

Application: Brooklyn RISE Charter School

Cary Finnegan - cary.finnegan@brooklynrise.org
2020-2021 Annual Report

Summary

ID: 0000000011

Labels: Board of Regents

Entry 1 School Info and Cover Page

Completed Jan 21 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 2020-2021 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, 2021)** 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 331500861156

a1. Popular School Name

Brooklyn RISE

b. CHARTER AUTHORIZER (As of June 30th, 2021)

Please select the correct authorizer as of June 30, 2021 or you may not be assigned the correct tasks.

BOARD OF REGENTS

c. DISTRICT / CSD OF LOCATION

CSD #15 - BROOKLYN

d. DATE OF INITIAL CHARTER

11/2018

e. DATE FIRST OPENED FOR INSTRUCTION

9/2019

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 believe that college preparation begins on the first day of kindergarten; it is our responsibility to provide all students with the knowledge, habits, and mindsets needed to be on the path to college beginning on day one. To ensure students are getting the instructional time they need, we provide an extended school day and year. We develop rigorous curricula and deliver high quality instruction across content areas.
KDE 2	Transformational teachers are paramount. We believe that excellent teaching is the key to student achievement. Every classroom at Brooklyn RISE is led by an engaging, highly skilled, professionally supported, and mission-aligned teacher. Teachers are recruited and developed based on our core tenets of effective teaching: hustle, humility, and heart. We provide regular, targeted feedback and teacher coaching grounded in a teacher-effectiveness rubric. Teachers are provided with extensive professional development opportunities.
KDE 3	Data drives decisions. All our work at Brooklyn RISE is grounded in data. We use data to inform

	<p>instruction and to measure the effectiveness of our systems, procedures, and school culture. We provide a variety of summative assessments each year and we use the data from those assessments to thoughtfully inform our instructional practices.</p>
KDE 4	<p>Structure, joy, and character create community. We know students learn best in predictable, reliable environments. We cultivate a structured and joyful school culture by ensuring students and staff know exactly what is expected of them and acknowledging and celebrating when expectations are met and exceeded. We intentionally develop character and leadership skills within our students and work to ensure that our school community embodies our school motto "With voice. With confidence. With purpose."</p>
KDE 5	<p>Mindsets matter. The development of key mindsets is essential to staying on the path to, and persisting through, college. Our community embodies mindsets that lead to long-term academic, professional, and personal success. We teach growth and risk-taking mindsets so that our students embrace challenge and do not fear failure. We also teach and reinforce core college-bound learning habits: discussion, collaboration and cooperation, and beginning with the end in mind, and organization.</p>
KDE 6	<p>Families are our partners. We believe that families are key partners in ensuring students' academic and character growth. The relationship between home and school is built before the school year begins through home visits. There continues to be ongoing, consistent communication throughout the school year so that school and home are working together to place students on the path to college.</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 MAX APPROVED ENROLLMENT FOR THE 2020-2021 SCHOOL YEAR (exclude Pre-K program enrollment)

157

j. TOTAL STUDENT ENROLLMENT ON JUNE 30, 2021 (exclude Pre-K program enrollment)

145

k. GRADES SERVED IN SCHOOL YEAR 2020-2021 (exclude Pre-K program students)

Check all that apply

Grades Served

K, 1, 2

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 2021-2022?

No, just one site.

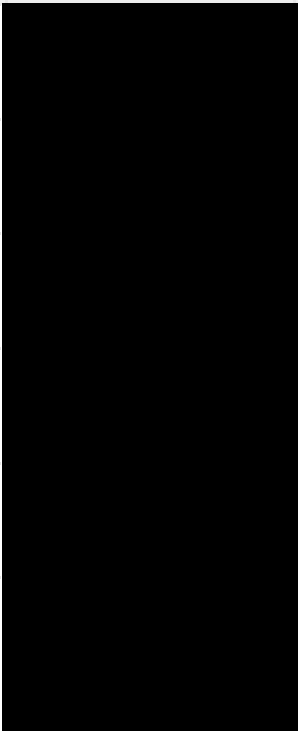
School Site 1 (Primary)

m1. SCHOOL SITES

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

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for 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	475 53rd St, 2nd Floor, Brooklyn, NY 11220	347-470-9833	NYC CSD 15	K-3	Yes, for K-3

m1a. Please provide the contact information for Site 1.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Cary Finnegan	347-470-9833		cary.finnegan@brooklynrise.org
Operational Leader	Chantal Zúñiga	347-470-9833		chantal.zuniga@brooklynrise.org
Compliance Contact	Chantal Zúñiga	347-470-9833		chantal.zuniga@brooklynrise.org
Complaint Contact	Cary Finnegan	347-470-9833		cary.finnegan@brooklynrise.org
DASA Coordinator	Amanda Martell	347-470-9833		amanda.martell@brooklynrise.org
Phone Contact for After Hours Emergencies	Cary Finnegan	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.

Site 1 Certificate of Occupancy (COO)

[5224 5th Ave TCO.pdf](#)

Filename: 5224 5th Ave TCO.pdf **Size:** 158.7 kB

Site 1 Fire Inspection Report

[2021 FDNY A106.pdf](#)

Filename: 2021 FDNY A106.pdf **Size:** 199.9 kB

CHARTER REVISIONS DURING THE 2020-2021 SCHOOL YEAR

n1. Were there any revisions to the school's charter during the 2020-2021 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	Change in organizational structure	We might some slight changes to our organization structure and are submitting an updated org chart for NYSED review.		
2				
3				
4				
5				

More revisions to add?

No

o. Has your school's Board of Trustee's approved a budget for the 2020-2021 FY?

Yes

ATTESTATIONS

p. Individual Primarily Responsible for Submitting the Annual Report.

Name	Cary Finnegan
Position	Head of School
Phone/Extension	347-470-9833
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 [NYSED CSO Fingerprint Clearance Oct 2019 Memo](#). Click **YES to agree.**

Responses Selected:

