

APPROVED



## Brooklyn RISE Charter School

# Minutes

## Brooklyn RISE Board Meeting

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### Date and Time

Wednesday January 31, 2024 at 7:00 PM

### Location

9 Hanover Place, Brooklyn, NY 11201

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### Trustees Present

B. Cabrera (remote), C. Hu, E. Waite, G. Han (remote), J. Ni, K. Zaunbrecher

### Trustees Absent

B. Herbst, L. Tomana

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## I. Opening Items

### A. Record Attendance

### B. Call the Meeting to Order

C. Hu called a meeting of the board of trustees of Brooklyn RISE Charter School to order on Wednesday Jan 31, 2024 at 7:04 PM.

### C. Approve Minutes

### D. Approve December Meeting Minute

G. Han made a motion to approve the minutes from Brooklyn RISE Board Meeting on 11-29-23.

C. Hu seconded the motion.

The board **VOTED** to approve the motion.

G. Han made a motion to approve the minutes from Brooklyn RISE Board Meeting on 12-20-23.

K. Zaunbrecher seconded the motion.

The board **VOTED** to approve the motion.

## II. Finance

### A. Finance Updates

- Bryson reviewed December financials
  - Negative variance driven by state per pupil funding
- Expenses to be reallocated to determine where savings can be found
- Received tenant reimbursement from building landlord
- Recently cash balance was very tight around payroll, putting measures in place to ensure that this doesn't happen again in future
  - Weekly invoice submission
  - Monitoring per pupil invoices to reconcile amounts
  - Calendar to monitor bank account before payroll

## III. Head of School Update

### A. Cary's School Update

- First month back from long break
- Data day before break
- Fluctuations in enrollment due to migrant crisis (60 day shelter policy) causing morale issues among school community
  - Measures to support:
    - Offering guided meditation and mindfulness for staff
- Family events
  - Math night with ~70 families
  - Family BINGO Night upcoming

## IV. Governance

### A. Vote on Laura Tomana board membership

K. Zaunbrecher made a motion to remove Laura Tomana from the Board of Trustees.

B. Cabrera seconded the motion.

- Due to attendance history
- Has been mostly unresponsive to emails

The board **VOTED** to approve the motion.

### B.

### **Retreat Planning**

- Start at 9am
- Christina to reshuffle agenda to ensure meeting and discussions are in compliance with Open Meeting Law

### **V. Closing Items**

#### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:35 PM.

Respectfully Submitted,  
C. Hu