

Application: Brooklyn RISE Charter School

Cary Finnegan - cary.finnegan@brooklynrise.org
2022-2023 Annual Report

Summary

ID: 0000000288

Last submitted: Nov 1 2023 09:24 PM (EDT)

Labels: Board of Regents

Entry 1 School Info and Cover Page

Completed - Jul 27 2023

Instructions

Required of ALL Charter Schools

Each Annual Report begins with a completed School Information and Cover Page. The information is collected in a survey format within the [Annual Report Portal](#). When entering information in the portal, some of the following items may not appear, depending on your authorizer and/or your responses to related items.

Entry 1 School Information and Cover Page

(New schools that were not open for instruction for the 2022-2023 school year are not required to complete or submit an annual report this year).

Please be advised that you will need to complete this cover page (including signatures) before all of the other tasks assigned to you by your school's authorizer are visible on your task page. While completing this cover page task, please ensure that you select the correct authorizer (**as of June 30, 2023**) or you may not be assigned the correct tasks.

BASIC INFORMATION

a. SCHOOL NAME

(Select name from the drop down menu)

BROOKLYN RISE CHARTER SCHOOL 800000090721

a1. Popular School Name

Brooklyn RISE

b. CHARTER AUTHORIZER (As of June 30th, 2023)

Please select the correct authorizer as of June 30, 2023 or you may not be assigned the correct tasks.

BOARD OF REGENTS

c. School Unionized

Is your charter school unionized?

No

d. DISTRICT / CSD OF LOCATION

CSD #15 - BROOKLYN

e. Date of Approved Initial Charter

Nov 6 2018

f. Date School First Opened for Instruction

Sep 5 2019

g. Approved School Mission and Key Design Elements

(Regents, NYCDOE and Buffalo BOE authorized schools only)

Mission Statement:

Brooklyn RISE Charter School builds the knowledge, habits, and mindsets for academic success, ensuring all kindergarten through fifth grade students are on the path to college.

Key Design Elements:

- 1) College begins in kindergarten
- 2) Transformational teachers are paramount
- 3) Data drives decisions
- 4) Structure, joy, and character create community
- 5) Mindsets matter
- 6) Families are our partners

h. School Website Address

www.brooklynrise.org

i. Total Approved Charter Enrollment for 2022-2023 School Year

260

j. Total Enrollment on June 30, 2023 - excluding Pre-K program enrollment

206

k. Grades Served

Grades served during the 2022-2023 school year (exclude Pre-K program students):

Use the CTRL button to select multiple grades to accurately capture every grade level served.

Responses Selected:

k
1
2
3
4

I. Charter Management Organization

Do you have a [Charter Management Organization](#)?

No

FACILITIES INFORMATION

m. FACILITIES

Will the school maintain or operate multiple sites in 2023-2024?

No, just one site.

School Site 1 (Primary)

m1. SCHOOL SITES

Please provide information on Site 1 for the upcoming school year.

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for previous year (K-5, 6-9, etc.)	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 1	9 Hanover Place, Brooklyn, NY 11201	347-470-9833	NYC CSD 15	K-4	K-5	Yes, all grades

m1a. Please provide the contact information for Site 1.

	Name	Title	Work Phone	Alternate Phone	Email Address
School Leader	Cary Finnegan	Head of School	347-470-9833	██████████	cary.finnegan@brooklynrise.org
Operational Leader	Chantal Zuniga	Head of Operations	347-470-9833	██████████	chantal.zuniga@brooklynrise.org
Compliance Contact	Chantal Zuniga	Head of Operations	347-470-9833	██████████	chantal.zuniga@brooklynrise.org
Complaint Contact	Cary Finnegan	Head of School	347-470-9833	██████████	cary.finnegan@brooklynrise.org
DASA Coordinator	Amanda Martell	Supervising Social Worker	347-470-9833	██████████	amanda.martell@brooklynrise.org
Phone Contact for After Hours Emergencies	Cary Finnegan	Head of School	347-470-9833	██████████	cary.finnegan@brooklynrise.org

m1b. Is site 1 in public (co-located) space or in private space?

Private Space

IF LOCATED IN PRIVATE SPACE IN NYC OR IN DISTRICTS OUTSIDE NYC

m1d. Upload a current Certificate of Occupancy (COO) and the annual Fire Inspection Report for school site 1 if located in private space in NYC or located outside of NYC .

Certificate of Occupancy and Fire Inspection. Provide a copy of a current and non-expired certificate of occupancy (if outside NYC or in private space in NYC). For schools that are not in district space (NYC co-locations), provide a copy of a current and non-expired certificate of occupancy, and a copy of the current annual fire inspection results, which should be dated on or after July 1, 2023.

- Fire inspection certificates must be updated annually. For the upcoming school year 2023-2024, submit a current fire inspection certificate.
- If the fire inspection certificate is dated after the August 1, 2022 submission of the Annual Report, please submit the new certificate with the Annual Report entries due on November 1, 2023.

Site 1 Certificate of Occupancy (COO)

[CO_9Hanoverplace.pdf](#)

Filename: CO_9Hanoverplace.pdf **Size:** 35.9 kB

Site 1 Fire Inspection Report

This is required, marked optional for administrative purposes.

[9 Hanover pl A-106A.pdf](#)

Filename: 9 Hanover pl_A-106A.pdf **Size:** 193.3 kB

n. List of owned, rented, leased facilities not used to educate students

Separate by semi-colon (;)

N/A

CHARTER REVISIONS DURING THE 2022-2023 SCHOOL YEAR

o. Were there any revisions to the school's charter during the 2022-2023 school year? (Please include approved or pending material and non-material charter revisions).

Please note, listing the revisions here does not constitute a request. Schools are advised to seek revision requests through their authorizer directly.

Yes

o2. Summary of Charter Revisions

	Category (Select Best Description)	Specific Revision (150 word limit)	Date Approved by BOT (if applicable)	Date Approved by Authorizer (if applicable)
1	Change in fixed size/number of Trustees	Bylaw revision to require 5 trustees instead of 7	Pending	
2	Change in organizational structure	Submitting organizational structure changes with renewal request	Pending	
3	Change in Bylaws	Submitting Bylaw revisions with renewal request	Pending	
4	Other	Change of facility within the same school district	Pending	
5				

More revisions to add?

No

ATTESTATIONS

p. Individual Primarily Responsible for Submitting the Annual Report. (To write type in a phone number with an extension, please use this format: 123-456-7890-3. The dash and number 3 at the end of the phone number refers to the individual's phone extension. Do not type in the work extension or the abbreviation for it - just the dash and the extension number after the phone number).

Name	Cary Finnegan
Position	Head of School
Phone/Extension	860-966-3183
Email	cary.finnegan@brooklynrise.org

q. Our signatures (Executive Director/School Leader/Head of School and Board President) below attest that all of the information contained herein is truthful and accurate and that this charter school is in compliance with all aspects of its charter, and with all pertinent Federal, State, and local laws, regulations, and rules. We understand that if any information in any part of this report is found to have been deliberately misrepresented, that will constitute grounds for the revocation of our charter. Click **YES** to agree and then use the mouse on your PC or the stylus on your mobile device to sign your name).

Responses Selected:

Yes

As outlined in ENTRY 10:

Our signatures (Executive Director/School Leader/Head of School and Board President) below attest that our school has reviewed, understands and will comply with the employee clearance and fingerprint requirements as outlined in Entry 10 and found in the [NYSED CSO Fingerprint Clearance Oct 2019 Memo](#). Click **YES** to agree.

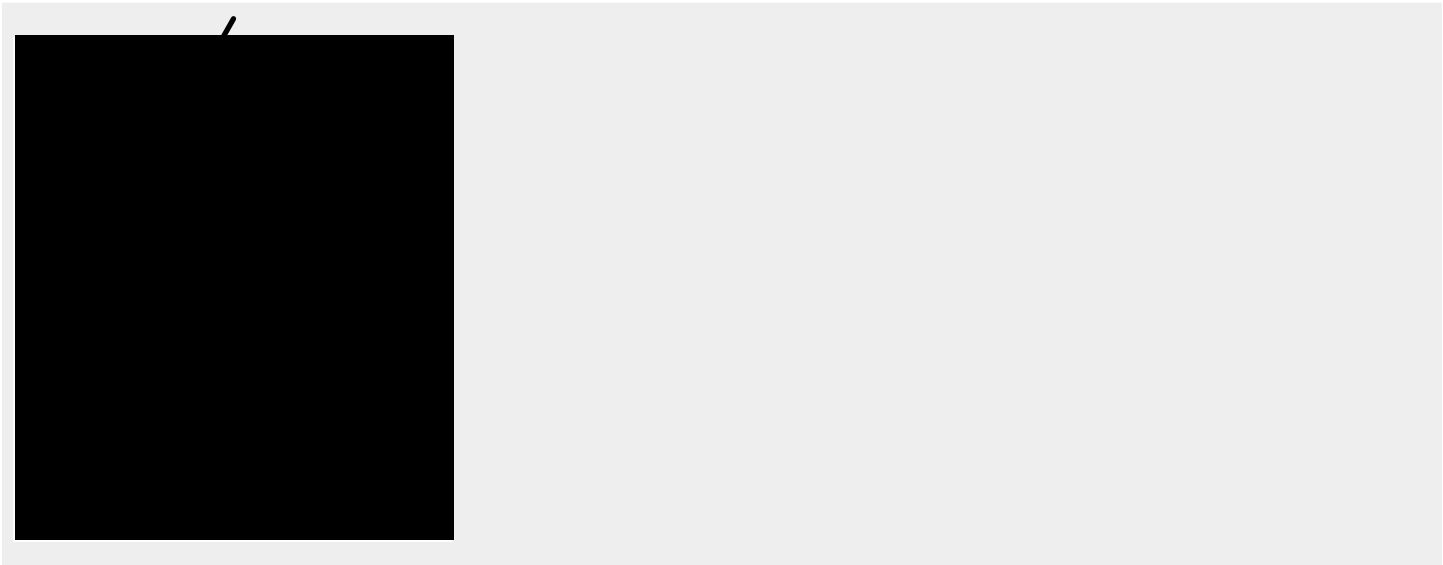
Responses Selected:

Yes

Signature, Head of Charter School



Signature, President of the Board of Trustees



Date

Jul 27 2023

Thank you.



Entry 2 Links to Critical Documents on School Website

Completed - Jul 27 2023

[Instructions](#)

Required of ALL Charter Schools noting that SUNY-authorized charter schools are not required to submit item 5: Authorizer-approved DASA policy and NYSED-Approved School Discipline Policy

By law, each charter school is required to maintain certain notices and policies listed on its website. Please insert the [link](#) from the school's website for each of the items:

1. Current Annual Report (i.e., 2021-2022 Annual Report);[\[1\]](#)
2. Board meeting notices, agendas and documents;
3. New York State School Report Card;
4. Authorizer-approved DASA Policy and NYSED-Approved School Discipline Policy **(For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)**;
5. District-wide safety plan, not a building level safety plan (as per the September 2021 [Emergency Response Plan Memo](#);
6. Authorizer-approved FOIL Policy; and
7. Subject matter list of FOIL records. (Example: See [NYSED Subject Matter List](#))

[\[1\]](#) Each charter school is required to make the Annual Report publicly available by August 1 and to post on their respective charter school website. Each school should post an updated and complete version to include accountability data and financial statements that are not or may not be available until after the August deadline (i.e., Report when financials have been submitted in November.)

Form for Entry 2 Links to Critical Documents on School Website

School Name: Brooklyn RISE Charter School

Required of ALL Charter Schools noting that SUNY-authorized charter schools are not required to submit item

4: Authorizer-approved DASA policy and NYSED-Approved School Discipline Policy

By law, each charter school is required to maintain certain notices and policies listed on its website. Please insert the **link** from the school's website for each of the items:

[New York State Report Card](#)

[Emergency Response Plan Memo](#)

[NYSED Subject Matter List](#)

	Link to Documents
1. Current Annual Report (i.e., 2022-2023 Annual Report)	<u>https://www.brooklynrise.org/policies-and-notices</u>
2. Board meeting notices, agendas and documents	<u>https://app2.boardontrack.com/public/34mNDX/home</u>
3. New York State School Report Card	<u>https://www.brooklynrise.org/policies-and-notices</u>
4. Authorizer-approved DASA Policy and NYSED-Approved School Discipline Policy (For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)	<u>https://www.brooklynrise.org/policies-and-notices</u>
5. District-wide safety plan, not a building level safety plan (as per the September 2021 Emergency Response Plan Memo	<u>https://www.brooklynrise.org/policies-and-notices</u>
6. Authorizer-approved FOIL Policy	<u>https://www.brooklynrise.org/policies-and-notices</u>
7. Subject matter list of FOIL records. (Example: See NYSED Subject Matter List)	<u>https://www.brooklynrise.org/policies-and-notices</u>

Thank you.



Entry 3 Progress Toward Goals

Completed - Nov 1 2023

Instructions

Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY

The following tables reflect formatting in the online portal required for Board of Regents, NYCDOE, and Buffalo BOE authorized charter schools only. These charter schools should report all Progress Toward Charter Goals as per their currently approved charters no later than **November 1, 2023**.

PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.

Entry 3 Progress Toward Goals

PROGRESS TOWARD CHARTER GOALS

Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY

Complete the tables provided. List each goal and measure as contained in the school's currently approved charter, and indicate whether the school has met or not met the goal. Please provide information for all goals no later than November 1, 2023.

1. ACADEMIC STUDENT PERFORMANCE GOALS

Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY

The following tables reflect formatting in the online portal required for Board of Regents, NYCDOE, and Buffalo BOE authorized charter schools only. These charter schools should report all Progress Toward Charter Goals as per their currently approved charters no later than **November 1, 2023**.

2022-2023 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Academic Goal 1	The school will earn the minimum ESEA accountability designation of "good standing."	Last school year we were granted the ESSA designation of a school in "good standing".	Met	N/A
Academic Goal 2	As measured by Strategic Testing of Educational Progress (STEP) assessment: (2.1) - At least 70% of kindergarten students, including ELLs and students with IEPs, will achieve STEP 3 by end of year, demonstrating first-grade reading readiness.	85% of our Kindergarten students achieved a STEP 3 or higher by the end of the school year.	Met	
Academic Goal 3	At least 80% of first graders who have been enrolled for two years, including ELLs and students with IEPs, will achieve STEP 6 by end of year, demonstrating second-grade reading readiness.	Only 65% of our first graders with us for two years achieved a STEP 6 by the end of the year.	Not Met	We are increasing our coaching, supports, and interventions for first grade to ensure more frequent progress monitoring and data monitoring.
Academic Goal 4	At least 90% of second graders who	Only 67% of our first graders with us for	Not Met	We are increasing our coaching,

	have been enrolled for three years, including ELLs and students with IEPs, will achieve STEP 9 by end of year, demonstrating third-grade reading readiness.	two years achieved a STEP 6 by the end of the year.		supports, and interventions for first grade to ensure more frequent progress monitoring and data monitoring.
Academic Goal 5	Each year at least 90% of all students will grow a minimum of 3 STEP levels.	Only 62% of our students made 3 or more levels of STEP growth.	Not Met	We are increasing our coaching, supports, and interventions for first grade to ensure more frequent progress monitoring and data monitoring.
Academic Goal 6	As measured by the Northwest Evaluation Association Measures of Academic Progress (NWEA MAP) assessment, all students will grow at least five percentile points in Reading Comprehension and Math until the average percentile score reaches 85.	We are not able to use the MAP Growth Data reports to pull this information.	Unable to Assess	N/A
Academic Goal 7	As measured by the Northwest Evaluation Association Measures of Academic Progress (NWEA MAP) assessment, all students will achieve at least one year of growth in Reading	We are not able to use the MAP Growth Data reports to pull this information.	Unable to Assess	N/A

	Comprehension and Math each year.			
Academic Goal 8	As measured by the NY Next Generation ELA and Math Assessments in grades 3-8: (4.1) - Students will perform at least one standard deviation above the mean based on comparison of performance of all schools in NYS with same grade configuration and similar population of students identified as economically disadvantaged, students with disabilities, and ELLs.		Met	
Academic Goal 9	At least 75% of total tested students will maintain proficient testing level or trend toward proficiency from one year's test administration to the next.		Unable to Assess	
Academic Goal 10	At least 75% of subgroups of students will maintain proficient testing level or trend toward proficiency from one year's test administration to the next. Subgroups are identified as students who are economically		Unable to Assess	

	disadvantaged, students with disabilities, and ELLs.			
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2. Do have more academic goals to add?

