



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
April 18, 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 6:07pm

I. Meeting Minutes

- i. The meeting minutes from February 21, 2023 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 February 21, 2023 Meeting Minutes with additions and corrections.
 - b. Mr. Holmes made a motion to approve the February 21, 2023 meeting minutes with additions and Corrections and Dr. Diaw second that motion.
 - c. By a unanimous vote the February 21, 2023 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. Dr. Diaw made a motion to accept and approve Alcorn finance report and Mr. Holmes 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**

ii. **HR Committee Reports**

a. **Alcorn Charter School**

1. Dr. Nixon, presented the HR report for Alcorn Charter School, on behalf of the Chief Operating Officer.
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 2023-2024 School year
 - 2022-2023 Terminations and Resignations
 - New Hires and Salaries for 2023-2024 school years
4. There was discussion amongst board members regarding the Alcorn HR report.
5. Mr. Hill asked for a motion to approve the Alcorn HR report.
6. Mr. Holmes 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: 3**
 - **No: 0**
 - **Abstain: 0**



b. **Vare Charter School**

1. Dr. Nixon presented the HR report for Vare Charter School on behalf of the Chief Operating Officer.
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 2023-2024 School year
 - 2022-2023 Terminations and Resignations
 - New Hires and Salaries for 2023-2024 school years
4. There was discussion amongst board members regarding the Vare HR report.
5. Mr. Hill asked for a motion to approve the Vare HR report.
6. Dr. Diaw made a motion to accept and approve Vare HR report and Mr. Holmes second that motion.
7. By a unanimous vote the Vare HR report were accepted and approved
 - **Board Vote:**
 - **Yes: 3**
 - **No: 0**
 - **Abstain: 0**

c. **Audenried Charter High School**

1. Dr. Nixon, presented the HR report for Audenried Charter School on behalf of the Chief Operating Officer.
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 2023-2024 School year
 - 2022-2023 Terminations and Resignations
 - New Hires and Salaries for 2023-2024 school years
4. There was discussion amongst board members regarding the Audenried HR report.
5. Mr. Hill asked for a motion to approve the Audenried HR report.
6. Dr. Diaw made a motion to accept and approve Audenried HR report and Mr. Holmes second that motion.
7. By a unanimous vote the Audenried HR report were accepted and approved.
 - **Board Vote:**
 - **Yes: 3**
 - **No: 0**
 - **Abstain: 0**

iii. **Academic Committee Report**

- a. Dr. Diaw presented an oral academic committee report for Alcorn, Vare and Audenried.
 1. There was discussion amongst board members regarding the academic committee report.
 2. Mr. Hill asked for a motion to approve the Alcorn academic report.
 3. Mr. Holmes made a motion to accept and approve Alcorn academic report and Mr. Hill second that motion.
 4. By a unanimous vote the Alcorn academic report were accepted and approved.
 - **Board Vote:**



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

III. Presentations

i. Central Office Report

1. All Universal Schools will continue to follow the guidance outlined by the Philadelphia Department of Public Health.
2. Individual Reading Improvement Plans (IRIPS) are being implemented for all scholars who are reading below grade level.
3. PSSA Exams will be held from April 24-May 12, 20223. Central Office Staff will support and monitor testing sites throughout the testing windows.
4. Keystone Exams will be administered May 15-May 26, 2023. Central Office will support and monitor the testing window.
5. Central Office Staff will support and monitor testing sites throughout the testing windows.
6. Final Principal Appraisals will occur during the week of May 29, 2023.
7. The 2023-2024 Budget meetings were held with principals. The draft budgets are due to the Charter School Office on May 15, 2023, for review.
8. Universal will offer Summer Programs, Ready, Set, Read Camp and Extended School Year (Attached.)
9. Annual Charter Evaluations are scheduled for the end of May.
10. Mr. Hill asked for a motion to approve the Central Office Report.
11. Dr. Diaw made a motion to approve the Central Office Report and Mr. Holmes second that motion.
12. By a unanimous vote the Central Office Report was approved.

