



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 16, 2024 at 6:00 PM
Meeting Minutes

BOARD MEMBERS PRESENT:

1. Christopher Hill
2. Dr. Patricia Williams-Diaw
3. Keith Pretlow
4. Michael Rice
5. Trumell Lamb
6. Wendel Holmes (Joined at 6:12PM)

Meeting called to Order at 6:03pm

I. Meeting Minutes

- a. The meeting minutes from March 5, 2024 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 March 5, 2024 meeting minutes with additions and corrections.
 - b. Mr. Pretlow made a motion to approve the March 5, 2024 meeting minutes with additions and Corrections and Mr. Holmes second that motion.
 - c. By a majority vote the March 5, 2024 meeting minutes were approved.
 - **Board Vote:**
 - **Yes: 5**
 - **No: 0**
 - **Abstain: 1- Dr. Diaw**
- b. The meeting minutes from January 16, 2024 were reviewed by board members prior to board meeting. Board members discussed and made corrections to the meeting minutes.
 - d. Mr. Hill asked for a motion to accept and approve the January 16, 2024 meeting minutes with additions and corrections.
 - e. Mr. Pretlow made a motion to approve the January 16, 2024 meeting minutes with additions and Corrections and Mr. Holmes second that motion.
 - f. By a majority vote the January 16, 2024 meeting minutes were approved.
 - **Board Vote:**
 - **Yes: 5**
 - **No: 0**
 - **Abstain: 1- Dr. Diaw**

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. Pretlow 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: 6**
 - **No: 0**
 - **Abstain: 1- Dr. Diaw Abstain**

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. Pretlow second that motion.
6. By a unanimous vote the Vare Financial Report was accepted and approved.
 - **Board Vote:**
 - **Yes: 6**
 - **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. Mr. Pretlow made a motion to accept and approve Audenried finance report and Mrs. Lamb second that motion.
6. By a unanimous vote the Audenried Financial report was accepted and approved.
 - **Board Vote:**
 - **Yes: 6**
 - **No: 0**
 - **Abstain: 0**

ii. HR Committee Reports

a. Alcorn Charter School

1. Karina Dean, Director of Human Resources 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 for the 2023-2024 School year
 - 2023-2024 Terminations and Resignations
 - New Hires and Salaries for 2023-2024 school years
 - Projected vacancies for 2024-2025 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. Pretlow made a motion to accept and approve Alcorn HR report and Mr. Rice second that motion.
7. By a unanimous vote the Alcorn HR report were accepted and approved.

➤ **Board Vote:**

- **Yes: 6**
- **No: 0**
- **Abstain: 0**

b. Vare Charter School

1. Karina Dean, Director of Human Resources 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 for the 2023-2024 School year
 - 2023-2024 Terminations and Resignations
 - New Hires and Salaries for 2023-2024 school years
 - Projected vacancies for 2024-2025 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. Pretlow second that motion.
7. By a unanimous vote the Vare HR report were accepted and approved

➤ **Board Vote:**

- **Yes: 6**
- **No: 0**
- **Abstain: 0**

c. Audenried Charter High School

1. Karina Dean, Director of Human Resources 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 for the 2023-2024 School year
 - 2023-2024 Terminations and Resignations
 - New Hires and Salaries for 2023-2024 school years
 - Projected vacancies for 2024-2025 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. Mr. Pretlow made a motion to accept and approve Audenried HR report and Mrs. Lamb second that motion.
7. By a unanimous vote the Audenried HR report were accepted and approved.
 - **Board Vote:**
 - **Yes: 6**
 - **No: 0**
 - **Abstain: 0**

iii. **Facilities Committee Reports**

a. **Alcorn Charter School**

1. Lawrence Threadgill 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. Hill asked for a motion to approve the Alcorn facilities report.
5. Dr. Diaw made a motion to accept and approve Alcorn facilities report and Mr. Pretlow second that motion.
6. By a unanimous vote the Alcorn facilities report were accepted and approved.
 - **Board Vote:**
 - **Yes: 6**
 - **No: 0**
 - **Abstain: 0**

b. **Vare Charter School**

1. Lawrence Threadgill 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. The board request facilities to contact the Charter school Office regarding leaks at the McDaniels Annex building.
5. Mr. Hill asked for a motion to approve the Vare facilities report.
6. Mr. Holmes made a motion to accept and approve Vare facilities report and Dr. Diaw second that motion.
7. By a unanimous vote the Vare facilities report were accepted and approved.
 - **Board Vote:**
 - **Yes: 6**
 - **No: 0**
 - **Abstain: 0**

c. **Audenried Charter High School**

1. Lawrence Threadgill 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. Hill 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. Pretlow second that motion.
6. By a unanimous vote the Audenried facilities report were accepted and approved.
 - **Board Vote:**
 - **Yes: 6**
 - **No: 0**
 - **Abstain: 0**