Yes

2022-2023 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Assess	2019-2020 progress toward attainment of goal Met/Not Met/Unable to Assess During Due to Closure
Academic Goal 11	Among all students tested, percentage of students who score proficient on 3-8 assessments will meet or exceed district average.		Met	
Academic Goal 12	Among all subgroups tested, percentage of students who score proficient on 3-8 assessments will meet or exceed the district average.		Met	
Academic Goal 13	Among each grade level of students tested, the percentage who score proficient on 3-8 assessments will meet or exceed the district average.		Met	
Academic Goal 14				
Academic Goal 15				
Academic Goal 16				
Academic Goal 17				
Academic Goal 18				
Academic Goal 19				

Academic Goal 20				
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3. Do have more academic goals to add?

No

4. ORGANIZATION GOALS

For the 2022-2023 school year, any organization goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as “N/A”.

2022-2023 Progress Toward Attainment of Organization Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Org Goal 1	School leadership will recruit, hire, manage, train, and retain a diverse staff.	Staff demographic data	Met	
Org Goal 2	The staff will annually evaluate the school program against the charter goals.	Academic data, staff and family surveys	Met	
Org Goal 3	As measured by the staff survey, 80% of staff indicate that PD is effective.	Staff survey data	Met	
Org Goal 4				
Org Goal 5				
Org Goal 6				
Org Goal 7				
Org Goal 8				
Org Goal 9				
Org Goal 10				
Org Goal 11				
Org Goal 12				
Org Goal 13				
Org Goal 14				
Org Goal 15				

Org Goal 16				
Org Goal 17				
Org Goal 18				
Org Goal 19				
Org Goal 20				

5. Do have more organizational goals to add?

No

6. FINANCIAL GOALS

2022-2023 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Partially Met	If not met, describe efforts the school will take to meet goal.
Financial Goal 1	The school will operate annually with a balanced budget.	Monthly financial reports and yearly audited financials.	Met	
Financial Goal 2	The school will follow generally accepted accounting principles as evidence by independent financial audits with an unqualified audit opinion, a limited number of findings that are quickly corrected, and the absence of a growing concern disclosure.	Monthly financial reports and yearly audited financials.	Met	
Financial Goal 3	The school will operate annually with a balanced budget	Monthly financial reports and yearly audited financials.	Met	
Financial Goal 4	The school will follow generally accepted accounting principles as evidenced by independent financial audits with an unqualified audit opinion, a limited number of findings that are quickly corrected, and the absence of a growing concern disclosure.	Monthly financial reports and yearly audited financials.	Met	

Financial Goal 5				
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7. Do have more financial goals to add?

No

Thank you.

Entry 3 Accountability Plan Progress Reports

Incomplete - Hidden from applicant

Instructions

SUNY-Authorized Charter Schools ONLY- Complete Template and Upload to Epicenter

SUNY-authorized charter schools must download an Accountability Plan Progress Report template at [Accountability Plan Progress Report](#). After completing, SUNY-authorized charter schools must upload the document into the Annual Report Portal, and into the SUNY Epicenter document management system by September 15, 2023.

PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.

Entry 4 - Audited Financial Statements

Completed - Nov 1 2023

Required of ALL Charter Schools

ALL SUNY-authorized charter schools must upload the financial statements and related documents in PDF format into the [Annual Report Portal](#) and into the SUNY Epicenter document management system no later than **November 1, 2023**. **SUNY-authorized charter schools** are asked to ensure that security features such as password protection are turned off.

ALL Regents, NYCDOE, and Buffalo BOE-authorized charter schools must upload final, audited financial statements to the [Annual Report Portal](#) no later than **November 1, 2023**. Upload the independent auditor's report, any advisory and/or management letter, and the internal controls report as one submission, combined into a PDF file, ensuring that security features such as password protections are removed from all school uploaded documents.

PLEASE NOTE: This task appears as visible and optional task in the online portal until August 1 2023 but will be identified as a required task thereafter and due on November 1, 2023. This is a required task, and it is marked optional for administrative purposes only.

[Brooklyn RISE Charter School FST](#)

Filename: Brooklyn_RISE_Charter_School__FST.pdf Size: 258.0 kB

Entry 4a – Audited Financial Report Template (SUNY)

Incomplete - Hidden from applicant

Instructions - SUNY-Authorized Charter Schools ONLY

SUNY-authorized schools must download the Excel spreadsheet entitled “Audited Financial Statement Template” at <http://www.newyorkcharters.org/fiscal/>. After completing, schools must upload the document into the [Annual Report Portal](#) and into the SUNY Epicenter document management system no later than **November 1, 2023**.

PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.

Entry 4b – Audited Financial Report Template (BOR/NYC/BOE)

Completed - Nov 1 2023

[Instructions - Regents-Authorized Charter Schools ONLY](#)

Regents-authorized schools must download and complete the Excel spreadsheet entitled “Audited Financial Report Template” from the online portal or the [2022-2023 Annual Reports](#) webpage. Upload the completed file in Excel format and submit by **November 1, 2023**.

Please complete one spreadsheet at the Education Corporation level and submit the same spreadsheet for each of the schools.

EDUCATION CORPORATIONS WITH MORE THAN ONE SCHOOL SHOULD COMPLETE THE EXCEL SPREADSHEET FOR THE EDUCATION CORPORATION AS A WHOLE, NOT FOR THE INDIVIDUAL SCHOOLS. PLEASE SUBMIT THE SAME EXCEL SPREADSHEET FOR EACH OF THE SCHOOLS.

PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.

[BK RISE - FY23 - audited-financial-report-nysed](#)

Filename: BK_RISE_-_FY23_-_audited-financia_5Uiv4nc.xlsx Size: 75.4 kB

Entry 4c – Additional Financial Documents

Incomplete

Regents, NYCDOE and Buffalo BOE authorized schools must upload financial documents and submit by **November 1, 2023**. The items listed below should be uploaded, with an explanation if not applicable or available. For example, a “federal Single Audit was not required because the school did not expend federal funds of more than the \$750,000 Threshold.”

1. Advisory and/or Management letter
2. Federal Single Audit
3. Agreed-Upon Procedure Report
4. Evidence of Required Escrow Account for each school^[1]
5. Corrective Action Plan for Audit Findings and Management Letter Recommendations

^[1] Note: For BOR schools chartered or renewed after the 2017-2018 school year, the escrow account per school is \$100,000.

PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.

Entry 4d - Financial Contact Information

Completed - Nov 1 2023

Regents, NYCDOE, and Buffalo BOE authorized schools should enter financial contact information directly into the form within the portal by **November 1, 2023**.

Form for "Financial Contact Information"

1. School Based Fiscal Contact Information

	School Based Fiscal Contact Name	School Based Fiscal Contact Email	School Based Fiscal Contact Phone
	Cary Finnegan	cary.finnegan@brooklynris.e.org	860-966-3183

2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm
	Joseph Giri	jgiri@pkfod.com	212-286-2600	4

3. If applicable, please provide contact information for the school's outsourced financial services firm.

	Firm Name	Contact Person	Mailing Address	Email	Phone	Years With Firm
	EdTec	Bryson Wilson		BWilson@edtec.com	917-627-0398	5

Entry 5 – Fiscal Year 2023-2024 Budget

Completed - Nov 1 2023

SUNY-authorized charter schools should download the [2023-2024 Budget and Quarterly Report Template and the 2023-2024 Budget Narrative Questionnaire](#) from the SUNY website and upload the completed templates into the Annual Report Portal and into the Epicenter document management system. **Due November 1, 2023.**

Regents, NYCDOE, and Buffalo BOE authorized charter schools should upload a copy of the school's FY22 Budget using the [2023-2024 Budget Template](#) into the Annual Report Portal or from the Annual Report website. **Due November 1, 2023.**

The Assumptions column should be completed for all revenue and expense items unless the item is self-explanatory. Where applicable, reference the page number or section in the application narrative that indicates the assumption being made. For instance, student enrollment would reference the applicable page number in Section I, C of the application narrative.

PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.

[BK RISE - 2023-2024 Budget Submission](#)

Filename: BK_RISE_-_2023-2024_Budget_Submission.xlsx Size: 36.7 kB

Entry 6 – Board of Trustees Disclosure of Financial Interest Form

Completed - Jul 31 2023

Required of ALL Charter Schools

Each member of the charter school's Board of Trustees who served on a charter school education corporation governing one or more charter schools for any period during the 2022-2023 school year must complete and sign a Trustee [Disclosure of Financial Interest Form](#) is due on August 1, 2023. Acceptable signature formats include:

- Digitally certified PDF signature (i.e., DocuSign)
- Manual signature (1. download to print, 2. manually sign, 3. scan signed document to PDF, and 4. upload into portal)

All completed forms must be collected and uploaded in .PDF format for each individual member. **The education corporation is responsible for ensuring that each member who served on the board during the 2022-2023 school year completes the form.**

Charter schools **must** submit the latest version of the form. Forms completed from past years will not be accepted.

Trustees serving on an education corporation that governs more than one school are not required to complete a separate disclosure for each school governed by the education corporation. In the Trustee Disclosure of Financial Interest Form, trustees must disclose information relevant to any of the schools served by the governing education corporation.

[BOT Financial Disclosure Form ERW](#)

Filename: BOT_FinancialDisclosure_Form_ERW.pdf **Size:** 154.1 kB

[KZ FinancialDisclosure 2023](#)

Filename: KZ_FinancialDisclosure_2023.pdf **Size:** 538.4 kB

[JN FinancialDisclosure 2023](#)

Filename: JN_FinancialDisclosure_2023.pdf **Size:** 536.8 kB

[BC FinancialDisclosure 2023](#)

Filename: BC_FinancialDisclosure_2023.pdf **Size:** 536.0 kB

[CH FinancialDisclosure 2023](#)

Filename: CH_FinancialDisclosure_2023.pdf **Size:** 584.4 kB

[BH FinancialDisclosure 2023](#)

Filename: BH_FinancialDisclosure_2023.pdf **Size:** 538.9 kB

[GH FinancialDisclosure 2023](#)

Filename: GH_FinancialDisclosure_2023.pdf **Size:** 537.0 kB

Entry 7 BOT Membership Table

Completed - Jul 31 2023

Instructions

Required of ALL charter schools

ALL charter schools or education corporations governing multiple schools must complete the Board of Trustees Membership Table within the online portal. Please be sure to include and identify parents who are members of the Board of Trustees and indicate whether parents are voting or non-voting members.

Entry 7 BOT Table

1. SUNY-AUTHORIZED charter schools are required to provide information for VOTING Trustees only.
2. REGENTS, NYCDOE, and BUFFALO BOE-AUTHORIZED charter schools are required to provide information for all --VOTING and NON-VOTING-- trustees.

Authorizer:

Who is the authorizer of your charter school?

Board of Regents

1. 2022-2023 Board Member Information (Enter info for each BOT member)

	Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Completed Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2022-2023
1	Danyela Egorov	[REDACTED]	Chair	Governance	Yes	1	12/16/2018	12/16/2022	5 or less
2	Christina Hu	[REDACTED]	Vice Chair	Governance, Finance	Yes	1	05/29/2019	05/29/2023	12
3	Grace Han	[REDACTED]	Secretary	Academic	Yes	2	12/16/2018	12/16/2022	10
4	Ben Herbst	[REDACTED]	Treasurer	Finance	Yes	2	12/16/2018	12/16/2022	11
5	Laura Tomana	[REDACTED]	Trustee/Member	Finance, Facilities	Yes	1	08/29/2022	08/29/2024	5 or less
6	Kattie Zaunbrecher	[REDACTED]	Trustee/Member	Governance	Yes	1	09/16/2022	08/29/2022	10
7	Bianca Cabrera	[REDACTED]	Trustee/Member	Academic	Yes	1	08/29/2022	08/29/2024	10
8	Ethan Waite	[REDACTED]	Trustee/Member	Finance, Facilities	Yes	1	09/29/2022	09/29/2024	9
9	Jill Ni	[REDACTED]	Trustee/Member	Finance	Yes	1	03/29/2023	03/29/2025	5 or less

Total number of Voting Members added during the 2022-2023 school year:

5

Total number of Voting Members who departed during the 2022-2023 school year:

2

Total Maximum Number of Voting members in 2022-2023, as set by the board in bylaws, resolution, or minutes:

12

Total number of Non-Voting Members on June 30, 2023:

0

Total number of Non-Voting Members added during the 2022-2023 school year:

0

Total number of Non-Voting Members who departed during the 2022-2023 school year:

0

Total Maximum Number of Non-Voting members in 2022-2023, as set by the board in bylaws, resolution or minutes:

0

Thank you.

Entry 8 Board Meeting Minutes

Completed - Jul 27 2023

Instructions - Required of Regents, NYCDOE, and Buffalo BOE Authorized Schools ONLY

Schools must upload a complete set of monthly board meeting minutes (July 2022-June 2023), which should match the number of meetings held during the 2022-2023 school year, as indicated in the above table. The minutes provided must be the final version approved by the school's Board of Trustees and may be uploaded individually or as one single combined file. Board meeting minutes must be submitted by **August 1, 2023**.

