

Application: Brooklyn RISE Charter School

Cary Finnegan - cary.finnegan@brooklynrise.org
2021-2022 Annual Report

Summary

ID: 0000000329

Last submitted: Nov 1 2022 07:25 PM (EDT)

Labels: Board of Regents

Entry 1 School Info and Cover Page

Completed Nov 1 2022

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 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 2021-2022 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, 2022)** 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, 2021)

Please select the correct authorizer as of June 30, 2022 or you may not be assigned the correct tasks.

BOARD OF REGENTS

d. DISTRICT / CSD OF LOCATION

CSD #15 - BROOKLYN

e. DATE OF INITIAL CHARTER

11/2018

f. DATE FIRST OPENED FOR INSTRUCTION

9/2019

c. School Unionized

Is your charter school unionized?

No

f. APPROVED SCHOOL MISSION (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.

g. KEY DESIGN ELEMENTS (Regents, NYCDOE, and Buffalo BOE authorized schools only)

KEY DESIGN ELEMENTS (Briefly describe each Key Design Elements (KDE) as presented in the schools approved charter. KDEs are those general aspects of the school that are innovative or unique to the school’s mission and goals, are core to the school’s overall design, and are critical to its success.

KDE 1	College begins in kindergarten. We demonstrate this design element through selecting and implementing rigorous curricula and maximizing instructional time throughout the day. We have an extended day and year which ensures that we are able to provide students with robust academic instruction that places them on the path to college beginning in kindergarten.
KDE 2	Transformational teachers are paramount. We demonstrate this design element through having at least 3 weeks of teacher professional development each summer before the school year begins. All instructional staff have an assigned coach that does daily observations of instruction, weekly 1:1 coaching meetings, and weekly whole staff professional development. We are deeply invested in ensuring that each student at RISE has two

	<p>excellent teachers working with them in their classroom every day.</p>
KDE 3	<p>Data drives decisions. We demonstrate this design element through daily tracking of student academic output, 5 assessment cycles throughout the year with dedicated Data Days for staff to closely analyze and create action and intervention plans based on that data, and closely monitoring key data points such as attendance, disciplinary actions, and family communication on a daily basis.</p>
KDE 4	<p>Structure, joy, and character create community. We demonstrate this design element through having clear procedures and routines across classrooms so that students know exactly what to expect and they can develop independence through these systems and routines. We infuse joy in all that we do to ensure students feel welcomed and happy each day in our school. We emphasize our RISE values of Respect, Integrity, Self-Confidence, Effort & Excellence and celebrate students of the month each month based on these character values.</p>
KDE 5	<p>Mindsets matter. We demonstrate this design element through intentional mindset development. Our students learn early on that challenge helps us to grow and that mistakes are beautiful opportunities for learning. We ensure that all students understand that the brain is a muscle that can be developed and strengthened through hard work.</p>
KDE 6	<p>Families are our partners. We demonstrate this design element through meeting with each new family individually during the registration process to get to know them and their child before the school year begins. We are committed to frequent communication with families through their preferred mode of communication and in their preferred language. We host a monthly family event as well as a monthly coffee with the principal. We survey families twice a year and use that data to inform how we can best partner with our families.</p>

KDE 7	(No response)
KDE 8	(No response)
KDE 9	(No response)
KDE 10	(No response)

Need additional space for variables

No

h. SCHOOL WEB ADDRESS (URL)

www.brooklynrise.org

i. Total Approved Charter Enrollment for 2021-2022 School Year (exclude Pre-K program enrollment)

208

j. Total Enrollment on June 30, 2022 (exclude Pre-K program enrollment)

170

k. Grades Served during the 2021-2022 School Year (exclude Pre-K program students)

Check all that apply

Grades Served	K, 1, 2, 3
---------------	------------

I1. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION?

No

FACILITIES INFORMATION

m. FACILITIES

Will the school maintain or operate multiple sites in 2022-2023?

No, just one site.

BROOKLYN RISE CHARTER SCHOOL 800000090721

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 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-4

m1a. Please provide the contact information for Site 1.

	Name	Title	Work Phone	Alternate Phone	Email Address
School Leader	Cary Finnegan	Head of School	860-966-3183	347-470-9833	cary.finnegan@brooklynrise.org
Operational Leader	Chantal Zuniga	Head of Operations	347-862-8297	347-470-9833	chantal.zuniga@brooklynrise.org
Compliance Contact	Cary Finnegan	Head of School	860-966-3183	347-470-9833	cary.finnegan@brooklynrise.org
Complaint Contact	Chantal Zuniga	Head of Operations	347-862-8297	347-470-9833	chantal.zuniga@brooklynrise.org
DA A Coordinator	Amanda Martell	Social Work	347-470-9833	347-470-9833	amanda.martell@brooklynrise.org
Phone Contact for After Hours Emergencies	Cary Finnegan	Head of School	860-966-3183	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, 2021.

- Fire inspection certificates must be updated annually. For the upcoming school year 2022-2023, the fire inspection certificate must be dated after July 1, 2021.
- 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, 2022.

Site 1 Certificate of Occupancy (COO)

[CO_9Hanoverplace.pdf](#)

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

Site 1 Fire Inspection Report

[9_Hanover_PI_K_21_FDNY.pdf](#)

Filename: 9_Hanover_PI_K_21_FDNY.pdf **Size:** 188.9 kB

CHARTER REVISIONS DURING THE 2021-2022 SCHOOL YEAR

n1. Were there any revisions to the school's charter during the 2021-2022 school year? (Please include approved or pending material and non-material charter revisions).

Yes

n2. 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	Other	We submitted a non-material revision for relocating our school to a new facility within the same district.	Pending	Pending
2				
3				
4				
5				

More revisions to add?

No

o. Has your school's Board of Trustee's approved a budget for the 2021-2022 FY?

Yes

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

p. 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 [NYS ED CSO Fingerprint Clearance Oct 2019 Memo](#). Click **YES to agree.**

Responses Selected:

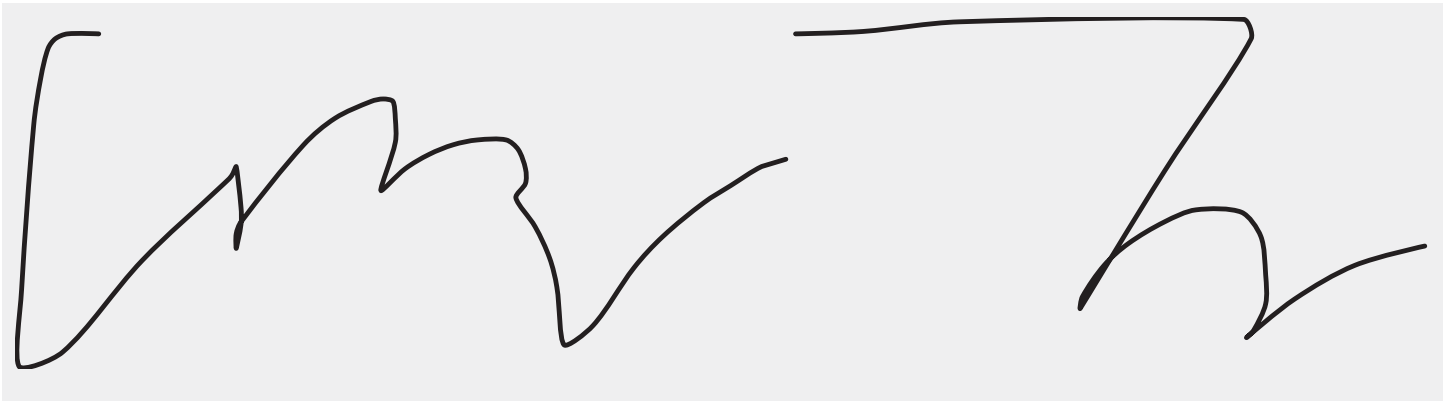
Yes

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).**

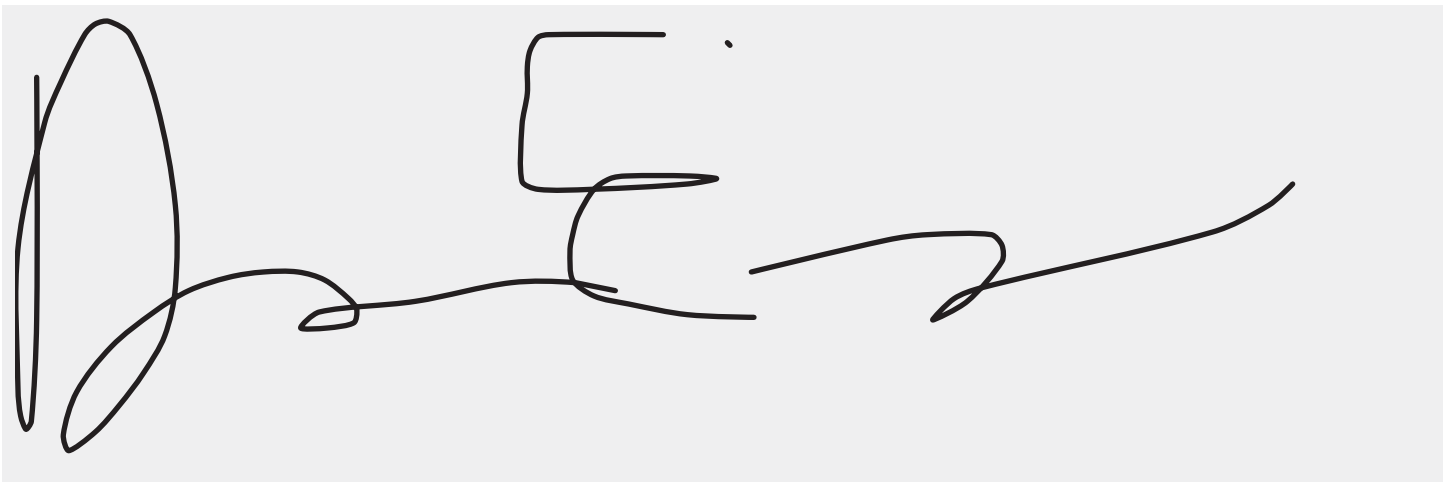
Responses Selected:

Yes

Signature, Head of Charter School

A handwritten signature in black ink on a light gray background. The signature is stylized and appears to be a first name followed by a last name.

Signature, President of the Board of Trustees

A handwritten signature in black ink on a light gray background. The signature is highly stylized, starting with a large, loopy initial and followed by several connected strokes.

Date

Jul 29 2022

Thank you.



Entry 3 Progress Toward Goals

Incomplete

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, 2022**.

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 2, 2022.

BROOKLYN RISE CHARTER SCHOOL 800000090721

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, 2022**.

2021-2022 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				
Academic Goal 2				
Academic Goal 3				
Academic Goal 4				
Academic Goal 5				
Academic Goal 6				
Academic Goal 7				
Academic Goal 8				
Academic Goal 9				
Academic Goal 10				

2. Do have more academic goals to add?

(No response)

2021-2022 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 Meet	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 21				
Academic Goal 22				
Academic Goal 23				
Academic Goal 24				
Academic Goal 25				
Academic Goal 26				
Academic Goal 27				
Academic Goal 28				
Academic Goal 29				
Academic Goal 30				
Academic Goal 31				
Academic Goal 32				
Academic Goal 33				
Academic Goal 34				
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Academic Goal 44				
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Academic Goal 46				
Academic Goal 47				
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Academic Goal 61				
Academic Goal 62				
Academic Goal 63				
Academic Goal 64				
Academic Goal 65				
Academic Goal 66				
Academic Goal 67				
Academic Goal 59				
Academic Goal 60				
Academic Goal 61				
Academic Goal 62				

4. ORGANIZATION GOALS

For the 2021-2022 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”.

2021-2022 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				
Org Goal 2				
Org Goal 3				
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 response)

6. FINANCIAL GOALS

2021-2022 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				
Financial Goal 2				
Financial Goal 3				
Financial Goal 4				
Financial Goal 5				

7. Do have more financial goals to add?

(No response)

2021-2022 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 6			
	Financial Goal 7			
	Financial Goal 8			
	Financial Goal 9			
	Financial Goal 10			

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 SUNY Epicenter system by **September 15, 2022**. SUNY CSI will forward to NYSED CSO.