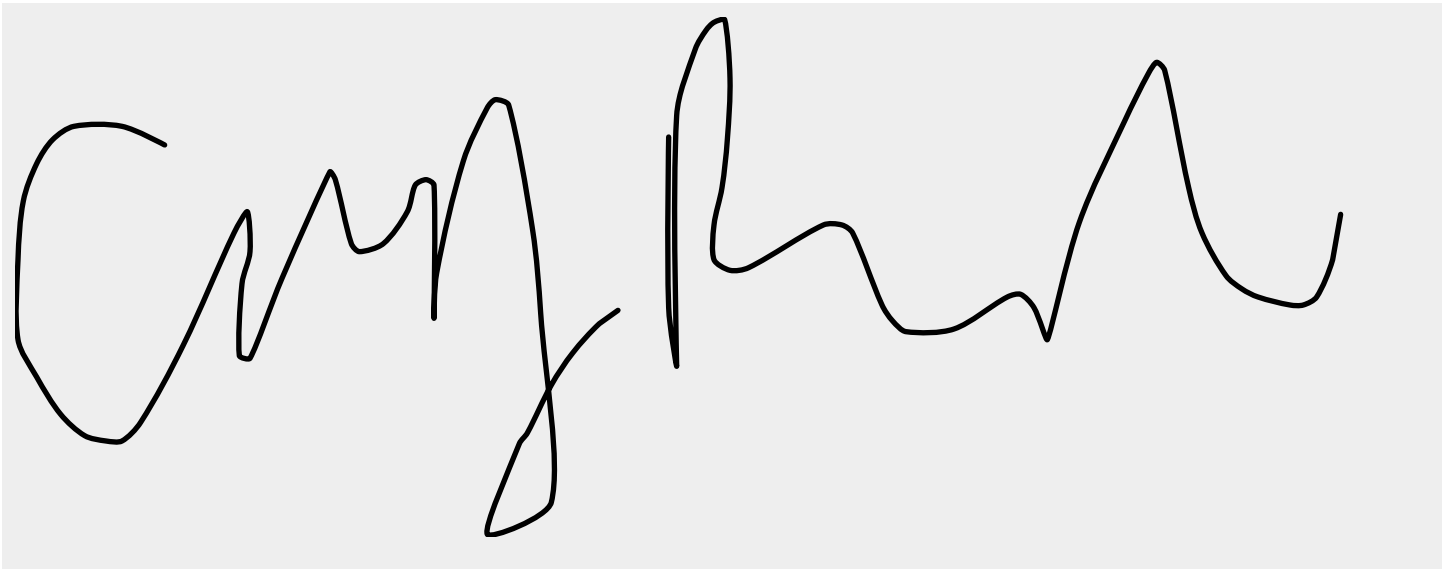
Yes

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).**

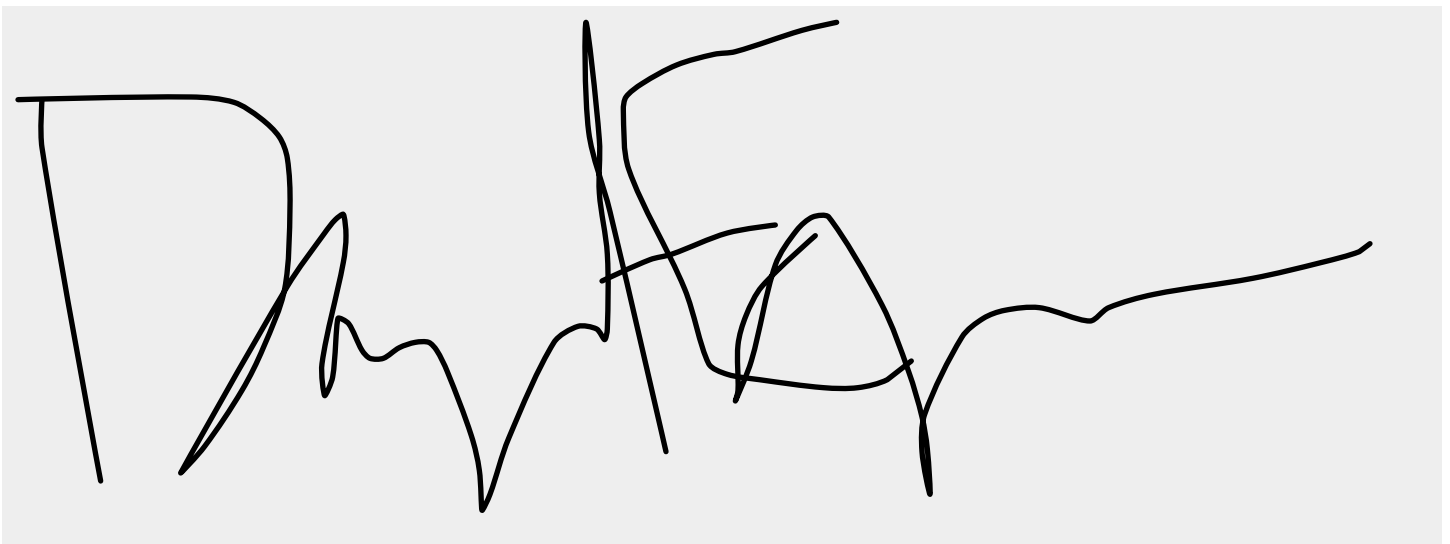
Responses Selected:

Yes

Signature, Head of Charter School

A handwritten signature in black ink on a light gray background. The signature is highly stylized and cursive, starting with a large 'C' and ending with a long, sweeping tail.

Signature, President of the Board of Trustees

A handwritten signature in black ink on a light gray background. The signature is highly stylized and cursive, starting with a large 'D' and ending with a long, sweeping tail.

Date

Jun 15 2021

Thank you.



Entry 3 Progress Toward Goals

Completed Jan 28 2022

Instructions

Regents, NYCDOE, and Buffalo BOE-authorized charter schools

For the 2020-2021 school year, any academic or 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”. **Deadline is November 1, 2021.**

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

Board of Regents-authorized and NYCDOE-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, 2021.

1. ACADEMIC STUDENT PERFORMANCE GOALS

For the 2020-2021 school year, any academic 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”.

2020-2021 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	At least 70% of kindergarten students, including ELLs and students with IEPs, will achieve STEP 3 by end of year, demonstrating first-grade reading readiness.	STEP Assessment	Unable to Assess	45% of our students in kindergarten achieved a STEP 3 by the end of the year but we were only able to assess 50% of our kindergarten students due to remote learning.
Academic Goal 2	At least 80% of first graders who have been enrolled for two years, including ELLs and students with IEPs, will achieve STEP 6 by end of year, demonstrating second-grade reading readiness.	STEP Assessment	Unable to Assess	33% of our students in first grade achieved a STEP 6 by the end of the year but we were only able to assess 50% of our first grade students due to remote learning.
Academic Goal 3	At least 90% of second graders who have been enrolled for three years, including ELLs and students with IEPs, will achieve STEP 9 by end of year,	STEP Assessment	Unable to Assess	None of our second graders had been with us for three years because they started with us as first graders. Only 27% of our 2nd graders achieved a STEP 9 by the end of the year but we

	demonstrating third-grade reading readiness.			were only able to assess 50% of our second graders due to remote learning.
Academic Goal 4	Each year at least 90% of all students will grow a minimum of 3 STEP levels.	STEP Assessment	Unable to Assess	19% of our students grew at least 3 STEP levels but only 50% of our students were assessed due to remote learning.
Academic Goal 5	All students will grow at least five percentile points in Reading Comprehension and Math until the average percentile score reaches 85.	NWEA MAP Assessment	Unable to Assess	We didn't administer the MAP assessment due to remote learning.
Academic Goal 6	All students will achieve at least one year of growth in Reading Comprehension and Math each year.	NWEA MAP Assessment	Unable to Assess	We didn't administer the MAP assessment due to remote learning.
Academic Goal 7				
Academic Goal 8				
Academic Goal 9				
Academic Goal 10				

2. Do have more academic goals to add?

No

4. ORGANIZATION GOALS

For the 2020-2021 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”.