October board meeting minutes

Filename: October_board_meeting_minutes.pdf Size: 388.1 kB

June board meeting minutes

Filename: June_board_meeting_minutes.pdf Size: 301.5 kB

April board meeting minutes

Filename: April_board_meeting_minutes.pdf Size: 299.6 kB

July board meeting minutes

Filename: July_board_meeting_minutes.pdf Size: 263.1 kB

May board meeting minutes

Filename: May_board_meeting_minutes.pdf Size: 319.4 kB

August board meeting minutes

Filename: August_board_meeting_minutes.pdf Size: 288.3 kB

February board meeting minutes

Filename: February_board_meeting_minutes.pdf Size: 305.4 kB

March board meeting minutes

Filename: March_board_meeting_minutes.pdf Size: 347.9 kB

September board meeting minutes

Filename: September_board_meeting_minutes.pdf Size: 280.3 kB

November board meeting minutes

Filename: November_board_meeting_minutes.pdf Size: 300.7 kB

[January board meeting minutes](#)

Filename: January_board_meeting_minutes.pdf Size: 293.8 kB

[December board meeting minutes](#)

Filename: December_board_meeting_minutes.pdf Size: 289.1 kB

Entry 9 Enrollment & Retention

Completed - Jul 31 2023

Instructions for submitting Enrollment and Retention Efforts

Required of ALL Charter Schools

Describe the good faith efforts the charter school has made in 2022-2023 toward meeting targets to attract and retain the enrollment of Students with Disabilities (SWDs), English Language Learners (ELLs), and students who are economically disadvantaged. In addition, describe the school's plans for meeting or making progress toward meeting its enrollment and retention targets in 2023-2024.

*SUNY-authorized charter schools

The education corporation must include a plan for the charter to meet or exceed enrollment and retention targets established by the SUNY Trustees for students with disabilities, ELLs, and students who are eligible to participate in the FRPL program. See the [enrollment and retention target calculator](#) to find specific targets.

Entry 9 Enrollment and Retention of Special Populations

Good Faith Efforts to Meet Recruitment Targets (Attract)

	Describe Recruitment Efforts in 2022-2023	Describe Recruitment Plans in 2023-2024
Economically Disadvantaged	We gave a lottery preference to families who qualify for Free and Reduced Price Lunch. We let families know during information sessions that there is no expectation that families purchase any school supplies. We provide all families with two free uniform shirts each year and collect donated uniforms for families to share and reuse. Our marketing materials make clear ha we are a tuition-free public charter school. We also target NYCHA housing complexes during recruitment.	We gave a lottery preference to families who qualify for Free and Reduced Price Lunch. We let families know during information sessions that there is no expectation that families purchase any school supplies. We provide all families with two free uniform shirts each year and collect donated uniforms for families to share and reuse. Our marketing materials make clear ha we are a tuition-free public charter school. We also target NYCHA housing complexes during recruitment.
English Language Learners	We give lottery preference to families whose home language is other than English. We provide all our marketing materials in he most commonly spoken languages of our surrounding neighborhoods. We provide real-time language interpretation during information sessions.	We give lottery preference to families whose home language is other than English. We provide all our marketing materials in he most commonly spoken languages of our surrounding neighborhoods. We provide real-time language interpretation during information sessions.
Students with Disabilities	We emphasize our smaller class sizes with two teachers in each classroom, ensuring a 13:1 student to teacher ratio which is very supportive to SWD. We also emphasize our commitment to small group instruction which allows us to best differentiate based on specific student need. We highlight our Inclusive Learning Department which includes a SPED Coordinator, MLL Coordinator, and Social Worker.	We emphasize our smaller class sizes with two teachers in each classroom, ensuring a 13:1 student to teacher ratio which is very supportive to SWD. We also emphasize our commitment to small group instruction which allows us to best differentiate based on specific student need. We highlight our Inclusive Learning Department which includes a SPED Coordinator, MLL Coordinator, and Social Worker.

Good Faith Efforts To Meet Enrollment Retention Targets

	Describe Retention Efforts in 2022-2023	Describe Retention Plans in 2023-2024
Economically Disadvantaged	We give a lottery preference to families who qualify for Free and Reduced Price Lunch. We let families know during information sessions that there is no expectation that families purchase any school supplies. We provide all families with two free uniform shirts each year and collect donated uniforms for families to share and reuse. Our marketing materials make clear ha we are a tuition-free public charter school. We also target NYCHA housing complexes during recruitment. We offer support to families in need with covering after school costs or additional uniforms as needed.	We give a lottery preference to families who qualify for Free and Reduced Price Lunch. We let families know during information sessions that there is no expectation that families purchase any school supplies. We provide all families with two free uniform shirts each year and collect donated uniforms for families to share and reuse. Our marketing materials make clear ha we are a tuition-free public charter school. We also target NYCHA housing complexes during recruitment. We offer support to families in need with covering after school costs or additional uniforms as needed.
English Language Learners	We give lottery preference to families whose home language is other than English. We provide all our marketing materials in he most commonly spoken languages of our surrounding neighborhoods. We provide real-time language interpretation during information sessions. Our MLL students receive push-in and pull-out small group support from our MLL Coordinator.	We give lottery preference to families whose home language is other than English. We provide all our marketing materials in he most commonly spoken languages of our surrounding neighborhoods. We provide real-time language interpretation during information sessions. Our MLL students receive push-in and pull-out small group support from our MLL Coordinator.
Students with Disabilities	We emphasize our smaller class sizes with two teachers in each classroom, ensuring a 13:1 student to teacher ratio which is very supportive to SWD. We also emphasize our commitment to small group instruction which allows us to best differentiate based on specific student need. We highlight our Inclusive Learning Department	We emphasize our smaller class sizes with two teachers in each classroom, ensuring a 13:1 student to teacher ratio which is very supportive to SWD. We also emphasize our commitment to small group instruction which allows us to best differentiate based on specific student need. We highlight our Inclusive Learning Department

	which includes a SPED Coordinator, MLL Coordinator, and Social Worker. All our SWD receive the related services they need in accordance to their IEPs.	which includes a SPED Coordinator, MLL Coordinator, and Social Worker. All our SWD receive the related services they need in accordance to their IEPs.
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Entry 10 – Teacher and Administrator Attrition

Completed - Jul 27 2023

**Form for "Entry 10 – Teacher and Administrator Attrition"
Revised to Employee Fingerprint Requirements Attestation**

A. TEACH System – Employee Clearance

Required of ALL Charter Schools

Charter schools must ensure that all prospective employees^[1] receive clearance through [the NYSED Office of School Personnel Review and Accountability](#) (OSPRA) prior to employment. **This includes paraprofessionals and other school personnel who are provided or assigned by the district of location, or related/contracted service providers.** After an employee has been cleared, schools are required to maintain proof of such clearance in the file of each employee. For the safety of all students, charter schools must take immediate steps to terminate the employment of individuals who have been denied clearance. Once the employees have been terminated, the school must terminate the request for clearance in the TEACH system.

In the Annual Report, charter schools are asked to confirm that all employees have been cleared through the NYSED TEACH system; and, if denied clearance, confirm that the individual or employee has been removed from the TEACH system, and is not employed by the school.

1. Emergency Conditional Clearances

Charter schools are **strongly discouraged** from using the emergency conditional clearance provisions for prospective employees. This is because the school must request clearance through NYSED TEACH, and the school's emergency conditional clearance of the employee terminates automatically once the school receives notification from NYSED regarding the clearance request. Status notification is provided for all prospective employees through the NYSED TEACH portal within 48 hours after the clearance request is submitted. Therefore, at most, a school's emergency conditional clearance will be valid for only 48 hours after approval by the board.

Schools are not permitted to renew or in any way re-establish a prospective employee's emergency conditional clearance after status notification is sent by NYSED through the TEACH portal.

Schools are asked to attest that they have reviewed and understand these requirements. More information can be found in the memo at [NYSED CSO Employee Clearance and Fingerprint Memo 10-2019](#).

^[1] Employees who must be cleared include, but are not limited to, teachers, administrative staff, janitors, security personnel and cafeteria workers, and other staff who are present when children are in the school building. **This includes paraprofessionals and other school personnel that are provided or assigned by the district of location, as well as related/contracted service providers.** See NYSED memorandum dated October 1, 2019 at <http://www.nysed.gov/common/nysed/files/programs/charter-schools/employee-fingerprint-oct19.pdf> or visit the NYSED website at: <http://www.highered.nysed.gov/tsei/ospra/fingerprintingcharts.html> for more information regarding who must be fingerprinted. Also see, 8 NYCRR §87.2.

B. Emergency Conditional Clearances

Emergency Conditional Clearances

Charter schools are **strongly discouraged** from using the emergency conditional clearance provisions for prospective employees. This is because the school must request clearance through NYSED TEACH, and the school's emergency conditional clearance of the employee terminates automatically once the school receives notification from NYSED regarding the clearance request. Status notification is provided for all prospective employees through the NYSED TEACH portal within 48 hours after the clearance request is submitted. Therefore, at most, a school's emergency conditional clearance will be valid for only 48 hours after approval by the board.

Schools are not permitted to renew or in any way re-establish a prospective employee's emergency conditional clearance after status notification is sent by NYSED through the TEACH portal.

Schools are asked to attest that they have reviewed and understand these requirements. More information can be found in the memo at [NYSED CSO Employee Clearance and Fingerprint Memo 10-2019](#).

Attestation

Responses Selected:

I hereby attest that the school has reviewed, understands, and will comply with these requirements.

Entry 11 Percent of Uncertified Teachers

Completed - Jul 31 2023

Instructions

Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY

The table below reflects the information collected through the online portal for compliance with New York State Education Law 2854(3)(a-1) for teaching staff qualifications. Uncertified teachers are those not certified pursuant to the State Certification Requirements established by the NYSED Commissioner of Education.

Enter the relevant full-time equivalent (FTE) count of teachers in each column. For example, a school with 20 full-time teachers and 5 half-time teachers would have an FTE count of 22.5.

Entry 11 Uncertified Teachers

School Name:

Instructions for Reporting Percent of Uncertified Teachers

Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY

The table below reflects the information collected through the online portal for compliance with New York State Education Law 2854(3)(a-1) for teaching staff qualifications. Uncertified teachers are those not certified pursuant to the State Certification Requirements established by the NYSED Commissioner of Education.

Enter the relevant full-time equivalent (FTE) count of teachers in each column. For example, a school with 20 full-time teachers and 5 half-time teachers would have an FTE count of 22.5.

If more than one line applies to a teacher, please include in only one FTE uncertified category. Please do not include paraprofessionals, such as teacher aides.

CATEGORY A. 30% OR 5 UNCERTIFIED TEACHERS WHICHEVER IS LESS

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2023)	5
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2023)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2023)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2023)	0
Total Category A: 5 or 30% whichever is less	5.0

CATEGORY B. PLUS FIVE UNCERTIFIED TEACHERS IN MATHEMATICS, SCIENCE, COMPUTER SCIENCE, TECHNOLOGY OR CAREER AND TECHNICAL EDUCATION.

	FTE Count
i. Mathematics	0
ii. Science	0
iii. Computer Science	0
iv. Technology	0
v. Career and Technical Education	0
Total Category B: not to exceed 5	0.0

CATEGORY C: PLUS 5 ADDITIONAL UNCERTIFIED TEACHERS

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2023)	2
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2023)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2023)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2023)	0
Total Category C: not to exceed 5	2.0

TOTAL FTE COUNT OF UNCERTIFIED TEACHERS (Sum of Categories A, B AND C)

(Include teachers who do not fit in one of these categories or if did fit would exceed the numerical limits for that category)

	FTE Count
Total	7

CATEGORY D: TOTAL FTE COUNT OF UNCATEGORIZED, UNCERTIFIED TEACHERS

(Include teachers who do not fit in one of these categories or if did fit would exceed the numerical limits for that category)

	FTE Count
Total Category D	0

CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS

	FTE Count
Total Category E	16

CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	23

Thank you.



Entry 12 Organization Chart

Completed - Jul 27 2023

[Instructions](#)

Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY

Upload the 2022-2023 **Organization Chart**. The organization chart should be a graphic representation (A list will not be accepted.) and should include position titles and reporting (hierarchical) relationships. Employee names should **not** appear on the chart.

[Brooklyn RISE Y5 Organizational Chart FINAL](#)

Filename: Brooklyn_RISE_Y5_Organizational_Ch_wvNsk31.pdf Size: 19.7 kB

Entry 13 School Calendar

Completed - Jul 27 2023

[Instructions for submitting School Calendar](#)

Required of ALL Charter Schools

If the charter school has a tentative calendar based on available information and guidance at the time, please submit with the August 1, 2023 submission. Charter schools must upload a final school calendar into the portal and may do so at any time but no later than **September 15, 2023**.

School calendars must meet the [minimum instructional requirements](#) as required of other public schools "... *unless the school's charter requires more instructional time than is required under the regulations.*"

Board of Regents-authorized charter schools also are required to submit school calendars that clearly indicate the start and end date of the instructional year AND the number of instructional hours and/or instructional days for each month (also used to align to schools with extended days/years referenced in their mission statements/key design elements). See an example of a calendar showing the requested information. Schools **must** use a calendar format and ensure there is a monthly tally of instructional days.

PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.

[BRCS Academic Calendar 2023-2024 - 23-24 Academic Calendar](#)

Filename: BRCS_Academic_Calendar_2023-2024_-_2aORHtn.pdf Size: 92.4 kB

Entry 14 Staff Roster

Completed - Jul 31 2023

[INSTRUCTIONS](#)

Required of Regents and NYCDOE-authorized Charter Schools ONLY

Please click on the MS Excel [Faculty/Staff Roster Template](#) and provide the following information for **ANY and ALL** instructional and non-instructional employees (all faculty and staff employed by the school during the 2022-2023 school year).

Use of the 2022-2023 Annual Report Faculty/Staff Roster Template is required. Each of the data elements, with the exception of the Notes, are required, and use of the drop-down options, when provided, is also required.

Reminders: Please use the Notes section provided to add any additional information as deemed necessary. Failure to adhere to the guidelines and validations in the Faculty/Staff Roster Template will result in a resubmission of a fully corrected roster.

Here is the complete list of data elements in the roster template and an explanation of what information is required to correctly complete this task.

Roster Data Elements	Explanations
Authorizer NOTE: MUST BE DONE FIRST	Select your school's authorizer from the drop-down list first, before completing the roster.
School Name and Institution ID	Select your school's name from the drop-down list .
Faculty/Staff First Name	Enter the first name of the Faculty/Staff person.
Faculty/Staff Last Name	Enter the last name of the Faculty/Staff person.

TEACH ID	Enter the 7 digit TEACH ID for the Faculty/Staff person.
Role in School	Select the best choice of role of the Faculty/Staff person from the drop-down list .
CPR/AED Certification Status	Select the appropriate choice from the drop-down list .
Hire Date	Enter the date that the Faculty/Staff person was hired.
Start Date	Enter the date that the Faculty/Staff person actually began employment in this school.
Total Years' Experience in this Role	Enter Total Years of Experience that the Faculty/Staff person has in their current role.
Total Years at this School	Enter the Total Years that the Faculty/Staff person has been employed in this school.
Out-of-Certification Justification	Select the appropriate choice from the drop-down list .
Subject Taught	Select the appropriate choice from the drop-down list .
Notes	Optional

[BRCS_faculty-staff-roster-template-2023](#)

Filename: BRCS_faculty-staff-roster-template-2023.xlsx **Size:** 21.4 kB

Optional Additional Documents to Upload (BOR)

In Progress - Last edited: Jul 31 2023

[Brooklyn RISE SY 2022](#)

<https://www.youtube.com/watch?v=bOiJEQU3pkI>

Brooklyn RISE Charter School

Financial Statements

June 30, 2023 and 2022

Independent Auditors' Report

Board of Trustees
Brooklyn RISE Charter School

Opinion

We have audited the accompanying financial statements of Brooklyn RISE Charter School (the "School") (a nonprofit organization), which comprise the statements of financial position as of June 30, 2023 and 2022, and the related statements of activities, functional expenses and cash flows for the years then ended, and the related notes to the financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the School as of June 30, 2023 and 2022, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the School and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Change in Accounting Policy

As discussed in Note 2 to the financial statements, the School adopted Financial Accounting Standards Board ("FASB") Topic 842, *Leases*, which resulted in the recognition of a right of use asset and related lease liability effective July 1, 2022. Our opinion is not modified with respect to that matter.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the School's ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the School's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated October 27, 2023, on our consideration of the School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the School's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the School's internal control over financial reporting and compliance.