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

Entry 4 - Audited Financial Statements

Completed Nov 1 2022

Required of ALL Charter Schools

ALL SUNY-authorized charter schools must upload the financial statements and related documents in PDF format into the SUNY Epicenter system no later than **November 1, 2022**. SUNY CSI will forward to NYSED CSO. **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, 2022**. 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 2022 but will be identified as a required task thereafter and due on November 1, 2022. This is a required task, and it is marked optional for administrative purposes only.

Brooklyn RISE Charter Schools FST with Mgmt Ltr

Filename: Brooklyn RISE Charter Schools ST 1pAH1Rs.pdf Size: 497.4 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 Report Template" at <http://www.newyorkcharters.org/fiscal/>. After completing, schools must upload the document into the SUNY Epicenter system no later than **November 1, 2022**. SUNY CSI will forward to NYSED CSO.

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 2022

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 [2021-2022 Annual Reports](#) webpage. Upload the completed file in Excel format and submit by **November 1, 2022**.

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.

RISE - AuditedFinancialReportTemplate-NYSED - FY22

Filename: RISE AuditedFinancialReportTemp d8qIsrw.xlsx Size: 74.1 kB

Entry 4c - Additional Financial Documents

Completed Nov 1 2022

Instructions - Regents, NYCDOE and Buffalo BOE authorized schools must upload financial documents and submit by **November 1, 2022**. The items listed below should be uploaded, with an explanation if not applicable or available. or 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. CSP 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.

[Brooklyn RISE Charter School Mgmt Ltr](#)

Filename: Brooklyn RISE Charter School Mgmt Ltr.pdf **Size:** 152.3 kB

Entry 4d - Financial Services Contact Information

Incomplete

Regents, NYCDOE, and Buffalo BOE authorized schools should enter financial contact information directly into the form within the portal by **November 1, 2022**.

Form for "Financial Services Contact Information"

1. School Based Fiscal Contact Information

	School Based Fiscal Contact Name	School Based Fiscal Contact Email	School Based Fiscal Contact Phone

2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm

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

Entry 5 - Fiscal Year 2022-2023 Budget

Completed Nov 1 2022

SUNY-authorized charter schools should download the [2022-23 Budget and Quarterly Report Template and the 2022-23 Budget Narrative Questionnaire](#) from the SUNY website and upload the completed template into Epicenter. SUNY CSI will forward to NYSED CSO. **Due November 1, 2022.**

Regents, NYCDOE, and Buffalo BOE authorized charter schools should upload a copy of the school's FY22 Budget using the [2022-2023 Budget Template](#) in the portal or from the Annual Report website. **Due November 1, 2022.**

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.

[Brooklyn RISE - FY 2023 Budget - 09222022](#)

Filename: Brooklyn RISE FY 2023 Budget 09222022.pdf Size: 152.8 kB

Entry 6 - Board of Trustees Disclosure of Financial Interest Form

Completed Nov 1 2022

Due on August 1, 2022, 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 2021-2022 school year must complete and sign a [Trustee Disclosure of Financial Interest Form](#). 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 completing the form for trustees who left the board during the reporting year.**

Forms completed from past years will not be accepted. **Only the latest version of the form** (updated in April, 2022) is acceptable.).

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 Disclosure of Financial Interest form, trustees must disclose information relevant to any of the schools served by the governing education corporation.

[BOT_FinancialDisclosure_LT](#)

Filename: BOT_inancialDisclosure_LT.pdf **Size:** 156.3 kB

[BOT_FinancialDisclosureForm_Han](#)

Filename: BOT_inancialDisclosureForm_Han.pdf **Size:** 427.2 kB

[BOT_FinancialDisclosureForm_CH](#)

Filename: BOT_inancialDisclosureForm_CH.pdf **Size:** 535.5 kB

[BOT_FinancialDisclosureForm_DE](#)

Filename: BOT_inancialDisclosureForm_DE.pdf **Size:** 524.6 kB

[BOT_FinancialDisclosureForm_BH](#)

Filename: BOT_inancialDisclosureForm_BH.pdf **Size:** 3.7 MB

Entry 7 BOT Membership Table

Completed Nov 1 2022

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.

BROOKLYN RISE CHARTER SCHOOL 800000090721

Authorizer:

Who is the authorizer of your charter school?

Board of Regents

1. 2021-2022 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 Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2021-2022
1	Danyela Egorov		Chair	Governance	Yes	2	12/16/2018	12/16/2022	9
2	Christina Hu		Vice Chair	Finance	Yes	1	5/29/2019	5/29/2023	11
3	Grace Han		Secretary	Academic	Yes	2	12/16/2018	12/16/2022	10
4	Ben Herbst		Treasurer	Finance	Yes	2	12/16/2018	12/16/2022	11
5	Natasha Go		Trustee/Member	Academic	Yes	1	5/29/2019	7/29/2021	7
6	Elizabeth Skeen		Trustee/Member	Governance	Yes	2	12/16/2018	7/29/2021	7

7	T m		Trustee/ Member	Finance		2	12/16/2 018	7/29/20 21	7
8									
9									

1a. Are there more than 9 members of the Board of Trustees?

No

2. INFORMATION ABOUT MEMBERS OF THE BOARD OF TRUSTEES

1. SUNY-AUTHORIZED charter schools provide response relative to VOTING Trustees only.
2. REGENTS, NYCDOE, and BUFFALO BOE-AUTHORIZED charter schools provide a response relative to all trustees.

a. Total Number of BOT Members on June 30, 2022	4
b.Total Number of Members Added During 2021-2022	0
c. Total Number of Members who Departed during 2021-2022	3
d.Total Number of members, as set in Bylaws, Resolution or Minutes	7

3. Number of Board meetings held during 2021-2022

12

4. Number of Board meetings scheduled for 2022-2023

12

Total number of Voting Members on June 30, 2022:

4

Total number of Voting Members added during the 2021-2022 school year:

0

Total number of Voting Members who departed during the 2021-2022 school year:

3

Total Maximum Number of Voting members in 2021-2022, as set by the board in bylaws, resolution, or minutes:

15

Total number of Non-Voting Members on June 30, 2022:

3

Total number of Non-Voting Members added during the 2021-2022 school year:

3

Total number of Non-Voting Members who departed during the 2021-2022 school year:

0

Total Maximum Number of Non-Voting members in 2021-2022, as set by the board in bylaws, resolution or minutes:

N/A

Board members attending 8 or fewer meetings during 2021-2022

3

Thank you.

Entry 8 Board Meeting Minutes

Completed Nov 1 2022

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

Schools must upload a complete set of monthly board meeting minutes (July 2021-June 2022), which should match the number of meetings held during the 2021-2022 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, 2022**.

BRCS Board Mtg Book - October 2021

Filename: BRCS Board Mtg Book October 2021.pdf **Size:** 272.8 kB

BRCS Board Mtg Book - August 2021

Filename: BRCS Board Mtg Book August 2021.pdf **Size:** 265.1 kB

BRCS Board Mtg Book - September 2021

Filename: BRCS Board Mtg Book September 2021.pdf **Size:** 267.6 kB

BRCS Board Mtg Book - July 2021

Filename: BRCS Board Mtg Book July 2021.pdf **Size:** 275.8 kB

[BRCS Board Mtg Book - December 2021](#)

Filename: BRCS Board Mtg Book December 2021.pdf **Size:** 265.9 kB

[BRCS Board Mtg Book - February 2022](#)

Filename: BRCS Board Mtg Book ebruary 2022.pdf **Size:** 255.2 kB

[BRCS Board Mtg Book - November 2021](#)

Filename: BRCS Board Mtg Book November 2021.pdf **Size:** 283.8 kB

[BRCS Board Mtg Book - April 2022](#)

Filename: BRCS Board Mtg Book April 2022.pdf **Size:** 270.9 kB

[BRCS Board Mtg Book - June 2022](#)

Filename: BRCS Board Mtg Book June 2022.pdf **Size:** 254.9 kB

[BRCS Board Mtg Book - May 2022](#)

Filename: BRCS Board Mtg Book May 2022.pdf **Size:** 261.0 kB

[BRCS Board Mtg Book - January 2022](#)

Filename: BRCS Board Mtg Book January 2022.pdf **Size:** 266.0 kB

[BRCS Board Mtg Book - March 2022](#)

Filename: BRCS Board Mtg Book March 2022.pdf **Size:** 271.9 kB

Entry 9 Enrollment & Retention

Completed Nov 1 2022

[Instructions for submitting Enrollment and Retention Efforts](#)

Required of ALL Charter Schools

Describe the good faith efforts the charter school has made in 2021-2022 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 2022-2023.

Entry 9 Enrollment and Retention of Special Populations

Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2021-2022	Describe Recruitment Plans in 2022-2023
Economically Disadvantaged	We give a lottery preference to families who qualify for Free and Reduced Price lunch. We let families know during our information sessions that there is no expectation that families purchase any school supplies. We provide all families with two free uniform shirts each year. Our marketing materials make clear that we are a tuition-free public charter school.	We give a lottery preference to families who qualify for Free and Reduced Price lunch. We let families know during our information sessions that there is no expectation that families purchase any school supplies. We provide all families with two free uniform shirts each year. Our marketing materials make clear that we are a tuition-free public charter school. We also targeted NYCHA housing complexes in our new neighborhood.
English Language Learners	We give lottery preference to families whose home language is other than English. We provide all our marketing materials in the most commonly spoken languages of our surrounding neighborhoods. We provide real-time language interpretation during our information sessions.	We give lottery preference to families whose home language is other than English. We provide all our marketing materials in the most commonly spoken languages of our surrounding neighborhoods. We provide real-time language interpretation during our 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.

Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2021-2022	Describe Retention Plans in 2022-2023
Economically Disadvantaged	We give a lottery preference to families who qualify for Free and Reduced Price lunch. We let families know during our information sessions that there is no expectation that families purchase any school supplies. We provide all families with two free uniform shirts each year. Our marketing materials make clear that we are a tuition-free public charter school. We support 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 our information sessions that there is no expectation that families purchase any school supplies. We provide all families with two free uniform shirts each year. Our marketing materials make clear that we are a tuition-free public charter school. We also targeted NYCHA housing complexes in our new neighborhood. We support 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 the most commonly spoken languages of our surrounding neighborhoods. We provide real-time language interpretation during our 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 the most commonly spoken languages of our surrounding neighborhoods. We provide real-time language interpretation during our 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 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 of our SWD receive the related services they need in accordance to their IEPs.

We highlight our Inclusive Learning Department which includes a SPED Coordinator, MLL Coordinator, and Social Worker. All of our SWD receive the related services they need in accordance to their IEPs.

Entry 10 - Teacher and Administrator Attrition

Completed Nov 1 2022

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

A. TEACH System - Employee Clearance

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] 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/employeefingerprintoct19.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 Nov 1 2022

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

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, 2022)	1
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2022)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2022)	1
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as of June 30, 2022)	1
Total Category A: 5 or 30% whichever is less	3.0

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
. Technology	0
. 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, 2022)	0
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2022)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2022)	0
. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2022)	0
Total Category C: not to exceed 5	0.0

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	3

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	2

CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS

	FTE Count
Total Category E	11

CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	16

Thank you.



Entry 12 Organization Chart

Completed Nov 1 2022

Instructions

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

Upload the 2021-2022 **Organization Chart**. The organization chart should include position titles and reporting relationships. Employee names should **not** appear on the chart.

Brooklyn RISE Y3 Organizational Chart v2 (2)

Filename: Brooklyn RISE Y3 Organizational Chart v2 2.pdf **Size:** 310.8 kB

Entry 13 School Calendar

Completed Nov 1 2022

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, 2022 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, 2022**.

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. See an example of a calendar showing the requested information. Schools are encouraged to use a calendar template 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.

Academic Calendar 2022-2023

Filename: Academic Calendar 2022 2023 p9m4alM.pdf **Size:** 108.2 kB

Entry 14 Links to Critical Documents on School Website

Completed Nov 1 2022

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., Repost when financials have been submitted in November.)

Form for Entry 14 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:

	Link to Documents
1. Current Annual Report (i.e., 2021-2022 Annual Report)	https://www.brooklynrise.org/our-board
2. Board meeting notices, agendas and documents	https://www.brooklynrise.org/board-meetings?view=calendar&month=09-2022
3. New York State School Report Card	https://www.brooklynrise.org/our-board
4. Authorizer-approved DASA Policy and NYSED-Approved School Discipline Policy (For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)	https://www.brooklynrise.org/our-board
5. District-wide safety plan, not a building level safety plan (as per the September 2021 Emergency Response Plan Memo	https://www.brooklynrise.org/our-board
6. Authorizer-approved FOIL Policy	https://www.brooklynrise.org/our-board
7. Subject matter list of FOIL records. (Example: See NYSED Subject Matter List)	https://www.brooklynrise.org/our-board

Thank you. 