2020-2021 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	At least 80% of families will respond to the survey.	Family Survey	Met	
Org Goal 2	At least 80% of responding families will indicate satisfaction with the overall Brooklyn RISE program.	Family Survey	Met	
Org Goal 3	At least 80% of responding families will indicate satisfaction with the frequency and quality of communication.	Family Survey	Met	

Org Goal 4	The Board will complete an annual evaluation of the school leader.	HOS evaluation	Met	
Org Goal 5	The Board will implement the systems defined in the charter application to evaluate and improve, as necessary, Board policies and procedures.	Board systems and procedures	Unable to Assess	
Org Goal 6	The Board will review monthly data against charter goals.	Monthly Board Meetings	Met	
Org Goal 7	School leadership will recruit, hire, manage, train, and retain a diverse staff.	School Staff	Met	
Org Goal 8	The staff will annually evaluate the school program against the charter goals.	School Leadership Annual Retreat	Met	
Org Goal 9	As measured by the staff survey, 80% of staff indicate that PD is effective.	Staff Survey	Met	
Org Goal 10	The school meets or exceeds projected enrollment by	Enrollment Data	Partially Met	We weren't fully enrolled by October 1st as we continue to work to backfill for one grade level, but all

	October 1 each year.			other grade levels met enrollment targets.
Org Goal 11	The school enrolls a population that reflects the demographics of the surrounding community.	Enrollment data	Met	
Org Goal 12	At least 85% of grade-eligible students re-enroll.	Enrollment Data	Met	
Org Goal 13	The average daily attendance rate is at least 95%.	Attendance Data	Not Met	We struggled with attendance rates due to the mix of in-person and remote learning across the year.
Org Goal 14				
Org Goal 15				
Org Goal 16				
Org Goal 17				
Org Goal 18				
Org Goal 19				
Org Goal 20				

5. Do have more organizational goals to add?

No

6. FINANCIAL GOALS

2020-2021 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Partially Met	If not met, describe efforts the school will take to meet goal.
Financial Goal 1	The school will operate annually with a balanced budget.	Monthly Financial Dashboard	Met	
Financial Goal 2	The school will follow generally accepted accounting principles as evidence by independent financial audits with an unqualified audit opinion, a limited number of findings that are quickly corrected, and the absence of a growing concern disclosure.	Yearly Audit	Met	
Financial Goal 3				
Financial Goal 4				
Financial Goal 5				

7. Do have more financial goals to add?

No

Thank you.

Entry 4 - Audited Financial Statements

Completed Oct 29 2021

Required of ALL Charter Schools

ALL SUNY-authorized charter schools must upload the financial statements in .pdf format into the SUNY Epicenter system no later than **November 1, 2021**. SUNY CSI will forward to NYSED CSO.

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, 2021**. 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 protection are turned off.

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

Brooklyn RISE Charter FST with Mgmt Ltr

Filename: Brooklyn RISE Charter FST with Mgmt Ltr.pdf **Size:** 391.3 kB

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

Completed Jan 21 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 website at [2020-2021 Charter School Annual Report webpage](#). Upload the completed file in Excel format. **Due November 1, 2021.**

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.

Brooklyn Rise CS BEDS-331500861156_2020-21

Filename: Brooklyn Rise CS BEDS 331500861156_zwQ5gwR.xlsx **Size:** 75.1 kB

Entry 4c - Additional Financial Documents

Completed Jan 28 2022

Instructions - Regents, NYCDOE and Buffalo BOE authorized schools must upload financial documents in this section **by November 1, 2021**. The items listed below should be uploaded, with an explanation if not applicable or available. For example, a "federal Single Audit was not required because the school did not expend federal funds of more than the \$750,000 Threshold."

1. Advisory and/or Management letter
2. Federal Single Audit
3. 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 FST with Mgmt Ltr \(1\)](#)

Filename: Brooklyn RISE Charter FST with Mgmt Ltr 1.pdf Size: 391.3 kB

Entry 4d - Financial Services Contact Information

Completed Jan 21 2022

Instructions: Please enter the contact information for school staff, firms or other entities providing financial services to the education corporation **by November 1, 2021.**

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
	Cary Finnegan	[REDACTED]	[REDACTED]

2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm
	Joseph Giri	[REDACTED]	[REDACTED]	5

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

	Firm Name	Contact Person	Mailing Address	Email	Phone	Years With Firm
	Edtec	Bryson Wilson		[REDACTED]	[REDACTED]	5

Entry 5 - Fiscal Year 2021-2022 Budget

Completed Jan 21 2022

Instructions - Regents, NYCDOE, and Buffalo BOE authorized charter schools should upload a copy of the school's FY21 Budget using the 2021-2022 [Projected Annual Budget template](#) in the portal or from the Annual Report website **by November 1, 2021.**

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.

Instructions - SUNY authorized charter schools should download the [2021-2022 Budget and Quarterly Report Template](#) on the SUNY website or Epicenter and upload the completed template into the portal **by November 1, 2021.**

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

[Brooklyn RISE FY22 NYSED BudgetTemplate](#)

Filename: Brooklyn RISE FY22 NYSED BudgetTemplate.xlsx **Size:** 39.6 kB

Entry 6 - Board of Trustees Disclosure of Financial Interest Form

Completed Jan 28 2022

Required of ALL Charter Schools by August 2

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 2020-2021 school year must complete a signed:

- Regents, NYCDOE, and Buffalo BOE Authorized Schools: [Disclosure of Financial Interest Form](#)
- SUNY- Authorized Charter Schools: [SUNY Trustee Financial Disclosure Form](#)

All completed forms must be collected and uploaded in .PDF format for each individual member. **If a trustee is not able or available to complete the form by the deadline, the education corporation is responsible for doing so on behalf of the trustee.** (Forms completed from past years will not be accepted).

Trustees serving on an education corporation that governs more than one school are not required to

complete a separate disclosure for each school governed by the **education** corporation. In the Disclosure of Financial Interest Form, trustees must disclose information relevant to any of the schools served by the governing education corporation. Note: Docusign is accepted.

[**BOTFinancialDisclosure_GraceZ**](#)

Filename: BOTFinancialDisclosure GraceZ.Han.pdf **Size:** 56.7 kB

[**BOTFinancialDisclosure TL**](#)

Filename: BOTFinancialDisclosure TL.pdf **Size:** 1.4 MB

[**BH form**](#)

Filename: BH form.pdf **Size:** 4.0 MB

[**ChristinaHu BOTDisclosure 20 21**](#)

Filename: ChristinaHu BOTDisclosure 20 21.pdf **Size:** 7.5 MB

[**DanyelaEgorov BOTDisclosure 20 21**](#)

Filename: DanyelaEgorov BOTDisclosure 20 21.pdf **Size:** 49.3 MB

[**BRCS AnnualCalendar Updated 11 21**](#)

Filename: BRCS AnnualCalendar Updated 11 21 B471qsN.pdf **Size:** 267.6 kB

[**LizSkeen BOT FinancialDisclosure**](#)

Filename: LizSkeen BOT FinancialDisclosure.pdf **Size:** 178.1 kB

[**NG BOT FinancialDisclosure**](#)

Filename: NG BOT FinancialDisclosure.pdf **Size:** 157.3 kB

Entry 7 BOT Membership Table

Completed Jan 21 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.

