



# Brooklyn RISE Charter School

## Minutes

### 2024 Brooklyn RISE Board Retreat

---

#### Date and Time

Saturday February 3, 2024 at 9:00 AM

#### Location

Brooklyn RISE Charter School, 9 Hanover Pl, Brooklyn, NY

---

#### Trustees Present

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

#### Trustees Absent

B. Herbst

---

### I. Opening Items

#### A. Call the Meeting to Order

C. Hu called a meeting to order on Saturday Feb 3, 2024 at 9:19 AM.

#### B. Record Attendance

#### C. Board Compliance

##### Open Meeting Law

- Katie gave overview of Opening Meeting Law Compliance, when it applies and does not apply
- Katie gave overview of when Executive Session applies and how to begin and end an Executive Session
- Katie gave overview of Remote Sessions (and joining sessions remotely)

- Discussed need for OML procedure, which will be drafted in Governance Committee
- Discussed need to define extraordinary circumstances for the Board and publish OML policy with this definition

#### **D. Head of School Report**

- Cary presented Staff Survey data
  - Marked improvement in student behavior data
  - Board discussed participation/response rate
  - Board discussed giving/receiving feedback culture
- Cary presented Family Survey
  - Vast majority positive results
  - Discussed participation/response rate
- Cary presented Board Evaluation
  - Reviewed strength and goals
- Cary presented HoS Goal Setting

#### **E. Board Planning**

- Set 2024 board meeting and committee meeting calendar
- Discussed board succession planning

#### **F. Committee Breakout**

#### **G. Lunch**

#### **H. Board Goal**

- Discussed and set board goals

#### **I. Recruitment Workshop**

### **II. 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 2:06 PM.

Respectfully Submitted,  
G. Han