Entry 15 Staff Roster

Completed Nov 1 2022

INSTRUCTIONS

Required of Regents and NYCDOE-authorized Charter Schools ONLY

Please click on the MS Excel [aculty/Staff Roster Template](#) and provide the following information for **ANY and ALL** instructional and non-instructional employees.

Use of the 2021-2022 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 Staff Roster Template will result in a resubmission of a fully corrected roster.

Please note the roster should include all staff employed any point from July 1, 2021 to June 30, 2022, including those employed on June 30th.

[BRCS_Faculty-Staff-Roster_2022](#)

Filename: BRCS Faculty Staff Roster 2022.xlsx **Size:** 20.0 kB

Optional Additional Documents to Upload (BOR)

Incomplete



Annual Financial Statement Audit Report

for Board of Regents Authorized Charter Schools

School Name:	Brooklyn RISE Charter School
Date (Report is due Nov. 1):	November 1, 2022
Primary District of Location (If NYC select NYC DOE):	New York City Department of Education
If located in NYC DOE select CSD:	NYCSD #15
School Fiscal Contact Name:	Bryson Wilson
School Fiscal Contact Email:	[REDACTED]
School Fiscal Contact Phone:	[REDACTED]
School Audit Firm Name:	PKF O'Connor Davies, LLP
School Audit Contact Name:	Gus Saliba
School Audit Contact Email:	[REDACTED]
School Audit Contact Phone:	[REDACTED]
Audit Period:	2021-22
Prior Year:	2020-21

The following items are required to be included:

- 1.) The independent auditor's report on financial statements and notes.
- 2.) Excel template file containing the Financial Position, Statement of Activities, Cash Flow and Functional Expenses worksheets.
- 3.) Reports on internal controls over financial reporting and on compliance.

The additional items listed below should be included if applicable. Please explain the reason(s) if the items are not included. Examples might include: a written management letter was not issued; the school did not expend federal funds in excess of the Single Audit Threshold of \$750,000; the management letter response will be submitted by the following date (should be no later than 30 days from the submission of the report); etc.

Item	If not included, state the reason(s) below (if not applicable fill in N/A):
Management Letter	
Management Letter Response	
Form 990	Extension filed
Federal Single Audit (A-133)	
Corrective Action Plan	N/A

Brooklyn RISE Charter School
Statement of Financial Position
as of June 30

	<u>2022</u>	<u>2021</u>
<u>CURRENT ASSETS</u>		
Cash and cash equivalents	\$ 359,759	\$ 756,969
Grants and contracts receivable	961,363	89,401
Accounts receivables	-	-
Prepaid Expenses	20,537	2,072
Contributions and other receivables	-	-
Other current assets	-	-
TOTAL CURRENT ASSETS	<u>1,341,659</u>	<u>848,442</u>
<u>NON-CURRENT ASSETS</u>		
Property, Building and Equipment, net	\$ 241,930	\$ 147,784
Restricted Cash	75,017	50,005
Security Deposits	400,399	200,399
Other Non-Current Assets	-	-
TOTAL NON-CURRENT ASSETS	<u>717,346</u>	<u>398,188</u>
TOTAL ASSETS	<u>2,059,005</u>	<u>1,246,630</u>
<u>CURRENT LIABILITIES</u>		
Accounts payable and accrued expenses	\$ 243,448	\$ 86,025
Accrued payroll, payroll taxes and benefits	192,057	134,326
Current Portion of Loan Payable	-	-
Due to Related Parties	-	-
Refundable Advances	-	-
Deferred Revenue	-	-
Other Current Liabilities	-	-
TOTAL CURRENT LIABILITIES	<u>435,505</u>	<u>220,351</u>
<u>LONG-TERM LIABILITIES</u>		
Loan Payable; Due in More than One Year	\$ -	\$ -
Deferred Rent	-	-
Due to Related Party	-	-
Other Long-Term Liabilities	-	-
TOTAL LONG-TERM LIABILITIES	<u>-</u>	<u>-</u>
TOTAL LIABILITIES	<u>435,505</u>	<u>220,351</u>
<u>NET ASSETS</u>		
Unrestricted	\$ 1,623,500	\$ 1,026,279
Temporarily restricted	-	-
Permanently restricted	-	-
TOTAL NET ASSETS	<u>1,623,500</u>	<u>1,026,279</u>
TOTAL LIABILITIES AND NET ASSETS	<u>2,059,005</u>	<u>1,246,630</u>

Brooklyn RISE Charter School
Statement of Activities
as of June 30

	2022			2021
	Unrestricted	Temporarily Restricted	Total	Total
OPERATING REVENUE				
State and Local Per Pupil Revenue - Reg. Ed	\$ 2,858,906	\$ -	\$ 2,858,906	\$ 2,358,795
State and Local Per Pupil Revenue - SPED	429,857	-	429,857	461,762
State and Local Per Pupil Facilities Revenue	658,000	-	658,000	593,333
Federal Grants	1,096,081	-	1,096,081	114,037
State and City Grants	-	-	-	8,323
Other Operating Income	4,962	-	4,962	5,382
Food Service/Child Nutrition Program	-	-	-	-
TOTAL OPERATING REVENUE	5,047,806	-	5,047,806	3,541,632
EXPENSES				
Program Services				
Regular Education	\$ 2,918,861	\$ -	\$ 2,918,861	\$ 2,069,947
Special Education	582,458	-	582,458	424,258
Other Programs	-	-	-	-
Total Program Services	3,501,319	-	3,501,319	2,494,205
Management and general	949,266	-	949,266	720,808
Fundraising	-	-	-	-
TOTAL EXPENSES	4,450,585	-	4,450,585	3,215,013
SURPLUS / (DEFICIT) FROM OPERATIONS	597,221	-	597,221	326,619
SUPPORT AND OTHER REVENUE				
Interest and Other Income	\$ -	\$ -	\$ -	\$ -
Contributions and Grants	-	-	-	-
Fundraising Support	-	-	-	-
Investments	-	-	-	-
Donated Services	-	-	-	-
Other Support and Revenue	-	-	-	114,435
TOTAL SUPPORT AND OTHER REVENUE	-	-	-	114,435
Net Assets Released from Restrictions / Loss on Disposal of Assets	\$ -	\$ -	\$ -	\$ -
CHANGE IN NET ASSETS	597,221	-	597,221	441,054
NET ASSETS - BEGINNING OF YEAR	\$ 1,026,279	\$ -	\$ 1,026,279	\$ 585,225
PRIOR YEAR/PERIOD ADJUSTMENTS	-	-	-	-
NET ASSETS - END OF YEAR	\$ 1,623,500	\$ -	\$ 1,623,500	\$ 1,026,279

**Brooklyn RISE Charter School
Statement of Cash Flows**

as of June 30

	<u>2022</u>	<u>2021</u>
CASH FLOWS - OPERATING ACTIVITIES		
Increase (decrease) in net assets	\$ 597,221	\$ 441,054
Revenues from School Districts	-	-
Accounts Receivable	-	-
Due from School Districts	-	-
Depreciation	84,184	67,255
Grants Receivable	(871,962)	95,923
Due from NYS	-	-
Grant revenues	-	-
Prepaid Expenses	(18,465)	(2,072)
Accounts Payable	157,423	(144,936)
Accrued Expenses	57,731	63,203
Accrued Liabilities	-	-
Contributions and fund-raising activities	-	-
Miscellaneous sources	-	-
Deferred Revenue	-	-
Interest payments	-	-
Security Deposit	(200,000)	(160,399)
Forgiven PPP Loan	-	(114,435)
NET CASH PROVIDED FROM OPERATING ACTIVITIES	\$ (193,868)	\$ 245,593
CASH FLOWS - INVESTING ACTIVITIES	\$	\$
Purchase of equipment	(178,330)	(14,069)
Other	-	-
NET CASH PROVIDED FROM INVESTING ACTIVITIES	\$ (178,330)	\$ (14,069)
CASH FLOWS - FINANCING ACTIVITIES	\$	\$
Principal payments on long-term debt	-	-
Other	-	-
NET CASH PROVIDED FROM FINANCING ACTIVITIES	\$ -	\$ -
NET (DECREASE) INCREASE IN CASH AND CASH EQUIVALENTS	\$ (372,198)	\$ 231,524
Cash at beginning of year	806,974	575,450
CASH AND CASH EQUIVALENTS AT END OF YEAR	\$ 434,776	\$ 806,974

Brooklyn RISE Charter School
Statement of Functional Expenses
as of June 30

	No. of Positions	2022				2021				
		Program Services		Total	Supporting Services		Total			
		Regular Education	Special Education		Other Education	Fundraising		Management and General		
		\$	\$	\$	\$	\$	\$	\$	\$	
Personnel Services Costs										
Administrative Staff Personnel	8.00	202,952	50,738	-	253,690	-	336,288	336,288	589,978	469,132
Instructional Personnel	22.00	1,324,278	211,520	-	1,535,798	-	13,793	13,793	1,549,591	1,088,754
Non-Instructional Personnel	-	-	-	-	-	-	-	-	-	-
Total Salaries and Staff	30.00	1,527,230	262,258	-	1,789,488	-	350,081	350,081	2,139,569	1,557,886
Fringe Benefits & Payroll Taxes		323,926	55,625	-	379,551	-	74,252	74,252	453,803	300,198
Retirement		30,047	5,160	-	35,207	-	6,887	6,887	42,094	26,452
Management Company Fees		-	-	-	-	-	-	-	-	-
Legal Service		-	-	-	-	-	23,477	23,477	23,477	19,238
Accounting / Audit Services		-	-	-	-	-	20,500	20,500	20,500	22,000
Other Purchased / Professional / Consulting Services		114,170	28,543	-	142,713	-	211,753	211,753	354,466	247,089
Building and Land Rent / Lease		447,984	111,996	-	559,980	-	98,820	98,820	658,800	595,333
Repairs & Maintenance		28,799	7,200	-	35,999	-	6,352	6,352	42,351	15,874
Insurance		39,313	9,828	-	49,141	-	8,672	8,672	57,813	47,546
Utilities		28,100	7,024	-	35,124	-	6,199	6,199	41,323	20,178
Supplies / Materials		189,810	47,453	-	237,263	-	-	-	237,263	114,068
Equipment / Furnishings		13,187	3,297	-	16,484	-	-	-	16,484	11,830
Staff Development		71,228	17,807	-	89,035	-	1,214	1,214	90,249	53,800
Marketing / Recruitment		18,995	4,748	-	23,743	-	5,114	5,114	28,857	27,076
Technology		10,012	2,503	-	12,515	-	-	-	12,515	1,091
Food Service		-	-	-	-	-	-	-	-	-
Student Services		16,890	4,223	-	21,113	-	-	-	21,113	12,816
Office Expense		670	168	-	838	-	63,603	63,603	64,441	31,704
Depreciation		57,245	14,311	-	71,556	-	12,628	12,628	84,184	67,255
OTHER		1,255	314	-	1,569	-	59,714	59,714	61,283	43,579
Total Expenses		2,918,861	582,458	-	3,501,319	-	949,266	949,266	4,450,585	3,215,013

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

Trustee Name:

Laura Tomana

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.).

Board Member

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:

Business Address:



A handwritten signature in cursive script, appearing to read "J. Turner".

Signature

A handwritten date "7/31/22" written in a simple, blocky font.