1. 2020-2021 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 2020-2021
1	Danyela Egorov		Chair	Governance Committee	Yes	3	12/21/2018	12/21/2024	12
2	Ben Herbst		Treasurer	Finance Committee	Yes	3	12/21/2018	12/21/2022	12
3	Elizabeth Skeen		Trustee/Member	Governance Committee	Yes	3	12/21/2018	12/21/2024	11
4	Grace Han		Secretary	Academic Committee	Yes	3	12/21/2018	12/21/2022	11
5	Christina Hu		Trustee/Member	Finance Committee	Yes	2	12/21/2018	12/21/2024	12
6	Tim Lee		Trustee/Member	Finance Committee	Yes	3	12/21/2018	08/30/2021	11

7	Leslie Hernandez		Trustee/Member	Academic Committee	Yes	3	12/21/2018	07/30/2021	
8	Natasha Go		Trustee/Member	Academic Committee	Yes	2	12/21/2018	07/30/2021	
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, 2021	8
b.Total Number of Members Added During 2020-2021	0
c. Total Number of Members who Departed during 2020-2021	0
d.Total Number of members, as set in Bylaws, Resolution or Minutes	8

3. Number of Board meetings held during 2020-2021

12

4. Number of Board meetings scheduled for 2021-2022

12

Thank you.

Entry 8 Board Meeting Minutes

Completed Jan 28 2022

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

Schools must upload a complete set of monthly board meeting minutes (July 2020-June 2021), which should match the number of meetings held during the 2020-2021 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 2, 2021.

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

Filename: BRCS Board Mtg Book April 2021.pdf **Size:** 281.3 kB

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

Filename: BRCS Board Mtg Book Jan 2021.pdf **Size:** 281.9 kB

[BRCS Board Mtg Book - Nov 2020](#)

Filename: BRCS Board Mtg Book Nov 2020.pdf **Size:** 275.0 kB

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

Filename: BRCS Board Mtg Book Feb 2021.pdf **Size:** 274.5 kB

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

Filename: BRCS Board Mtg Book March 2021.pdf **Size:** 297.0 kB

[BRCS Board Mtg Book - Dec 2020](#)

Filename: BRCS Board Mtg Book Dec 2020.pdf **Size:** 281.9 kB

[BRCS Board Mtg Book - August 2020](#)

Filename: BRCS Board Mtg Book August 2020.pdf **Size:** 386.2 kB

[BRCS Board Mtg Book - Sept 2020 \(2\)](#)

Filename: BRCS Board Mtg Book Sept 2020 2.pdf **Size:** 292.2 kB

[BRCS Board Mtg Book - July 2020](#)

Filename: BRCS Board Mtg Book July 2020.pdf **Size:** 400.3 kB

[BRCS Board Mtg Book - Oct 2020](#)

Filename: BRCS Board Mtg Book Oct 2020.pdf **Size:** 279.8 kB

[BRCS Board Mtg Minutes - May 2021](#)

Filename: BRCS Board Mtg Minutes May 2021.pdf **Size:** 278.7 kB

[BRCS Board Mtg Minutes - June 2021](#)

Filename: BRCS Board Mtg Minutes June 2021.pdf **Size:** 263.5 kB

Entry 9 Enrollment & Retention

Completed Jan 21 2022

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

ALL charter schools must complete this section. Describe the good faith efforts the charter school has made in 2020-2021 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 2021-2022.

Entry 9 Enrollment and Retention of Special Populations

[Instructions for Reporting Enrollment and Retention Strategies](#)

Describe the efforts the charter school has made in 2020-2021 toward meeting targets to attract and retain enrollment of students with disabilities, English language learners, 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 2021-2022.

Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2020-2021	Describe Recruitment Plans in 2021-2022
Economically Disadvantaged	We make sure families know that we provide free uniforms and all school supplies that students need. We send recruitment materials to all families in our target zip codes.	We make sure families know that we provide free uniforms and all school supplies that students need. We send recruitment materials to all families in our target zip codes.
English Language Learners	All recruitment materials are translanguageed in the primary languages of the families we serve. We have staff members always available to speak to families in their home languages.	All recruitment materials are translanguageed in the primary languages of the families we serve. We have staff members always available to speak to families in their home languages.
Students with Disabilities	We advertise that we have smaller class sizes with two teachers in every class and that we provide all related services on student IEPs.	We advertise that we have smaller class sizes with two teachers in every class and that we provide all related services on student IEPs.

Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2020-2021	Describe Retention Plans in 2021-2022
Economically Disadvantaged	We provide breakfast, snack, and lunch to all students every day. All families get two new uniform shirts at the beginning of the school year. We provide all families with all school supplies, including 1:1 technology, that they needed for in-person and remote learning. We identify all Mckinney-Vento eligible students and ensure that families are aware of their eligibility for additional resources and supports from our school. We	We will continue to provide breakfast, snack, and lunch to all students every day. All families get two new uniform shirts at the beginning of the school year. We provide all families with all school supplies, including 1:1 technology, that they needed for in-person and remote learning. We identify all Mckinney-Vento eligible students and ensure that families are aware of their eligibility for additional resources and supports from our school. We

	provide an extremely affordable after school program and families know that we can support if the cost is too high for them.	provide an extremely affordable after school program and families know that we can support if the cost is too high for them.
English Language Learners	We ensure that all communication is translated into home languages. We provide real-time interpretation support for the two primary languages of our school community at all family events. We provide a school program that is extremely supportive to ELL students (smaller class sizes, two teacher in each classroom, emphasis on small group learning)	We will continue to ensure that all communication is translated into home languages. We provide real-time interpretation support for the two primary languages of our school community at all family events. We provide a school program that is extremely supportive to ELL students (smaller class sizes, two teacher in each classroom, emphasis on small group learning). We have also hired an MLL Coordinator for the 2021-2022 school year that will provide additional supports to our ELL students.
Students with Disabilities	We do a family event at the beginning of every school year that gives information about our program and services for students with disabilities. We ensure all communication with families who have students with IEPs are provided in home language and that translation and interpretation support is provided for anything related to related services and IEP meetings. We provide a school program that is extremely supportive to SWD (smaller class sizes, two teacher in each classroom, emphasis on small group learning, inclusive learning environments).	We do a family event at the beginning of every school year that gives information about our program and services for students with disabilities. We ensure all communication with families who have students with IEPs are provided in home language and that translation and interpretation support is provided for anything related to related services and IEP meetings. We provide a school program that is extremely supportive to SWD (smaller class sizes, two teacher in each classroom, emphasis on small group learning, inclusive learning environments).

