



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
September 20, 2022 at 6:00 PM
Meeting Minutes

BOARD MEMBERS PRESENT:

1. Curtis Savoy
2. Christopher Hill
3. Dr. Patricia Williams – Diaw
4. Wendell Holmes (joined at 6:21PM)

Attendees Present:

1. Dr. Penny Nixon, Superintendent/CEO
2. Tamelia Hinson-Threadgill, Chief Operating Officer
3. Wallace Dawan, Chief Financial Officer
4. Aaron Starke, Alcorn Principal
5. Josh Anderson, Audenried Principal
6. Karen Howell-Toomer, Vare Principal
7. Sonya Sedegui, CSO Representative
8. Evangeline Berube, CSO Representative

Meeting called to Order at 6:12pm

I. Meeting Minutes

- i. The meeting minutes from June 21, 2022 were reviewed by board members prior to board meeting. Board members discussed and made corrections to the meeting minutes.
 - a. Mr. Savoy asked for a motion to accept and approve the June 21, 2022 Meeting Minutes with additions and corrections.
 - b. Mr. Hill made a motion to approve the June 21, 2022 meeting minutes with additions and Corrections and Dr. Diaw second that motion.
 - c. By a unanimous vote the June 21, 2022 meeting minutes were approved.
 - **Board Vote:**
 - **Yes: 4**
 - **No: 0**
 - **Abstain: 0**
- ii. The meeting minutes from July 27, 2022 were reviewed by board members prior to board meeting. Board members discussed and made corrections to the meeting minutes.
 - d. Mr. Savoy asked for a motion to accept and approve the July 27, 2022 Meeting Minutes with additions and corrections.
 - e. Mr. Hill made a motion to approve the July 27, 2022 meeting minutes with additions and Corrections and Dr. Diaw second that motion.
 - f. By a unanimous vote the July 27, 2022 meeting minutes were approved.
 - **Board Vote:**
 - **Yes: 4**
 - **No: 0**
 - **Abstain: 0**



II. Chairman Remarks

- i. Curtis Savoy presented the Chairman remarks
 1. Mr. Savoy welcomed everyone in attendance to the 2022-2023 school year and thanked the board members for their hard work and due diligence over the summer.
 2. The structure of the agenda has been revised to move the public comment period to the beginning of the meeting.
 3. The board is continuously accepting ideas and recommendations to revise the structure of the public board meeting to make the meeting more effective and efficient. All ideas and/or recommendations should be sent via email.
 4. The board is currently working on several project. The is actively recruiting new board members. The is also recruiting parent board members. Each school should submit a candidate from the SAC or other parent associations in accordance with the bylaws.
 5. The is continuously revising and amending the board bylaws. As the amendments are suggested the board discuss collectively and vote on changes during its public meeting.
 6. The Board is also working on technology projects. The board is looking to moving to Hybrid meeting model. The board software is working and should provide board efficiency
 7. The Board committee assignments is a continuous work in progress.

III. Committee Reports

i. Financial Report

a. Alcorn Charter School

1. **Profit/Loss and Budget Statement:** Charter Choice financial management consultant. Kevin Corcoran presented the finance report for Alcorn Charter School.
2. Board members were given copies the Alcorn finance report which was reviewed by board members prior to the board meeting.
3. There was discussion amongst board members regarding the Alcorn financial report.
4. Mr. Savoy asked for a motion to approve the Alcorn financial report.
5. Mr. Hill made a motion to accept and approve Alcorn finance report and Dr. Diaw second that motion.
6. By a unanimous vote the Alcorn financial report was accepted and approved.
 - **Board Vote:**
 - **Yes: 4**
 - **No: 0**
 - **Abstain: 0**

b. Vare Charter School

1. **Profit/Loss and Budget Statement:** Charter Choice financial management consultant. Kevin Corcoran presented the finance report for Vare Charter School.
2. Board members were given copies the Vare finance report which was reviewed by board members prior to the board meeting.
3. There was discussion amongst board members regarding the Vare financial report.
4. Mr. Savoy asked for a motion to approve the Vare financial report.
5. Dr. Diaw made a motion to accept and approve Vare finance report and Mr. Hill second that motion.
6. By a unanimous vote the Vare Financial Report was accepted and approved.
 - **Board Vote:**
 - **Yes: 4**