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:

BEN 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, CHAIR 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

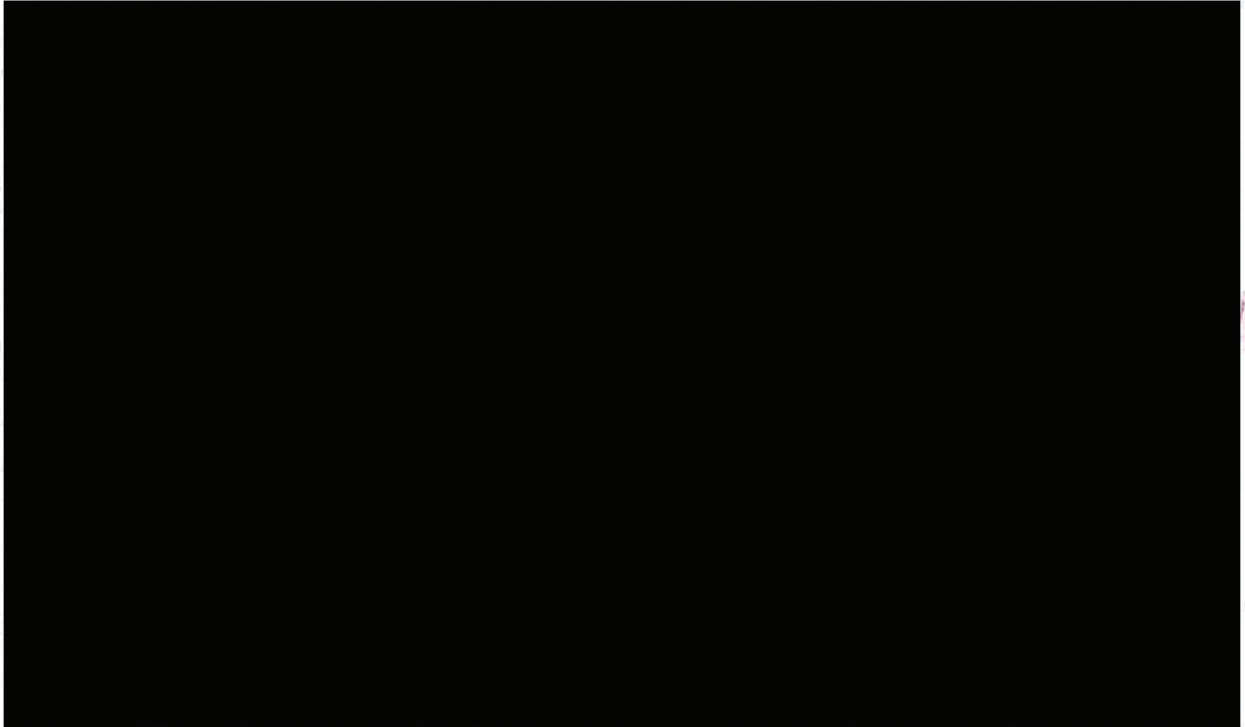
Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

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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

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[Handwritten signature]

8-1-2022

Signature

Date

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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 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.).

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
 X

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

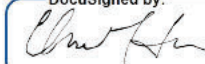
Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps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

-

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Signature

DocuSigned by:

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Date 7/29/2022

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:

Danyela Souza Egorov

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 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.

I works a consultant for the NY Charter Schools Association as their NYC Strategy Advisor since October 2019. My current contract is for \$24,000 per year.

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

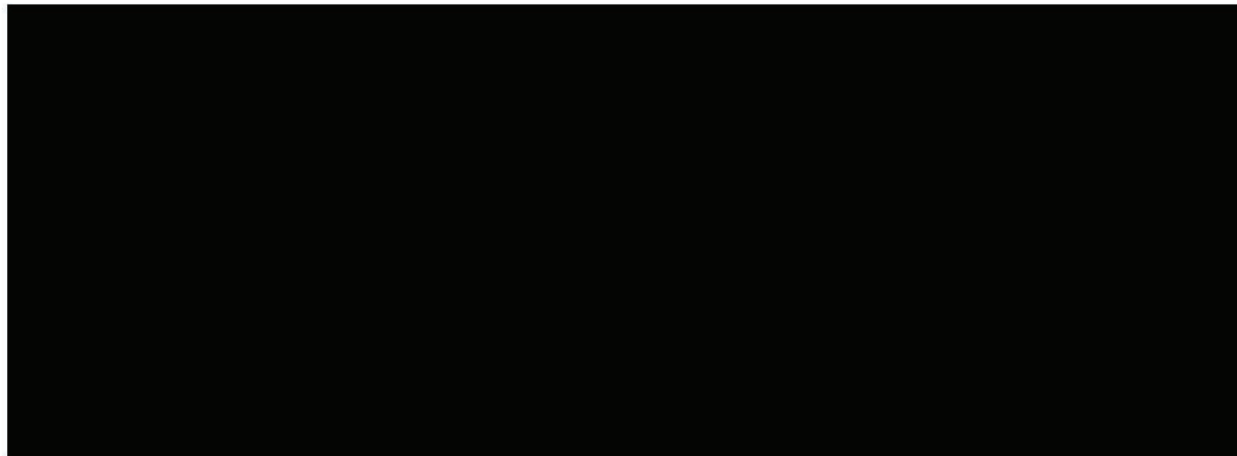
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None

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
Ny Charter Schools Association	Membership	\$1,482	Danyela Souza Egorov	Danyela recused from discussions and vote of the school joining the association as a member

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.



Home Telephone:

Home Address:

DocuSigned by:
Danyela Egorov
3131C0B028054B9...

August 1st, 2022

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:

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, Academic Committee 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.

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Yes No

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

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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

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Signature

August 1, 2022

Date

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last revised 04/2022



"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
 April 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	Bank Authorization Resolution
IV. Finance Committee	Ben	5m	Review financial reports
V. Academic Committee	Natasha	2m	Review academic dashboard
VI. Governance Committee	Chair	5m	
VII. Facilities	Cary	2m	
VIII. Meeting Adjournment	Chair	1m	Motion to adjourn

Update from HOS

Dear Brooklyn RISE Founding Board of Trustees,

This last month has been filled with ups and downs. With an uptick in COVID cases amongst staff and the subway shooting that took place in Sunset Park, there has been an increase in anxiety across the school community but we are looking forward to finishing the year strong in May and June.

Our students took their 4th round of reading assessments and there was a lot of growth, however, we are still not meeting the reading benchmarks in the way that we want to. We have begun the recruitment and enrollment process for the 2022-2023 school year and are eager to work towards hitting our enrollment goals for next year.

Our staff just enjoyed a much needed break and came back ready to hit the ground running for the rest of the school year. We had our last Data Day of the year before break and have developed targeted action plans that will support student growth as we head into the home stretch. We have begun the hiring process and are excited to welcome new staff for the 2022-2023 school year!

Our facility situation is settled as we signed the lease for 9 Hanover Place for the next three years. We are in the process of developing a moving/relocation plan and to also plan for construction projects we hope to complete this summer.

Looking forward to discussing more this Wednesday!

Together we RISE,
Cary

Finance Committee:

- Please see this month's dashboard
- We discussed the FY23 budget and reviewed an initial draft that Ed Tech will share at the board meeting
- We discussed the uncertainty of enrollment projections in light of the schools move

Academic Committee (Meeting 4/26 @ 1:45pm)

- Data
 - MAP
 - MAP data for Kindergarten inconsistent with other diagnostics, assessments
 - 23/73 among other BES schools is based on percentile and growth
 - Developmental appropriateness of MAP assessment for K is questionable, but the cumulative impact is meaningful (by 3rd grade we're seeing that students can access/are invested in the assessment)
 - Low achievement/low growth quadrant
 - STEP
 - Growth not as good as Round 3
 - Most concerning lack of reading growth in grade 2
 - Plan to put strongest teachers with this cohort next year
 - Bringing on 2 DCIs next year, Shannon is departing
 - Important to disaggregate the data to be able to understand nuances about it and be able to investigate potential causal factors and come up with data-informed strategies

Meeting Notes:

- Attendance:
 - Board: Cary Finnegan, Bianca Cabrera, Carmen Camacho, Christina Hu
 - EdTec: Bryson Wilson, Adnan Vandyck, Leslie Rich,
- 7:04: Meeting begins

Finance

- Bryson reviews [March 20221](#) financial reports
- Budget
 - Enrollment is main driver of the budget
 - Per pupil rate increased (\$16k → \$17k)
 - 261 is max enrollment / 210 is minimum enrollment (per authorizer)
 - Two budget scenario based on max enrollment and minimum enrollment
 - Board can attend April Finance Committee meeting
 - Approve budget in May
 - Cary anticipating (1) cost of new building renovations and (2) tech uninstallation and reinstallation
- Cary is having trouble accessing the Friends of Brooklyn Rise account

Academic

- MAP is nationally normed assessment
 - Trends
 - Data is in alignment with other proof of academic achievement except tht data for Kindergarten inconsistent with other diagnostics, assessments
 - 23/73 among other BES schools is based on percentile and growth
 - Developmental appropriateness of MAP assessment for K is questionable, but the cumulative impact is meaningful (by 3rd grade we're seeing that students can access/are invested in the assessment)
 - Low achievement/low growth quadrant
- STEP
 - See data [here](#) and notes above
 - Growth not as good as Round 3
 - Most concerning lack of reading growth in grade 2
 - Plan to put strongest teachers with this cohort next year
 - Bringing on 2 DCIs next year, Shannon is departing
 - Important to disaggregate the data to be able to understand nuances about it and be able to investigate potential causal factors and come up with data-informed strategies

Facilities

- \$200k reimbursable by landlord
- Architect to discuss potential renovations with landlord



"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 25th, 2021
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	Review academic dashboard
VI. Governance Committee	Chair	5m	
VII. Facilities	Cary	2m	
VIII. Meeting Adjournment	Chair	1m	Motion to adjourn

Update from HOS

Dear Founding Board of Trustees,

August has been an exciting and challenging month for our school. Please find the updates below:

Our staff returned for Summer PD on August 9th. We have had three great weeks of professional development and feel ready to welcome back our students this week.

Finance Committee:

- We reviewed the financial dashboard for FY21 unaudited results
- We had an initial conversation with the auditor team
- Update on sales tax reimbursement process and estimated figure

Academic Committee

- Significant portion of students who grew 2 levels spent
- Second Graders came to us significantly behind
- Emily Hoefling: Former teacher and principal and now Curriculum Developer and writer. 1 years growth didn't feel reasonable, .7 is recommendation based on her literary experience and the limitations of the pandemic

Governance Committee:

- Danyela interviewed two potential board members: Emma Ershow and Laura Tomana. Still trying to contact Tammy Sanabria
- Unfortunately Tim will leave our board next month

Meeting Notes:

- 7:04 pm meeting begins
- Present Members: Tim, Danyela, Ben, Grace, Christina, Bianca
- Finance
 - Positive variance budget vs actual due to enrollment revenue
 - Savings due to remote for most of the year
 - Federal funding and state grants contribute to positive variance
 - For grant application, we need to be thoughtful about coding planned expenses
- Head of School
 - Staff returned in august
 - New additions are great additions to school
 - Student orientation this week next week starts full schooling
 - DOE bussing delay so we need to do private bussing
- Enrollment changes due to families not wanting to be in person
 - Business side of the work has become incredibly untenable for Cary
 - Planning meet with Ben and Christina to move into an ED role and have Assistant Principal move into principal role and/or looking for someone who could move into an ED role
 - Look at org chart
- Facilities
 - Space in Sunset Park neighborhood is opening up because population of families is decreasing due to COVID
 - Possibility to use DOE space, but very dependent on the CSD 15 input
 - Bianca to try to have conversation with Salamanca Javier about Brooklyn RISE
 - BSA process complicated by the fact that we do not have DOT support/active resistance
 - Cary pursuing consultant support from Transwestern
 - Important to remember that the problems that we're facing with 44th street we're going to face with any building

- Smaller group to discuss staffing and the
- Governance
 - Recruiting board members
 - Liz and Tim resigning from board
 - Multiple board members prospects
 - Send names of prospects to Danyela
- Academic
- Will explore New York Charter School Association participation again



"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 27th, 2021

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	Review academic dashboard
VI. Governance Committee	Chair	5m	Vote on Laura Tomana to join the Board
VII. Facilities	Cary	2m	
VIII. Meeting Adjournment	Chair	1m	Motion to adjourn

Update from HOS

Dear Founding Board of Trustees,

October was a month filled with ups and downs at Brooklyn RISE. As students and staff settled into the new school year, there were moments of feeling successful and moments of feeling challenged. Find the updates below and I look forward to seeing everyone on Wednesday!

Our students took their first round of reading and math assessments, and we look forward to seeing their growth in the next round. We had an uptick in externalized behaviors and are actively working to ensure we can support all students not just academically but also social-emotionally.

