



Public Meeting of the Board of Trustees  
for  
Universal Creighton Charter School  
*Meeting held Virtually via Zoom*  
*November 14, 2023 at 6:00 PM*  
**Meeting Minutes**

**BOARD MEMBERS PRESENT:**

1. Garland Thompson
2. Orlando Perez
3. Amina Saunders

**Meeting called to Order at 6:01pm**

**I. Meeting Minutes**

- i. The meeting minutes from September 12, 2023 were reviewed by board members prior to board meeting. Board members discussed and made corrections to the meeting minutes.
  - a. Mr. Thompson asked for a motion to accept and approve the September 12, 2023 meeting minutes with additions and corrections.
  - b. Mrs. Saunders made a motion to approve the September 12, 2023 meeting minutes with additions and corrections and Mr. Perez second that motion.
  - c. By a majority vote the September 12, 2023 meeting minutes were approved.
    - **Board Vote:**
      - **Yes: 3**
      - **No: 0**
      - **Abstain: 0**

**II. Committee Reports**

**i. Financial Report**

**a. Creighton Charter School**

1. **Profit/Loss and Budget Statement:** Mr. Michael Horsey Presented the Finance Report for Creighton Charter School.
2. Board members were given copies the Creighton finance report which was reviewed by board members prior to the board meeting.
3. There was discussion amongst board members regarding the Creighton Financial report.
4. Mr. Thompson asked for a motion to approve the Creighton Financial Report.
5. Ms. Saunders made a motion to accept and approve Creighton Finance report and Mr. Perez second that motion.
6. By a majority vote the Creighton Financial report was accepted and approved unanimously.
  - **Board Vote:**
    - **Yes: 3**
    - **No: 0**
    - **Abstain: 0**

**ii. HR Committee Reports**

**a. Creighton Charter School**

1. Wallace Dawan, presented the HR report for Creighton Charter School, on behalf of the Chief Operating Officer.



2. Board members were given copies the Creighton HR report which was reviewed by board members prior to the board meeting.
3. The HR report included:
  - Current vacancies for the 2023-2024 School year
  - 2023-2024 Terminations and Resignations
  - New Hires and Salaries for 2023-2024 school years
4. There was discussion amongst board members regarding the Creighton HR report.
5. Mr. Thompson asked for a motion to approve the Creighton HR report
6. Mrs. Saunders made a motion to approve the Creighton HR report and Mr. Perez second that motion.
7. By a majority vote the Creighton HR report was approved unanimously.

### iii. Facilities Committee Report

#### b. Creighton Charter School

1. Lawrence Threadgill Presented the facilities report for Creighton Charter School.
2. Board members were given copies the Creighton facilities report which was reviewed by board members prior to the board meeting.
3. The repairs to the leak in the first-floor women’s bathroom were completed.
4. Maintenance installed radiators covers in classrooms in the main building.
5. The new refrigerator for the teacher’s lounge has been purchased.
6. New student lockers on the third-floor are scheduled to be delivered December 15<sup>th</sup>.
7. There was discussion amongst board members regarding the Creighton facilities report
8. Mr. Thompson asked for a motion to approve the Creighton facilities report
9. Mrs. Saunders made a motion to approve the Creighton facilities report and Mr. Perez second that motion.
10. By a majority vote the Creighton facilities report was approved unanimously.
  - **Board Vote:**
    - **Yes: 3**
    - **No: 0**
    - **Abstain: 0**

### III. Presentations

#### i. Creighton Monthly Reports

- a. Principal. Baldwin presented a Creighton’s monthly school report.
  1. Creighton’s total enrollment is currently at 674.
  2. Creighton is off to a great start for the 2023-2024 school year.
  3. Creighton will continue to promote a system-wide culture of safety, effective engagement, cultural competency, and customer service.
  4. There was some discussion regarding the Creighton Principal report
  5. Mr. Thompson asked for a motion to approve the Creighton Principal Report
  6. Mrs. Saunders made a motion to approve the Creighton Principal Report and Mr. Perez second that motion.
  7. By a majority vote the Creighton Principal Report was approved unanimously.
    - **Board Vote:**
      - **Yes: 3**
      - **No: 0**
      - **Abstain: 0**



**ii. Central Office Report**

- a. Crystal Gary-Nelson, Chief Learning Officer presented the Central Office report for Creighton.
  1. Ms. Gary-Nelson presented the 2023-2024 ACE Summer Preview draft report for Creighton.
  2. The Charter School Office released the rating for the charter school performance and compliance in 2 domains:
  3. Academic Success
  4. Organizational Compliance and Viability
  5. Central Office is working with the principal to challenge the current ratings of “Does Not Meet Standard” for the 2 domains and provided supporting documents and evidence.
  6. The CSO will provide feedback once they review the supporting documents and change the ratings to “Meets Standard”.
  7. There was some discussion regarding the Central Office report.
  8. Mr. Thompson asked for a motion to approve the Central Office Report.
  9. Ms. Saunders made a motion to approve the Central Office Report and Mr. Perez second that motion.
  10. By a unanimous vote the Central Office Report was approved.
    - **Board Vote:**
      - **Yes: 3**
      - **No: 0**
      - **Abstain: 0**

**IV. Board Action Items**

**a. Universal Creighton Charter School**

**i. Resolution C23-24-008: Technology Purchase Request: Apple**

1. Mr. Thompson asked for a motion to accept and approve Resolution C23-24-008.
2. Ms. Saunders made a motion to accept Resolution C23-24-008 and Mr. Perez second that motion.
3. By a majority vote Resolution C23-24-008 was accepted and approved unanimously.

**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 from **Apple** for technology supplies in an amount not to exceed **\$16,770** for Creighton.

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

**ii. Resolution C23-24-009: Curriculum Purchase Request: Link it**

4. Mr. Thompson asked for a motion to accept and approve Resolution C23-24-009.
5. Ms. Saunders made a motion to accept Resolution C23-24-009 and Mr. Perez second that motion.
6. By a majority vote Resolution C23-24-009 was accepted and approved unanimously.

**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 from **Link it for** instructional supplies in an amount not to exceed **\$13,920** for Creighton

➤ **Board Vote:**

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

**iii. Resolution C23-24-010: Facilities Repair Request: 3B**

7. Mr. Thompson asked for a motion to accept and approve Resolution C23-24-010.
8. Ms. Saunders made a motion to accept Resolution C23-24-010 and Mr. Perez second that motion.
9. By a majority vote Resolution C23-24-010 was accepted and approved unanimously.

**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 repair contract with **3B Services for** repairs to the boiler system in an amount not to exceed **\$77,986** for Creighton.

➤ **Board Vote:**

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

**V. Public Comments**

- a. There were no public comments.

**VI. Adjournment**

- a. Ms. Saunders made a motion to adjourn and Mr. Perez second that motion
- b. The meeting concluded at 7:08PM

