

APPROVED



Brooklyn RISE Charter School

Minutes

Brooklyn RISE Board Meeting

Date and Time

Wednesday January 31, 2024 at 7:00 PM

Location

9 Hanover Place, Brooklyn, NY 11201

Trustees Present

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

Trustees Absent

B. Herbst, L. Tomana

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