Our staff had their first Data Day in October to analyze student assessment data and develop action and intervention plans to support students with their specific academic needs. Overall, staff morale has been a challenge that we are actively working towards improving across the school. We are actively working to hire for our Operations Team as well as a behavioral support interventionist that can provide additional interventions for students struggling with behavioral expectations.

Our facility search has continued with a promising lead on 28th and 4th avenue. We have continued with the process of 222 44th Street, but with the Community Board voting no against our BSA application, it is pretty clear that that will not be a viable option. We meet weekly with Savills and continue to work towards finding space for our school both short term and long term.

Together we RISE,
Cary

Finance Committee:

We reviewed this month's financial dashboard with EdTech. There are material differences due to enrollment that we will discuss.

Staff previewed some budgetary adjustments.

We received the Audit and discussed next steps on our system building process.

Academic Committee

<https://docs.google.com/presentation/d/1wcPz7T5sgDGJziCdEV0mwwV39kmwmzI9Zhh-4qVtCQw/edit?usp=sharing>

Governance Committee:

We are voting for Laura Tomana to join the Board and the Governance Committee

Started conversations with consultants to support our board retreat and renewal (both strategy and the writing of the renewal proposal)

Meeting Notes:

Attendance: Grace Han, Ben Herbst, Bianca Cabrera, Bryson Wilson, Cary Finnegan, Christina Hu, Danyela Egorov

Meeting begins: 7:05 PM

Financial Update:

- Audit

- Received draft audit
- No findings included in the audit
- Comparative analysis to year 2 schools
 - Consistently they said increased cash position and operating budget is consistent with other schools
 - No concerns raised
- Concerns
 - Weaknesses in our processes and record keeping
 - Items that we needed quickly produce were not readily available
 - Consultant will be engaged to help us with those systems & processes
- Enrollment
 - Nearing minimum enrollment: 175 actual enrollment versus 177 budgeted enrollment (177 is minimum stipulated by authorizer)
 - Primarily due to relocations
- Financials
 - Strong cash position due to federal funding
 - Enrollment loss due to impacts of COVID won't make us financially vulnerable because of additional federal funding
- Head of School Update
 - Students:
 - Behavioral issues
 - Some causes: COVID anxiety, transitioning from virtual/hybrid environment to fully in-person, students learning safe touching practices
 - Social Worker looking for resources
 - Looking to hire a RtI Specialist
 - Would have de-escalation and restraint training
 - Staff:
 - Vaccination status of staff
 - Teacher morale
 - Needs: time, money
 - Bonuses/Stipends
 - Idea to look at surplus from enrollment and use that as guidance to determine bonuses and could also determine this by
 - Facilities:
 - Community Board
 - Land Use Committee votes against the school and full Committee supported the Land Use Committee's decision
 - Potential sites
 - 28th & 4th: forever building would be 2 years away
 - Could work directly with Diocese
 - Neither DOE or NYSED are throwing lifelines, so what are alternative options so that BRCS doesn't shut down?
 - Savills team

- Has been response and engaged
- Has not necessarily been “pounding the pavement”
- Academic:
 - STEP (Reading)
 - Adjusted benchmarks to be more realistically achievable due to learning loss during pandemic
 - Significant percentage of students approaching benchmark
 - Most significant behind students are getting small group instruction and 1:1 support
 - Math IA: Diagnostic and Summative
 - Second grade most academically at risk
 - MAP: Reading & Math
 - RIT Growth goal?
- Governance:
 - Renewal:
 - Will need to use internal data to tell the story about our academic progress
 - Board Additions
 - Tammy and Ben to connect on Sunday
 - Officially adding Bianca and Carmen to join the board
 - We will vote on Laura to join board
 - Background in lobbying and real estate
 - Has personal relationship with Shannon
 - Vote: Ben motions to approve Laura to join the board, Grace seconds, unanimously approved at 8:47 PM
 - Retreat
 - Ground us in a common understanding of the renewal process
 - Head of School Evaluation
- Grace motions to adjourn, Christina seconds, **meeting adjourns at 8:54 PM**



"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
December 22nd, 2021
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	Review academic dashboard
VI. Governance Committee	Chair	5m	
VII. Facilities	Cary	2m	
VIII. Meeting Adjournment	Chair	1m	Motion to adjourn

Update from HOS

Dear Founding Board of Trustees,

The month of December has been rewarding and challenging for Brooklyn RISE. Please find the updates below:

Our students have continued to work hard each day. There was an uptick in extreme behaviors in December, likely due to the impending break, but we have been working hard to partner with families to support students in being successful. We are looking forward to collecting more student academic data at the end of January.

Our staff have been working hard, but have also been impacted by the uptick in COVID cases. We have had three staff COVID cases this month as well as staff being out due to the flu and other illness. Being short staffed has been challenging, but overall staff morale has remained strong and we expect to hopefully continue to improve after the long break.

Our facility challenge continues despite the support of Savills, we don't have any short or long term space secured for our school. We continue to work tirelessly to hopefully secure DOE space in the short term as we work to find a long term space solution.

Looking forward to speaking more on Wednesday!

Together we RISE,
Ms. Finnegan

Finance Committee:

- This month we did not meet live due to scheduling conflicts, however, the committee reviewed EdTech's notes on the financial dashboard
- We are also sharing a progress report on the system work that Chantal is leading following the audit process (See attached slides)

Academic Committee

- Academic committee did not meet this month due to scheduling and limited updates.
- Academic data to share at January meeting.

Governance Committee:

- Bill Clarke visited the school this month and had a meeting with Cary and Danyela to organize the Board Retreat in January

Meeting Notes:

- Meeting Began: 7:08
- **Board Members Present:** Danyela, Ben, Christina, Grace, Bianca, Carmen, Laura
- **Head of School Update:**
 - Students and Staff
 - Uptick of COVID cases
 - Uptick in behaviors from select students with behavioral needs
 - 12 Days of Gratitude for staff morale leading up to break
 - Facilities
 - Savills team is not delivering results and doesn't seem to understand the needs of a charter school

- DOE encouraging Cary to find private space and has to make a final decision by the end of February
- Concern is: What is the path forward if we don't find space?
- Next steps:
 - Need exhaustive account of what has been done for facilities
 - Need a separate call/conversation about facilities
- COVID Needs:
 - Testing for staff and students
 - At home tests sent with teachers to administer before coming back from break
- **Finance Committee:**
 - Financials
 - Did not meet this month, but reviewed the dashboard over email
 - Continuation of trends throughout the fall in terms of enrollment, including SPED enrollment
 - Systems and processes
 - Documentation major area for improvement
 - Timelines have been created in partnership with MK to ensure 100% of student and staff files
 - Work with MK has been very valuable
 - Creation of system have sustainability at the forefront



"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
February 23rd, 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	Review academic dashboard
VI. Governance Committee	Chair	5m	
VII. Facilities	Cary	2m	
VIII. Meeting Adjournment	Chair	1m	Motion to adjourn

Update from HOS

Finance Committee:

- we discussed the monthly finance committee dashboard

Academic Committee

Governance Committee

Meeting Notes:

- **Attendance:** Grace Han, Ben Herbst, Bianca Cabrera, Cary Finnegan, Christina Hu, Danyela Egorov, Laura Tomana, Leslie Rich (EdTec), Adnan Vandyck (EdTec), Bryson Wilson (EdTec)
- **Finance Update**
 - Lowered projection of enrollment
 - Negative enrollment in revenue due to enrollment
 - Positive enrollment in expenses due to personnel/curriculum & classroom
 - Because of additional grant revenues, we are in strong financial position
 - Planning to fine tune budget with more accurate projects for the end of year
- **Head of School Update:**
 - Currently on Winter Break
 - Updated STEP data to share
 - DOE has verbally agreed to give space, but have not finalized the offer
 - Discussing space opportunity with Brooklyn Prospect
 - Saw two long term facility options in Gowanus
- **Administrative**
 - Need to be in compliance with open meeting law
 - Grace and Cary to meet about needs and decide what Grace can take on and what we need to outsource
 - Proposal coming for Akilah to transition into Head of School and Cary to transition to Executive Director
- **Academic Committee**
 - STEP: Improvements from Round 2 to Round 3
 - Most growth and proficiency in Kindergarten and third grade
- **Governance:**
 - Had a retreat, need to review the notes and use them to prepare for renewal
- Grace motions to adjourn at 7:36 PM, Christina seconds



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Board of Trustees Meeting Agenda and Minutes
January 26th, 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	<ul style="list-style-type: none"> • Mercury PR Proposal
IV. Finance Committee	Ben	5m	Review financial reports
V. Academic Committee	Natasha	2m	Review academic dashboard
VI. Governance Committee	Chair	5m	Approve HOS Evaluation
VII. Facilities	Cary	2m	
VIII. Meeting Adjournment	Chair	1m	Motion to adjourn

Update from HOS

Dear Founding Board of Trustees,

January has come with challenges due to the COVID-19 Omicron variant, but we feel like we made it through and there is definitely some light at the end of the tunnel. Please find additional updates below:

Our staff have been doing a great job navigating the return to school this month. With significant student absences in the first couple of weeks back and a number of COVID cases across the school, all staff has been working together to try and keep things running smoothly across the school.

Our students were impacted by the Omicron surge, but attendance has finally returned to more normal numbers. Behaviors have improved and we have been able to provide more supports to students in need.

Our facility situation continues to be dire as we don't have a location for our school next year. We have identified a last resort option for temporary space, are continuing to advocate for DOE space, and have one promising lead on a forever home space here in Sunset.

I look forward to discussing more on Wednesday.

Together we RISE,
Cary

Finance Committee:

- Please see attached monthly dashboard
- We also discussed anticipated enrollment changes that will have some impact on our forecast
- Staff and EdTech are beginning the FY23 budget process now, which is complicated by the facilities situation

Academic Committee

- Board retreat
 - Grace will reach out to Danyela and Bill to see what tasks need to be done in preparation for the retreat
- Assessment Update
 - Data Day on Monday
 - Pushed MAP testing to before February break
 - New STEP data, new Math IA data, and MAP data
 - State tests in March
 - Math State Assessment in late April
 - STEP Round 4
- COVID Update
 - 50% attendance and staff shortages have resulted in half days for first week after break
 - Got core academic instruction during the half days because two staff absences were enrichment teachers
 - Aftercare provided extended hours for families who needed it
 - Families and staff were supportive of the decision
 - Getting back to above 90% attendance
 - Almost all staff have gotten COVID at this point
- Behavioral Challenges
 - Four students with significant behavioral challenges resulting in repeated suspensions for 3 of 4 students

- Evaluation happening for one student and reevaluation happening for another student
- Staff Morale
 - At a high before the break but has come back down due to transparency with facilities challenges
 - Liable for moving to another neighborhood?
- Recruitment & Enrollment
 - On hold due to challenges with facility
- Facility
 - Call with DOE on Monday—they are actively working on options
 - Conditions for getting DOE space is stopping or decreasing enrollment
 - Difficult to get authorizer

Governance Committee:

- Approve [HOS Evaluation](#)

Meeting Notes:



"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 21st, 2021
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	<ul style="list-style-type: none"> • JustWorks Contract Review
IV. Finance Committee	Ben	5m	Review financial reports (last month) EdTech contract extension
V. Academic Committee	Natasha	2m	Review academic dashboard
VI. Governance Committee	Chair	5m	
VII. Facilities	Cary	2m	
VIII. Meeting Adjournment	Chair	1m	Motion to adjourn

Update from HOS

Dear Founding Board of Trustees,

Happy Summer!

Here are some updates from the past month:

Our staff have taken much needed time to rest and relax this summer. Non-instructional staff are back in the building working now and moving a lot of projects forward and preparing for all staff summer PD in August.

Our students are enjoying their summer vacations and some selected students have been participating in our Summer Academic Program here at school. We currently have 180 students enrolled for next year with waitlists in K and 3rd.

Our building is being reset this summer to prepare for the next school year. We have also continued to move things forward with the “forever home” including with presentations to the local community board.

I look forward to discussing more on Wednesday!

Together we RISE,
Cary

Finance Committee:

The finance committee does not meet in July as staff uses this time to complete end of year reporting

We will review and vote on the [EdTech contract extension](#).

