

APPROVED



# Brooklyn RISE Charter School

## Minutes

### Brooklyn RISE Board Meeting

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#### Date and Time

Wednesday February 28, 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 (remote), G. Han, J. Ni (remote), K. Zaunbrecher

#### Trustees Absent

B. Herbst

#### Guests Present

Joshua Houston

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### I. Opening Items

#### A. Record Attendance

#### B. Call the Meeting to Order

G. Han called a meeting of the board of trustees of Brooklyn RISE Charter School to order on Wednesday Feb 28, 2024 at 7:02 PM.

#### C. Approve Minutes

### II. Finance

#### A.

## Finance Updates

- Adnan presented January financials
- Cary explained that there has been some challenges with accurately categorizing expenses for purchases made on Amazon
- SY2025 budget for next meeting

## III. Head of School Update

### A. Cary's School Update

- **General Update:** Returned from February break
  - Staff and students feeling energized from the break
- **Academic Data:** STEP Round 2
  - Data Day approaching mid-March
- **Staff Recruitment:** Hiring process has begun
  - Highest turnover in upper elementary
- **Student Recruitment:** Enrollment slow due to new charters in the district
  - Vanguard mailers will arrive in home in the next couple of weeks

## IV. Governance

### A. Open meeting policy

- Read documents on Open Meeting Law to vote during March board meeting.

## V. 2024 Board Goals

### A. Recruitment

- Board prospects Joshua Houston and Brianna James joined board meeting and introduced themselves

### B. Fundraiser

- Grace shared GoFundMe for Nature's Classroom camping trip

### C. Board succession planning

- Planning for succession of Grace, Ben, and Christina's board seats
  - Plan for Secretary and Treasurer by September
  - Plan for chair by January (board retreat)
  - Also Committee Chair

## VI. Any Other Business

### A.

### **Executive Session Updates**

- Christina votes to go into Executive Session to discuss contingency planning, Katie seconds

### **VII. 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 8:33 PM.

Respectfully Submitted,  
G. Han