



**Brooklyn Urban Garden Charter School**  
**Board of Trustees Meeting and Annual Retreat**  
**September 25, 2021**  
**9:45 am - 10:15 am**

Onsite and video call link: <https://meet.google.com/ggw-kdkt-nqn>

Or dial: (US) +1 929-999-1561 PIN: 952 723 104#

**Members Present:** Ana Bast, Jamal Deek, Adam Drucker, Felice Ekelman, Regina Fechter, Louis Green, Hallie Iannoli, Christine Kang, Jacqueline Piccolo, Erin Walker

**Board Members Present by Video Conference:** Cathy Boeckmann, Don Mabrey

**Others present:** Wynette Caesar (BUGS Principal), Susan Tenner (BUGS Executive Director), Susan Bakst (BUGS Director of Marketing and Outreach)

**I. Welcome**

- A. The meeting was called to order at 9:51 a.m.
- B. The board reviewed the annual retreat goals which included reconnect with the school and each other, prepare for the NYSED visit on November 17 and 18, and engage in strategic questions
- C. Jamal Deek made a motion to approve the July and August board meeting minutes; Adam Drucker seconded the motion, and all approved

**II. Resolutions by the board of charter revision requests**

Susan Tenner and the board discussed the **2 material revision resolutions** that NYSED CSO asked for, and voted on changes as outlined below, with the full resolutions as set forth in Attachment 1:

**Resolution 1** - update to organizational chart to reflect changes since the founding charter application. Adam Drucker made a motion to approve, Regina Fechter seconded the motion, and all approved.

**Resolution 2** - update to Key Design Elements (KDE's) from those that appeared in the 2011 Regents Item to those that appeared in the BUGS Prospectus 2011 (which are the KDE's BUGS has referenced in its materials, communications with NYSED, and in governance since its inception) to now read: 1) Inquiry-Based Study of the Science of Sustainability, 2) Extended Time for Learning, 3) A Positive and Inclusive School Climate, 4) A Professional Learning Community, 5) Authentic Assessments and

Individualization, and 6) Use of Technology. Jamal Deek made a motion to approve, Felice Eckelman seconded the motion, and all approved

Susan Tenner and the board discussed the **1 non- material revision** resolution and voted on changes as outlined below, with the full resolution as set forth in Attachment 1.

**Resolution 3** - update to the school's mission from the language in BUGS Prospectus 2011 to now read *"The mission of BUGS is to provide a hands-on, interdisciplinary education to young adolescents of all abilities and backgrounds, with a focus on real-world problem solving and the exploration of environmental, economic, and social sustainability. BUGS students will excel in the core academic subjects and become engaged community members who are critical thinkers prepared to achieve excellence in high school and beyond."* Christine Kang made a motion to approve, Hallie Iannoli seconded the motion, and all approved.

Public Comment - There was no public comment

Felice Eckelman made a motion to adjourn the meeting, Louis Green seconded, and all approved. The meeting ended at 10:18 a.m.



500 19<sup>th</sup> St. Brooklyn, NY 11215 | [www.bugsbrooklyn.org](http://www.bugsbrooklyn.org) | (718)280-9556 | [info@BUGSbrooklyn.org](mailto:info@BUGSbrooklyn.org)

## **BROOKLYN URBAN GARDEN CHARTER SCHOOL**

### **RESOLUTIONS OF THE BOARD OF TRUSTEES**

#### **REVISION REQUESTS: Attachment 1**

**September 25, 2021**

#### **Resolution 1**

The Board of Trustees (the “Board”) of Brooklyn Urban Garden Charter School (“BUGS”) does hereby adopt the following resolutions at a duly held and noticed meeting on the date set forth above:

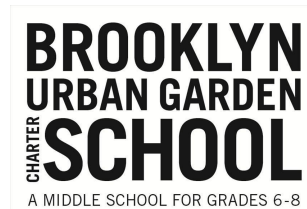
**WHEREAS**, the BUGS Board notes that BUGS experienced changes in its [organization chart](#) since its founding; and

**WHEREAS**, the BUGS Board was notified by its NYSED CSO liaison that these changes since founding now constitute a material change; and

**WHEREAS**, in order to effectuate these changes, the BUGS Board proposes to submit the Material Charter Revision Request (the “Request”) to the Charter School Office of the New York State Education Department (the “CSO”) to be effective upon approval by the Board of Regents.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of BUGS does hereby authorize and direct the Executive Director of BUGS, in the name and on behalf of BUGS, to do all such things and take all such acts and to expend such fees for and on behalf of BUGS as may be necessary or advisable in order to give effect to and, generally, carry out the intent of these Resolutions including, without limitation, to execute and deliver the Requests to the CSO and the Board of Regents, in substantially the form presented to the Board of BUGS, along with any other documents in connection with the Requests as may be required by the CSO, with such changes or amendments thereto as the Executive Director deems necessary or appropriate, with such approval to be conclusively evidenced by the execution and delivery thereof by the Executive Director; and

**IT IS HEREBY FURTHER RESOLVED**, that all actions of any kind heretofore or hereafter taken by any trustee or officer of BUGS, member of BUGS school leadership, or any appointed or authorized person or persons authorized to act on behalf of BUGS in connection with the matters contemplated by the foregoing resolutions be, and each of them hereby is, confirmed, ratified, approved and authorized in all respects.