➤ Board Vote:

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

IV. Board Action Items

i. Universal Alcorn Charter School

a. Resolution AL22-23-011: 2023-2024 Academic Calendar

1. Mr. Hill asked for a motion to accept and approve Resolution AL22-23-011.
2. Mr. Holmes made a motion to accept and approve Resolution AL22-23-011 and Dr. Diaw second that motion.
3. By a majority vote Resolution AL22-23-011 was approved.

RESOLVED, that the Board of Trustees authorizes Universal Education Management, through the Superintendent or her designee, in the form attached, to produce the 2023 - 2024 Academic Calendar, which reflects the school year to begin July 1, 2023, through June 30, 2024, to align the ending of the school year closely to the School District of Philadelphia year ending.

➤ Board Vote:

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



ii. **Universal Vare Charter School**

a. **Resolution V22-23-012: 2023-2024 Academic Calendar**

1. Mr. Hill asked for a motion to accept and approve Resolution V22-23-012.
2. Dr. Diaw made a motion to accept and approve Resolution V22-23-012 and Mr. Holmes second that motion.
3. By a majority vote Resolution V22-23-012 was approved.

RESOLVED, that the Board of Trustees authorizes Universal Education Management, through the Superintendent or her designee, in the form attached, to produce the 2023 - 2024 Academic Calendar, which reflects the school year to begin July 1, 2023, through June 30, 2024, to align the ending of the school year closely to the School District of Philadelphia year ending.

➤ **Board Vote:**

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

b. **Resolution V22-23-013: Facilities Purchase Request: Electrical Repairs**

4. Mr. Hill asked for a motion to accept and approve Resolution V22-23-013
5. Dr. Diaw made a motion to accept and approve Resolution V22-23-013 and Mr. Holmes second that motion.
6. By a majority vote Resolution V22-23-013 was approved.

RESOLVED, that the Board of Trustees authorizes Universal Community Homes, through the Chief Operating Officer or her designee, in the form attached, to execute and deliver a service agreement with **Evol Electrical for electrical repairs** in an amount not to exceed **\$65,789.00** for Vare.

➤ **Board Vote:**

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

iii. **Universal Aunderied Charter School**

a. **Resolution AU22-23-016: 2023-2024 Academic Calendar**

1. Mr. Hill asked for a motion to accept and approve Resolution AU22-23-016
2. Dr. Diaw made a motion to accept and approve Resolution AU22-23-016 and Mr. Holmes second that motion.
3. By a majority vote Resolution AU22-23-016 was approved.

RESOLVED, that the Board of Trustees authorizes Universal Education Management, through the Superintendent or her designee, in the form attached, to produce the 2023 - 2024 Academic Calendar, which reflects the school year to begin July 1, 2023, through June 30, 2024, to align the ending of the school year closely to the School District of Philadelphia year ending.

➤ **Board Vote:**

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



- **Abstain: 0**

b. Resolution AU22-23-017: 2022-2023 Service Agreement: NPT

1. Mr. Hill asked for a motion to accept and approve Resolution AU22-23-017.
2. Mr. Holmes made a motion to accept and approve Resolution AU22-23-017 and Dr. Diaw second that motion.
3. By a majority vote Resolution AU22-23-017 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 NPT for the period commencing December 1, 2022 through February 28, 2023 in an amount not to exceed \$15,000 to complete health physicals for Audenried students

➤ **Board Vote:**

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

V. New Business

a. Board Nominations

- i. The Board discussed the vacancy for new board members.
- ii. Mr. Holmes made a motion to nominate Keith Pretlow to be a board member of the combined Board of Trustees for Universal Alcorn – Vare - Audenried. Dr. Diaw second that motion.
- iii. By a majority vote the motion to nominate Keith Pretlow as a board member of the combined Board of Trustees for Universal Alcorn- Vare- Audenried was accepted and approved.

➤ **Board Vote:**

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

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 8:06 p.m.