Entry 10 - Teacher and Administrator Attrition

Completed Jan 21 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 that 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 that 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.p12.nysed.gov/psc/aboutcharterschools/lawsandregs/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

Charter schools are **strongly discouraged** from using the emergency conditional clearance provisions for prospective employees. This is because the school must simultaneously 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

<http://www.p12.nysed.gov/psc/aboutcharterschools/lawsandregs/EmployeeFingerprintOct19.pdf>.

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 Jan 21 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, 2021)	4
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2021)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2021)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2021)	1
Total Category A: 5 or 30% whichever is less	5.0

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

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2021)	0
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2021)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2021)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2021)	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, 2021)	0
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2021)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2021)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2021)	0
Total Category C: not to exceed 5	0.0

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	5

CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS

	FTE Count
Total Category E	14

CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	19



Thank you.

Entry 12 Organization Chart

Completed Jan 21 2022

[Instructions](#)

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

Upload the 2020-2021 **Organization Chart**. The organization chart should include position titles and reporting relationships. Employee names should not appear on the chart

[Brooklyn RISE Y2 Organizational Chart v2](#)

Filename: Brooklyn RISE Y2 Organizational Chart v2.pdf **Size:** 250.2 kB

Entry 13 School Calendar

Completed Jan 21 2022

[Instructions for submitting School Calendar](#)

Required of ALL Charter Schools

Given these uncertain and changing times, charter schools may or may not have a school calendar ready to upload by the submission deadline this year of August 2, 2021. If the charter school has a tentative calendar based on available information and guidance at the time, please submit with the August 2nd submission. Charter schools will be able to upload an updated school calendar into the portal at any time but no later than **September 15, 2021**.

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 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.

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

[BRCS AnnualCalendar Updated 11 21](#)

Filename: BRCS AnnualCalendar Updated 11 21.pdf Size: 267.5 kB

Entry 14 Links to Critical Documents on School Website

Completed Jan 21 2022

Instructions

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

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. Most recently filed Annual Report (i.e., 2019-2020 Annual Report);
2. Most recent board meeting notice, documents to be discussed at the meeting (if any), and webcast of Board meetings (if held virtually per Governor's Executive Order);
3. Link to New York State School Report Card;
4. Lottery Notice announcing date of lottery;
5. Authorizer-approved DASA Policy;
6. District-wide safety plan and Authorizer-approved Discipline Policy (as per August 29, 2019 [Emergency Response Plan Memo](#));
7. Authorizer-approved FOIL Policy; and
8. Subject matter list of FOIL records.
9. Link to School Reopening Plan

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 5: Authorizer-approved DASA 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. Most Recent Annual Report (i.e., 2019-20)	https://www.brooklynrise.org/our-board
2. Most recent board meeting notice, documents to be discussed at the meeting (if any)	https://www.brooklynrise.org/board-meetings/2021/1/27/board-meeting-jzifg-wnrql-sbl6f-hple9-c3z8t
2a. Webcast of Board Meetings (per Governor's Executive Order)	https://www.brooklynrise.org/board-meetings?view=calendar&month=08-2021
3. Link to NYS School Report Card	https://data.nysed.gov/
4. Lottery Notice announcing date of lottery	https://www.brooklynrise.org/lottery-announcement
5. Authorizer-approved DASA Policy (For Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY);	https://docs.google.com/document/d/1DS9koaGkIRyZpCATgKEqQmFN8V4Pnfvl1p7ZOQeQQh4/edit?usp=sharing
6. District-wide Safety Plan	https://drive.google.com/file/d/1Zzkn4EKggBGLmy0IK-myBriGPx0pfUba/view?usp=sharing
6a. Authorizer-Approved Discipline Policy (as per August 29, 2019 Emergency Response Plan Memo)	https://docs.google.com/document/d/1hIRIANWIYkwe0szP_6q0Mfohd9Lb62KHivRkX_vtLr0/edit?usp=sharing
7. Authorizer-Approved FOIL Policy	https://drive.google.com/file/d/1dBiGmFP_XALUmjCF5-m6Hvqij72JJ3t4/view?usp=sharing
8. Subject matter list of FOIL records	https://drive.google.com/file/d/1dBiGmFP_XALUmjCF5-m6Hvqij72JJ3t4/view?usp=sharing

Thank you.



Brooklyn RISE Charter School

Financial Statements

June 30, 2021 and 2020

Independent Auditors' Report

Board of Trustees
Brooklyn RISE Charter School

Report on the Financial Statements

We have audited the accompanying financial statements of Brooklyn RISE Charter School (the "School"), which comprise the statements of financial position as of June 30, 2021 and 2020, and the related statements of activities, functional expenses, and cash flows for the year ended June 30, 2021 and for the period from November 6, 2018 (inception) to June 30, 2020, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

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

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the School as of June 30, 2021 and 2020, and the changes in its net assets and its cash flows for the year ended June 30, 2021 and for the period from November 6, 2018 (inception) to June 30, 2020 in accordance with accounting principles generally accepted in the United States of America.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated October 21, 2021, on our consideration of the School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the School's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the School's internal control over financial reporting and compliance.

PKF O'Connor Davies, LLP

Harrison, New York
October 21, 2021

Brooklyn RISE Charter School

Statements of Financial Position

	June 30,	
	<u>2021</u>	<u>2020</u>
ASSETS		
Current Assets		
Cash	\$ 756,969	\$ 550,450
Grants and contracts receivable	89,401	185,324
Prepaid expenses	<u>2,072</u>	<u>-</u>
Total Current Assets	848,442	735,774
Property and equipment, net	147,784	200,970
Security deposit	200,399	40,000
Restricted cash	<u>50,005</u>	<u>25,000</u>
	<u>\$ 1,246,630</u>	<u>\$ 1,001,744</u>
LIABILITIES AND NET ASSETS		
Current Liabilities		
Accounts payable and accrued expenses	\$ 86,025	\$ 230,961
Accrued payroll and payroll taxes	<u>134,326</u>	<u>71,123</u>
Total Current Liabilities	220,351	302,084
Paycheck Protection Program loan payable	<u>-</u>	<u>114,435</u>
Total Liabilities	220,351	416,519
Net assets, without donor restrictions	<u>1,026,279</u>	<u>585,225</u>
	<u>\$ 1,246,630</u>	<u>\$ 1,001,744</u>

See notes to financial statements

Brooklyn RISE Charter School

Statements of Activities

	Year Ended June 30, 2021	Period from November 6, 2018 (Inception) to June 30, 2020
	<u> </u>	<u> </u>
REVENUE AND SUPPORT		
State and local per pupil operating revenue	\$ 2,820,557	\$ 1,712,614
State and local per pupil facilities funding	593,333	375,833
Federal grants	114,037	844,273
State grants	8,323	8,323
Contributions and grants	-	329,085
Other revenue	5,382	23,869
Total Revenue and Support	<u>3,541,632</u>	<u>3,293,997</u>
EXPENSES		
Program Services		
Regular education	2,069,947	1,852,272
Special education	424,258	210,958
Total Program Services	<u>2,494,205</u>	<u>2,063,230</u>
Supporting Services		
Management and general	720,808	645,542
Total Expenses	<u>3,215,013</u>	<u>2,708,772</u>
Gain on forgiveness of Paycheck Protection Program Loan	<u>114,435</u>	<u>-</u>
Change in Net Assets	441,054	585,225
NET ASSETS		
Beginning of period	<u>585,225</u>	<u>-</u>
End of period	<u><u>\$ 1,026,279</u></u>	<u><u>\$ 585,225</u></u>