[REDACTED]

Harrison, New York
October 27, 2023

Brooklyn RISE Charter School

Statements of Financial Position

	June 30,	
	2023	2022
ASSETS		
Current Assets		
Cash	\$ 20,214	\$ 359,759
Grants and contracts receivable	88,525	961,363
Prepaid expenses	35,662	20,537
Total Current Assets	144,401	1,341,659
Right of use asset - operating lease, net	3,174,527	-
Property and equipment, net	588,681	241,930
Security deposit	400,399	400,399
Restricted cash	75,032	75,017
	<u>\$ 4,383,040</u>	<u>\$ 2,059,005</u>
 LIABILITIES AND NET ASSETS		
Current Liabilities		
Accounts payable and accrued expenses	\$ 57,450	\$ 243,448
Accrued payroll and payroll taxes	242,661	192,057
Operating lease liability, current portion	1,475,591	-
Refundable advances	14,300	-
Total Current Liabilities	1,790,002	435,505
Operating lease liability, net current portion	1,934,220	-
Total Liabilities	3,724,222	435,505
Net assets, without donor restrictions	658,818	1,623,500
	<u>\$ 4,383,040</u>	<u>\$ 2,059,005</u>

See notes to financial statements

Brooklyn RISE Charter School

Statements of Activities

	Year Ended June 30,	
	2023	2022
REVENUE AND SUPPORT		
State and local per pupil operating revenue	\$ 4,388,215	\$ 3,288,763
State and local per pupil facilities funding	1,090,545	658,000
Federal grants	106,551	1,063,411
Federal IDEA	35,719	32,670
Other revenue	17,241	4,962
Total Revenue and Support	<u>5,638,271</u>	<u>5,047,806</u>
EXPENSES		
Program Services		
Regular education	4,256,874	2,918,861
Special education	989,630	582,458
Total Program Services	<u>5,246,504</u>	<u>3,501,319</u>
Supporting Services		
Management and general	1,356,449	949,266
Total Expenses	<u>6,602,953</u>	<u>4,450,585</u>
Change in Net Assets	(964,682)	597,221
NET ASSETS, WITHOUT DONOR RESTRICTIONS		
Beginning of year	<u>1,623,500</u>	<u>1,026,279</u>
End of year	<u>\$ 658,818</u>	<u>\$ 1,623,500</u>

See notes to financial statements

Brooklyn RISE Charter School

Statement of Functional Expenses Year Ended June 30, 2023

	No. of Positions	Program Services			Management and General	Total
		Regular Education	Special Education	Total		
Personnel Services Costs						
Administrative staff personnel	11	\$ 282,597	\$ 70,649	\$ 353,246	\$ 468,256	\$ 821,502
Instructional personnel	29	1,678,667	358,081	2,036,748	25,784	2,062,532
Total Personnel Services Costs	<u>40</u>	<u>1,961,264</u>	<u>428,730</u>	<u>2,389,994</u>	<u>494,040</u>	<u>2,884,034</u>
Fringe benefits and payroll taxes		381,801	83,461	465,262	96,175	561,437
Retirement		32,241	7,048	39,289	8,122	47,411
Legal fees		-	-	-	40,945	40,945
Accounting/audit services		-	-	-	42,000	42,000
Other purchased/professional/consulting services		151,178	37,795	188,973	280,392	469,365
Building and land rent / lease		901,777	225,444	1,127,221	198,921	1,326,142
Repairs and maintenance		73,828	18,457	92,285	16,286	108,571
Insurance		26,116	6,529	32,645	5,761	38,406
Utilities		48,586	12,147	60,733	10,718	71,451
Supplies and materials		171,982	42,995	214,977	-	214,977
Equipment/furnishings		7,154	1,788	8,942	-	8,942
Staff development		77,190	19,298	96,488	1,316	97,804
Marketing/recruitment		17,206	4,301	21,507	4,633	26,140
Technology		26,042	6,510	32,552	-	32,552
Student services		231,010	57,752	288,762	-	288,762
Office expense		796	199	995	75,473	76,468
Depreciation and amortization		148,039	37,010	185,049	32,656	217,705
Bad debt expense		-	-	-	17,445	17,445
Other		664	166	830	31,566	32,396
Total Expenses		<u>\$ 4,256,874</u>	<u>\$ 989,630</u>	<u>\$ 5,246,504</u>	<u>\$ 1,356,449</u>	<u>\$ 6,602,953</u>

See notes to financial statements

Brooklyn RISE Charter School

Statement of Functional Expenses Year Ended June 30, 2022

	No. of Positions	Program Services			Management and General	Total
		Regular Education	Special Education	Total		
Personnel Services Costs						
Administrative staff personnel	8	\$ 202,952	\$ 50,738	\$ 253,690	\$ 336,288	\$ 589,978
Instructional personnel	22	1,324,278	211,520	1,535,798	13,793	1,549,591
Total Personnel Services Costs	30	1,527,230	262,258	1,789,488	350,081	2,139,569
Fringe benefits and payroll taxes		323,926	55,625	379,551	74,252	453,803
Retirement		30,047	5,160	35,207	6,887	42,094
Legal fees		-	-	-	23,477	23,477
Accounting/audit services		-	-	-	20,500	20,500
Other purchased/professional/consulting services		114,170	28,543	142,713	211,753	354,466
Building and land rent / lease		447,984	111,996	559,980	98,820	658,800
Repairs and maintenance		28,799	7,200	35,999	6,352	42,351
Insurance		39,313	9,828	49,141	8,672	57,813
Utilities		28,100	7,024	35,124	6,199	41,323
Supplies and materials		189,810	47,453	237,263	-	237,263
Equipment/furnishings		13,187	3,297	16,484	-	16,484
Staff development		71,228	17,807	89,035	1,214	90,249
Marketing/recruitment		18,995	4,748	23,743	5,114	28,857
Technology		10,012	2,503	12,515	-	12,515
Student services		16,890	4,223	21,113	-	21,113
Office expense		670	168	838	63,603	64,441
Depreciation and amortization		57,245	14,311	71,556	12,628	84,184
Other		1,255	314	1,569	59,714	61,283
Total Expenses		\$ 2,918,861	\$ 582,458	\$ 3,501,319	\$ 949,266	\$ 4,450,585

See notes to financial statements

Brooklyn RISE Charter School

Statements of Cash Flows

	Year Ended June 30,	
	2023	2022
CASH FLOWS FROM OPERATING ACTIVITIES		
Change in net assets	\$ (964,682)	\$ 597,221
Adjustments to reconcile change in net assets to net cash from operating activities		
Depreciation and amortization	217,705	84,184
Amortization of right of use asset, operating lease	1,158,661	-
Bad debt expense	17,445	-
Changes in operating assets and liabilities		
Grants and contracts receivable	855,393	(871,962)
Prepaid expenses	(15,125)	(18,465)
Security deposit	-	(200,000)
Accounts payable and accrued expenses	(185,998)	157,423
Accrued payroll and payroll taxes	50,604	57,731
Refundable advances	14,300	-
Operating lease liability	(923,377)	-
Net Cash from Operating Activities	224,926	(193,868)
CASH FLOWS FROM INVESTING ACTIVITY		
Purchases of property and equipment	(564,456)	(178,330)
Net Change in Cash and Restricted Cash	(339,530)	(372,198)
CASH AND RESTRICTED CASH		
Beginning of year	434,776	806,974
End of year	<u>\$ 95,246</u>	<u>\$ 434,776</u>
SUPPLEMENTAL DISCLOSURE OF CASH FLOW INFORMATION		
Cash paid for amounts included in the measurement of operating lease liabilities	\$ 1,035,958	\$ -
ROU assets recognized upon adoption of new lease guidance	4,333,188	-

Brooklyn RISE Charter School

Notes to Financial Statements June 30, 2023 and 2022

1. Organization and Tax Status

Brooklyn RISE Charter School (the "School") is a New York State, not-for-profit educational corporation that was incorporated on November 6, 2018 to operate a charter school pursuant to Article 56 of the Education Law of the State of New York. The School was granted a provisional charter on November 6, 2018 valid for a term of five years and renewable upon expiration by the Board of Regents of the University of the State of New York. The charter now expires on June 30, 2024. The School's mission is to build knowledge, habits and mindsets for academic success, ensuring all Kindergarten through fifth grade students are on the path to college. The School provided education to approximately 206 students in Kindergarten through fourth grade during the 2022-2023 academic year.

The School is related to Friends of Brooklyn RISE, Inc. a New York State not-for-profit corporation, by common management. There were no transactions with this entity during the years ended June 30, 2023 and 2022.

The New York City Department of Education provides free lunches and transportation directly to some of the School's students. Such costs are not included in these financial statements. The School covers a portion of the cost of lunches for children not entitled to the free lunches.

Except for taxes that may be due for unrelated business income, the School is exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code and from state and local income taxes under comparable laws.

2. Summary of Significant Accounting Policies

Basis of Presentation and Use of Estimates

The accompanying financial statements have been prepared in accordance with accounting principles generally accepted in the United States of America ("U.S. GAAP"), which requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Accordingly, actual results could differ from those estimates.

Adoption of New Accounting Pronouncement

Leases

The School adopted Financial Accounting Standards Board ("FASB") Topic 842, *Leases* ("Topic 842"), using the effective date method with July 1, 2022, as the date of initial adoption, with certain practical expedients available.

Brooklyn RISE Charter School

Notes to Financial Statements
June 30, 2023 and 2022

2. Summary of Significant Accounting Policies (*continued*)

Adoption of New Accounting Pronouncement (continued)

Leases (continued)

The School elected the available practical expedients to account for its existing operating leases as operating leases, under the new guidance, without reassessing whether the contracts contain leases under the new standard, whether classification of capital (now finance) leases or operating leases would be different in accordance with the new guidance, or whether the unamortized initial direct costs before transition adjustments would have met the definition of initial direct costs in the new guidance at lease commencement.

The adoption of Topic 842 had a material impact on the School's statement of financial position but did not have a material impact on its statements of activities and cash flows. The most significant impact was the recognition of ROU asset and lease liability for operating lease.

Net Asset Presentation

Resources for various purposes are classified for accounting and reporting purposes into net asset categories established according to nature and purpose as follows:

Net assets without donor restrictions - consist of resources available for the general support of the School's operations. Net assets without donor restrictions may be used at the discretion of the School's management and/or the Board of Trustees.

Net assets with donor restrictions – represents amounts restricted by donors for specific activities of the School or to be used at a future date. The School records contributions as net assets with donor restrictions if they are received with donor stipulations that limit their use either through purpose or time restrictions. When a donor restriction expires, that is, when a time restriction ends or a purpose restriction is fulfilled, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statements of activities as net assets released from restrictions. The School had no net assets with donor restrictions as of June 30, 2023 and 2022.

Restricted Cash

Under the provisions of its Charter, the School established an escrow account to pay for legal and audit expenses that would be associated with a dissolution, should it occur.

The following table provides a reconciliation of cash and restricted cash reported within the statements of financial position to the amounts presented in the statements of cash flows as of June 30:

	2023	2022
Cash	\$ 20,214	\$ 359,759
Restricted cash	75,032	75,017
	<u>\$ 95,246</u>	<u>\$ 434,776</u>

Brooklyn RISE Charter School

Notes to Financial Statements
June 30, 2023 and 2022

2. Summary of Significant Accounting Policies (*continued*)

Property and Equipment

The School follows the practice of capitalizing all expenditures for property and equipment with costs in excess of \$5,000 and a useful life in excess of one year. Leasehold improvements are amortized over the shorter of the term of the lease inclusive of all renewal periods, which is reasonably assured, or the estimated useful life of the asset which is four years. Purchased property and equipment are recorded at cost at the date of acquisition. Minor costs of maintenance and repairs are expensed as incurred. All property and equipment purchased with government funding is capitalized, unless the government agency retains legal title to such assets, in which case it is expensed as incurred.

Depreciation and amortization is recognized on the straight-line method over the estimated useful lives of such assets as follows:

Furniture and fixtures	5 years
Computers and equipment	3 years

Property and equipment are reviewed for impairment if the use of the asset significantly changes, or another indicator of possible impairment is identified. If the carrying amount for the asset is not recoverable, the asset is written down to its fair value. There were no asset impairments for the years ended June 30, 2023 and 2022.

Leases

The School accounts for leases under Topic 842. The School determines if an arrangement is a lease at inception. Operating and finance leases are included in operating and finance ROU asset and lease liability in the statements of financial position. All leases are recorded on the statements of financial position except for leases with an initial term less than 12 months for which the School made the short-term lease election.

ROU assets represent the right to use an underlying asset for the lease term and lease liabilities represent the obligation to make lease payments arising from the lease. Operating and finance lease ROU assets and lease liabilities are recognized at the lease commencement date based on the present value of the lease payments over the lease term. When leases do not provide an implicit borrowing rate, the School uses a risk-free rate based on the information available at the commencement date in determining the present value of lease payments. The operating lease ROU asset includes any lease payments made and excludes lease incentives. The lease terms may include options to extend or terminate the lease and when it is reasonably certain that the School will exercise that option, such amounts are included in ROU asset and lease liability. Lease expense for lease payments is recognized on a straight-line basis over the lease term. The School's lease agreements do not contain any material residual value guarantees or material restrictive covenants. The School has lease agreements with lease and non-lease components, which are generally accounted for separately. The School's lease agreements do not contain any variable lease components.

Brooklyn RISE Charter School

Notes to Financial Statements June 30, 2023 and 2022

2. Summary of Significant Accounting Policies (*continued*)

Leases (continued)

The School applies the short-term lease exemption to all of its classes of underlying assets. For the year ended June 30, 2022, U.S. GAAP guidance stated rent shall be charged to expense over the lease term as it became payable. If rental payments are not made on a straight-line basis, rental expense shall be recognized on a straight-line basis unless another systematic and rational basis is more representative of the time pattern in which use benefit is derived from the leased property, in which case that basis shall be used.

Refundable Advances

The School records funds received before services are provided as refundable advances until related services are performed, at which time they are recognized as revenue.

Revenue and Support

Revenue from the state and local governments resulting from the School's charter status and based on the number of students enrolled is recorded when services are performed in accordance with the charter agreement. Federal and other state and local funds are recorded when expenditures are incurred and billable to the government agency.

Contributions are recognized when the donor makes a promise to give to the School that is, in substance, unconditional. Grants and other contributions of cash are reported as net assets with donor restrictions support if they are received with donor stipulations. Contributions and grants that are made to support the School's current year activities are recorded as net assets without donor restrictions. Contributions of assets other than cash are recorded at their estimated fair value at the date of donation.

