



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

HELD: January 23, 2024

A meeting of the Board of Trustees (the “Board”) of Unity Preparatory Charter School of Brooklyn (the “School” or “Unity”), was held on January 23, 2024 commencing at 6:08 p.m., New York time. Three 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 following Trustees were present at the beginning of the meeting at 584 Driggs Avenue, Brooklyn NY 11211 except as otherwise noted:

Jeannette Bander

James Ellsworth

(via videoconference at 88 Lexington Avenue, New York, NY 10016)

Sal Siddiqui

Also in attendance at the invitation of the Board were Joshua Beauregard, Chris Doscher, Melissa Duphiney, Kristin Johnson, and Juliana Worrell (via videoconference).

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; Strategic Planning

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. Mr. Beauregard and Ms. Duphiney provided updates regarding strategic planning.

Committee Reports

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

Ms. Johnson presented updates from the Audit & Finance Committee.

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

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

Minutes of Prior Meeting – December 19, 2023

The Trustees discussed and considered approval of the minutes of the December 19, 2023 meeting of the Board that were previously circulated to the Trustees. The Trustees present unanimously adopted the following resolution:

RESOLVED, that the December 19, 2023 Board meeting minutes be, and hereby are, approved.

Agreement with EP Engineering

The Trustees discussed and considered approval of permitting the school to incur costs of \$46,000 for EP Engineering for the engineering services associated with the building expansion at 584 Driggs Avenue. The Trustees present unanimously adopted the following resolution:

RESOLVED, that Joshua Beauregard be, and hereby is, authorized to take actions necessary to allow the school to incur costs of up to \$46,000 for EP Engineering.

Agreement with Gilsanz Murray Steficek LLP Engineers and Architects

The Trustees discussed and considered approval of permitting the school to incur costs of \$63,000 for Gilsanz Murray Steficek LLP Engineers and Architects for architectural services associated with the building expansion at 584 Driggs Avenue. The Trustees present unanimously adopted the following resolution:

RESOLVED, that Joshua Beauregard be, and hereby is, authorized to take actions necessary to allow the school to incur costs of up to \$63,000 for Gilsanz Murray Steficek LLP Engineers and Architects.

2024-25 Calendar for the School Year

The Trustees discussed and considered approval of the 2024-25 school year academic calendar, as was previously circulated to the trustees. The Trustees present unanimously adopted the following resolution:

RESOLVED, that 2024-24 school year academic calendar be, and hereby is approved pending additional reviews and updates from the Student Learning Committee.

James Ellsworth
Chairman