III. Presentations

a. Central Office Report

- i. Dr. Nixon presented the Central office report for Alcorn, Vare and Audenried.
 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. Dr. Nixon presented the School Progress Report on Education and Equity (SPREE) for each school.
 5. The SPREE is a critical tool that shows each school's progress towards the annual targets and its performance on other important measures like attendance and graduation rates.
 6. The SPREE is part of the District's work to continually improve schools.
 7. The SPREE Provide a summary of how each school is performing and improving on the Goals & Guardrails and other important measures in the following areas: Reading and Language Arts, Math & Science, College and Career Readiness, Climate, Culture And Opportunity.
 8. Based on that information, each measure gets a color label (blue, green, yellow or red)
 9. The SPREE provides each school an overall level -- the combined result of its performance and improvement on each target or measure.
 10. There was some discussion regarding the Central Office report.
 11. Mr. Hill asked for a motion to approve the Central Office Report.
 12. Dr. Diaw made a motion to approve the Central Office Report and Mr. Pretlow second that motion.
 13. By a unanimous vote the Central Office Report was approved.
 - **Board Vote:**
 - **Yes: 6**
 - **No: 0**
 - **Abstain: 0**

IV. Board Action Items

i. Universal Alcorn Charter School

a. Resolution AL23-24-012: 2024-2025 Academic Calendar

1. Mr. Hill asked for a motion to accept and approve Resolution AL23-24-012.
2. Mr. Holmes made a motion to accept and approve Resolution AL23-24-012 and Dr. Diaw second that motion.



3. By a majority vote Resolution AL23-24-012 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 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: 6**
- **No: 0**
- **Abstain: 0**

b. Resolution AL23-24-013: Technology Purchase Request: Security Cameras

1. Mr. Hill asked for a motion to accept and approve Resolution AL23-24-013.
2. Mr. Holmes made a motion to accept and approve Resolution AL23-24-013 and Dr. Diaw second that motion.
3. By a majority vote Resolution AL23-24-013 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 for security cameras from CDW, in an amount not to exceed **\$25,452** for Alcorn

RESOLVED, the Board of Trustees hereby authorizes the execution, delivery, and performance by Universal Community Homes, through the Chief Operating Officer or her designee, a service agreement for installation of security cameras from **Final Mile**, in an amount not to exceed **\$19,600** for Alcorn

➤ **Board Vote:**

- **Yes: 6**
- **No: 0**
- **Abstain: 0**

c. Resolution AL23-24-014: Facilities Purchase Request: CMS

1. Mr. Hill asked for a motion to accept and approve Resolution AL23-24-014.
2. Mr. Holmes made a motion to accept and approve Resolution AL23-24-014 and Dr. Diaw second that motion.
3. By a majority vote Resolution AL23-24-014 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, of a purchase for facilities repairs from **CMS**, in an amount not to exceed **\$61,564** for Alcorn.

➤ **Board Vote:**

- **Yes: 6**
- **No: 0**
- **Abstain: 0**

d. Resolution AL23-24-015: Facilities Purchase Request: A-One Asphalt

1. Mr. Hill asked for a motion to accept and approve Resolution AL23-24-015.
2. Mr. Holmes made a motion to accept and approve Resolution AL23-24-015 and Dr. Diaw second that motion.



3. By a majority vote Resolution AL23-24-015 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, a service agreement for facilities repairs and repaving of the School-yard and parking lot from **A-One Asphalt**, in an amount not to exceed **\$159,004** for Alcorn

➤ **Board Vote:**

- **Yes: 6**
- **No: 0**
- **Abstain: 0**

e. Resolution AL23-24-016: Technology Purchase Request: CDW

1. Mr. Hill asked for a motion to accept and approve Resolution AL23-24-016.
2. Mr. Holmes made a motion to accept and approve Resolution AL23-24-016 and Dr. Diaw second that motion.
3. By a majority vote Resolution AL23-24-016 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 for Chromebooks from **CDW**, in an amount not to exceed **\$22,400** for Alcorn.

➤ **Board Vote:**

- **Yes: 6**
- **No: 0**
- **Abstain: 0**

ii. Universal VARE Charter School

a. Resolution V23-24-010: 2024-2025 Academic Calendar

1. Mr. Hill asked for a motion to accept and approve Resolution V23-24-010.
2. Dr. Diaw made a motion to accept and approve Resolution V23-24-010 and Mr. Holmes second that motion.
3. By a majority vote Resolution V23-24-010 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 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: 6**
- **No: 0**
- **Abstain: 0**

iii. Universal Aundered Charter School

a. Resolution AU23-24-018: 2024-2025 Academic Calendar

1. Mr. Hill asked for a motion to accept and approve Resolution AU23-24-018
2. Dr. Diaw made a motion to accept and approve Resolution AU23-24-018 and Mr. Holmes second that motion.
3. By a majority vote Resolution AU23-24-018 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 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: 6**
- **No: 0**
- **Abstain: 0**

b. Resolution AU23-24-019: Student Activity Purchase Request: Funplex

1. Mr. Hill asked for a motion to accept and approve Resolution AU23-24-019.
2. Mr. Pretlow made a motion to accept and approve Resolution AU23-24-019 and Dr. Diaw second that motion.
3. By a majority vote Resolution AU23-24-019 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 student activities from **Funplex** in an amount not to exceed **\$12,684.85** for Audenried

➤ **Board Vote:**

- **Yes: 6**
- **No: 0**
- **Abstain: 0**

c. Resolution AU23-24-020: Curriculum Purchase Request: JEVS

1. Mr. Hill asked for a motion to accept and approve Resolution AU23-24-020.
2. Mr. Holmes made a motion to accept and approve Resolution AU23-24-020 and Dr. Diaw second that motion.
3. By a majority vote Resolution AU23-24-020 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 student curriculum from **JEVS**, in an amount not to exceed **\$30,000** for Audenried.

