



Brooklyn RISE Charter School

Minutes

Brooklyn RISE Board Meeting

Date and Time

Wednesday April 17, 2024 at 7:00 PM

Location

9 Hanover Place, Brooklyn, NY 11201

Trustees Present

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

Trustees Absent

B. Herbst

Guests Present

B. Wilson (remote), C. Finnegan

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 Apr 17, 2024 at 7:03 PM.

C. Approve January Meeting Minutes

G. Han made a motion to approve the minutes from Brooklyn RISE Board Meeting on 01-31-24.

K. Zaunbrecher seconded the motion.

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

D. Approve February Meeting Minutes

K. Zaunbrecher made a motion to approve the minutes from Brooklyn RISE Board Meeting on 02-28-24.

J. Ni seconded the motion.

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

E. Approve March Meeting Minutes

C. Hu made a motion to approve the minutes from Brooklyn RISE Board Meeting on 03-27-24.

K. Zaunbrecher seconded the motion.

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

II. Finance

A. Finance Updates

- Adnan reviews March financials
 - Adnan to check on negative cash balance accuracy
 - Discussed reconciliation process for transportation
 - Delay between payment and reimbursement
 - Increase for next year's budget to account for buffer
- Adnan reviews FY 2025 draft budget
 - Budget does not include middle school expansion
 - Independent schools benchmark for staffing to non-staffing expenses
- Katie raises issue of uncategorized expenses
 - Process has been improved and uncategorized expenses have been significantly reduced

III. Head of School Update

A. Cary's School Update

- School lottery held this month
 - 45 students accepted, 35 completed registration
 - 22 open seats (10 in kindergarten, need to recruit)
- Teacher Recruitment
 - Hiring underway for next year
- Discussed possible grade level expansion
 - How to communicate to families
 - Preparing staff

IV. Governance

A. Open meeting policy

C. Hu made a motion to pass a resolution to allow teleconferencing.

G. Han seconded the motion.

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

K. Zaunbrecher made a motion to approve and adopt a teleconferencing procedure for Board meetings.

J. Ni seconded the motion.

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

C. Hu made a motion to appointed Joshua Houston to the Board of Trustees.

K. Zaunbrecher seconded the motion.

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

C. Hu made a motion to appointed Joshua Houston to the Board of Trustees.

K. Zaunbrecher seconded the motion.

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

V. Academic

A. Academic committee updates

- Academic data hire or consultant
 - Need to become more sophisticated
 - Subgroup disaggregation and longitudinal data
 - Impact of interventions

VI. 2024 Board Goals

A. Recruitment Updates

- Reminder for board recruitment action

B. Fundraiser Check In

- Fundraiser in May for 5th grade camping trip

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 9:00 PM.

Respectfully Submitted,
C. Hu