Marketing and Recruitment

Marketing and recruitment costs are expensed as incurred for staff and student recruitment. Marketing and recruitment expenses for the years ended June 30, 2023, and 2022 was \$26,140 and \$28,857.

Functional Expense Allocation

The majority of expenses can generally be directly identified with the program or supporting service to which they relate and are charged accordingly. Other expenses such as personnel services costs, fringe benefits and payroll taxes, and building and land rent have been allocated among program and supporting services classifications on the basis of periodic time and expense studies and other basis as determined by management of the School to be appropriate.

Brooklyn RISE Charter School

Notes to Financial Statements
June 30, 2023 and 2022

2. Summary of Significant Accounting Policies (*continued*)

Accounting for Uncertainty in Income Taxes

The School recognizes the effect of income tax positions only if those positions are more likely than not to be sustained. Management has determined that the School had no uncertain tax positions that would require financial statement recognition or disclosure. The School is no longer subject to examination by the applicable taxing jurisdictions for years prior to June 30, 2020.

Subsequent Events Evaluation by Management

Management has evaluated subsequent events for disclosure and/or recognition in the financial statements through the date that the financial statements were available to be issued, which date is October 27, 2023.

3. Grants and Contracts Receivable

Grants and contracts receivable consist of federal, state, city entitlements and grants. The School expects to collect these receivables within one year. Management has assessed the need for an allowance and has determined that such an allowance is not necessary.

4. Property and Equipment

Property and equipment, net consists of the following at June 30,

	2023	2022
Furniture and fixtures	\$ 136,856	\$ 99,821
Computer equipment	310,586	196,829
Leasehold improvements	541,979	-
Construction in progress	-	128,315
	989,421	424,965
Accumulated depreciation and amortization	(400,740)	(183,035)
	<u>\$ 588,681</u>	<u>\$ 241,930</u>

Construction in progress at June 30, 2022 consists of soft cost and renovations associated with new office and classroom facilities. The facilities was placed in service during the year ended June 30, 2023.

Brooklyn RISE Charter School

Notes to Financial Statements June 30, 2023 and 2022

5. Liquidity and Availability of Financial Assets

Financial assets available for general expenditure, that is, without donor or other restrictions limiting their use within one year of the statement of financial position date, are comprised of the following at June 30,

	2023	2022
Cash	\$ 20,214	\$ 359,759
Grants and contracts receivable	88,525	961,363
	<u>\$ 108,739</u>	<u>\$ 1,321,122</u>

As part of the School's liquidity management plan, the status of grants and contracts receivable is monitored regularly, and any excess cash is held in liquid instruments until it is required for operational use. The School will continue to rely on funding received from the New York City Department of Education to cover its future operating costs (see Note 7).

6. Concentration of Credit Risk

Financial instruments that potentially subject the School to concentrations of credit and market risk consist principally of cash and restricted cash on deposit with financial institutions, which from time to time may exceed the Federal Deposit Insurance Corporation ("FDIC") limit. The School does not believe that a significant risk of loss due to the failure of a financial institution presently exists. As of June 30, 2023, there was no cash in excess of FDIC limit and in 2022 approximately \$185,000 of cash was maintained with an institution in excess of FDIC limits.

7. Concentration of Revenue and Support

The School receives a substantial portion of its revenue and support from the New York City Department of Education. For the years ended June 30, 2023 and 2022, the School received approximately 97% and 80% of its total revenue and support from the New York City Department of Education. If the charter school laws were modified, reducing or eliminating these revenues, the School's finances could be materially adversely affected.

8. Commitment

On May 16, 2019, the School signed a sublease agreement with Clarimar Kids Corp. to lease office and classroom space under a non-cancelable lease and paid a security deposit in the amount of \$40,000. The School moved into this space on August 1, 2019 and the lease expired on July 31, 2022. The School paid a security deposit of \$160,399 for new office and classroom facilities to 222 45 VAEG LLC in anticipation of moving into a new facility during the 2022-2023 Academic year. However, the School never moved to this facility and is seeking a refund for the security deposit. On April 8, 2022, the School signed a lease agreement with CA 522 Fulton LLC to lease office and classroom space and paid a security deposit in the amount of \$200,000. The lease term commenced on September 1, 2022 and is set to expire on August 31, 2025. The School is responsible for utilities, insurance, custodial services, and maintenance.

Brooklyn RISE Charter School

Notes to Financial Statements June 30, 2023 and 2022

8. Commitment (*continued*)

ROU asset consist of the following at June 30, 2023:

ROU asset	\$ 4,333,188
Accumulated amortization	<u>1,158,661</u>
	<u>\$ 3,174,527</u>

Weighted average remaining lease term	3 years
Weighted average discount rate	3.54%

The future minimum lease payments under the current lease is as follows for the years ending June 30:

2024	\$ 1,568,848
2025	1,688,443
2026	<u>283,222</u>
Total minimum lease payments	3,540,513
Present value discount	<u>(130,702)</u>
Present value of lease liability	3,409,811
Current portion	<u>(1,475,591)</u>
Lease liability, less current portion	<u>\$ 1,934,220</u>

Building land rent/lease expense for the years ended June 30, 2023 and 2022 was \$1,326,142 and \$658,800.

9. Contingency

Certain grants and contracts may be subject to audit by the funding sources. Such audits may result in disallowances of costs submitted for reimbursement. Management is of the opinion that such cost disallowances, if any, will not have a material effect on the accompanying financial statements. Accordingly, no amounts have been provided in the accompanying financial statements for such potential claims.

**Report on Internal Control Over Financial Reporting and on Compliance and Other
Matters Based on an Audit of Financial Statements Performed in Accordance With
*Government Auditing Standards***

Independent Auditors' Report

**Board of Trustees
Brooklyn RISE Charter School**

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Brooklyn RISE Charter School (the "School"), which comprise the statement of financial position as of June 30, 2023 and the related statements of activities, functional expenses and cash flows for the year then ended and the related notes to the financial statements, and have issued our report thereon dated October 27, 2023.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the School's internal control over financial reporting (internal control) as a basis for designing the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, we do not express an opinion on the effectiveness of the School's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the organization's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the School's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed an instance of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the organization's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



Harrison, New York
October 27, 2023

**Disclosure of Financial Interest by a Current
or Former Trustee**

Trustee Name:

Ethan Waite

Name of Charter School Education Corporation:

Brooklyn Rise

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Trustee

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

☐ Yes ☒ No

If Yes, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

☐ Yes ☒ No

If Yes, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

☐ Yes ☒ No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☒ **None**

Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.



None

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.

Business Telephone:

[REDACTED]

Business Address:

[REDACTED]

E-mail Address:

[REDACTED]

Home Telephone:

[REDACTED]

Home Address:

[REDACTED]

[REDACTED]

09/26/22

Signature

Date

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

last revised 04/2022

Disclosure of Financial Interest by a Current or Former Trustee
--

Trustee Name:

Katie Zaunbrecher

Name of Charter School Education Corporation:

Brooklyn RISE Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Trustee

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

☐ **Yes** ☒ **No**

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

☐ **Yes** ☒ **No**

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ **Yes** ☒ **No**

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

☐ **Yes** ☒ **No**

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☒ **None**

Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

☒ **None**

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

Brooklyn RISE Charter School

- Katie Zaunbrecher

This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.

Business Telephone:

Business Address:

E-mail Address:

Home Telephone:

Home Address:

7/27/2023

Signature

Date

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

last revised 04/2022

Disclosure of Financial Interest by a Current or Former Trustee
--

Trustee Name:

Jill Ni

Name of Charter School Education Corporation:

Brooklyn RISE Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Board Member, member of Finance Committee

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

☐ **Yes** ☒ **No**

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

☐ **Yes** ☒ **No**

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ **Yes** ☒ **No**

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

☐ **Yes** ☒ **No**

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☒ **None**

Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

☒ **None**

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

Brooklyn RISE Charter School


- Jill Ni

This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.

Business Telephone:

Business Address:

E-mail Address:

 _____

Home Telephone:

Home Address:



07/28/2023

Signature

Date

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

last revised 04/2022

Disclosure of Financial Interest by a Current or Former Trustee
--

Trustee Name:

Bianca Cabrera

Name of Charter School Education Corporation:

Brooklyn Rise Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Trustee and member of the academic committee

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

☐ **Yes** ☒ **No**

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

☐ **Yes** ☒ **No**

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ **Yes** ☒ **No**

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

☐ **Yes** ☒ **No**

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☒ **None**

Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

☒ **None**

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

Brooklyn Rise Charter School

- Bianca Cabrera

This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.

Business Telephone:

[REDACTED]

Business Address:

[REDACTED]

E-mail Address:

[REDACTED]

Home Telephone:

[REDACTED]

Home Address:

[REDACTED]

[REDACTED]

7/27/23

Signature

Date

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

last revised 04/2022

Disclosure of Financial Interest by a Current or Former Trustee
--

Trustee Name:

Christina Hu

Name of Charter School Education Corporation:

Brooklyn Rose Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Vice chair, interim chair

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

☐ **Yes** ☒ **No**

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

☐ **Yes** ☒ **No**

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ **Yes** ☒ **No**

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

☐ **Yes** ☒ **No**

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☒ **None**

Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

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☒ **None**

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

Brooklyn Rose Charter School

- Christina Hu

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Business Telephone:

Business Address:

E-mail Address:

christihu@gmail.com

Home Telephone:

Home Address:



07/31/2023

Signature

Date

Acceptable signature formats include:

- Digitally certified PDF signature
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last revised 04/2022

**Disclosure of Financial Interest by a Current
or Former Trustee**

Trustee Name:

Benjamin B Herbst

Name of Charter School Education Corporation:

Brooklyn Rise Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Treasurer

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

☐ **Yes** ☒ **No**

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

☐ **Yes** ☒ **No**

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ **Yes** ☒ **No**

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

☐ **Yes** ☒ **No**

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☒ **None**

Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

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☒ **None**

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

Brooklyn Rise Charter School

- Benjamin B Herbst

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Business Telephone:

[REDACTED]

Business Address:

[REDACTED]

E-mail Address:

[REDACTED]

Home Telephone:

[REDACTED]

Home Address:

[REDACTED]

[REDACTED]

07/31/2022

Signature

Date

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last revised 04/2022

Disclosure of Financial Interest by a Current or Former Trustee
--

Trustee Name:

Grace Han

Name of Charter School Education Corporation:

Brooklyn RISE Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Secretary, Previously Academic Chair

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

☐ **Yes** ☒ **No**

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

☐ **Yes** ☒ **No**

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

☐ Yes ☒ No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☒ **None**

Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

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☒ **None**

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

Brooklyn RISE Charter School

- Grace Han

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Business Telephone:

N/A

Business Address:

N/A

E-mail Address:

[REDACTED]

Home Telephone:

[REDACTED]

Home Address:

[REDACTED]

[REDACTED]

July 21, 2023

Signature

Date

Acceptable signature formats include:

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last revised 04/2022



BROOKLYN RISE

CHARTER SCHOOL

"Brooklyn RISE builds the knowledge, habits, and mindsets for academic success, ensuring all kindergarten through fifth grade students are on the path to college."

Board of Trustees Meeting Agenda and Minutes

October 26, 2022

7pm

Agenda Item	Presenter	Time	Desired Outcome/Action(s)
I. Meeting Opening	Chair	2m	Roll Call & Call to Order
II. Review of previous meeting minutes	Secretary	3m	Vote to approve September minutes
III. Public Comment	Secretary	2m	
IV.. Update from SLT	Chantal/Shelby	10m	
V. Finance Committee	Christina / EdTech	5m	Conduct Audit review with Auditor Review Financial Reports
VI. Academic Committee	Grace	2m	Review of BOY STEP Data
VII. Governance Committee	Chair	2m	Vote on new board member - Ethan Waite
VIII. Facilities	Cary	2m	No update in October
IX.. Board Health Updates	Grace/Christina	10m	Vote to hire Board On Track
X. Meeting Adjournment	Chair	1m	Motion to adjourn

Attendance:

Virtual	In Person
Chantal Zuniga	Bianca Cabera Katie Zaunbrecher Ben Herbst Ethan Waite Shelby Everett Christina Hu

Agenda Item	Notes
Roll Call/ Attendance	<p>Roll Call: Started at 7:22 PM</p> <p>We had some technical difficulties in the beginning of the meeting so the opening of the meeting was delayed for 22 minutes to open both virtual and in person meeting</p> <p>Danyela Egorov resigned officially as a board member and chair from the Brooklyn Charter School Board</p>
Minutes from last time	<p>Minutes from last time:</p> <p>Approved by all</p> <p>Ben Motioned</p> <p>Bianca was second</p>
Public Comment	N/A
Ethan Voted in	<p>We discuss and invited Ethan Waite to join Brooklyn Rise Charter School board.</p> <p>Katie motion</p> <p>Ben second</p> <p>All in favor: 4</p>
Updates from SLT	<p>CZ:</p> <ul style="list-style-type: none"> • <i>AB had her baby!</i> • Transition has gone seamlessly- • Updates: some challenges with behavior cycles and some students who are struggling with staying in class--working with Families, Students, Teachers, ILD, BST, • One of our students did transfer out (a new student) • Enrollment: 202 (2 new students enrolling next week, setting us back up to 204) • Already working on recruitment for next year
Audit Updates	<p>Attendees</p> <p>Tom Giri</p>

	<p>Joseph Giri Adnan Vandyck Gus Saliba Tom Kelly</p> <p>Started Presenting at 7:34 PM Bryson Notes: Single audit--lasted longer, it wasn't unique to brooklyn RISE, all financials were clean-- Bryson noted that there were some disconnects between auditors and our team in terms of expectations- Bryson noted that this experience was generally smoother than previously--it was a matter of their new portal and issues with that</p> <p>Ben noted: the organization we moved away (Tri Net) from and how that played into the audit issues (trinet)-- The final document we still need from them - challenges with responsiveness</p> <p>CZ: The Just Works Document will be easier to get</p> <p>The TriNet document: still needed or necessary for releasing the audit? It mentioned to the Auditors from Bryson and Chantal that we are working on getting the final document but it is from TriNet and TriNet is not responsive to our audit request</p> <p><i>Motion from Ben, Second from Christina</i> <i>Unanimous</i></p> <p>RISE's Experience with the Audit: The credit card receipt end is where the systems fell through this year, and Chantal has ideas and next steps for tightening up this system for credit card receipts--we have locked down the student file process</p> <p>Overall, it was a clean audit--gratitude to OPS and Bryson</p>
--	---

Board Health	Board on Track Service: Web-based platform Bianca has used for other Charter School Boards Board voted to use Board On Track service <i>Christina set a motion</i> <i>Katie, second</i> <i>unanimous</i> Christina will move forward with reaching out to the Sales Rep
Motion to adjourn	<i>Bianca called a motion (8:41)</i> <i>Ben second</i>

Update from SLT:

Dear Founding Board of Trustees,

With Fall officially in full swing we have had so many moments of joy, and have so many more to look forward to! Staff celebrated the joy of a new RISE member, *BABY MINKAH IS HERE!* Our school community continues to celebrate the arrival of Baby Minkah while also adjusting to the new shift in our school!