Academic Committee

- Academic Committee did not meet in July as the board meeting time directly conflicted with our regularly scheduled meeting; the following update is from June as we did not present at the June meeting
- August board meeting: focus on annual academic review reporting to be presented by Cary and Shannon
- EOY STEP and MAP assessment results are forthcoming
- 4-week summer program for 31-33 students is being offered (~10 students/grade)

Governance Committee:

- Governance Committee did not meet in July
- Update on HOS Evaluation
- Update on 2D Training law
- Update on summer grants from Friends of
- Board recruiting members

Meeting Notes:

- Board Members Present: Danyela, Grace, Ben, Christina, Leslie, Natasha
- 7:03 PM Meeting begins

Head of School Update:

- **Summer Happenings**
 - Family celebration in the park—well attended!
 - End of year staff celebration
 - Summer school running since June 28th (4 week summer program)

- 4 of 10 rising 1st graders hadn't been in school at all this year, so good for their transition
- Facility reset being start of school
- Family orientation happening virtually
- Opportunity to serve on a community panel (August 10 12pm-2pm)
- **Facilities:**
 - Possible lease in bank that is vacating on a month to month basis
 - Need to talk to Cliff before committing
 - Dance enrichment will be off-site and students will be walking there
 - In June, Community Board Public Hearing where they vote on the BSA application
 - Historically this hasn't been an indicator of whether or not the applications are approved
 - Environmental engineer got into a heated exchange with a community member, Cary followed up to apologize
 - A lot of pushback from the community due to environmental concerns
 - Decided not to vote until their September meeting
 - Gives us an opportunity to create counterpoints to the arguments that are going to be made
 - Best case scenario for hearing in December 2021
 - Reconvene monthly facility committee to come up with a Plan B
 - Idea to have letter writing party with families
 - The lease has a 9 month BSA approval period that expires around the end of July. This triggers a 30 day termination period. After 30 days we terminate our right to terminate the lease.
 - Cary should ask Cliff if we should extend this BSA period in the lease.
- **Student Enrollment:**
 - Ops team is going to do some flyering to try to fill more 1st and 2nd grade spots
- **Staffing:**
 - Assistant Head of School and Operations Manager started, Multi-Lingual Specialist, Student Interventionist to support special education students and housing-insecure students and families
 - Assistant Head of School developed teacher development rubric
 - New staff orientation, first day for new staff is August 9, returning staff is August 10
- **New PEO, Justworks**
 - Outsource to provide benefits, human resources, etc.
 - Little Bird was the PEO but they were acquired by Trinet
 - Trinet was not providing quality service, so looking for another option
 - Justworks provides a 401k within their product, so easier to administer monies
 - Vote will not determine the switch to the 401k from the 403b, only benefits and payroll

Finance Committee:

- Extension of EdTech contract

- Bryson has been an extension of staff
- Finance Committee recommends to extend the contract
- EdTec handled the transition well with our previous support person to Bryson
- Grace motions to approve extension to EdTech contract, Carmen seconds
- Contract extension approved unanimously
- Ben motions to reapprove FY22 budget, Christina seconds
 - FY22 budget unanimously approved

Academic Committee:

- Academic Committee didn't meet this month
- Next month's board meeting should focus on the report Cary is preparing for the year in review
- This is Natasha's last month on the board

Governance Committee:

- Head of School Evaluation
 - Cary will send self-evaluation
 - Board will review the draft evaluation
- Board of Recruitment
 - Leslie is living in Baltimore and transitioning off board
 - Natasha transitioning due to new role
 - Two prospects for finance committee
 - Branch Manager of Amalgamated Bank
 - Could ask Bianca to serve on the academic committee, even on an interim basis
- Board needs training on 2d law
 - Contact a lawyer to see who can provide this training for us
 - Liz is looking into who can do this
- Leslie
 - Updating website
 - Legal documents on website
 - Managing invitations for board meeting
- Grace
 - Send minutes to Chantal and Kimberly to be added to the website
- Friends of Committee raised \$5k
 - Using funds to support families with summer programming and aftercare
 - All families who requested funds received them
 - Would like one person to be on both boards—Brooklyn RISE and Friends of Brooklyn RISE
- August meeting is the 25th

Motion to adjourn Christina seconds at 8:17 PM



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Board of Trustees Meeting Agenda and Minutes

June 22nd, 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	Contractor Proposal Contractor Contract Architect Proposal
VIII. Meeting Adjournment	Chair	1m	Motion to adjourn

Meeting Notes:

- Meeting began: 7:11pm
- Members in attendance: Danyela, Ben, Christina, Grace

Update from HOS:

- End of year
 - Thursday last day with students
 - Friday last day with staff and closeout
 - End of year picnic/field day in Sunset Park
- Staff Transitions
 - 5 teachers leaving: Moving to DC, moving to Long Island, moving to CT, moving to Miami,

- 2 teachers transitioning to DCI role, 1 to SPED, 2 to enrichment, 1 for Family Operations Associate
- Cary will be on maternity leave starting in September, Akilah will be on maternity leave starting in October, both have coverage while out on leave
- Fully hired for 2023
- Upcoming board meetings
 - Open Meeting Law to be in person may resume for July meeting
 - Need to clarify which staff member will be meeting with board during Cary's maternity leave
- Facility
 - Received work permit
 - Almost done with the demolition
 - Starting to build out the new walls and on track to be done by the beginning of August
 - Estimated cost is \$430,000, \$30k above budget
 - Ended exclusive agreement with Savills and Barone brought something on 4th & 40th (or 42nd?)
 - Building in 10,000 sq ft plot of land

Finance Committee:

- [Reviewed May 2022 financial reports](#)
- Cary Finnegan has been focused on renovations this month, but need to follow up regarding security deposit at previous facility
-

Academic Committee:

- Reading and Math state data is above the citywide average
- We have high percentage of special populations (SPED and ELL) and still higher than citywide average



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Board of Trustees Meeting Agenda and Minutes
March 30th, 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	Financial Dashboard
V. Academic Committee	Grace	2m	
VI. Governance Committee	Chair	5m	
VII. Facilities	Cary	20m	
VIII. Meeting Adjournment	Chair	1m	Motion to adjourn

Update from HOS

Dear Board of Trustees,

- **Our students** are doing well and our 3rd graders just finished their first ELA state test. We are likely to retain about 75% of our current families, which means we need to start planning for active recruitment to fill spots.
- **Our teachers** have indicated their intent to return for the next school year, and once again we are proud of our rate of teacher retention with 80% of our instructional staff planning to return and any that are not returning is due to relocation reasons. We have begun the recruiting process for next school year and are excited to see some really talented teachers in our pipeline.

- **Our facility** efforts continue with challenges and important decisions for the Board to make - we will discuss more in detail at the Board meeting.
- **Our Board** needs to make some decisions around how to delegate Danyela's responsibilities while she is tied up with the campaign for the next three months.

Looking forward to discussing more on Wednesday!

Together we **RISE**,
Cary

Finance Committee:

- We reviewed the financial dashboard

Academic Committee

- No new academic data to report this month

Governance Committee:

- We nominated Christina Hu to take on the position of Vice Board Chair and for her to take on some of the responsibilities that

Start Time 7:09

Attendees: Ben, Christina, Carmen, and Bianca

Meeting Notes:

-

Finance:

-

Head of School Update:

-

Academic:

-

Governance:

-



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Board of Trustees Meeting Agenda and Minutes

May 25th, 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	NYSED Midterm Visit Staffing/Hiring Student Recruitment
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	Contractor Proposal Contractor Contract Architect Proposal
VIII. Meeting Adjournment	Chair	1m	Motion to adjourn

Update from HOS

Finance Committee:

- We reviewed the monthly dashboard
- We reviewed the proposed budget
- We discussed the scope of construction at the new interim facility

Academic Committee

- No updates this month

Meeting Notes:

-Meeting Began: 7:09

-Members in Attendance: Grace, Ben, Christina

HOS Report

Committee Reports

-Meeting adjourned at 8:12



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Board of Trustees Meeting Agenda and Minutes

November 22nd, 2021

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	Review academic dashboard
VI. Governance Committee	Chair	5m	Vote to approve contract with Bill Clarke
VII. Facilities	Cary	2m	
VIII. Meeting Adjournment	Chair	1m	Motion to adjourn

Update from HOS

Dear Board of Trustees,

In this season of gratitude, I am feeling deeply grateful for this Founding Board and all that you do to help ensure that Brooklyn RISE is an excellent school for students, staff, and families. This has arguably been the hardest time in recent history to open and operate an elementary school, and throughout the way the Board has been there to provide guidance and support. Thank you for all that you do for our school. Find November updates below:

- **Our students** took their second round of reading assessments. The growth wasn't what we hoped for, but we will continue to create targeted action and intervention plans to support

students and will work to ensure we see more growth next round. We are currently enrolled at 173 students and hope to continue filling seats to get to our target of 177.

- **Our staff** continues to work hard and overall staff morale feels like it has improved. We hope it will continue to do so with the upcoming breaks and holidays that will give them a much needed opportunity for rest and restoration. We added two new staff members this month, a Family Operations Coordinator and a Behavior Interventionist.
- **Our facility** search continues and is challenging. We are still striving to ensure we have a temporary location for the next two years as well as a forever home solution for our school.

Together we RISE,
Ms. Finnegan

Finance Committee:

- We reviewed this month's financial dashboard, and discussed potential implications of facilities related decisions on our budget

Academic Committee

<https://docs.google.com/presentation/d/1w1vHxY9r2us2L-SHHO1QaybLhrAU4ygJF-VdOZUkMLA/edit?usp=sharing>

Governance Committee:

- Danyela interviewed Lesbi Antioco who is interested in joining our Board
- Christina interviewed Tammy Sanabria who is interested in joining our Board
- [Here](#) is the contract for Bill Clarke to organize our board retreat and, in the future, potentially support our renewal application. Bill will visit the school on Friday, Dec 10th, at 10:30am if anybody wants to join.

Meeting Notes:

Attendance:

- **Board:** Ben Herbst, Christina Hu, Danyela Egorov, Cary Finnegan, Grace Han, Carmen Camacho
- **Savills:** Daniel Thompson, M Shapses, Soi Shleifer
- **EdTec:** Bradley Blosser, Bryson Wilson

Meeting begins: 7:05 PM

Facility Update (from Savills):

- Cary has done 2 site visits with the Savills team
- Short term: Dec '22, some location flexibility to go to District 20

- Long term: District 15 in Sunset Park
 - Feet on the ground to identify future locations that are not yet available
 - Staying away from certain zoning districts to avoid processes like BSA
 - Started with 900 potential blocks and zoomed into
- Short Term Options:
 - Downtown Brooklyn (9 Hanover): Built school, not in Sunset Park
 - Relatively expensive space but doesn't fit our program or students
 - Some competition coming in after Thanksgiving
 - Bishop Ford: Built school part of diocese building in Sunset Park
 - Cary visited and has seen floor plan
 - Confirmed as of today, 11/22/21, that it is available
 - Tight for two years, but not for one
 - No competition currently
 - Families are familiar with Bishop Ford because it used to be a high school site before Sunset Park didn't used to have a high school
- Long Term Options:
 - St. Rocco's is the current front runner but they are taking awhile to come back to us with terms
- Should make addendum to current lease with Delvis to remain in current building and do split site
- Recommendation is to move on either option or both options rather than continue looking

Finance Update:

- Received additional federal funding
- Predicting to end the year with over 3 months expenses in cash balance
- Chantal and MK are working to improve operational systems and processes—updates to come in new year

Governance Update:

- Two potential board member prospects
- Laura officially joined the board, not able to join meeting this week
- Consultant to lead board retreat and also potentially help lead reauthorization process
 - Christina motions to approve contract, Ben seconds, unanimously approved
 - Consultant visiting school on **December 10th at 10/10:30**

Head of School Report:

- Enrollment: 173, Aiming to reach 177
- Staff morale improving
- Second round of reading assessment
- New Family Operations Coordinator hired—parent of a BRCS parent
- Laquay Morris hired as Interventionist
- Proposal for Demonstrate of Gratitude for Staff
 - Retaining staff much higher than across the sector
 - Ben motions to approve one-time gratitude payment, Christina seconds, unanimously approved

Academic Update:

- **Kindergarten** hit goals for round 1 and 2 reading assessments
- **First grade** had growth with students who were most behind
- **Second grade** had least amount of growth and also most academically struggling cohort
- **Third grade** students we are concerned about students that are not reading on grade level
- Messaging to staff
 - We are still in this pandemic
 - Literacy is the greatest commitment that we make to our families and students
- Classrooms are meeting the vision, lack of growth is somewhat inexplicable
- Taking on intervention groups that are mixed grade level and identifying which teachers are particularly skilled at certain grade levels

External Affairs:

- Bianca sent letters to reps
 - Got a message back from Eric Adams' team
 - Going to follow up after Thanksgiving Break

Meeting ends: 8:56 PM



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Board of Trustees Meeting Agenda and Minutes
September 22nd, 2021
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	<ul style="list-style-type: none"> Vote on MK proposal for DOO support work
IV. Finance Committee	Ben	5m	Review financial reports
V. Academic Committee	Natasha	2m	Review academic dashboard
VI. Governance Committee	Chair	5m	
VII. Facilities	Cary	2m	
VIII. Meeting Adjournment	Chair	1m	Motion to adjourn

Update from HOS

Dear Founding Trustees,

We officially opened for Year 3 this month! It has been a great beginning to the 2021-2022 school year. We couldn't be more grateful to have all of our kiddos back in school. See below for some high-level updates:

Our students returned to school this month and have made the transition well. We had baseline assessment this past week and look forward to sharing the results at the next Board meeting.

