal Creighton Charter School in the amount of \$388,000.

The project will support modernization and improvement of student restroom facilities within the school building.

➤ **Board Vote**

- Yes: 3
- No: 0
- Abstain: 0

The motion carried unanimously.

VI. Public Comment

- i. No public comments were received.

IX. Adjournment

- a. There being no further business, the meeting was adjourned by the Board Chair.
- b. Meeting adjourned at: 6:48 PM