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To the Charter School Office of New York State Education Department

On behalf of the Board of Trustees, this letter serves as Brooklyn RISE's request to make minor changes to the board's bylaws, which qualifies as a non-material charter revision. Specifically, we are seeking to change the required minimum number of directors from seven to five, which aligns with the minimum required by state law. While we are currently in compliance with our bylaws as we have seven trustees currently serving on the board, this reduction will protect us from falling out of compliance should we unexpectedly attrite a member.

Additionally, we are seeking to add language in our bylaws that establishes thresholds for the percentage of persons serving on the board who are compensated by Brooklyn RISE and the percentage of voting members who are affiliated with any single entity (beyond Brooklyn RISE or another charter school). While minor, establishing these thresholds in our bylaws will serve as an additional layer of protection to ensure the best interests of the school are in the forefront.

We are also proposing to proactively add language that defines restrictions should the board ever elect to engage with a non-for-profit educational service provider (ESP). Similarly, we are seeking to add language that outlines requirements related to contracting with a charter management organization (CMO). While the board has no plans to contract with an ESP or CMO, we are requesting to add this language proactively in the event such partnerships are to materialize in the future.

Further, we are proposing to update our policies around member resignation and suspension to ensure that our bylaws clearly outline the requirements and procedures for both. We additionally are seeking to explicitly outline the enumerated powers of the board, as well as to add a provision regarding insurance. Finally, we are proposing minor changes to the ordering of some information contained in our bylaws.

In terms of timeline, if approved, the revisions to our bylaws will go into effect at the end of September 2023. This aligns with the Charter School Office's revision guidelines around timeline, which calls for non-material revisions to be submitted at least 30 days prior to implementation. To ensure that stakeholders are aware of the changes, we will post them to our website, make an announcement at Board meetings, and highlight them during staff and family events. We have subsequently included all required information related to the requested revision, including a redlined version of our bylaws that reflects our proposed changes.

Thank you for your consideration with our revision request.

Sincerely,

Christina Hu
Board Chair