See notes to financial statements

Brooklyn RISE Charter School

Statement of Functional Expenses
Year Ended June 30, 2021

	No. of Positions	Program Services			Management and General	Total
		Regular Education	Special Education	Total		
Personnel Services Costs						
Administrative staff personnel	6	\$ 161,382	\$ 40,345	\$ 201,727	\$ 267,405	\$ 469,132
Instructional personnel	16	921,228	153,238	1,074,466	14,288	1,088,754
Total Salaries and Staff	22	1,082,610	193,583	1,276,193	281,693	1,557,886
Fringe benefits and payroll taxes		208,614	37,303	245,917	54,281	300,198
Retirement		18,382	3,287	21,669	4,783	26,452
Legal fees		-	-	-	19,238	19,238
Accounting/audit services		-	-	-	22,000	22,000
Other purchased/professional/consulting services		79,585	19,896	99,481	147,608	247,089
Facility expense		404,826	101,207	506,033	89,300	595,333
Repairs and maintenance		10,794	2,699	13,493	2,381	15,874
Insurance		32,331	8,083	40,414	7,132	47,546
Utilities		13,721	3,430	17,151	3,027	20,178
Supplies and materials		91,254	22,814	114,068	-	114,068
Equipment/furnishings		9,464	2,366	11,830	-	11,830
Staff development		42,461	10,615	53,076	724	53,800
Marketing/recruitment		17,822	4,456	22,278	4,798	27,076
Technology		873	218	1,091	-	1,091
Student services		10,253	2,563	12,816	-	12,816
Office expense		330	82	412	31,292	31,704
Depreciation		45,734	11,433	57,167	10,088	67,255
Other		893	223	1,116	42,463	43,579
Total Expenses		\$ 2,069,947	\$ 424,258	\$ 2,494,205	\$ 720,808	\$ 3,215,013

Brooklyn RISE Charter School

Statement of Functional Expenses
Period from November 6, 2018 (Inception) to June 30, 2020

	No. of Positions	Program Services			Management and General	Total
		Regular Education	Special Education	Total		
Personnel Services Costs						
Administrative staff personnel	4	\$ 224,090	\$ 33,887	\$ 257,977	\$ 303,400	\$ 561,377
Instructional personnel	13	718,865	1,670	720,535	3,900	724,435
Total Salaries and Staff	<u>17</u>	942,955	35,557	978,512	307,300	1,285,812
Fringe benefits and payroll taxes		165,274	6,408	171,682	51,224	222,906
Retirement		16,810	700	17,510	4,496	22,006
Legal fees		-	-	-	39,860	39,860
Accounting/audit services		-	-	-	20,000	20,000
Other purchased/professional/consulting services		68,610	14,403	83,013	114,850	197,863
Facility expense		261,222	64,442	325,664	59,934	385,598
Repairs and maintenance		32,344	8,086	40,430	7,135	47,565
Insurance		25,627	5,785	31,412	5,543	36,955
Utilities		5,329	1,332	6,661	1,176	7,837
Supplies and materials		166,766	41,692	208,458	-	208,458
Equipment/furnishings		4,869	900	5,769	-	5,769
Staff development		43,670	10,637	54,307	725	55,032
Marketing/recruitment		36,731	5,040	41,771	5,428	47,199
Technology		3,719	557	4,276	-	4,276
Food service		37,620	7,294	44,914	-	44,914
Student services		10,728	2,682	13,410	-	13,410
Office expense		173	43	216	17,565	17,781
Depreciation		21,486	5,371	26,857	4,739	31,596
Other		8,339	29	8,368	5,567	13,935
 Total Expenses		<u>\$ 1,852,272</u>	<u>\$ 210,958</u>	<u>\$ 2,063,230</u>	<u>\$ 645,542</u>	<u>\$ 2,708,772</u>

Brooklyn RISE Charter School

Statements of Cash Flows

	Year Ended June 30, 2021	Period from November 6, 2018 (Inception) to June 30, 2020
CASH FLOWS FROM OPERATING ACTIVITIES		
Change in net assets	\$ 441,054	\$ 585,225
Adjustments to reconcile change in net assets to net cash from operating activities		
Depreciation	67,255	31,596
Gain on forgiveness of Paycheck Protection Program Loan	(114,435)	-
Changes in operating assets and liabilities		
Grants and contracts receivable	95,923	(185,324)
Prepaid expenses	(2,072)	-
Security deposit	(160,399)	(40,000)
Accounts payable and accrued expenses	(144,936)	230,961
Accrued payroll and payroll taxes	63,203	71,123
Net Cash from Operating Activities	245,593	693,581
 CASH FLOWS FROM INVESTING ACTIVITY		
Purchases of property and equipment	(14,069)	(232,566)
 CASH FLOWS FROM FINANCING ACTIVITY		
Proceeds from Paycheck Protection Program loan	-	114,435
 Net Change in Cash and Restricted Cash	231,524	575,450
 CASH AND RESTRICTED CASH		
Beginning of period	575,450	-
End of period	\$ 806,974	\$ 575,450

See notes to financial statements

Brooklyn RISE Charter School

Notes to Financial Statements
June 30, 2021 and 2020

1. Organization and Tax Status

Brooklyn RISE Charter School (the "School") is a New York State, not-for-profit educational corporation that was incorporated on November 6, 2018 to operate a charter school pursuant to Article 56 of the Education Law of the State of New York. The School was granted a provisional charter on November 6, 2018 valid for a term of five years and renewable upon expiration by the Board of Regents of the University of the State of New York. The charter expires on June 30, 2023. The School's mission is to build knowledge, habits and mindsets for academic success, ensuring all Kindergarten through 5th grade students are on the path to college. The School provided education to approximately 146 students in Kindergarten through second grade during the 2020-2021 academic year.

The School is related to Friends of Brooklyn RISE, Inc. a New York State not-for-profit corporation, by common management. There were no transactions with the School during the period ended June 30, 2021 and 2020.

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

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

2. Summary of Significant Accounting Policies

Basis of Presentation and Use of Estimates

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

Net Asset Presentation

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

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

Brooklyn RISE Charter School

Notes to Financial Statements
June 30, 2021 and 2020

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

Net Asset Presentation (continued)

Net assets with donor restrictions – represents amounts restricted by donors for specific activities of the School or to be used at a future date. The School records contributions as net assets with donor restrictions if they are received with donor stipulations that limit their use either through purpose or time restrictions. When a donor restriction expires, that is, when a time restriction ends or a purpose restriction is fulfilled, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statements of activities as net assets released from restrictions. The School had no net assets with donor restrictions as of June 30, 2021 and 2020.