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

c. **Audenried Charter High School**

1. **Profit/Loss and Budget Statement:** Charter Choice financial management consultant. Kevin Corcoran Presented the finance report for Audenried Charter School.
2. Board members were given copies the Audenried finance report which was reviewed by board members prior to the board meeting.
3. There was discussion amongst board members regarding the Audenried financial report.
4. Mr. Savoy asked for a motion to approve the Audenried financial report.
5. Dr. Diaw made a motion to accept and approve Audenried finance report and Mr. Hill second that motion.
6. By a unanimous vote the Audenried Financial report was accepted and approved.
 - **Board Vote:**
 - **Yes: 4**
 - **No: 0**
 - **Abstain: 0**

ii. **HR Committee Reports**

a. **Alcorn Charter School**

1. Tamelia Hinson-Threadgill, Chief Operating Officer, presented the HR report for Alcorn Charter School.
2. Board members were given copies the Alcorn HR report which was reviewed by board members prior to the board meeting.
3. The HR report included:
 - Current Vacancies and vacancies for the 2022-2023 School year
 - 2022-2023 Terminations and Resignations
 - New Hires and Salaries for 2022-2023 school years
4. There was discussion amongst board members regarding the Alcorn HR report.
5. Mr. Savoy asked for a motion to approve the Alcorn HR report.
6. Mr. Hill made a motion to accept and approve Alcorn HR report and Dr. Diaw second that motion.
7. By a unanimous vote the Alcorn HR report were accepted and approved.
 - **Board Vote:**
 - **Yes: 4**
 - **No: 0**
 - **Abstain: 0**

b. **Vare Charter School**

1. Tamelia Hinson-Threadgill, Chief Operating Officer, presented the HR report for Vare Charter School.
2. Board members were given copies the Vare HR report which was reviewed by board members prior to the board meeting.
3. The HR report included:
 - Current Vacancies and vacancies for the 2022-2023 School year
 - 2022-2023 Terminations and Resignations
 - New Hires and Salaries for 2022-2023 school years



4. There was discussion amongst board members regarding the Vare HR report.
5. Mr. Savoy asked for a motion to approve the Vare HR report.
6. Mr. Hill made a motion to accept and approve Vare HR report and Dr. Diaw second that motion.
7. By a unanimous vote the Vare HR report were accepted and approved
 - **Board Vote:**
 - **Yes: 4**
 - **No: 0**
 - **Abstain: 0**

c. **Audenried Charter High School**

1. Tamelia Hinson-Threadgill, Chief Operating Officer, presented the HR report for Audenried Charter School.
2. Board members were given copies the Audenried HR report which was reviewed by board members prior to the board meeting.
3. The HR report included:
 - Current Vacancies and vacancies for the 2022-2023 School year
 - 2022-2023 Terminations and Resignations
 - New Hires and Salaries for 2022-2023 school years
4. There was discussion amongst board members regarding the Audenried HR report.
5. Mr. Savoy asked for a motion to approve the Audenried HR report.
6. Mr. Hill made a motion to accept and approve Audenried HR report and Dr. Diaw second that motion.
7. By a unanimous vote the Audenried HR report were accepted and approved.
 - **Board Vote:**
 - **Yes: 4**
 - **No: 0**
 - **Abstain: 0**

iii. **Academic Committee Report**

- a. Dr. Diaw presented the academic committee report for Alcorn, Vare and Audenried.
 1. Board members were given copies of the academic committee report, which was reviewed by board members prior to the board meeting.
 2. There was discussion amongst board members regarding the academic committee report.
 3. Mr. Savoy asked for a motion to approve the Alcorn academic report.
 4. Mr. Hill made a motion to accept and approve Alcorn academic report and Dr. Diaw second that motion.
 5. By a unanimous vote the Alcorn academic report were accepted and approved.
 - **Board Vote:**
 - **Yes: 4**
 - **No: 0**
 - **Abstain: 0**