Our staff has done a great job welcoming back students into the building. Having two teachers back in every classroom has been wonderful. Our Operations Manager resigned this month, so our 4

person operations team is now down to two. We are actively working to staff up on our Operations Team.

Our facility work has continued to be challenging. We are moving forward to prepare for an October BSA hearing and a return to Community Board 7 to make our case for 222 44th Street in late October. The Facilities Committee has also been working diligently to bring on tenant representation that should hopefully help us move things forward quickly on the facility front.

Finance Committee:

- We discussed the monthly dashboard and impact of current enrollment on cash flows
- We discussed current status of audit and plans to revisit processes and procedures after the audit

Academic Committee

- Academic Committee did not meet this month due to scheduling conflicts and minimal updates due to the beginning of the school year.
- Academic Committee currently consists Grace and Cary. We are looking to add board members specifically for this committee.
- Baseline data update at October board meeting.

Governance Committee:

- Danyela connected with potential board member Tammy Sanabria, Ben is now contacting her

Meeting Notes:

- Meeting began at 7:07
- Members Present: Danyela, Ben, Christina, Bianca, Grace, Carmen

Financial Committee:

- Enrollment decrease from 185 to 183
 - Slightly positive variance in budget versus actual caused by SPED enrollment
- Uncoded expenses causing variance in expenses, but will be allocated to budget categories and normalize
- Need to stay at or above 177 enrollment for authorizer not to deem us under-enrolled—need to keep an eye on enrollment for this reason
- Expect to end the year with healthy operating income due to pandemic-related grants
- Not ordinary to have so much cash, but very common for schools during the pandemic

Head of School Update:

- Enrollment
 - Fluctuations with enrollment
 - Under-enrollment in second grade with no waitlist
- Academic Testing
 - Next month there will be a full report of baseline data
 - Range of academic proficiency within classes is very wide

- Differentiation is needed to address wide range of student levels
- Staff
 - Staff is strong and there are 2 teachers in each classroom
 - Operations team is down to 2 from 4, hiring for this
 - Operations consultant to be presented for board approval
 - Only one unexpected teacher exit due to needing to move to DOE bilingual school for bilingual education program
 - All but one staff member has been vaccinated (due to medical reasons) but will be vaccinated by the mayor's deadline
- Facilities
 - October 4 or 5 for community board meeting
 - Three tenant representative groups
 - Planning to engage in basic lease of additional space in existing building, prepare to approve at the October board meeting
 - Covered by rental assistance
 - Grace motions to approve operations consultant proposal, Ben seconds
 - Approved at 7:57 PM

Facilities:

- **Transwestern:** charter-specific experience
- **Bridge Property:** local connection
- **Savills:** a lot of team members with strong real-estate expertise
- Will go with Savills, Cary will update all options with our decision

Meeting adjourns 8:38 PM

Brooklyn Rise Charter School

2022-23

FY23 Budget V2



\$ Per Enrollment

% of Category

Year 1	Year 1
2022-23	2022-23
FY23 Budget V2	FY23 Budget V2

Year 1
2022-23
FY23 Budget V2

SUMMARY

Revenue				
Per Pup I Funding & State Grants	5,380,425	25,621		94%
Federal Grants	128,345	611		2%
Contributions & Grants	-	-		0%
Fundraising	-	-		0%
Interest	12	0		0%
Miscellaneous Revenues	200,000	952		4%
Total Revenue	5,708,782	27,185		100%

Expenses				
Personnel	2,891,500	13,769		45%
Benefits & Insurances	574,373	2,735		9%
Curriculum & Classroom	326,261	1,554		5%
Administrative Expenses & Insurances	203,871	971		3%
Professional Development & Services	737,869	3,514		12%
Marketing & Recruitment	21,535	103		0%
Facilities	1,473,206	7,015		23%
Miscellaneous Expenses	185,352	883		3%
Total Expenses	6,413,968	30,543		100%

Operating Income	(705,186)	(3,358)
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Ending Fund Balance	968,494	4,612
Fund Balance as a % of Expenses	15%	

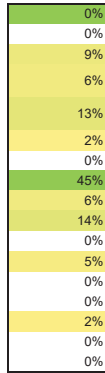
ENROLLMENT

Total Enrolled	210	210
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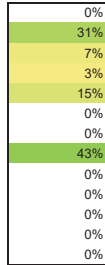
REVENUE				
Per Pupil Funding & State Grants				
4100	State Grants	-	-	0%
4101	Per Pup I Aid-General Ed	3,702,930	17,633	69%
4102	Per Pup I Aid-Special Ed	-	-	0%
4102.1	Per Pup I Aid-Special Ed - 20 to 60	51,950	247	1%
4102.2	Per Pup I Aid-Special Ed - Greater than 60	495,274	2,358	9%
4103	NYSTL	17,430	83	0%
4104	NYSSL	443	2	0%
4105	NYSLIB	1,519	7	0%
4106	DYCD	-	-	0%
4107	Senate One Time Appropriations	-	-	0%
4108	Facility Rental Assistance	1,110,879	5,290	21%
4109	Per Pup I Prior Year Unaccrued	-	-	0%
4110	State Nutrition Program	-	-	0%
4110.1	State Nutrition Program - Breakfast	-	-	0%
4110.2	State Nutrition Program - Lunch	-	-	0%
4111	State Supper Program	-	-	0%
SUBTOTAL - Per Pupil Funding & State Grants		5,380,425	25,621	100%
Federal Grants				
4200	Federal Grants	-	-	0%
4201	Title I	70,884	338	55%
4202	Title II	10,561	50	8%
4203	PCSP	-	-	0%
4204	IDEA	36,900	176	29%
4205	E-rate	-	-	0%
4206	NSLP	-	-	0%
4206.1	NSLP - Breakfast	-	-	0%
4206.2	NSLP - Lunch	-	-	0%
4207	Title III	-	-	0%
4208	Title IV	10,000	48	8%
SUBTOTAL - Federal Grants		128,345	611	100%
Contributions & Grants				
4300	Contributions	-	-	0%
4301	Individual Contributions	-	-	0%
4302	Corporation Contributions	-	-	0%
4303	Foundations Contributions	-	-	0%
4304	In-Kind Revenue	-	-	0%
4305	Board Contributions	-	-	0%
SUBTOTAL - Contributions & Grants		-	-	0%
Fundraising				
4400	Fundraising	-	-	-
SUBTOTAL - Fundraising		-	-	-
Interest				
4500	Interest Revenue	12	0	-
SUBTOTAL - Interest		12	0	-
Miscellaneous Revenues				
4600	Misc Revenue	200,000	952	100%
4601	After School	-	-	0%
4602	Field Trips	-	-	0%
4603	Lunch Sales	-	-	0%
4604	Uniform Sales	-	-	0%
4605	Merchandise Sales	-	-	0%
4606	Snack Sales	-	-	0%
4607	CMO Fees	-	-	0%
4608	Intervention Funds	-	-	0%
4900	Revenue Suspense	-	-	0%
SUBTOTAL - Miscellaneous Revenues		200,000	952	100%
TOTAL REVENUE		5,708,782	27,185	

EdTec Comment	
	FY22 - Based on 177 students; FY23 - 210 students
	Based on FY22 actuals, FY23 assumes 5 students (~2.1% of FTEs)
	Based on FY22 actuals, FY23 assumes 26 students (~12% of FTEs)
	\$83/per student
	\$2/per student
	\$7/per student
	Will have to pay \$132k not covered by rental assistance
	No ESSER for FY23
	\$396/per FRL student (85% FRL)
	\$59/per FRL student (85% FRL)
	Based on total 41 SPED students (all SPED categories) - \$900 per
	\$10k flat amount
	All contributions on FOBR budget
	All contributions on FOBR budget
	Reimbursement for Leasehold Improvements

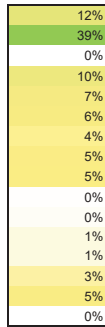
EXPENSES			
Personnel			
5000	Personnel Expenses	-	-
5100	Non-Instructional Salaries	-	-
5101	Leadership Salaries	252,000	1,200
5102	Deans & Directors	175,000	833
5103	Operations/Admin Salaries	363,000	1,729
5104	Clerical Salaries	48,000	229
5200	Instructional Salaries	-	-
5201	General Education Salaries	1,287,000	6,129
5202	Instructional Support	186,000	886
5203	Special Education Salaries	393,500	1,874
5204	General Education Substitutes Salaries	-	-
5205	Student Support Services Salaries	137,000	652
5206	Afterschool & Saturday School Salaries	-	-
5207	Summer School Salaries	-	-
5208	Stipends	50,000	238
5209	Bonuses	-	-
5210	Intervention	-	-
SUBTOTAL - Personnel		2,891,500	13,769
Benefits & Insurances			
5400	Benefits	-	-
5402	Social Security-ER	179,273	854
5404	Medicare-ER	41,927	200
5409	SUI/DIS	19,246	92
5411	403B Contribution-Match	85,245	406
5414	Benefit Plan Admin Fees	-	-
5500	Personnel Expenses	-	-
5501	Medical	248,682	1,184
5502	Dental	-	-
5503	Vision	-	-
5504	HRA/FSA	-	-
5505	Life and AD&D	-	-
5506	Workers Compensation	-	-
SUBTOTAL - Benefits & Insurances		574,373	2,735
Curriculum & Classroom			
6100	Curriculum and Classroom	40,230	192
6101	Classroom Supplies & Materials	126,000	600
6102	Textbooks	-	-
6103	Library Books	31,500	150
6104	Assessments	23,100	110
6105	Field Trip Expenses	20,000	95
6106	Afterschool/ Saturday Academy	13,051	62
6107	Extracurricular Supplies & Materials	16,092	77
6108	NYSTL Expenses	17,430	83
6109	NYSSL Expenses	443	2
6110	NYSLIB Expenses	1,519	7
6111	Student Life Organizations	4,023	19
6112	Student Food	4,023	19
6113	Summer Academy	11,000	52
6114	Uniforms/Misc Expenses	17,850	85
6115	Snacks	-	-
SUBTOTAL - Curriculum & Classroom		326,261	1,554
Administrative Expenses & Insurances			
7000	Administrative Expenses	-	-
7001	Materials and Supplies	30,000	143
7002	Phone & Internet Expenses	18,000	86
7003	Dues,Subscriptions & Memberships	8,046	38
7004	Postage & Delivery	825	4
7005	Equipment Lease	28,161	134
7006	Equipment-Non Capitalized	4,023	19
7007	Computers-Non Capitalized	8,851	42
7008	Furniture & Fixtures-Non Capitalized	16,092	77
7009	Software-Non Capitalized	12,069	57
7010	Food Services	-	-
7011	Furniture & Equipment Lease	-	-
7012	Staff Appreciation	19,000	90
7013	Parent Workshops	-	-
7014	Special Events	5,310	25
7100	Insurances	53,494	255
SUBTOTAL - Administrative Expenses & Insurances		203,871	971



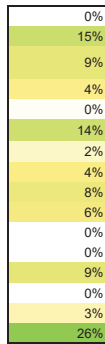
100%



100%



100%



100%

38 FTEs in FY23 vs. 29.7 Actual FTEs in FY22

2 FTE - Head of School, Assistant Head of School (FY22 - 2 FTE)

2 FTE - Director of Curriculum and Instruction, Director of Inclusive Learning (FY22 - 2.85 FTE)

5 FTE - Director of Operations, MLL Coordinator, Business Ops Coordinator, Operations Associate, Family Ops Associate (FY22 - 3 FTE)