Our Students. Students at RISE are adjusting to our school community agreements, and routines! Students are happy to come to school and are responding well to the Responsive Classroom Model. Students are also receiving more small group opportunities and pull-out services from the Inclusive Learning Department. Schoolwide there is a push around Morning Meetings and the Cool Down Corner. We are eager to see how relationship building and tools and strategies from Responsive Classroom continue to positively impact student learning!

School Culture Overall. While students are overall happy and doing well at our school, we are seeing an increase in externalized behaviors as well as the continued behavioral challenges of some students. We are also seeing that some students have been in our school with misaligned IEPs- meaning they have come to us with Settings and Placements that are not offered at our school. Teachers and the ILD team are working to gather data to ensure all students are receiving the services they need, as well as to determine the best placements for these students.

Our Staff. Staff are continuing to work on following their 3-6-9 Vision and the Responsive Classroom Model. IL's and the Academic Leadership Team are focusing on Grade Team Meeting Agendas and Unpacking Days to encourage Lesson Plan Internalizations Processes. Individual coaching meetings have begun and we are eager to see the relationships built between coaches and coachees. SLT and ACLT are also working on individualizing plans for teachers who may need additional support with internalizing lessons and upholding the Responsive Classroom vision. We are eager to see how differentiation through an equity-based lens cultivates success!

Our Events: On Monday, October 31st, we will be facilitating a Halloween Parade! We are excited to see students celebrate and build community through shared joy!

Together we RISE,
Brooklyn RISE SLT

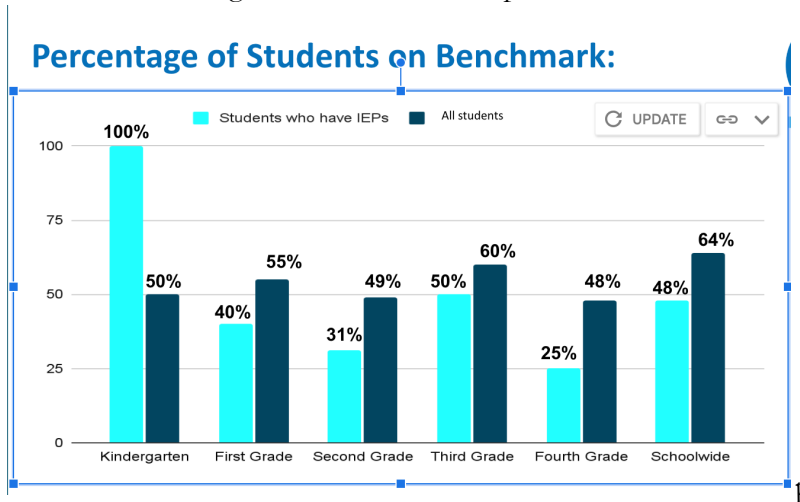
Finance Committee:

- We reviewed this month's [financial dashboard](#)
 -
- Given current enrollment, we discussed continued efforts to identify cost savings
 -
- Cary gave an update on the process of securing our security deposit from William
 -
- We will have a presentation from the auditor at our 10/26 board meeting
 -

Academic Committee:

- Grace and Bianca met with Shelby this month due to Cary and Akilah being on maternity leave
- No new academic data since September board meeting
- Instructional leaders starting to own more responsibilities in Cary and Akilah's absence
- Broad trends
 - Supporting teachers with internalization plans, Internalization, anti-bias and anti-racist work, more community building
 - Being task oriented in meeting time

- Behavior management cycle - understanding responsive classroom and classroom culture, a lot of teachers that have come from big charter networks that did not use responsive classroom,
- Recruitment and enrollment: starting recruitment efforts sooner (e.g. festival in Bay Ridge on the weekend)
- Behavioral challenges that have some impact on staff morale



Governance Committee:

- **Board On Track:**
 - [About Board On Track](#)
 - [Membership Options](#)
 - Potential for discount if we commit for more than 1 year
 - [Recording of Meeting with Ryan Wood, Board On Track](#) (access using your email and you'll receive a verification code)
 - Rationale
 - Transitioning from startup board to a more established board
 - Knowledge management and centralized operations
 - Charter renewal process

APPROVED



Brooklyn RISE Charter School

Minutes

Brooklyn RISE Board Meeting

Date and Time

Wednesday June 21, 2023 at 7:00 PM

Location

9 Hanover Place, Brooklyn, NY 11201

"Brooklyn RISE builds the knowledge, habits, and mindsets for academic success, ensuring all kindergarten through fifth grade students are on the path to college."

Trustees Present

B. Cabrera (remote), B. Herbst (remote), C. Hu (remote), G. Han (remote), K. Zaunbrecher (remote)

Trustees Absent

E. Waite, J. Ni, L. Tomana

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 Jun 21, 2023 at 7:04 PM.

C. Approve Minutes

B. Herbst made a motion to approve the minutes from Brooklyn RISE Board Meeting on 05-24-23.

B. Cabrera seconded the motion.

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

D. Public Comment

II. Finance Committee

A. Dashboard

Bryson reviewed the May financial dashboard

Next steps:

- Year-end close
- Conducting the annual audit

III. SLT Update

A. School Updates

Cary shares school update.

- Last week of school: enrichment showcases, finishing academic assessments
- Decision to close the school on the Thursday with very poor air quality led to realizing the need for teachers, students, and families to be more well versed in remote learning
- Fully hired team for 2023-2024 school year
- Not as much movement on student recruitment as hoped

IV. Academic Committee

A. Academic Update

- Will share academic data updates at the July meeting

V. Governance Committee

A. Charter Renewal Progress

- Have been meeting with Catherine, Renewal Consultant, and will continue to meet throughout the summer
- Cary will share drafts with Board to prepare for renewal interview
- Formal decision in July about middle school expansion

B.

Bylaw formal updates in documents

- Katie highlighted changes made to the bylaws
- Will vote on bylaw changes in the July meeting

C. Housekeeping and Open Meeting Compliance

- Jill and Ethan currently in review
- Board on Track profiles to be completed
- Fingerprinting to be completed

VI. Facilities

A. Forever Facility Lease

- Cary will keep us updated on 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 9:00 PM.

Respectfully Submitted,
G. Han

APPROVED



Brooklyn RISE Charter School

Minutes

Brooklyn RISE Board Meeting

Date and Time

Wednesday April 26, 2023 at 7:00 PM

Location

9 Hanover Place, Brooklyn, NY 11201

"Brooklyn RISE builds the knowledge, habits, and mindsets for academic success, ensuring all kindergarten through fifth grade students are on the path to college."

Trustees Present

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

Trustees Absent

B. Cabrera, 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 Apr 26, 2023 at 7:04 PM.

C. Approve Minutes

K. Zaunbrecher made a motion to approve the minutes from Brooklyn RISE Board Meeting on 03-22-23.

G. Han seconded the motion.

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

D. Public Comment

II. Finance Committee

A. Dashboard

- Bryson shares the March financial update
- Bryson shares the SY2024 budget
 - Board discussed potential of getting charter change to add additional students in Grade 5
 - Cary noted areas in the budget we are being conservative until we have a clearer picture of enrollment

III. SLT Update

A. Update

- Cary shares update regarding:
 - State testing
 - Student lottery
 - Staff retention
 - Facilities
- Cary shares Step data from Round 4
 - Board discusses student reading level progress

IV. Academic Committee

A. Update

- Cary shares Step data from Round 4
- Board discusses student reading level progress

V. Governance Committee

A. Updated Attendance Policy

- Notice for Board about attendance policy

B. Charter Renewal Progress

- Consultant working on timeline

C.

Bylaw formal updates in documents

D. Open Meeting Compliance

- Note to board that we are in compliance with Open Meeting Law

E. Terms Updated in Board on Track

VI. 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



BROOKLYN RISE

CHARTER SCHOOL

"Brooklyn RISE builds the knowledge, habits, and mindsets for academic success, ensuring all kindergarten through fifth grade students are on the path to college."

Board of Trustees Meeting Agenda and Minutes

July 27th, 2022

7pm

Agenda Item	Presenter	Time	Desired Outcome/Action(s)
I. Meeting Opening	Chair	2m	Roll Call & Call to Order
II. Public Comment	Secretary	2m	Notes Follow-up
III. Update from HOS	Cary	10m	
IV. Finance Committee	Ben	5m	Review financial reports
V. Academic Committee	Natasha	2m	No updates this month!
VI. Governance Committee	Chair	5m	
VII. Facilities	Cary	2m	
VIII. Meeting Adjournment	Chair	1m	Motion to adjourn

Update from HOS:

Finance Committee:

Academic Committee:

Meeting Notes:

Facilities (9 Hanover)

- Move is happening tomorrow, July 28
- Delay with construction
 - Flooring isn't done

Facilities (4th Avenue-Potential Long Term)

- 3 or 4 floors depending on middle school expansion
- Doing iterations on the floor plans

Students

- We are currently under-enrolled
- Doing more student recruitment to fill seats
- Being careful with spending
- Want to do more recruitment with youth programs
 - Grace to connect Cary with KCTL
- Academic updates at August meeting

Upcoming Dates

- August 24 - August Board Meeting
- August 26 - Panel at school

Board Development

- Need to have minimum of 7 board members

APPROVED



Brooklyn RISE Charter School

Minutes

Brooklyn RISE Board Meeting

Date and Time

Wednesday May 24, 2023 at 7:00 PM

Location

9 Hanover Place, Brooklyn, NY 11201

"Brooklyn RISE builds the knowledge, habits, and mindsets for academic success, ensuring all kindergarten through fifth grade students are on the path to college."

Trustees Present

B. Cabrera (remote), B. Herbst (remote), C. Hu, J. Ni, K. Zaunbrecher

Trustees Absent

E. Waite, G. Han, L. Tomana

Ex Officio Members Present

C. Finnegan

Non Voting Members Present

C. Finnegan

Guests Present

B. Wilson (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 May 24, 2023 at 7:02 PM.

C. Approve Minutes

C. Hu made a motion to approve the minutes from Brooklyn RISE Board Meeting on 04-26-23.

B. Herbst seconded the motion.

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

D. Public Comment

II. Finance Committee

A. Dashboard

Bryson presented on April revenue and expense updates. Presentations attached to the agenda.

Bryson presented 2024 FY budget. Budget detail presentation attached to the agenda. Budget was presented in April meeting as well. For May, second review of the budget, we had updates to the enrollment count from April. Per pupil rate updated because NY state finalized the per pupil revenue. We adjusted full time staff count from 44 to 46. Overall revenue projection looks to be conservative, especially looking at special ed number counts. Budget is based on the overall enrollment at 285 students.

Final budget has been reviewed in the past three months by the finance committee and the presented twice to the whole board.

Committee discussed on the question on balance which numbers are more conservative and if on balance budget is on target.

J. Ni made a motion to approve budget.

K. Zaunbrecher seconded the motion.

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

Roll Call

B. Herbst	Aye
E. Waite	Absent
L. Tomana	Absent
G. Han	Absent
K. Zaunbrecher	Aye
C. Hu	Aye
J. Ni	Aye

Roll Call

B. Cabrera Aye

III. SLT Update

- A. Cary presented school updates. Enrollment has been the main focus for the remainder of the year. Bringing 6 new staff; 100% returning staff. Also briefly discussed facility updates from Scott with new lease updates for additional floors.**

Ben brought up to also ask Ed Tech to also review the new lease schedule from Scott.
Cary will consult Ed Tech.

- B. Katie brought up question around staff pay scale. Cary discuss the pay range that was set up previously for our pay policy.**

IV. Academic Committee

- A. No Academic Committee updates this month. Cary will keep the board updates next month on assessment results. Also looking to discuss other assessment test options.**

Board suggested if we can update charter to allow for more options for assessment tests.
Bianca suggested to get the assessment test option list and Academic committee can research further.

V. Governance Committee

A. Updated Attendance Policy

Make another attempt to reach out to Laura re: attendance/engagement, but we should plan to take potential action.

B. Charter Renewal Progress

Cary conveyed that the work with consultant continued to progress. School Works (Catherine) is completing the application based on previous application questions as current year application has not been published yet by NYSED.

We are looking at July for a review of application draft. Cary is still optimistic that middle school expansion despite we have seen other expansion being denied - citing those expansion were for younger grader levels unlike our expansion for older school levels.

However, depending on when NYSED can actually provide approval that may impact our first year enrollment for middle expansion. Katie raised the question also for our existing school on how would delays on approval may impact existing school enrollment period.

We will make sure we have completed application on time to ensure there are limited back and forth to hopefully prevent any delays for the final approval process.

C. Bylaw formal updates in documents

Cliff provided some feedback on bylaw amendments and we are waiting on code of conduct feedback. Katie will circle back with the Board next month.

D. Open Meeting Compliance

Continuing to ensure we are in open meeting compliance.

E. Terms Updated in Board on Track

Ben and Grace have terms ending in December and Christina in May, so we need to do some more recruiting.

F. fingerprinting requirement

Christina went through the fingerprinting process! About \$14 and Christina will share the info and everyone can get it done.

VI. Facilities

A. Forever Facility Lease

Cary brought the updates from Scott on the new lease. We will look to review and discuss more in June. Katie brought up the question on the process. Cary will need to discuss with Cliff for language to allow the board to approve for resolution to allow for Friends of to approve of the lease.

Cliff is reviewing the amendment and will provide the red-lines. Cary will provide the Cliff's red-lined version when available. We will need to find out more when is the final deadline along side of the approval process.

We discussed Brittney's willingness to extend our current lease, but she is holding out on confirmation until we know more about our middle school expansion approval.

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 8:00 PM.

Respectfully Submitted,
C. Hu

Documents used during the meeting

- Brooklyn RISE - Mar 2023 Balance Sheet 05192023.pdf
- Brooklyn RISE - Apr 2023 Cash Flow 05222023.pdf
- 2023.04 BRCS Combined Board Ck Reg Apr23.pdf
- Brooklyn RISE - Apr 2023 Budget vs Actuals 05222023.pdf
- Brooklyn RISE - FY 2024 Proposed Budget Overview - 05222023.pdf
- Brooklyn RISE - Apr 2023 Financial Update 05222023.pdf
- Brooklyn RISE Project Plan.xlsx
- Fingerprinting Scheduling Steps.docx
- 1st Amendment School Lease Rent Schedule1.docx
- 1st Amendment School Lease.docx
- Brooklyn rise 4 story.pdf



BROOKLYN RISE

CHARTER SCHOOL

"Brooklyn RISE builds the knowledge, habits, and mindsets for academic success, ensuring all kindergarten through fifth grade students are on the path to college."

Board of Trustees Meeting Agenda and Minutes

August 24th, 2022

7pm

Agenda Item	Presenter	Time	Desired Outcome/Action(s)
I. Meeting Opening	Chair	2m	Roll Call & Call to Order
II. Public Comment	Secretary	2m	Notes Follow-up
III. Update from HOS	Cary	10m	
IV. Finance Committee	Ben	5m	Review financial reports
V. Academic Committee	Grace	2m	Review of EOY data
VI. Governance Committee	Chair	5m	Vote to add new Board Members
VII. Facilities	Cary	2m	
VIII. Board Health Discussion Notes	Ben/Grace/Christina	10m	Sharing discussion points on improving Brooklyn Rise Charter School board health
IX Meeting Adjournment	Chair	1m	Motion to adjourn

Update from HOS:

Dear Founding Board of Trustees,

August has been an extremely busy month for our school! We moved out of our original location at 53rd street and into our new home for the next three years, 9 Hanover Place. We are preparing to open for Year 4 of our school and though there have been many challenges along the way this month, we are optimistic that this will be a great year for Brooklyn RISE.