**BROOKLYN URBAN GARDEN CHARTER SCHOOL**

**RESOLUTIONS OF THE BOARD OF TRUSTEES**

**REVISION REQUESTS**

**Resolution 2**

**September 25, 2021**

The Board of Trustees (the “Board”) of Brooklyn Urban Garden Charter School (“BUGS”) does hereby adopt the following resolutions at a duly held and noticed meeting on the date set forth above:

**WHEREAS**, the BUGS Board notes that the school’s Key Design Elements it has referenced in its materials and governance since its inception are those appeared in BUGS Prospectus 2011; and

**WHEREAS**, the BUGS Board notes that the school’s Key Design Elements it has referenced in its materials and governance since its inception are: **1) Inquiry-Based Study of the Science of Sustainability, 2) Extended Time for Learning, 3) A Positive and Inclusive School Climate, 4) A Professional Learning Community, 5) Authentic Assessments and Individualization, and 6) Use of Technology**; and

**WHEREAS**, the BUGS Board was notified by its NYSED CSO liaison that the Key Design Elements BUGS has used since its inception do not match those featured in the “Regents Items of 2011” which were: 1) Education for Sustainability, 2) Rigorous and engaging academic program, 3) Data-driven climate, 4) Focus on services for students with special need, 5) Technology infusion; and

**WHEREAS**, the BUGS Board would like the Key Design Elements BUGS presented in the Prospectus 2011 and has used by BUGS since its inception to be the official BUGS Key Design Elements noted by the CSO; and

**WHEREAS**, in order to effectuate these changes, the BUGS Board proposes to submit the Material Charter Revision Request (the “Request”) to the Charter School Office of the New York State Education Department (the “CSO”) to be effective upon approval by the Board of Regents **nunc pro tunc to when the charter was approved, September 13th, 2011.**

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of BUGS does hereby authorize and direct the Executive Director of BUGS, in the name and on behalf of BUGS, to do all such things and take all such acts and to expend such fees for and on behalf of BUGS as may be necessary or advisable in order to give effect to and, generally, carry out the intent of these Resolutions including, without limitation, to execute and deliver the Requests to the CSO and the Board of Regents, in substantially the form presented to the Board of BUGS, along with any other documents in connection with the Requests as may be required by the CSO, with such changes or amendments thereto as the Executive Director deems necessary or appropriate, with such approval to be conclusively evidenced by the execution and delivery thereof by the Executive Director; and

**IT IS HEREBY FURTHER RESOLVED**, that all actions of any kind heretofore or hereafter taken by any trustee or officer of BUGS, member of BUGS school leadership, or any appointed or authorized person or persons authorized to act on behalf of BUGS in connection with the matters contemplated by the foregoing resolutions be, and each of them hereby is, confirmed, ratified, approved and authorized in all respects.



**BROOKLYN URBAN GARDEN CHARTER SCHOOL**

**RESOLUTIONS OF THE BOARD OF TRUSTEES**

**REVISION REQUESTS**

**Resolution 3**

**September 25, 2021**

The Board of Trustees (the “Board”) of Brooklyn Urban Garden Charter School (“BUGS”) does hereby adopt the following resolutions at a duly held and noticed meeting on the date set forth above:

**WHEREAS**, the BUGS Board would like to adjust the language of the school’s Mission; and

**WHEREAS**, the BUGS Board would like the mission to read:

*The mission of BUGS is to provide a hands-on, interdisciplinary education to young adolescents of all abilities and backgrounds, with a focus on real-world problem solving and the exploration of environmental, economic, and social sustainability. BUGS students will excel in the core academic subjects and become engaged community members who are critical thinkers prepared to achieve excellence in high school and beyond;* and

**WHEREAS**, the BUGS Board notes that the language of the mission as originally stated in the school’s Prospectus of 2011 is different in wording but not content:

*The Brooklyn Urban Garden Charter School (BUGS) will be a vibrant learning community dedicated to stewardship of the environment and the inter-disciplinary study of the science of sustainability. Through explorations of real-world problems and challenges, BUGS graduates will gain: a deep knowledge in the core academic subjects; the problem-solving and critical thinking skills to succeed in high school, college, and the future workforce; and the ability to collaborate with others in an increasingly global society.;* and

**WHEREAS**, in order to effectuate these changes, the BUGS Board proposes to submit the Non-Material Charter Revision Request (“the Request”) to the Charter School Office of the New York State Education Department (the “CSO”) to be effective upon approval by the CSO.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of BUGS does hereby authorize and direct the Executive Director of BUGS, in the name and on behalf of BUGS, to do all such things and take all such acts and to expend such fees for and on behalf of BUGS as may be necessary or advisable in order to give effect to and, generally, carry out the intent of these

Resolutions including, without limitation, to execute and deliver the Requests to the CSO and the Board of Regents, in substantially the form presented to the Board of BUGS, along with any other documents in connection with the Requests as may be required by the CSO, with such changes or amendments thereto as the Executive Director deems necessary or appropriate, with such approval to be conclusively evidenced by the execution and delivery thereof by the Executive Director; and

**IT IS HEREBY FURTHER RESOLVED**, that all actions of any kind heretofore or hereafter taken by any trustee or officer of BUGS, member of BUGS school leadership, or any appointed or authorized person or persons authorized to act on behalf of BUGS in connection with the matters contemplated by the foregoing resolutions be, and each of them hereby is, confirmed, ratified, approved and authorized in all respects.