1 FTE - School Aide (FY22 - 1 FTE)

18 FTE - GenEd Teachers (FY22 - 13 FTE)

3 FTE - Teacher in Residence, Behavioral Support Interventionist (FY22 - 2.65 FTE)

5 FTE - SpEd Teachers (FY22 - 3FTE)

2 FTE - Social Worker, Family Coordinator (FY22 - 1.71 FTE)

Stipends for Bus Matrons (Hourly)

6.2% of salaries

1.45% of salaries

3% of salaries

Based on actual FY23 benefit enrollments

Add'l curriculum materials and supplies

\$600 per student

\$150 per student for classroom libraries

\$110 per student (uChicago, NWEA MAP)

\$95 per student

Afterschool Tutoring

Enrichment supplies and materials

Non-Cash Expense, offset by in-kind revenue

Non-Cash Expense, offset by in-kind revenue

Non-Cash Expense, offset by in-kind revenue

Placeholder for Family Council events

Placeholder for snacks and backup breakfasts/lunches, 10% increase in FY23

Stipends (3 teachers max) materials and food

\$85 per student - increase vs FY22

\$2.5k/mo for gen office supplies

\$300/mo (T-Mobile) - \$300/mo (Internet - after 90% E-Rate discount) added \$5k to be conservative

Adobe, Kindle Unlimited, Donor Box, Vimeo, Zoom

Slight increase vs FY22

Copier Lease - additional copier in FY23

Placeholder

\$8.8k for additional Chromebooks

\$16k for outfitting new building

\$12k for Seesaw, Accelerated Reader, ST Math, Lexia in FY22; kept flat

Not budgeted for FY23, DOE food

\$500 per FTE for food, swag for staff

\$5k Special Events - EOY Celebration, Family Events in FY22; 10% increase in FY23

Increased by 15%

Professional Development & Services			
7200	Professional Services	200,000	952
7201	Auditing Services	26,620	127
7202	Payroll Fees	47,500	226
7203	Special Educational Services	14,350	68
7204	Admin & Temp Staffing Services	-	-
7205	Financial Management Services	142,276	678
7206	Recruiting Consultants	-	-
7207	Technology Service	40,914	195
7208	Security Services	50,000	238
7209	Legal Service	33,190	158
7210	Management Fees	-	-
7211	Custodial Services	150,000	714
7212	Substitutes	-	-
7213	Regional Office	-	-
7214	Other Educational Services	12,000	57
7300	Professional Development	-	-
7301	Leadership Consultants & PD	21,000	100
7302	General Education PD	20	0
7303	Board Exps & Strategic Planning	-	-
7304	Tuition Reimbursement	-	-
SUBTOTAL - Professional Development & Services		737,869	3,514
Marketing & Recruitment			
7400	Marketing & Recruitment	-	-
7401	Student Recruitment	11,630	55
7402	Staff Recruitment	8,800	42
7403	Marketing Expenses	1,105	5
7404	Advertisements & Job Fairs	-	-
SUBTOTAL - Marketing & Recruitment		21,535	103
Facilities			
8100	Facilities	100,000	476
8101	Rent	1,243,150	5,920
8102	Utilities - All	65,688	313
8103	Repairs & Maintenance	40,230	192
8104	Cleaning Supplies	12,069	57
8105	Facilities Improv-Non Capital	-	-
8106	Signage	12,069	57
8107	Property Tax	-	-
SUBTOTAL - Facilities		1,473,206	7,015
Miscellaneous Expenses			
8801	Meals & Hospitality	-	-
8802	Travel Expenses	1,800	9
8803	Board Meeting Expenses	8,000	38
8804	Bank/Misc Fees	265	1
8805	Suspended Expenses	-	-
8805.1	Temporary JE	-	-
8806	Prior Year Expenses Unaccrued	-	-
8807	Interest Expense : Short Term	-	-
8808	Interest Expense : Long Term	-	-
8900	Depreciation Expense	175,287	835
SUBTOTAL - Miscellaneous Expenses		185,352	883
TOTAL EXPENSES		6,413,968	30,543
Fixed Assets			
13300.1	Leasehold Improvements	400,000	1,905
13500	Furniture and Fixtures	-	-
13600	Computer Equipment	-	-
SUBTOTAL - Fixed Assets		400,000	1,905

27%
4%
6%
2%
0%
19%
0%
6%
7%
4%
0%
20%
0%
0%
2%
0%
0%
3%
0%
0%
0%

100%

0%
54%
41%
5%
0%

100%

7%
84%
4%
3%
1%
0%
1%
0%

100%

0%
1%
4%
0%
0%
0%
0%
0%
95%

100%

\$200k for Bussing for FY23
COLA Increase
\$1,250 per FTE
\$350/per SPED student (50)
3.6% of eligible revenues
\$6k E-Rate Consulting, \$7.5k Student Information System, \$30k Tech Services in FY22; increased to \$3k mo for Tech Services, \$8,250 for SIS, \$6.6k E-Rate Consulting
Based on 20% increase
Based on custodial quotes for new building
\$12 for programming
\$10k for BES training, \$1.5k/per Non-Instructional FTE;
0%

\$200per new student (90 students for FY23), \$3k for Mailers
\$1k/per new FTE for FY23
\$1k for collateral, other marketing materials; COLA increase for FY23
0%

Add'l money for unforeseen facilities expenses
Rent based on new space
50% increase from FY22 budget
\$20k placeholder for unforeseen things in new building
\$12k placeholder
Will we need signage? \$12k placeholder for now
0%

\$150/mo for staff travel
Increased based on FY22 actuals
COLA increase
Depreciation driven by leasehold improvements
Leasehold Improvements for new building

September 2022						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
4	1	2	3	4	5	6
	All Non-Instructional Staff Begin Onsite Work @ 9 Handover Place					
7	8	9	10	11	12	13
14	15	16	17	18	19	20
	ALL STAFF RETURN TO RISE!					
21	22	23	24	25	26	27
28	29	30	31			
Instructional Days: 0 PD Days: 13						

September 2022						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
					1	2
				Dress Rehearsal Day #1	Dress Rehearsal Day #2	3
WEEK 0	4	5	6	7	8	9
	NO SCHOOL - Labor Day	Family Orientation	Family Orientation	FIRST DAY OF SCHOOL!		10
WEEK 1	11	12	13	14	15	16
	STEP Round 1 Begins			FALL MAP TESTING		17
WEEK 2	18	19	20	21	22	23
			Back to School Night		STEP Round 1 Ends	24
WEEK 3	25	26	27	28	29	30
		DATA DAY #1	New Reading Groups Begin			
Instructional Days: 17 PD Days: 5						

October 2022						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
						1
WEEK 4	2	3	4	5	6	7
						8
WEEK 5	9	10	11	12	13	14
	NO SCHOOL - Indigenous People's Day				Writers' Workshop Unpacking Day	15
WEEK 6	16	17	18	19	20	21
			Literacy Night		Read About Unpacking Day	22
WEEK 7	23	24	25	26	27	28
						29
30	31					

November 2022						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
WEEK 8 CONT'D		1	2	3	4	5
					RC Deadline	
WEEK 9	6	7	8	9	10	11
					NO SCHOOL - VETERAN'S DAY	12
WEEK 10	13	14	15	16	17	18
				11 Family Conferences - Half Day	11 Family Conferences	19
WEEK 11	20	21	22	23	24	25
		1/2 Day Before Fall Break	Fall Break			26
WEEK 12	27	28	29	30		
	STEP Round 2 Begins					
30						

Key:	Home Visits
	Vacation/Holiday
	Professional Development
	STEP Assessment Window
	Data Day (No Students)
	Student Orientation Days
	First and Last Day for Students
	Family Orientation Days
	NWEA-MAP Assessment
	PTO BLACK OUT DAYS
	Family Conferences
	Literacy Unpacking Days

Instructional Days: 20 PD Days: 0						
December 2022						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
WEEK 12 CONTD					Writers' Workshop Unpacking Day	
4	5	6	7	8	9	10
WEEK 13						
11	12	13	14	15	16	17
WEEK 14			STEP Round 2 Ends	WINTER MAP TESTING	Read Aloud Unpacking Day	
18	19	20	21	22	23	24
WEEK 15		WINTER ENRICHMENT SHOWCASE (Art & Steam)	WINTER ENRICHMENT SHOWCASE (Dance & Music) 1/2 day before	DATA DAY #2	Winter Recess	
25	26	27	28	29	30	31
Winter Recess						
Instructional Days: 15 PD Days: 1						

Instructional Days: 19 PD Days: 0						
January 2023						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
WEEK 16	Winter Recess	New Reading Groups Begin				
8	9	10	11	12	13	14
WEEK 17						
15	16	17	18	19	20	21
WEEK 18	NO SCHOOL - MLK Day				Writers' Workshop Unpacking Day	
22	23	24	25	26	27	28
WEEK 19		3rd & 4th ELA MOCK STATE TEST	MATH NIGHT		Read Aloud Unpacking Day	
29	30	31				
WEEK 20	STEP Round 3 Begins					
Instructional Days: 21 PD Days: 0						

Instructional Days: 20 PD Days: 0						
February 2023						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
WEEK 20 CONTD						
5	6	7	8	9	10	11
WEEK 21			STEP Round 3 Ends		DATA DAY #3	
12	13	14	15	16	17	18
WEEK 22	New Reading Groups Begin (3/4 ELA Tutoring Begins)					
19	20	21	22	23	24	25
February Break						
26	27	28				
WEEK 23						

Instructional Days: 21 PD Days: 0						
March 2023						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
WEEK 23 CONTD						
5	6	7	8	9	10	11
WEEK 24					Writers' Workshop Unpacking Day	
12	13	14	15	16	17	18
WEEK 25					Read Aloud Unpacking Day	
19	20	21	22	23	24	25
WEEK 26				T2 Family Conferences - Half Day	T2 Family Conferences	
26	27	28	29	30	31	
WEEK 27	STEP Round 4 Begins					

Instructional Days: 15						
PD Days: 1						
April 2023						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
						1
WEEK 28	2	3	4	5	6	7
		STEP Round 4 Ends		DATA DAY #4	NO SCHOOL - April Break Begins	8
	9	10	11	12	13	14
		April Break				
WEEK 29	16	17	18	19	20	21
		New Reading Groups Begin		ELA STATE TESTING GRADES 3-4		
WEEK 30	23	24	25	26	27	28
						Writers' Workshop Unpacking Day
	30					
Instructional Days: 15						
PD Days: 1						

Instructional Days: 22						
PD Days: 0						
May 2023						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
WEEK 31	1	2	3	4	5	6
			MATH STATE TESTING GRADES 3-4			
WEEK 32	7	8	9	10	11	12
					Read Aloud Unpacking Day	13
WEEK 33	14	15	16	17	18	19
						20
WEEK 34	21	22	23	24	25	26
				FAMILY NIGHT		
WEEK 35	28	29	30	31		
	NO SCHOOL - Memorial Day					
Instructional Days: 22						
PD Days: 0						

Instructional Days: 16						
PD Days: 1						
June 2023						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
WEEK 35 CONTD				1	2	3
WEEK 36	4	5	6	7	8	9
		STEP Round 5 Begins		SPRING MAP TESTING EOY ENRICHMENT SHOWCASE	SPRING MAP TESTING EOY ENRICHMENT SHOWCASE ART	10
WEEK 37	11	12	13	14	15	16
			END OF YEAR ENRICHMENT SHOWCASE		STEP Round 5 Ends	17
WEEK 38	18	19	20	21	22	23
		NO SCHOOL - Juneteenth			Last Day of School & Staff Closeout	24
WEEK 39	25	26	27	28	29	30
Instructional Days: 16						
PD Days: 1						

Instructional Days: 22						
PD Days: 0						
July 2023						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
						1
	2	3	4	5	6	7
						8
	9	10	11	12	13	14
						15
	16	17	18	19	20	21
						22
	23	24	25	26	27	28
						29
	30	31				
Instructional Days: 22						
PD Days: 0						

PD Days: 0		PD Days: 0	
TOTAL INSTRUCTIONAL DAYS	181		
TOTAL PD DAYS	20		

Operational Year 3

2021-2022, K-3, 177 Students, 29 FTE