- **Our students.** We have hit 210 for student enrollment, and given that we were at 170 in the beginning of July, we are proud of the progress we have made. We still need to add at least 20 additional students to feel we are in a “comfort zone” in terms of enrollment, so we will continue our efforts for the rest of the month and through the Fall.
- **Our staff.** Our entire staff was back as of August 15th and we are floored by the incredible individuals that make up our Year 4 Founding Team. We have amazing teachers who are extremely excited to be part of the Brooklyn RISE community and everyone has been chipping in to get our facility ready and continue recruitment and enrollment efforts.
- **Our facility.** The 3rd floor renovation is complete and we repainted the 2nd and 4th floors to ensure our building has a Brooklyn RISE feel. Teachers are setting up classrooms and we feel confident that we will be ready to welcome students into the building on September 8th!

As I head into my last week before my maternity leave begins, I am anxious to leave during such a critical time for our school but also feel confident that our school will be in good hands with our School Leadership Team and the ongoing support of the Board.

Together we RISE,
Cary

Finance Committee:

- We discussed the monthly dashboard, including FY22 results
- We discussed the ongoing construction project
- Cary will be speaking with Cliff next week for update on litigation around security deposit

Academic Committee:

EOY Academic Data

https://docs.google.com/presentation/d/1b5o0RRW2pm5tZJ3rXA59hXdM_8sOTYip4m0mJ4HzuAM/edit?usp=sharing

Meeting Notes:

Finance:

- Overage is primarily due to Personnel costs and depreciation (additional hires)
- Positive net income driven by ESSER funds
- Submitting fed grant docs to drawdown funds
- Working on budget for 210 students
- Auditors will attend October finance committee meeting
- Unusual because of variance between what we expected to happen vs. what happened (i.e. federal funding, enrollment changes, expenditure changes)
- Anticipating potential more challenges next year

- Support from MK consultant improved systems and processes for audit needs

Update from HOS:

- Students
 - 210 students enrolled, goal is 230 students
 - Invoiced for 250 students and will reconcile with DOE in Summer 2023
 - Additional students coming from Sunset Park family retention, referrals, students from housing projects (Ingersol, Farragut, etc.)
- Staff
 - BRCS outlier in terms of national trends of teacher shortages
- Cary's Maternity Leave
 - Chantal stepping in as Interim Head of School

Academic Committee:

- State Test
 - Outperformed NY State and District 15 on ELA/Math State Tests
 - Disaggregated, underperformed with writing components of the test
 - Tracks with pandemic deprioritizing writing, percentage of ELL students
- Literacy/STEP Data
 - Second grade students a concern area because they are making the least amount of progress
- Math IA
 - Moving away from IAs and adopting new math curriculum that uses unit assessments

Governance Committee:

- Facilities change request was not responded to on time
- Laura's paperwork is complete, Bianca's incomplete
- Board addition: Katie Zaunbrecher - attorney, compliance law, very excited about the opportunity to serve on the board and be part of the community, would embrace being attorney on the board
 - Grace motions to approve, Christina seconds, unanimously in favor - motion approved

Grace motions to adjourn meeting, Christina seconds, meeting ends 9:01 PM

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Brooklyn RISE Charter School

Minutes

Brooklyn RISE Board Meeting

Date and Time

Monday February 27, 2023 at 7:00 PM

Location

9 Hanover Place, Brooklyn, NY 11201

Meeting tonight will be Virtual ONLY due to pending weather events tonight.

Cary Finnegan is inviting you to a scheduled Zoom meeting.

Topic: Cary Finnegan's Personal Meeting Room

Join Zoom Meeting

<https://us02web.zoom.us/j/2668140580?pwd=ais5ZCtaOTJhVGIKdFdYbEVXbzRIUT09>

Meeting ID: 266 814 0580

Passcode: 1234

"Brooklyn RISE builds the knowledge, habits, and mindsets for academic success, ensuring all kindergarten through fifth grade students are on the path to college."

Trustees Present

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

Trustees Absent

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 Monday Feb 27, 2023 at 7:03 PM.

C. Approve Minutes

G. Han made a motion to approve the minutes from Brooklyn RISE Board Meeting on 01-25-23.

B. Cabrera seconded the motion.

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

D. Public Comment

II. SLT Update

A. Update

- Student recruitment underway for next year (Vanguard mailer, etc.) and also backfilling for current year enrollment (some positive change)
- Completed second data day of the year
- Having intent to return conversations with staff - looking strong
- Pay inequity with instructional staff due to increased salaries for new staff hired during COVID

III. Finance Committee

A. Dashboard

- Bryson presents January financials
- Positive per pupil driven by SPED enrollment
- No significant change month to month
- Fully staffed at this point in the year and no planned staffing changes

IV. Academic Committee

A. Update

- STEP Data
 - Third grade continues to be grade with most reading challenges and limited overall growth

V. Governance Committee

A. Appoint Vice Chair

B. Herbst made a motion to Vote to approve Christina Hu as Vice Chair of Brooklyn RISE Charter School Board of Trustees.

K. Zaunbrecher seconded the motion.

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

B. Charter Renewal Progress

- Consultant start date 2/28 (October end date)

C. Bylaw formal updates in documents

VI. Facilities

A. Forever Facility Lease

- 4001 4th Avenue moving forward
- Filing motion for default judgement for lawsuit with security deposit

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 8:30 PM.

Respectfully Submitted,

G. Han

APPROVED



Brooklyn RISE Charter School

Minutes

Brooklyn RISE Board Meeting

Date and Time

Wednesday March 22, 2023 at 7:00 PM

Location

9 Hanover Place or Cary's Zoom Room

<https://us02web.zoom.us/j/2668140580?pwd=ais5ZCtaOTJhVGIKdFdYbEVXbzRIUT09>

"Brooklyn RISE builds the knowledge, habits, and mindsets for academic success, ensuring all kindergarten through fifth grade students are on the path to college."

Trustees Present

B. Cabrera, B. Herbst (remote), C. Hu, G. Han (remote), K. Zaunbrecher

Trustees Absent

E. Waite, 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 Mar 22, 2023 at 7:05 PM.

C.

Approve Minutes

B. Cabrera made a motion to approve the minutes from Brooklyn RISE Board Meeting on 02-27-23.

B. Herbst seconded the motion.

Minutes from November 2022 - February '23 were reviewed and approved

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

D. Public Comment

II. Finance Committee

A. Dashboard

- Bryson reviews February 2023 financials

III. Academic Committee

A. Updates

- Cary shares updates regarding
 - Student recruitment
 - Professional development
 - Staff recommitment offers
 - 2023-2024 hiring
 - Project plan timeline for new facility including potential for middle school expansion
 - Need to understand how MS expansion fits into the application
 - Next steps:
 - Adjust November meeting to November 29 and December meeting to December 20
 - Individual committees to ensure meetings align with board meeting schedule

IV. Governance Committee

A. Vote In Jill Ni as Trustee

K. Zaunbrecher made a motion to approve Jill Ni as a Brooklyn RISE Charter School trustee.

B. Herbst seconded the motion.

- Jill has been intentionally searching for an opportunity like this
- Jill has a strong combination of skills and background

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

B. Adopt Attendance Policy

B. Cabrera made a motion to approve attendance policy with the amendment to include best practice around attendance notification sooner than day of.

G. Han seconded the motion.

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

C. Charter Renewal Progress

- more to come in the April meeting regarding timeline and important dates

D. Bylaw formal updates in documents

- handful of updates to bylaws coming soon
 - reducing number of board members to 5
 - update address to new (temporary) location
 - remove minimum requirement of governance committee members
 - code of conduct stipulation around running for elected public service

E. Open Meeting Compliance

- Board members to update their profile on Board on Track

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 8:22 PM.

Respectfully Submitted,
G. Han



BROOKLYN RISE

CHARTER SCHOOL

"Brooklyn RISE builds the knowledge, habits, and mindsets for academic success, ensuring all kindergarten through fifth grade students are on the path to college."

Board of Trustees Meeting Agenda and Minutes September 28th, 2022 7pm

Agenda Item	Presenter	Time	Desired Outcome/Action(s)
I. Meeting Opening	Chair	2m	Roll Call & Call to Order
II. Review of previous meeting minutes	Secretary	3m	Vote to approve August minutes
III. Public Comment	Secretary	2m	
IV.. Update from SLT	Chantal	10m	
V. Finance Committee	Christina / EdTech	5m	Review Financial Reports Vote to approve V2 of 22-23 Budget
VI. Academic Committee	Grace	2m	Review of BOY STEP Data
VII. Governance Committee	Chair	5m	Vote to amend Bylaws (minimum of 7 members should be changed to 5) Update on term limits Re-vote resolution for move to 9 Hanover
VIII. Facilities	Cary	2m	Review LOI - vote to approve moving forward to Lease on the property
IX.. Board Health Updates	Grace/Christina	10m	Share any updates related to Board Health
X. Meeting Adjournment	Chair	1m	Motion to adjourn

Update from SLT:

Dear Founding Board of Trustees,

We have hit the ground running this school year with an eventful September at RISE! We've held a total of 6 family events this month, welcomed 200+ students into our new building and have spent time perfecting our systems and routines for a successful year 4!

Our students. As expected, we had some enrollment fluctuation after our first day of school on September 8th. We lost some students who didn't show but also gained new students (and returners!) as well. We are currently at 206 students and actively recruiting to get back up to 210 and of course always pushing for more in hopes of reaching our "comfort zone".

Our staff. We held our first data day of the year after completing our first round of STEP testing. Teachers have analyzed student data and begun their planning for new reading groups given the recent literacy data. Staff are eager to begin digging into new schedules and reading groups that are aligned to their students' needs. Staff have also continued to follow their 3-6-9 Vision Planning, based on the Responsive Classroom techniques and text in order to cultivate positive classroom culture.

Our facility. Staff, students and families are really enjoying our new space! We held a family event in early September where we created a beautiful mural in our lobby as well as showcased all of the additional spaces we now have to offer our students this year. We are currently working on some needed updates to the space (i.e. new hvac install) and are looking forward to continuing to make 9 Hanover Pl feel like home.


We are eager to continue working with families, staff, students, and all of you, to uphold the mission and vision of this wonderful school. Thank you for your continued support and partnership as we dig into this year of continued paths, and paths anew!

Together we RISE,
Brooklyn RISE SLT

Finance Committee:

- We reviewed this month's [financial dashboard](#)
- Given current enrollment, we discussed budget deficit mitigation strategies, including a cost savings exercise that Chantal led
- The School is not currently considering any layoffs, however, we have requested a 'hiring freeze' and that a Board member approve any additional hiring (in the case of essential positions)

Academic Committee:

-  **Academic Committee Meetings 22-23**
- Step Data
 - First round of assessment is a diagnostic because it was conducted before any instruction
 - **Kindergarten** mostly at pre-reading, expected level

- **1st grade** most returning at the beginning of grade benchmark, 12 students who are not at benchmark
- **2nd grade** majority of students who are at benchmark or beyond are returning students (as well as students at 1 or 2 steps below)
- **3rd grade** students who achieved or above Step 8 are returning
- **4th grade** good number of returning students who are at step 11 or 12

Governance Committee:



Meeting Minutes:

- Attendance: Akilah Bond, **Christina Hu**, **Kate Zaunbrecher**, Chantal Zuniga, **Bianca Cabrera**, **Danyela Egorov**, **Laura Tomana**, **Grace Han**, Ethan Waite (prospective board member)
- **Finance Update:**
 - Bryson reviews August financial dashboard
 - Billed based on enrollment projections
 - Discussion needed of what to do about hiring if someone were to leave
 - Currently at 206 students, actively recruiting towards 210 students
 - Efforts to support retention of current student population
 - Bryson presents 2023 Budget v2
 - Transfer from Friends of Brooklyn RISE account to Brooklyn RISE Charter School
 - Lawsuit filed next week and they have 30 days to respond
 - A lot of schools experiencing the same issues because of under-enrollment across the city as a result of the pandemic
 - Will be joining the Common Application in the city
 - Christina motions to approve, Grace approves, budget unanimously approved(7:40 PM)
- **Governance Committee:**
 - Votes
 - Resolution to move to 9 Hanover Place
 - Grace motions to approve, Christina seconds, unanimously approved
 - Bylaws: Change minimum number of voting members from 7 to 5
 - Bianca motions to approve the change in bylaws, Laura seconds, unanimously approved
 - Board supports Grace to move forward with leasing process
 - Staff list to state
- **Head of School Update:**
 - School happenings

- 6 family events, opportunity for families to come into the space
- Finished STEP testing
- First data day
- Bussing
 - Significant increase of students utilizing school buses
- **Academic Committee:**
 - Assessments
 - Moving from diagnostic assessment and getting to know students to building instructional plans that help students grow
 - STEP Data
 - Kindergarten: 50% achieve pre-reading / 50% did not achieve
 - 1st Grade: 55% on or above benchmark / 45% below benchmark
 - 2nd Grade: 49% on or above benchmark / 51% below benchmark
 - 3rd Grade: 60% on or above benchmark / 40% below benchmark
 - 4th Grade: 48% on or above benchmark / 52% below benchmark
 - Overenrolled classrooms
 - Coming up with contingency plans for adding students in grade levels that are currently overenrolled (over 26 students - ideal class size at BRCS)

Grace motions to adjourn, Christina seconds meeting ends at 8:27 PM

APPROVED



Brooklyn RISE Charter School

Minutes

Brooklyn RISE Board Meeting

Date and Time

Wednesday November 30, 2022 at 7:00 PM

Location

9 Hanover Place, Brooklyn, NY 11201

"Brooklyn RISE builds the knowledge, habits, and mindsets for academic success, ensuring all kindergarten through fifth grade students are on the path to college."

Trustees Present

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

Trustees Absent

B. Herbst, L. Tomana

Guests Present

Bryson Wilson (remote), Yuna Shin (remote)

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 Nov 30, 2022 at 7:17 PM.

C.

Approve Minutes

G. Han made a motion to approve the minutes from.
The board **VOTED** to approve the motion.

D. Public Comment

II. SLT Update

A. Updates

Cary shared state testing aggregate data

III. Finance Committee

A. Dashboard

- Bryson Wilson, EdTech reviewed monthly financials
- Overall positive variance
- Continuing to find saving opportunities
- No resolution to security deposit issue

IV. Academic Committee

A. Updates

Grace shared academic committee updates

V. Governance Committee

A. Updates

- Diana resigned from Friends of Brooklyn RISE Board Meeting
- Board retreat
 - Need to schedule board retreat
- Board Chair Recruitment
 - Get support from Board on Track for next steps on Board Chair recruitment

VI. Facilities

A. 4th Avenue Facility

- New build in Sunset is only to house elementary school
- NYC DOER handles protections since site is former gas station
- BP has cradle to grave responsible for cleanup
- Considerations
 - Getting back to Sunset Park is a priority

- If we don't return to Sunset, we may need to make revisions to the charter
- If we want to expand to middle school, we may need to split elementary and middle school into two buildings

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 9:02 PM.

