



Public Meeting of the Board of Trustees
for
Universal Creighton Charter School
Meeting held Virtually via Zoom
March 12, 2024 at 6:00 PM
Meeting Minutes

BOARD MEMBERS PRESENT:

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

Meeting called to Order at 6:07pm

I. Meeting Minutes

- i. The meeting minutes from January 9, 2024 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 January 9, 2024 meeting minutes with additions and corrections.
 - b. Mrs. Saunders made a motion to approve the January 9, 2024 meeting minutes with additions and corrections and Mr. Perez second that motion.
 - c. By a majority vote the January 9, 2024 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. Board members were given copies the Creighton HR report which was reviewed by board members prior to the board meeting.
2. 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
3. There was discussion amongst board members regarding the Creighton HR report.
 4. Mr. Thompson asked for a motion to approve the Creighton HR report
 5. Mrs. Saunders made a motion to approve the Creighton HR report and Mr. Perez second that motion.
 6. 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 15th.
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 Creighton’s monthly school report.
 1. Creighton’s total enrollment is currently at 674.
 2. Creighton will continue to promote a system-wide culture of safety, effective engagement, cultural competency, and customer service.
 3. There was some discussion regarding the Creighton Principal report
 4. Mr. Thompson asked for a motion to approve the Creighton Principal Report
 5. Mrs. Saunders made a motion to approve the Creighton Principal Report and Mr. Perez second that motion.
 6. By a majority vote the Creighton 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 for Creighton.
 1. Dr. Nixon presented the 2023-2024 Academic Calendar, with the fiscal year beginning July 1, 2024 through June 30, 2025.



2. The 24-25 academic calendar has a total of 181 days for scholars and 189 days for staff.
3. The first day of school for scholars is September 3, 2024. The last day for scholars is June 17, 2025.
4. There was some discussion about the Central Office Report.
5. Mr. Thompson asked for a motion to approve the Central Office Report.
6. Ms. Saunders made a motion to approve the Central Office Report and Mr. Perez second that motion.
7. 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 C23-24-015: 2024-2025 Academic Calendar

1. Mr. Thompson asked for a motion to accept and approve Resolution C23-24-015.
2. Ms. Saunders made a motion to accept Resolution C23-24-015 and Mr. Perez second that motion.
3. By a majority vote Resolution C23-24-015 was accepted and approved unanimously.

RESOLVED, that the Board of Trustees authorizes Universal Education Management, through the Superintendent or her designee, in the form attached, to produce the 2024 - 2025 Academic Calendar, which reflects the school year to begin July 1, 2024, through June 30, 2025, 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. Resolution C23-24-016: Curriculum Purchase Request: Teach Town

1. Mr. Thompson asked for a motion to accept and approve Resolution C23-24-016.
2. Ms. Saunders made a motion to accept Resolution C23-24-016 and Mr. Perez second that motion.
3. By a majority vote Resolution C23-24-016 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 for student curriculum from **Teach Town**, in an amount not to exceed **\$19,164.68** for Creighton.

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



iii. **Resolution C23-24-017: Curriculum Purchase Request: McGraw Hill**

1. Mr. Thompson asked for a motion to accept and approve Resolution C23-24-017.
2. Ms. Saunders made a motion to accept Resolution C23-24-017 and Mr. Perez second that motion.
3. By a majority vote Resolution C23-24-017 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 for student curriculum from **McGraw Hill**, in an amount not to exceed **\$19,164.68** for Creighton.

➤ **Board Vote:**

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

iv. **Resolution C23-24-018: Curriculum Purchase Request: EPS**

1. Mr. Thompson asked for a motion to accept and approve Resolution C23-24-018.
2. Ms. Saunders made a motion to accept Resolution C23-24-018 and Mr. Perez second that motion.
3. By a majority vote Resolution C23-24-018 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 for student curriculum from **EPS**, in an amount not to exceed **\$16,212.80** for Creighton.

➤ **Board Vote:**

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

v. **Resolution C23-24-019: Facilities Purchase Request: Parkyn Landscaping**

1. Mr. Thompson asked for a motion to accept and approve Resolution C23-24-019.
2. Ms. Saunders made a motion to accept Resolution C23-24-019 and Mr. Perez second that motion.
3. By a majority vote Resolution C23-24-019 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 for facilities repairs from Parklyn Landscaping, in an amount not to exceed **\$107,500** for Creighton.

➤ **Board Vote:**

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

vi. **Resolution C23-24-020: Facilities Purchase Request: Jani Icon Floor Cleaning**

1. Mr. Thompson asked for a motion to accept and approve Resolution C23-24-020.
2. Ms. Saunders made a motion to accept Resolution C23-24-020 and Mr. Perez second that motion.
3. By a majority vote Resolution C23-24-020 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 for facilities repairs from **Jani Icon Floor Cleaning**, in an amount not to exceed **\$17,566.97** 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 7:10PM

