

APPROVED



## Brooklyn RISE Charter School

# Minutes

## Brooklyn RISE Board Meeting

---

### Date and Time

Wednesday October 23, 2024 at 7:00 PM

### Location

9 Hanover Place, Brooklyn, NY 11201

---

### Trustees Present

B. Cabrera, C. Hu, J. Ni, K. Zaunbrecher

### Trustees Absent

B. Herbst, E. Waite, G. Han

### Ex Officio Members Present

C. Zúñiga (remote)

### Non Voting Members Present

C. Zúñiga (remote)

### Guests Present

A. Bond, C. Finnegan (remote)

---

## 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 Oct 23, 2024 at 7:03 PM.

**C. Approve May Meeting Minutes**

K. Zaunbrecher made a motion to approve the minutes from May 2024 Brooklyn RISE Board Meeting on 05-22-24.

B. Cabrera seconded the motion.

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

**D. Approve June Meeting Minutes**

B. Cabrera made a motion to approve the minutes from June 2024 Brooklyn RISE Board Meeting on 06-26-24.

C. Hu seconded the motion.

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

**E. Approve July Meeting Minutes**

K. Zaunbrecher made a motion to approve the minutes from July 2024 Brooklyn RISE Board Meeting on 07-24-24.

B. Cabrera seconded the motion.

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

**F. Approve August Meeting Minutes**

B. Cabrera made a motion to approve the minutes from August 2024 Brooklyn RISE Board Meeting on 08-28-24.

J. Ni seconded the motion.

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

**G. Approve September Meeting Minutes**

K. Zaunbrecher made a motion to approve the minutes from September 2024 Brooklyn RISE Board Meeting on 09-25-24.

C. Hu seconded the motion.

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

**II. Finance Update**

**A. September Finance Update**

Reviewed monthly finance dashboard and received an update on status of annual audit.

**III. Head of School Update**

**A. Akilah's School Update**

Discussed enrichment programs for Upper School and first round of report cards for both Upper and Lower Schools. Reviewed enrollment numbers.

#### **IV. Academic Update**

##### **A. Deferred until after the next round of progress monitoring (December).**

Include end-of-year testing data and state testing data in next Academic Update (November).

#### **V. Governance Update**

##### **A. Present and vote on new board trustee**

K. Zaunbrecher made a motion to Approve Laura Zhang as a new Board Trustee.  
J. Ni seconded the motion.  
The board **VOTED** unanimously to approve the motion.

##### **B. Present and Vote on new board secretary**

C. Hu made a motion to Approve Katie Zaunbrecher as Secretary of the Board of Trustees.  
B. Cabrera seconded the motion.  
The board **VOTED** unanimously to approve the motion.

##### **C. Present and vote on new board treasurer**

C. Hu made a motion to Approve Jill Ni as Treasurer of the Board of Trustees.  
K. Zaunbrecher seconded the motion.  
The board **VOTED** unanimously to approve the motion.

##### **D. Discussion on additional board recruitment**

Discussed additional board recruitment strategies.

##### **E. Discuss changing meeting day**

Deferred this discussion until a future date, if needed.

#### **VI. Any Other Business**

##### **A. 4001 4th Avenue Middle School Lease Amendment**

Reviewed and discussed terms of Lease Amendment. Agreed next steps to move forward with Lease Amendment.

#### **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 8:35 PM.

Respectfully Submitted,  
K. Zaunbrecher

---

### **Documents used during the meeting**

- Brooklyn RISE Sep 2024\_Financial Update 10232024 FINAL v2.pdf
- Brooklyn RISE - Sep 2024 Budget vs Actuals 10232024.pdf
- Brooklyn RISE - Sep 2024 Cash Flow 10232024.pdf
- Brooklyn Rise First Amendment (Premises Modification)(660728.7).docx
- 410 40th Street - Plans 081324 (3) (1) (1).pdf