



Public Meeting of the Board of Trustees  
for  
Universal Institute Charter School  
*Meeting held Virtually via Zoom*  
*March 11, 2021 at 6:00 PM*  
**Meeting Minutes**

**Board Members Present:**

1. Mr. Kenneth Gamble
2. Mrs. Faatimah Gamble
3. Salima Rabb

**Board Members Absent:**

1. Dr. Emma Chappell

**Meeting called to Order at 6:05pm**

**I. Meeting Minutes**

- a. The Meeting Minutes from January 28, 2021 were reviewed by board members prior to board meeting. Board Members discussed and made corrections to the meeting minutes.
  1. Mrs. Gamble asked for a motion to accept and approve the January 28, 2021 Meeting Minutes with additions and corrections.
  2. Mr. Gamble made a motion to approve the January 28, 2021 Meeting Minutes with additions and Corrections and Ms. Rabb second that motion.
  3. By a majority vote the January 28, 2021 Meeting Minutes were approved.

➤ **Board Vote:**

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

**II. Superintendent Remarks**

- i. Dr. Nixon presented the Superintendents Remarks.
  - a. March is Women History Month. Dr. Nixon recognized the women of Universal.
  - b. The leadership teams are working diligently to get the buildings ready so scholars may return to the buildings.
  - c. The buildings will remain closed until June. The buildings should be ready for scholars to return for summer learning.

**III. Committee Reports**

**i. Financial Report**

**a. Institute Charter School**

1. **Profit/Loss and Budget Statement:** Charter Choice Financial Management Consultant. Jesse Bean Presented the Finance Report for Institute Charter School.
2. Board members were given copies the Institute finance report which was reviewed by board members prior to the board meeting.
3. There was discussion amongst board members regarding the Institute Financial Report.
4. Mrs. Gamble asked for a motion to approve the Institute Financial Report.



5. Ms. Rabb made a motion to accept and approve Institute Finance report and Mr. Gamble second that motion.
6. By a majority vote the Institute Financial Report was accepted and approved unanimously.

- **Board Vote:**
  - **Yes: 3**
  - **No: 0**
  - **Abstain: 0**

**ii. Academic Committee Reports**

**a. Institute Charter School**

1. There was no Academic Committee Report

**iii. HR Committee Reports**

**a. Institute Charter School**

1. Tamelia Hinson-Threadgill presented the HR Report for Institute Charter School.
2. Board members were given copies the Institute HR report which was reviewed by board members prior to the board meeting.
3. There was discussion amongst board members regarding the Institute HR Report.
4. Mrs. Gamble asked for a motion to approve the Institute HR Report.
5. Mr. Gamble made a motion to accept and approve Institute HR report and Ms. Rabb second that motion.
6. By a majority vote the Institute HR Report were accepted and approved unanimously.

- **Board Vote:**
  - **Yes: 3**
  - **No: 0**
  - **Abstain: 0**

**iv. Facilities Committee Reports**

**b. Institute Charter School**

1. Mr. Lawrence Threadgill Presented the Facilities Report for Institute Charter School.
2. Board members were given copies the Institute facilities report which was reviewed by board members prior to the board meeting.
3. There was discussion amongst board members regarding the Institute facilities report.
4. Mrs. Gamble asked for a motion to approve the Institute facilities report.
5. Ms. Rabb made a motion to accept and approve Institute facilities report and Mr. Gamble second that motion.
6. By a majority vote the Institute Facilities Report were accepted and approved unanimously.

- **Board Vote:**
  - **Yes: 3**
  - **No: 0**
  - **Abstain: 0**



#### IV. Presentations

##### i. Institute Monthly Reports

1. Mr. Williams presented an update on Institute's Virtual UC participation.
2. Institute's Virtual UC participation average is about 87% for all grade levels.
3. Institute's goal for Virtual UC is to continue to meet the instructional needs of all scholars during this prolonged school closure by providing virtual instruction facilitated by teachers.
4. All lessons and instructional activities are aligned to PA Common Core Standards
5. Institute have implemented a distance learning model for the purpose of providing continuity of education for all students.
6. UICS is celebrating a day of solidarity on March 12<sup>th</sup>, to celebrate 1 year in the pandemic.
7. There was some discussion regarding the Institute Principal report
8. Mrs. Gamble asked for a motion to approve the Institute Principal Report
9. Mr. Gamble made a motion to approve the Institute Principal Report and Ms. Rabb second that motion.
10. By a majority vote the Institute Principal Report was approved unanimously.
  - **Board Vote:**
    - **Yes: 3**
    - **No: 0**
    - **Abstain: 0**

##### ii. Central Office Report

- a. Dr. Nixon presented the Central Office report presented for Institute, board members were given copies of the Central Office report prior to the board meeting.
  1. Universal Schools followed the guidance of government and public health officials and medical professionals. School principals have worked closely with school staff, parents, and the community to develop Schools Reopening Health and Safety Plans.
  2. The Universal Schools Health and Safety Plan serves as the local guideline for all instructional and non-instructional school reopening activities.
  3. The conditions surrounding the COVID-19 pandemic are dynamic. Universal will continue to closely monitor the situation and adjust the school opening plan as needed.
  4. At this time, it is determined that Universal Creighton will continue 100% virtual learning indefinitely.
  5. There was some discussion about the Central Office report.
  6. Mrs. Gamble asked for a motion to approve the Central Office Report.
  7. Ms. Rabb made a motion to approve the Central Office Report and Mr. Gamble second that motion.
  8. By a majority vote the Central Office Report was approved unanimously.
    - **Board Vote:**
      - **Yes: 3**
      - **No: 0**
      - **Abstain: 0**



**iii. Corporate Office Report**

1. There was no Corporate Office report.

**iv. Legal Update**

**a. special education settlement recommendation: C.W.**

1. Dr. Nixon presented the settlement recommendation for C.W.
2. The Board discussed the recommendation to place C.W. in an APS.
3. Mrs. Gamble asked for a motion to approve the recommendation for settlement.
4. Mr. Gamble made a motion to accept the recommendation for settlement to place C.W. in an APS and for attorney fees not to exceed six thousand dollars (\$6,000.00). Ms. Rabb second that motion.
5. By a majority vote the motion was accepted and approved.

➤ **Board Vote:**

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

**V. Board Action Items**

**i. Universal Institute Charter School**

**a. Resolution I20-21-014: Purchase Request: EdMentum**

1. Mrs. Gamble asked for a motion to accept and approve Resolution I20-21-014.
2. Ms. Rabb made a motion to accept and approve Resolution I20-21-014 and Mr. Gamble second that motion.
3. By a majority vote Resolution I20-21-014 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, of a purchase for instructional supplies **EdMentum** for an amount not to exceed \$29,480.39, for one year.

➤ **Board Vote:**

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

**VI. Public Comments**

- a. There were no public comments.

**VII. New Business**

**a. Dissolution of UEC management agreement**

1. Mrs. Gamble proposed UICS dissolve the relationship with UEC and terminate the UEC management agreement.
2. Mrs. Gamble further stated UICS revise the UCH management agreement and assign the services from the UEC agreement to the UCH management agreement.
3. UCH will be the only management provider for UICS effective July 1, 2021.
4. Mr. Gamble made a motion to accept Mrs. Gamble proposal, Ms. Rabb second that motion.
5. By a majority vote the motion was accepted and approved.

**VIII. Adjournment**

- a. The meeting concluded at 7:15 p.m.