Respectfully Submitted,
K. Zaunbrecher

Documents used during the meeting

- Brooklyn RISE - Nov 2022 Cash Flow - 11172022.pdf
- Brooklyn RISE - Nov 2022 Balance Sheet - 11172022.pdf
- Brooklyn RISE - Nov 2022 Budget vs Actuals - 11172022.pdf
- 2022.10 BRCS Combined Board Ck Reg Oct22.pdf
- Brooklyn RISE - Nov 2022 Financial Update - 11172022.pdf
- Brooklyn Rise at 4001 4th Avenue K-5 ONLY.docx
- Brooklyn Rise at 4001 4th Avenue Amended LOI CLEAN.doc
- 20221103 - 4001 4th Ave OP4.pdf



Brooklyn RISE Charter School

Minutes

Brooklyn RISE Board Meeting

Date and Time

Wednesday January 25, 2023 at 7:00 PM

Location

9 Hanover Place, Brooklyn, NY 11201

"Brooklyn RISE builds the knowledge, habits, and mindsets for academic success, ensuring all kindergarten through fifth grade students are on the path to college."

Trustees Present

B. Herbst (remote), C. Hu, G. Han (remote), K. Zaunbrecher

Trustees Absent

B. Cabrera, E. Waite, 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 25, 2023 at 7:03 PM.

C. Approve Minutes

D. Public Comment

II. SLT Update

A. Update

- Cary provided updates about return from maternity leave, recruitment, STEP/MAP data.
- Cliff joined to share a facility update
- Christina will join the Friends of Brooklyn RISE Charter School board

III. Finance Committee

A. Dashboard

- Bryson, EdTec is absent due to family emergency
- Finances are consistent with previous months

IV. Governance Committee

A. Board Retreat

- Cary shared Evaluation report from mid-term site visit
- Cary will make appeal on certain points
- Compliance, in particular, is pointed out as a growth area

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 8:21 PM.

Respectfully Submitted,
C. Hu



Brooklyn RISE Charter School

Minutes

Brooklyn RISE Board Meeting

Date and Time

Wednesday December 21, 2022 at 7:00 PM

Location

9 Hanover Place, Brooklyn, NY 11201

"Brooklyn RISE builds the knowledge, habits, and mindsets for academic success, ensuring all kindergarten through fifth grade students are on the path to college."

Trustees Present

C. Hu, E. Waite, G. Han (remote), K. Zaunbrecher

Trustees Absent

B. Cabrera, 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 Dec 21, 2022 at 7:06 PM.

C. Approve Minutes

G. Han made a motion to approve the minutes from Brooklyn RISE Board Meeting on 11-30-22.

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

D. Public Comment

II. Finance Committee

A. Dashboard

- Bryson reviewed November financials

III. SLT Update

A. Update

- Chantal shared update about school happenings, including students and family engagement events
- We will have student academic data to review at January board meeting
- Akilah Bond will return from mat leave in February

IV. Closing Items

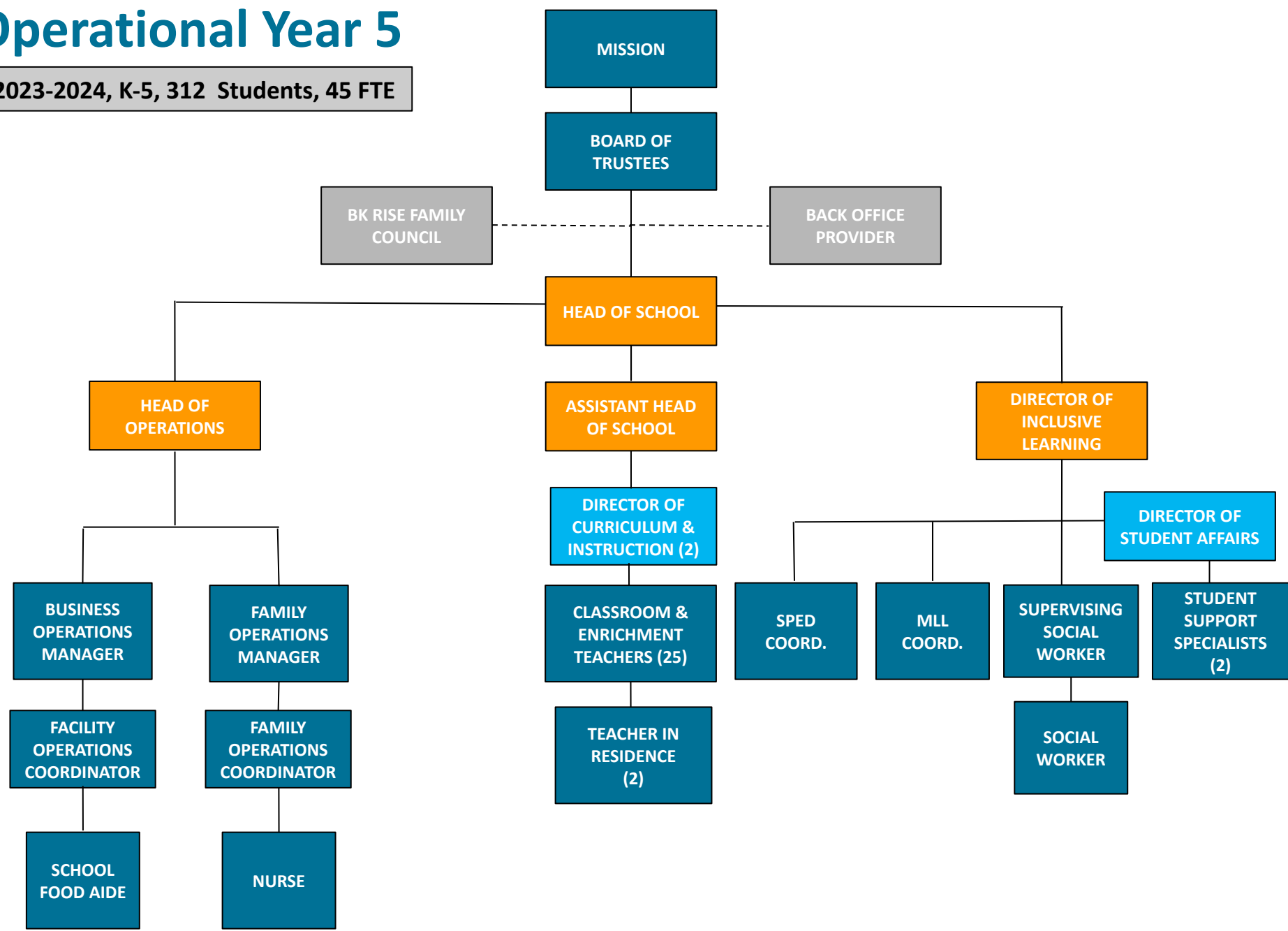
A. Adjourn Meeting

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,
G. Han

Operational Year 5

2023-2024, K-5, 312 Students, 45 FTE



August 2023						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
		1	2	3	4 New Staff Orientation (8-12)	5
6	7 ALL STAFF RETURN TO RISE!	8	9	10	11	12
13	14	15	16	17	18 Family Orientation (Hybrid)	19
20	21 FIRST DAY OF SCHOOL! (half days all week)	22	23	24	25	26
WEEK 0 Grade 4-5 MAP Testing						
27	28	29	30	31		
WEEK 1 Administer Baseline NC						
Instructional Days: 9						
PD Days: 11						

October 2023						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
1	2	3	4	5	6 Grades & Comments Due	7
WEEK 6 BYR Process Begins	New Reading Groups Begin					
8	9	10	11	12	13	14
WEEK 7 IL Selection Process Begins	NO SCHOOL - INDIGENOUS PPL'S DAY					
15	16	17	18	19 (Black out day)	20 (Black out day)	21
WEEK 8			T1 Family Conferences - Half Day 2:00-6:00	T1 Family Conferences 2:00-5:00		
22	23	24	25	26	27	28
WEEK 9						
29	30	31				
WEEK 10						
Instructional Days: 21						
PD Days: 1						

December 2023						
x	Mon	Tues	Wed	Thurs	Fri	Sat
WEEK 13 CONT'D					1	2
3	4	5	6	7	8	9
WEEK 14	Reading Progress Monitoring Begins					
10	11	12	13	14	15	16
WEEK 15					Reading Progress Monitoring Ends	
17	18	19	20	21	22	23
WEEK 16	Winter Showcase	Winter Showcase	DATA DAY #2	Winter Recess		
24	25	26	27	28	29	30
31	Winter Recess					
Instructional Days: 13						
PD Days: 1						

February 2024						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
WEEK 21 CONT'D				1	2	3
4	5	6	7	8	9	10
WEEK 22						LUNAR NEW YEAR
11	12	13	14	15	16	17
WEEK 23						
18	19	20	21	22	23	24
	February Break					
25	26	27	28	29		
WEEK 24	STEP Round 2 Begins		Family Night			
Instructional Days: 16						
PD Days: 0						

April 2024						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat

September 2023						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
WEEK 1 CONT'D					1 NO SCHOOL	2
3	4	5	6	7	8	9
WEEK 2	NO SCHOOL - Labor Day			FALL MAP TESTING		
10	11	12	13	14	15	16
WEEK 3	STEP Round 1 Begins					
17	18	19	20	21	22	23
WEEK 4						
24	25	26	27	28	29 DATA DAY #1	30
WEEK 5 Peer Surveys/ BOY Survey		STEP Round 1 Ends	Back to School Family Night	ALL Grades Due in SR		
Instructional Days: 19						
PD Days: 1						

November 2023						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
WEEK 10 CONT'D			1	2	3	4
5	6	7	8	9	10	11
WEEK 11						VETERAN'S DAY
12	13	14	15	16	17	18
WEEK 12				Family Potluck 4:30p-6:30p		
19	20	21	22	23	24	25
	FALL BREAK					
26	27	28	29	30		
WEEK 13						
Instructional Days: 17						
PD Days: 0						

January 2024						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
WEEK 17	1 Winter Recess	2 All Staff PD Day	3 New Reading Groups Begin	4	5	6
7	8	9	10	11	12	13
WEEK 18				WINTER MAP TESTING		
14	15	16	17	18	19	20
WEEK 19	NO SCHOOL - MLK Day					
21	22	23	24	25	26	27
WEEK 20 Peer Surveys/ MOY Survey						
28	29	30	31			
WEEK 21 MYR Process Begins			Family Night			
Instructional Days: 20						
PD Days: 1						

March 2024						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
WEEK 24 CONT'D					1	2
3	4	5	6	7	8	9
WEEK 25						
10	11	12	13	14	15 DATA DAY #3	16
WEEK 26 PID Process: Considerations		STEP Round 2 Ends				
17	18	19	20 (Black out day)	21 (Black out day)	22	23
WEEK 27	New Reading Groups Begin		T2 Family Conferences - Half Day	T2 Family Conferences		
24	25	26	27	28	29	30
WEEK 28 Final State Test Meeting for Families					NO SCHOOL - Good Friday	
Instructional Days: 19						
PD Days: 1						

May 2024						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat

KEY:
VACATION/ HOLIDAY
PROFESSIONAL DEVELOPMENT
READING ASSESSMENT WINDOW
DATA DAY (NO STUDENTS)
STUDENT ORIENTATION DAYS
FIRST AND LAST DAY FOR STUDENTS
FAMILY ORIENTATION DAYS
NWEA-MAP ASSESSMET
PTO BLACK OUT DAYS
FAMILY CONFERENCES
LITERACY UNPACKING DAYS



FIRE DEPARTMENT

9 METROTECH CENTER BROOKLYN, N.Y. 11201-3857

BUREAU OF FIRE PREVENTION

Public Buildings Unit

DATE: 12.01.2022.

PREMISES

Brooklyn Rise Charter School
9 Hanover Place
Brooklyn NY 11201

Brooklyn Rise Charter School
9 Hanover Place
Brooklyn NY 11201

To Whom It May Concern:

The New York City Fire Department ("FDNY"), Bureau of Fire Prevention, Public Buildings Unit conducted an inspection of the above-referenced premises on **10.03.2022**.

~~XXX~~ The inspection did not reveal any violations that FDNY's Public Buildings Unit is authorized to inspect and enforce.

Note: Violation orders dismissed.

_____ The inspection resulted in issuance of violations of the Fire Code or other laws, rules or regulations that FDNY's Public Buildings Unit is authorized to inspect and enforce.

_____ As of XXXXXX documents were submitted to FDNY as proof of correction, and such correction was deemed acceptable to FDNY

_____ The inspection, and a review of premises records, has disclosed that the premises may not be in compliance with the lawful occupancy established by the New York City Department of Buildings.

This letter shall not be construed to be a permit for, or an approval of the premises. FDNY does not certify that the premises is free from any violation for which it has not inspected, in accordance with its standard inspection protocols. This letter shall not prevent FDNY from inspecting the premises at a later date, requiring the correction of any deficiencies it finds at the premises, and/or issuing violations against the premises for conditions that do not comply with the Fire Code or other laws, rules or regulations.

Examined by: _____
Tomasz Korbas, Supervising Inspector, PBU



Certificate of Occupancy

CO Number: 301880784F

This certifies that the premises described herein conforms substantially to the approved plans and specifications and to the requirements of all applicable laws, rules and regulations for the uses and occupancies specified. No change of use or occupancy shall be made unless a new Certificate of Occupancy is issued. *This document or a copy shall be available for inspection at the building at all reasonable times.*

A.	Borough: Brooklyn	Block Number: 00161	Certificate Type: Final
	Address: 9 HANOVER PLACE	Lot Number(s): 27	Effective Date: 11/12/2010
	Building Identification Number (BIN): 3000464	Building Type: Altered	
<i>For zoning lot metes & bounds, please see BISWeb.</i>			
B.	Construction classification: 3	(Prior to 1968 Code)	
	Building Occupancy Group classification: G	(1968 Code)	
	Multiple Dwelling Law Classification: None		
	No. of stories: 4	Height in feet: 53	No. of dwelling units: 0
C.	Fire Protection Equipment: Standpipe system, Fire alarm system, Sprinkler system		
D.	Type and number of open spaces: None associated with this filing.		
E.	This Certificate is issued with the following legal limitations: None		
Borough Comments: None			



Borough Commissioner



Commissioner

Certificate of Occupancy

CO Number: 301880784F

Permissible Use and Occupancy						
All Building Code occupancy group designations are 1968 designations, except RES, COM, or PUB which are 1938 Building Code occupancy group designations.						
Floor From To	Maximum persons permitted	Live load lbs per sq. ft.	Building Code occupancy group	Dwelling or Rooming Units	Zoning use group	Description of use
CEL	130	OG	C		6	SALES,SERVICE
001	190	100	C		6	SALES, DISPLAY
002	186	75	G		3	ACCESSARY OFFICE, SCHOOL
003	185	75	G		3	ACCESSARY OFFICE, SCHOOL
004	45	75	E		3	ACCESSORY OFFICE
END OF SECTION						



Borough Commissioner



Commissioner

END OF DOCUMENT

301880784/000 11/12/2010 10:56:21 AM