



Public Meeting of the Board of Trustees
for
Universal Institute Charter School
Meeting held Virtually via Zoom
November 5, 2025, at 5:30 PM
Meeting Minutes

Board Members Present

David Thompson, Board President

Dr. Zanita Driver, Trustee

Michelle Martin, Secretary

Staff Present

Dr. Penny Nixon, Superintendent/CEO

Wallace Dawan, Chief Financial Officer

Latoya Finney, Board of Directors Compliance Officer

Lawrence Threadgill, Director of Facilities

I. Call to Order

The Special Public Meeting of the Board of Trustees of Universal Institute Charter School was called to order by Board President David Thompson at approximately 5:35 PM after confirmation of a quorum.

II. Unfinished Business

There was no unfinished business.

III. Board Action Items

Resolution UICS25-26-011: Facilities Purchase Request – Fire Suppression System (Syntox)

RESOLVED, that the Board of Trustees hereby authorizes the execution and performance of a facilities purchase with Syntox Fire Protection for upgrades to the fire suppression and alarm system at the 1427 building annex, including installation of required horn strobes in all occupied spaces, in an amount not to exceed \$25,000, to ensure compliance with Licenses & Inspections (L&I) requirements and to enhance student and staff safety.

Motion properly moved and seconded. Vote: Unanimously approved.

Resolution UICS25-26-012: Family Resource Support – ShopRite Gift Cards

RESOLVED, that the Board of Trustees hereby authorizes the purchase of ShopRite gift cards to support Universal Institute Charter School families experiencing food insecurity, particularly in response to disruptions in SNAP benefits and rising food costs, as a supplement to the school's annual holiday food distribution.

Motion properly moved and seconded. Vote: Unanimously approved.

IV. Public Comment

There were no public comments.

V. New Business

There was no new business.

VI. Announcements

There were no announcements.

VII. Adjournment

There being no further business, the meeting was adjourned by unanimous consent at approximately 5:46 PM.