➤ **Board Vote:**

- **Yes: 6**
- **No: 0**
- **Abstain: 0**

d. Resolution AU23-24-021: Curriculum Purchase Request: EDMENTUM

1. Mr. Hill asked for a motion to accept and approve Resolution AU23-24-021.
2. Mr. Holmes made a motion to accept and approve Resolution AU23-24-021 and Dr. Diaw second that motion.
3. By a majority vote Resolution AU23-24-021 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 student curriculum from **EDMENTUM**, in an amount not to exceed **\$23,150** for Audenried.

➤ **Board Vote:**

- **Yes: 6**



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

e. Resolution AU23-24-022: Facilities Purchase Request: Elliot Lewis

1. Mr. Hill asked for a motion to accept and approve Resolution AU23-24-022.
2. Dr. Diaw made a motion to accept and approve Resolution AU23-24-022 and Mrs. Lamb second that motion.
3. By a majority vote Resolution AU23-24-022 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 **Elliot Lewis for culinary walk-in freezer repairs** in an amount not to exceed **\$10,880** for Audenried.

➤ **Board Vote:**

- **Yes: 6**
- **No: 0**
- **Abstain: 0**

f. Resolution AU23-24-023: Facilities Purchase Request: Phila. Sounds Production

1. Mr. Hill asked for a motion to accept and approve Resolution AU23-24-023.
2. Mr. Holmes made a motion to accept and approve Resolution AU23-24-023 and Mrs. Lamb second that motion.
3. By a majority vote Resolution AU23-24-023 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 **Philadelphia Sounds Production for auditorium upgrades** in an amount not to exceed **\$230,078.29** for Audenried.

➤ **Board Vote:**

- **Yes: 6**
- **No: 0**
- **Abstain: 0**

g. Resolution AU23-24-024: Student Uniform Purchase Request: Cramers

1. Mr. Hill asked for a motion to accept and approve Resolution AU23-24-024.
2. Mr. Pretlow made a motion to accept and approve Resolution AU23-24-024 and Dr. Diaw second that motion.
3. By a majority vote Resolution AU23-24-024 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 student uniforms from **Cramers** in an amount not to exceed **\$7,150** for Audenried

➤ **Board Vote:**

- **Yes: 6**
- **No: 0**
- **Abstain: 0**

h. Resolution AU23-24-025: Facilities Purchase Request: Security Pro USA

1. Mr. Hill asked for a motion to accept and approve Resolution AU23-24-025.
2. Mr. Holmes made a motion to accept and approve Resolution AU23-24-025 and Dr. Diaw second that motion.



3. By a majority vote Resolution AU23-24-025 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 **Security Pro USA for new X-ray security scanners** in an amount not to exceed **\$27,682.60** for Audenried.

➤ **Board Vote:**

- **Yes: 6**
- **No: 0**
- **Abstain: 0**

i. Resolution AU23-24-026: Technology Purchase Request: Security Cameras

1. Mr. Hill asked for a motion to accept and approve Resolution AU23-24-026.
2. Mr. Pretlow made a motion to accept and approve Resolution AU23-24-026 and Mrs. Lamb second that motion.
3. By a majority vote Resolution AU23-24-026 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 for security cameras from CDW, in an amount not to exceed **\$58,808** for Audenried

RESOLVED, the Board of Trustees hereby authorizes the execution, delivery, and performance by Universal Community Homes, through the Chief Operating Officer or her designee, a service agreement for installation of security cameras from **Final Mile**, in an amount not to exceed **\$19,970** for Audenried

➤ **Board Vote:**

- **Yes: 6**
- **No: 0**
- **Abstain: 0**

j. Resolution AU23-24-027: Technology Purchase Request: Signature Audio

1. Mr. Hill asked for a motion to accept and approve Resolution AU23-24-027.
2. Mr. Pretlow made a motion to accept and approve Resolution AU23-24-027 and Mrs. Lamb second that motion.
3. By a majority vote Resolution AU23-24-027 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 Signature Audio **for PA system and speaker repairs** in an amount not to exceed **\$50,216.10** for Audenried

➤ **Board Vote:**

- **Yes: 6**
- **No: 0**
- **Abstain: 0**

V. Public Comments

- a. There were no public comments.

VI. Adjournment

- a. Mr. Pretlow made a motion to adjourn, and Mr. Holmes second that motion.
- b. By unanimous vote the motion to adjourn passed.
- c. The meeting concluded at 8:23 p.m.