iv. **Facilities Committee Reports**

a. **Alcorn Charter School**



1. Mr. Hill presented the facilities report for Alcorn Charter School.
2. Board members were given copies the Alcorn facilities report which was reviewed by board members prior to the board meeting.
3. There was discussion amongst board members regarding the Alcorn facilities report.
4. Mr. Savoy asked for a motion to approve the Alcorn facilities report.
5. Mr. Hill made a motion to accept and approve Alcorn facilities report and Dr. Diaw second that motion.
6. By a unanimous vote the Alcorn facilities report were accepted and approved.
 - **Board Vote:**
 - **Yes: 4**
 - **No: 0**
 - **Abstain: 0**

b. Vare Charter School

1. Mr. Hill presented the facilities report for Vare Charter School.
2. Board members were given copies the Vare facilities report which was reviewed by board members prior to the board meeting.
3. There was discussion amongst board members regarding the Vare facilities report.
4. Mr. Savoy asked for a motion to approve the Vare facilities report.
5. Mr. Hill made a motion to accept and approve Vare facilities report and Dr. Diaw second that motion.
6. By a unanimous vote the Vare facilities report were accepted and approved.
 - **Board Vote:**
 - **Yes: 4**
 - **No: 0**
 - **Abstain: 0**

c. Audenried Charter High School

1. Mr. Hill presented the facilities report for Audenried Charter School.
2. Board members were given copies the Audenried facilities report which was reviewed by board members prior to the board meeting.
3. There was discussion amongst board members regarding the Audenried facilities report.
4. Mr. Savoy asked for a motion to approve the Audenried facilities report.
5. Dr. Diaw made a motion to accept and approve Audenried facilities report and Mr. Hill second that motion.
6. By a unanimous vote the Audenried facilities report were accepted and approved.
 - **Board Vote:**
 - **Yes: 4**
 - **No: 0**
 - **Abstain: 0**

IV. Board Action Items

i. Universal Alcorn Charter School

a. Resolution AL22-23-004: Amendment of Bylaws

1. Mr. Savoy asked for a motion to accept and approve Resolution AL22-23-004.



2. Mr. Hill made a motion to accept and approve Resolution AL22-23-015 and Dr. Diaw second that motion.
3. By a majority vote Resolution AL22-23-004 was approved.

RESOLVED, that the Board of Trustees authorizes the board president or his designee, in the form attached, to accept and approve the first amended bylaws of the corporation with an effective date of September 20, 2022, in accordance with its statutory mandate, and applicable federal and state laws and regulations.

➤ **Board Vote:**

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

b. Resolution AL22-23-005: Student Health Services Policy

1. Mr. Savoy asked for a motion to accept and approve Resolution AL22-23-005.
2. Mr. Hill made a motion to accept and approve Resolution AL22-23-005 and Dr. Diaw second that motion.
3. By a majority vote Resolution AL22-23-005 was approved.

RESOLVED, that the Board of Trustees authorizes Universal Education Management, through the Superintendent or her designee, to update and revise student health services policy and bring the policy in compliance with School District of Philadelphia and PA Charter Law requirements.

➤ **Board Vote:**

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

c. Resolution AL22-23-006: English Language Learners Policy

1. Mr. Savoy asked for a motion to accept and approve Resolution AL22-23-006.
2. Mr. Hill made a motion to accept and approve Resolution AL22-23-006 and Dr. Diaw second that motion.
3. By a majority vote Resolution AL22-23-006 was approved.

RESOLVED, that the Board of Trustees authorizes Universal Education Management, through the Superintendent or her designee, to update and revise school English language learners policy and bring the policy in compliance with School District of Philadelphia and PA Charter Law requirements.

➤ **Board Vote:**

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

d. Resolution AL22-23-007: School Code of Conduct

1. Mr. Savoy asked for a motion to accept and approve Resolution AL22-23-007.
2. Mr. Hill made a motion to accept and approve Resolution AL22-23-007 and Dr. Diaw second that motion.
3. By a majority vote Resolution AL22-23-007 was approved.



