



MINUTES OF A MEETING
OF THE BOARD OF TRUSTEES OF
UNITY PREPARATORY CHARTER SCHOOL OF BROOKLYN

HELD: August 23, 2022

A meeting of the Board of Trustees (the “Board”) of Unity Preparatory Charter School of Brooklyn (the “School”), was held on August 23, 2022 commencing at 7:04 p.m., New York time. Five Trustees were present at the beginning of the meeting; quorum was met. Notice of the meeting was duly given to all Trustees, posted on the School’s website, and sent to the New York Times, the New York Daily News and the Brooklyn Daily. The meeting was livestreamed on YouTube.

The following Trustees were present at the beginning of the meeting at 432 Monroe Street, Brooklyn, New York 11221 except as otherwise noted:

Jeannette Bander

(via videoconference at 70 East 10th Street, New York, NY 10003)

Jake Elghanayan

(via videoconference at 387 Park South, New York, NY 10016)

James Ellsworth

(via videoconference at 291 Shin Creek Road, Lew Beach, NY 12758)

Marion Leydier

(via videoconference at 864 Carroll Street, Brooklyn NY 11215)

Trudy Sandy

(via videoconference at 611 Kosciuszko Street, Brooklyn, NY 11221)

Also in attendance at the invitation of the Board were Joshua Beauregard, Chris Doscher, Melissa Duphiney, Alex Poole, and Earl Silas Jr.

Mr. Ellsworth called the meeting to order and indicated that the purpose of the meeting was to consider the items set forth on the agenda previously distributed to the Trustees.

Mission Moment

Mr. Beauregard discussed Unity’s mission.

Head of School Report; Data Dashboard

Mr. Beauregard provided updates regarding Unity's academic and operations programming. Mr. Beauregard and the Trustees present discussed the School's updates to its data dashboard.

Trustee Lenny Singletary joined at 7:25pm via videoconference from 121 DeKalb Avenue, Brooklyn NY 11201.

Committee Reports

Ms. Leydier led a discussion regarding updates from the Audit & Finance Committee.

Mr. Beauregard led a discussion regarding updates from the Development and Facilities Committee.

Mr. Beauregard led a discussion regarding updates from the Enrichment and Community Partnership Committee.

Ms. Duphiney led a discussion regarding updates from the Student Learning Committee.

Minutes of Prior Meeting – June 21, 2022

The Trustees discussed and considered approval of the minutes of the June 21, 2022 meeting of the Board that were previously circulated to the Trustees. The Trustees present unanimously adopted the following resolution:

RESOLVED, that the June 21, 2022 Board meeting minutes be, and hereby are, approved.

Minutes of Prior Meeting – July 27, 2022

The Trustees discussed and considered approval of the minutes of the July 27, 2022 meeting of the Board that were previously circulated to the Trustees. The Trustees present unanimously adopted the following resolution:

RESOLVED, that the July 27, 2022 Board meeting minutes be, and hereby are, approved.

Minutes of Executive Committee – August 12, 2022

The Trustees discussed and considered approval of the minutes of the August 12, 2022 meeting of the Executive Committee of the Board that were previously circulated to the Trustees. The Trustees present unanimously adopted the following resolution:

RESOLVED, that the August 12, 2022 Executive Session meeting minutes be, and hereby are, approved.

Replacement of Select Windows at 584 Driggs Avenue

The Trustees discussed and considered replacement of select windows at 584 Driggs Avenue. The Trustees present unanimously adopted the following resolution:

RESOLVED, that Joshua Beauregard be, and he hereby is, authorized to cause the School to incur up to \$120,000 in reimbursable costs for the replacement of select windows at 584 Driggs Avenue.

Purchase of New Student Tables

The Trustees discussed and considered the purchase of new student tables for 584 Driggs Avenue. The Trustees present unanimously adopted the following resolution:

RESOLVED, that Joshua Beauregard be, and he hereby is, authorized to cause the School to incur up to \$43,000 costs for the replacement of student tables at 584 Driggs Avenue.

Renovation of Exterior Doors at 584 Driggs Avenue

The Trustees discussed and considered the cost of renovating the exterior doors at 584 Driggs Avenue. The Trustees present unanimously adopted the following resolution:

RESOLVED, that Joshua Beauregard be, and he hereby is, authorized to cause the School to incur up to \$42,000 costs for the renovation of exterior doors 584 Driggs Avenue.

Monthly Agreement with Bus Company for Transporting Students to and from School

The Trustees discussed and considered entering a proposed agreement between Unity and ARJ transportation for student bus service for the 2022-23 school year. The Trustees present unanimously adopted the following resolution:

RESOLVED, that Joshua Beauregard and Chris Doscher be, and they hereby are, authorized to enter into an agreement on behalf of the school with ARJ Transportation for up to \$99,000 in costs for student transportation services.

Monthly Agreement with Public Relations Strategist

The Trustees discussed and considered entering a proposed contract between Unity and Vince Marone as a public relations strategist for the 2022-23 school year. The Trustees present unanimously adopted the following resolution:

RESOLVED, that Joshua Beauregard be, and he hereby is, authorized to enter into a contract on behalf of the school with Vince Marone for up to \$5,000 in costs for public relations strategy services.

Updates to Unity Employee Handbook

The Trustees discussed and considered approval of a revised version of the Employee Handbook that was previously circulated to the Trustees. The Trustees present unanimously adopted the following resolution:

RESOLVED, that the revised Employee Handbook substantially in the form presented to the Trustees, be and hereby is, approved.

Written Policy for Remote, Virtual Board Meetings

The Trustees discussed and considered approval of a written policy for remote virtual board meetings to align with Public Officers Law Section 103-a. The Trustees present unanimously adopted the following resolution:

RESOLVED, that the policy for remote virtual board meetings on the terms discussed at the meeting to align with Public Officers Law Section 103-a be, and hereby is approved.

There being no further business to come before the Board, upon motion duly made and seconded, the meeting adjourned at approximately 9:06 p.m.

James Ellsworth
Chairman