



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
February 21, 2023 at 6:00 PM
Meeting Minutes

BOARD MEMBERS PRESENT:

1. Christopher Hill
2. Dr. Patricia Williams – Diaw
3. Wendell Holmes

Meeting called to Order at 6:06pm

I. Meeting Minutes

- i. The meeting minutes from December 20, 2022 were reviewed by board members prior to board meeting. Board members discussed and made corrections to the meeting minutes.
 - a. Mr. Hill asked for a motion to accept and approve the December 20, 2022 Meeting Minutes with additions and corrections.
 - b. Dr. Diaw made a motion to approve the December 20, 2022 meeting minutes with additions and Corrections and Mr. Holmes second that motion.
 - c. By a unanimous vote the December 20, 2022 meeting minutes were approved.
 - **Board Vote:**
 - **Yes: 3**
 - **No: 0**
 - **Abstain: 0**

II. 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. Hill asked for a motion to approve the Alcorn financial report.
5. Mr. Holmes 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: 3**
 - **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. Hill 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. Holmes second that motion.
6. By a unanimous vote the Vare Financial Report was accepted and approved.
 - **Board Vote:**
 - **Yes: 3**
 - **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. Hill 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. Holmes second that motion.
6. By a unanimous vote the Audenried Financial report was accepted and approved.
 - **Board Vote:**
 - **Yes: 3**
 - **No: 0**
 - **Abstain: 0**

III. Presentations

i. **Central Office Report**

- a. Dr. Nixon presented the Central Office report for Alcorn, Vare and Audenried.
 1. Universal recommended the use of masks for all scholars, staff, and visitors inside buildings following the winter break.
 2. All Universal Schools will continue to follow the guidance outlined by the Philadelphia Department of Public Health.
 3. 2022-2023 Focus: Individual Reading Plans are being implemented for all scholars reading below grade level.
 4. The first cohort of the “Universal Aspiring Teacher Certification Program.” Includes 16 Universal teachers. This initiative is in partnership with LaSalle University and is designed to build our teaching staff within the Universal Family of Schools.
 5. Universal Schools joined the PA Department of Education for their upcoming Virtual SDB Cohort!
 6. System Design Benchmarking sessions have concluded.
 7. The leadership team has identified two areas of priority:
 - Early Literacy
 - Developing a Professional Learning System
 8. Mr. Hill asked for a motion to approve the Central Office Report.
 9. Dr. Diaw made a motion to approve the Central Office Report and Mr. Holmes second that motion.



10. By a unanimous vote the Central Office Report was approved.

➤ **Board Vote:**

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

ii. **Legal Update**

a. Dana King presented the legal update and special education legal matters. Alcorn have 2 open special education matter.

i. **Special Education Settlement Recommendation: J.F.**

1. There is a settlement recommendation for 993 compensatory education hours for student J.F. for \$59,610 compensatory education benefit and reasonable attorney fees not to exceed \$14,000.
2. Mr. Hill asked for a motion to accept and approve the legal update
3. Dr. Diaw made a motion to accept and approve the settlement recommendation for 993 compensatory education hours for student J.F. for \$59,610 compensatory education benefit and reasonable attorney fees not to exceed \$14,000 and Mr. Holmes second that motion.
4. By a majority vote the motion to accept and approve the settlement recommendation was approved

➤ **Board Vote:**

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

ii. **Special Education Settlement Recommendation: W.W.**

1. There is a settlement recommendation for 1272 compensatory education hours for student W.W. for \$76,320 compensatory education benefit and reasonable attorney fees not to exceed \$23,590.
2. Mr. Hill asked for a motion to accept and approve the legal update
3. Dr. Diaw made a motion to accept and approve the settlement recommendation for 1272 compensatory education hours for student W.W. for \$76,320 compensatory education benefit and reasonable attorney fees not to exceed \$23,590 and Mr. Holmes second that motion.
4. By a majority vote the motion to accept and approve the settlement recommendation was approved

➤ **Board Vote:**

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

IV. **Board Action Items**

i. **Universal Alcorn Charter School**

a. **Resolution AL22-23-008: Special Education Settlement Recommendation: J.F.**

1. Mr. Hill asked for a motion to accept and approve Resolution AL22-23-008.
2. Mr. Holmes made a motion to accept and approve Resolution AL22-23-008 and Dr. Diaw second that motion.
3. By a majority vote Resolution AL22-23-008 was approved.



RESOLVED, that the Board of Trustees authorizes Universal Education Company, through the Superintendent or her designee, in the form attached, to execute, and deliver, a settlement agreement for 993 compensatory education hours for student J.F. for \$59,610 compensatory education benefit and reasonable attorney fees not to exceed \$14,000.