Restricted Cash

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

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

	2021	2020
Cash	\$ 756,969	\$ 550,450
Restricted cash	50,005	25,000
	<u>\$ 806,974</u>	<u>\$ 575,450</u>

Property and Equipment

The School follows the practice of capitalizing all expenditures for property and equipment with costs in excess of \$5,000 and a useful life in excess of one year. Purchased property and equipment are recorded at cost at the date of acquisition. Minor costs of maintenance and repairs are expensed as incurred. All property and equipment purchased with government funding is capitalized, unless the government agency retains legal title to such assets, in which case it is expensed as incurred.

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

Furniture and fixtures	5 years
Computers and equipment	3 years

Property and equipment are reviewed for impairment if the use of the asset significantly changes or another indicator of possible impairment is identified. If the carrying amount for the asset is not recoverable, the asset is written down to its fair value. There were no asset impairments for the periods ended June 30, 2021 and 2020.

Brooklyn RISE Charter School

Notes to Financial Statements
June 30, 2021 and 2020

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

Revenue and Support

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

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

Marketing and Recruitment

Marketing and recruitment costs are expensed as incurred for staff and student recruitment. Marketing and recruitment expense for the periods ended June 30, 2021 and 2020 was \$27,076 and \$47,199.

Functional Expense Allocation

The majority of expenses can generally be directly identified with the program or supporting service to which they relate and are charged accordingly. Other expenses by function have been allocated among program and supporting services classifications on the basis of periodic time and expense studies and other basis as determined by management of the School to be appropriate.

Accounting for Uncertainty in Income Taxes

The School recognizes the effect of income tax positions only if those positions are more likely than not to be sustained. Management has determined that the School had no uncertain tax positions that would require financial statement recognition or disclosure. All Form 990s filed by the School are subject to examination.

Subsequent Events Evaluation by Management

Management has evaluated subsequent events for disclosure and/or recognition in the financial statements through the date that the financial statements were available to be issued, which date is October 21, 2021.

3. Grants and Contracts Receivable

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

Brooklyn RISE Charter School

Notes to Financial Statements
June 30, 2021 and 2020

4. Property and Equipment

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

	2021	2020
Furniture and fixtures	\$ 99,821	\$ 91,747
Computer equipment	146,814	140,819
	246,635	232,566
Accumulated depreciation	(98,851)	(31,596)
	<u>\$ 147,784</u>	<u>\$ 200,970</u>

5. Liquidity and Availability of Financial Assets

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

	2021	2020
Cash	\$ 756,969	\$ 550,450
Grants and contracts receivable	89,401	185,324
	<u>\$ 846,370</u>	<u>\$ 735,774</u>

As part of the School's liquidity management plan, the status of grants and contracts receivable is monitored regularly and any excess cash is held in liquid instruments until it is required for operational use.

6. Concentration of Credit Risk

Financial instruments that potentially subject the School to concentrations of credit and market risk consist principally of cash on deposit with financial institutions, which from time to time may exceed the Federal Deposit Insurance Corporation ("FDIC") limit. The School does not believe that a significant risk of loss due to the failure of a financial institution presently exists. As of June 30, 2021 and 2020, approximately \$555,000 and \$325,000 of cash was maintained with an institution in excess of FDIC limits.

7. Concentration of Revenue and Support

The School receives a substantial portion of its revenue and support from the New York City Department of Education. For the periods ended June 30, 2021 and 2020, the School received approximately 93% and 64% of its total revenue and support from the New York City Department of Education. If the charter school laws were modified, reducing or eliminating these revenues, the School's finances could be materially adversely affected.

Brooklyn RISE Charter School

Notes to Financial Statements
June 30, 2021 and 2020

8. Paycheck Protection Program Loan

On May 1, 2020, the School qualified for and received a loan pursuant to the Paycheck Protection Program ("PPP"), a program implemented by the U.S. Small Business Administration ("SBA") under the Coronavirus Aid, Relief, and Economic Security Act, from a qualified PPP lender, for an aggregate principal amount of \$114,435 (the "PPP Loan"). The PPP Loan bore interest at a fixed rate of 1.0% per annum, with the first six months of interest deferred, had a term of five years, and was unsecured and guaranteed by the U.S. Small Business Administration. The principal amount of the PPP Loan was subject to forgiveness under the PPP upon the School's request to the extent that the PPP Loan proceeds were used to pay expenses permitted by the PPP, including payroll costs, covered rent and mortgage obligations, and covered utility payments incurred by the School. The School applied for full forgiveness of the PPP Loan with respect to these covered expenses.

On March 31, 2021, the PPP Loan was forgiven in full by the SBA. The loan forgiveness of \$114,435 is included on the accompanying 2021 statement of activities under gain on forgiveness of Paycheck Protection Program Loan.

9. Commitment

On May 16, 2019, the School signed a sublease agreement with Clarimar Kids Corp. to lease office and classroom space under a non-cancelable lease expiring July 31, 2022 and paid a security deposit in the amount of \$40,000. The School moved into this space on August 1, 2019. In the event the School holds over beyond the end of the term, the rent shall be one and one-half times the last rent specified under the sublease agreement. The School paid a security deposit of \$160,399 for new office and classroom facilities, and the School expects to move into this facility during the 2022-2023 Academic year. As of the issuance of these financial statements, the School has not signed a new lease.

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

2022	\$ 654,000
2023	<u>54,833</u>
	<u>\$ 708,833</u>

Facility expense for the period for year ended June 30, 2021 and for the period from November 6, 2018 (inception) to June 30, 2021 was \$595,333 and \$385,598.

10. Contingency

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

Brooklyn RISE Charter School

Notes to Financial Statements
June 30, 2021 and 2020

11. Risk and Uncertainties

The School's operations and financial performance may be affected by the COVID-19 outbreak which has spread globally and is expected to adversely affect economic conditions throughout the world. If the outbreak continues and conditions worsen, the School may experience a disruption in operations as well as a decline in revenue activities. Economic uncertainty is related to the potential reduction and/or delays in state and local per pupil operating revenue, shortfalls and variations in enrollment, and operational and other changes that could increase expenses. The outbreak may adversely affect the School's activities, financial condition, results of operations, and cash flows. Management is closely monitoring the impact of COVID-19 and believes the School is taking appropriate actions to mitigate the negative impact. However, management is unable to estimate the financial impact, if any, related to this matter.

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

Independent Auditors' Report

**Board of Trustees
Brooklyn RISE Charter School**

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Brooklyn RISE Charter School (the "School"), which comprise the statement of financial position as of June 30, 2021 and the related statements of activities, functional expenses and cash flows for the year then ended and the related notes to the financial statements, and have issued our report thereon dated October 21, 2021.