RESOLVED, that the Board of Trustees authorizes Universal Education Management, through the Superintendent or her designee, to update and revise school code of conduct and bring the code of conduct in compliance with School District of Philadelphia and PA Charter Law requirements.

➤ **Board Vote:**

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

e. Resolution AL22-23-008: Curriculum Purchase request: Wilson Language

4. Mr. Savoy asked for a motion to accept and approve Resolution AL22-23-008.
5. Mr. Hill made a motion to accept and approve Resolution AL22-23-008 and Dr. Diaw second that motion.
6. By a majority vote Resolution AL22-23-008 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 **Wilson Language** for education curriculum in an amount not to exceed **\$18,211.04** for Alcorn.

➤ **Board Vote:**

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

f. Resolution AL22-23-009: Technology Purchase request: CDW

7. Mr. Savoy asked for a motion to accept and approve Resolution AL22-23-009.
8. Mr. Hill made a motion to accept and approve Resolution AL22-23-009 and Dr. Diaw second that motion.
9. By a majority vote Resolution AL22-23-009 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 purchase of Promethean Boards from **CDW** in an amount not to exceed **\$41,520** for Alcorn.

➤ **Board Vote:**

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

g. Resolution AL22-23-010: Facilities Purchase request: CDW- Security Cameras

10. Mr. Savoy asked for a motion to accept and approve Resolution AL22-23-010.
11. Mr. Hill made a motion to accept and approve Resolution AL22-23-010 and Mr. Holmes second that motion.
12. By a majority vote Resolution AL22-23-010 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 purchase Security Cameras from **CDW** in an amount not to exceed **\$40,961.61** for Alcorn.

➤ **Board Vote:**



- **Yes: 3**
- **No: 0**
- **Abstain: 1- Dr. Patricia Williams-Diaw**

ii. Universal Vare Charter School

a. Resolution V22-23-003: Amendment of Bylaws

1. Mr. Savoy asked for a motion to accept and approve Resolution V22-23-003.
2. Mr. Hill made a motion to accept and approve Resolution V22-23-003 and Dr. Diaw second that motion.
3. By a majority vote Resolution V22-23-003 was approved.

RESOLVED, that the Board of Trustees authorizes the board president or his designee, in the form attached, to accept and approve the first amended bylaws of the corporation with an effective date of September 20, 2022, in accordance with its statutory mandate, and applicable federal and state laws and regulations.

➤ **Board Vote:**

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

b. Resolution V22-23-004: Student Health Services Policy

1. Mr. Savoy asked for a motion to accept and approve Resolution V22-23-004.
2. Mr. Hill made a motion to accept and approve Resolution V22-23-004 and Dr. Diaw second that motion.
3. By a majority vote Resolution V22-23-004 was approved.

RESOLVED, that the Board of Trustees authorizes Universal Education Management, through the Superintendent or her designee, to update and revise student health services policy and bring the policy in compliance with School District of Philadelphia and PA Charter Law requirements.

➤ **Board Vote:**

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

c. Resolution V22-23-005: School Code of Conduct

1. Mr. Savoy asked for a motion to accept and approve Resolution V22-23-005.
2. Mr. Hill made a motion to accept and approve Resolution V22-23-005 and Dr. Diaw second that motion.
3. By a majority vote Resolution V22-23-005 was approved.

RESOLVED, that the Board of Trustees authorizes Universal Education Management, through the Superintendent or her designee, to update and revise school code of conduct and bring the code of conduct in compliance with School District of Philadelphia and PA Charter Law requirements.

➤ **Board Vote:**

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



iii. **Universal Aundered Charter School**

a. **Resolution AU22-23-002: Amendment of Bylaws**

1. Mr. Savoy asked for a motion to accept and approve Resolution AU22-23-002.
2. Mr. Hill made a motion to accept and approve Resolution AU22-23-002 and Dr. Diaw second that motion.
3. By a majority vote Resolution AU22-23-002 was approved.