➤ **Board Vote:**

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

b. Resolution AL22-23-009: Special Education Settlement Recommendation: W.W.

4. Mr. Hill asked for a motion to accept and approve Resolution AL22-23-009.
5. Mr. Holmes made a motion to accept and approve Resolution AL22-23-009 and Dr. Diaw second that motion.
6. By a majority vote Resolution AL22-23-009 was approved.

RESOLVED, that the Board of Trustees authorizes Universal Education Company, through the Superintendent or her designee, in the form attached, to execute, and deliver, a settlement agreement for 1272 compensatory education hours for student W.W. for \$76,320 compensatory education benefit and reasonable attorney fees not to exceed \$23,590

➤ **Board Vote:**

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

c. Resolution AL22-23-010: Purchase Request: ADP Service Agreement

7. Mr. Hill asked for a motion to accept and approve Resolution AL22-23-010.
8. Dr. Diaw made a motion to accept and approve Resolution AL22-23-010 and Mr. Holmes second that motion.
9. 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, to execute and deliver a service agreement with ADP for HR software and/or services in an amount not to exceed \$16,742.74 for Alcorn.

➤ **Board Vote:**

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

ii. Universal Vane Charter School

a. Resolution V22-23-011: Purchase Request: ADP Service Agreement

1. Mr. Hill asked for a motion to accept and approve Resolution V22-23-011.
2. Dr. Diaw made a motion to accept and approve Resolution V22-23-011 and Mr. Holmes second that motion.
3. By a majority vote Resolution V22-23-011 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 **ADP for HR software and/or services** in an amount not to exceed **\$6,920.33** for Vare.

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

iii. **Universal Aunderied Charter School**

a. **Resolution AU22-23-014: Purchase Request: ADP Service Agreement**

1. Mr. Hill asked for a motion to accept and approve Resolution AU22-23-014
2. Dr. Diaw made a motion to accept and approve Resolution AU22-23-014 and Mr. Holmes second that motion.
3. By a majority vote Resolution AU22-23-014 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 **ADP for HR software and/or services** in an amount not to exceed **\$22,323.65** for Audenried.

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

d. **Resolution AU22-23-015: 2022-2023 Service Agreement: I AM B.U.M.I.**

1. Mr. Hill asked for a motion to accept and approve Resolution AU22-23-015.
2. Mr. Holmes made a motion to accept and approve Resolution AU22-23-015 and Dr. Diaw second that motion.
3. By a majority vote Resolution AU22-23-015 was approved.

RESOLVED, that the Board of Trustees authorizes Universal Education Company, through the Superintendent or her designee, in the form attached, to execute, and deliver, a Contract with I AM B.U.M.I. for the period commencing April 1, 2023 through April 30, 2023 in an amount not to exceed \$13,000

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

V. **New Business**

a. **Board Nominations Interim Chairman**

- i. Mr. Holmes made a motion to open the floor nominations, Dr. Diaw second that motion.
- ii. By a majority vote the motion to open the floor for nominations passed.
- iii. The Board discussed the vacancy for Chairman.
- iv. Mr. Holmes made a motion to nominate Christopher Hill to be Interim Chairman of the combined Board of Trustees for Universal Alcorn – Vare - Audenried. Dr. Diaw second that motion.
- v. By a majority vote the motion to nominate Christopher Hill as the Interim Chairman of the combined Board of Trustees for Universal Alcorn- Vare- Audenried was accepted and approved.



➤ **Board Vote:**

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

b. Board Nominations Interim Vice Chairman

- i. The Board discussed the vacancy for vice Chairman.
- ii. Mr. Holmes made a motion to nominate Dr. Patricia Williams- Diaw to be Interim Vice Chairman of the combined Board of Trustees for Universal Alcorn – Vare- Audenried. Mr. Hill second that motion.
- iii. By a majority vote the motion to nominate Dr. Patricia Williams-Diaw as the Interim Vice Chairman of the combined Board of Trustees for Universal Alcorn – Vare- Audenried was accepted and approved.

➤ **Board Vote:**

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

c. New Board Member Recruitment

- i. The board id actively recruiting for new board members. If there are recommendations of interested individuals, resumes and completed board applications can be sent to any active board member or the Board Admin.
- ii. The board application is posted on the schools website.

VI. Public Comments

- a. There were no public comments.

VII. Adjournment

- a. Mr. Holmes made a motion to adjourn, and Dr. Diaw second that motion.
- b. By unanimous vote the motion to adjourn passed.
- c. The meeting concluded at 7:47 p.m.