RESOLVED, that the Board of Trustees authorizes the board president or his designee, in the form attached, to accept and approve the first amended bylaws of the corporation with an effective date of September 20, 2022, in accordance with its statutory mandate, and applicable federal and state laws and regulations.

➤ **Board Vote:**

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

b. **Resolution AU22-23-003: Student Health Services Policy**

1. Mr. Savoy asked for a motion to accept and approve Resolution AU22-23-003.
2. Dr. Diaw made a motion to accept and approve Resolution AU22-23-003 and Mr. Hill second that motion.
3. By a majority vote Resolution AU22-23-003 was approved.

RESOLVED, that the Board of Trustees authorizes Universal Education Management, through the Superintendent or her designee, to update and revise student health services policy and bring the policy in compliance with School District of Philadelphia and PA Charter Law requirements.

Board Vote:

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

c. **Resolution AU22-23-004: School Code of Conduct**

1. Mr. Savoy asked for a motion to accept and approve Resolution AU22-23-004.
2. Mr. Hill made a motion to accept and approve Resolution AU22-23-004 and Dr. Diaw second that motion.
3. By a majority vote Resolution AU22-23-004 was approved.

RESOLVED, that the Board of Trustees authorizes Universal Education Management, through the Superintendent or her designee, to update and revise school code of conduct and bring the code of conduct in compliance with School District of Philadelphia and PA Charter Law requirements.

➤ **Board Vote:**

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

d. **Resolution AU22-23-005: Career and Technical Education Program Closure**

1. Mr. Savoy asked for a motion to accept and approve Resolution AU22-23-005.



2. Mr. Hill made a motion to accept and approve Resolution AU22-23-005 and Dr. Diaw second that motion.
3. By a majority vote Resolution AU22-23-005 was approved.

RESOLVED, that the Board of Trustees authorizes Universal Education Company, through the Superintendent or her designee, in the form attached, to permanently close the following Career and Technical Education Programs at Universal Audenried Charter High School:

- Electrical and Power Transmission Installers, Other (46.0399); and
- Communication Technologies/Technicians and Support Services, Other (10.9999)

The permanent closure of the CTE programs will be effective beginning the 2022-2023 school year.

e. Resolution AU22-23-006: Curriculum Purchase Request: EDMENTUM

1. Mr. Savoy asked for a motion to accept and approve Resolution AU22-23-006.
2. Dr. Diaw made a motion to accept and approve Resolution AU22-23-006 and Mr. Hill second that motion.
3. By a majority vote Resolution AU22-23-006 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 **EDMENTUM** for education curriculum in an amount not to exceed **\$11,646.60** for Audenried.

Board Vote:

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

h. Resolution AU22-23-007: Facilities Purchase request: School Specialty

1. Mr. Savoy asked for a motion to accept and approve Resolution AU22-23-007.
2. Mr. Hill made a motion to accept and approve Resolution AU22-23-007 and Dr. Diaw second that motion.
3. By a majority vote Resolution AU22-23-007 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, of a purchase student desk from **School Specialty** in an amount not to exceed **\$7,616.55** for Audenried

➤ **Board Vote:**

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

i. Resolution AU22-23-008: Supplies purchase request: Cramers

1. Mr. Savoy asked for a motion to accept and approve Resolution AU22-23-008.
2. Mr. Hill made a motion to accept and approve Resolution AU22-23-008 and Dr. Diaw second that motion.
3. By a majority vote Resolution AU22-23-008 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 purchase of 700 student backpacks from **Cramers** in an amount not to exceed **\$23,850** for Audenried

➤ **Board Vote:**

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

j. Resolution AU22-23-009: Facilities Purchase request: Cafeteria Remodel

1. Mr. Savoy asked for a motion to table Resolution AU22-23-009.
2. Mr. Hill made a motion to table Resolution AU22-23-009 and Dr. Diaw second that motion.
3. By a majority vote Resolution AU22-23-009 was Tabled

V. Public Comments

- a. There were no public comments

VI. Adjournment

- a. The meeting concluded at 8:42 p.m.