Internal Control Over Financial Reporting

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

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

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

Compliance and Other Matters

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

Purpose of this Report

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

PKF O'Connor Davies, LLP

Harrison, New York
October 21, 2021

Brooklyn RISE Charter School

Independent Auditors' Report on Communication of
Internal Control Matters Identified in the Audit

June 30, 2021



**The Board of Trustees
Brooklyn RISE Charter School**

In planning and performing our audit of the financial statements of Brooklyn RISE Charter School (the "School") as of and for the year ended June 30, 2021, in accordance with auditing standards generally accepted in the United States of America, we considered the School's internal control over financial reporting ("internal control") as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, we do not express an opinion on the effectiveness of the School's internal control.

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

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be deficiencies, significant deficiencies, or material weaknesses and, therefore, there can be no assurance that all such deficiencies have been identified.

We did not identify any deficiencies in internal control that we consider to be material weaknesses as defined above.

We have other observations and recommendations that are opportunities for strengthening internal control and/or operating efficiency, presented in Addendum A to this letter.

This communication is intended solely for the information and use of management, audit committee, board of Trustees, state, and local awarding agencies, The State Education Department of the State University of New York, and others within the School, and is not intended to be and should not be used by anyone other than these specified parties.

PKF O'Connor Davies, LLP

Harrison, New York
October 21, 2021

Addendum A

Other Observations and Recommendations for Strengthening Internal Control and/or Operating Efficiency

1. Delay in providing information needed for audit

During our interim and year-end audit fieldwork, we experienced significant delays in receiving the responses and the information needed in order to conduct our audit.

We recommend that management implement a formal process to timely provide responses and information needed in order to conduct our audit.

* * * * *

Brooklyn RISE Charter School

Financial Statements

June 30, 2021 and 2020

Independent Auditors' Report

Board of Trustees
Brooklyn RISE Charter School

Report on the Financial Statements

We have audited the accompanying financial statements of Brooklyn RISE Charter School (the "School"), which comprise the statements of financial position as of June 30, 2021 and 2020, and the related statements of activities, functional expenses, and cash flows for the year ended June 30, 2021 and for the period from November 6, 2018 (inception) to June 30, 2020, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

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

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the School as of June 30, 2021 and 2020, and the changes in its net assets and its cash flows for the year ended June 30, 2021 and for the period from November 6, 2018 (inception) to June 30, 2020 in accordance with accounting principles generally accepted in the United States of America.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated October 21, 2021, on our consideration of the School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the School's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the School's internal control over financial reporting and compliance.

PKF O'Connor Davies, LLP

Harrison, New York
October 21, 2021

Brooklyn RISE Charter School

Statements of Financial Position

	June 30,	
	2021	2020
ASSETS		
Current Assets		
Cash	\$ 756,969	\$ 550,450
Grants and contracts receivable	89,401	185,324
Prepaid expenses	2,072	-
Total Current Assets	<u>848,442</u>	<u>735,774</u>
Property and equipment, net	147,784	200,970
Security deposit	200,399	40,000
Restricted cash	<u>50,005</u>	<u>25,000</u>
	<u>\$ 1,246,630</u>	<u>\$ 1,001,744</u>
LIABILITIES AND NET ASSETS		
Current Liabilities		
Accounts payable and accrued expenses	\$ 86,025	\$ 230,961
Accrued payroll and payroll taxes	<u>134,326</u>	<u>71,123</u>
Total Current Liabilities	220,351	302,084
Paycheck Protection Program loan payable	<u>-</u>	<u>114,435</u>
Total Liabilities	220,351	416,519
Net assets, without donor restrictions	<u>1,026,279</u>	<u>585,225</u>
	<u>\$ 1,246,630</u>	<u>\$ 1,001,744</u>

See notes to financial statements

Brooklyn RISE Charter School

Statements of Activities

	Year Ended June 30, 2021	Period from November 6, 2018 (Inception) to June 30, 2020
	<u> </u>	<u> </u>
REVENUE AND SUPPORT		
State and local per pupil operating revenue	\$ 2,820,557	\$ 1,712,614
State and local per pupil facilities funding	593,333	375,833
Federal grants	114,037	844,273
State grants	8,323	8,323
Contributions and grants	-	329,085
Other revenue	5,382	23,869
Total Revenue and Support	<u>3,541,632</u>	<u>3,293,997</u>
EXPENSES		
Program Services		
Regular education	2,069,947	1,852,272
Special education	424,258	210,958
Total Program Services	<u>2,494,205</u>	<u>2,063,230</u>
Supporting Services		
Management and general	720,808	645,542
Total Expenses	<u>3,215,013</u>	<u>2,708,772</u>
Gain on forgiveness of Paycheck Protection Program Loan	<u>114,435</u>	<u>-</u>
Change in Net Assets	441,054	585,225
NET ASSETS		
Beginning of period	<u>585,225</u>	<u>-</u>
End of period	<u>\$ 1,026,279</u>	<u>\$ 585,225</u>

See notes to financial statements

Brooklyn RISE Charter School

Statement of Functional Expenses
Year Ended June 30, 2021

	No. of Positions	Program Services			Management and General	Total
		Regular Education	Special Education	Total		
Personnel Services Costs						
Administrative staff personnel	6	\$ 161,382	\$ 40,345	\$ 201,727	\$ 267,405	\$ 469,132
Instructional personnel	16	921,228	153,238	1,074,466	14,288	1,088,754
Total Salaries and Staff	<u>22</u>	<u>1,082,610</u>	<u>193,583</u>	<u>1,276,193</u>	<u>281,693</u>	<u>1,557,886</u>
Fringe benefits and payroll taxes		208,614	37,303	245,917	54,281	300,198
Retirement		18,382	3,287	21,669	4,783	26,452
Legal fees		-	-	-	19,238	19,238
Accounting/audit services		-	-	-	22,000	22,000
Other purchased/professional/consulting services		79,585	19,896	99,481	147,608	247,089
Facility expense		404,826	101,207	506,033	89,300	595,333
Repairs and maintenance		10,794	2,699	13,493	2,381	15,874
Insurance		32,331	8,083	40,414	7,132	47,546
Utilities		13,721	3,430	17,151	3,027	20,178
Supplies and materials		91,254	22,814	114,068	-	114,068
Equipment/furnishings		9,464	2,366	11,830	-	11,830
Staff development		42,461	10,615	53,076	724	53,800
Marketing/recruitment		17,822	4,456	22,278	4,798	27,076
Technology		873	218	1,091	-	1,091
Student services		10,253	2,563	12,816	-	12,816
Office expense		330	82	412	31,292	31,704
Depreciation		45,734	11,433	57,167	10,088	67,255
Other		893	223	1,116	42,463	43,579
		<u>\$ 2,069,947</u>	<u>\$ 424,258</u>	<u>\$ 2,494,205</u>	<u>\$ 720,808</u>	<u>\$ 3,215,013</u>
Total Expenses						

Brooklyn RISE Charter School

Statement of Functional Expenses
Period from November 6, 2018 (Inception) to June 30, 2020

	No. of Positions	Program Services			Management and General	Total
		Regular Education	Special Education	Total		
Personnel Services Costs						
Administrative staff personnel	4	\$ 224,090	\$ 33,887	\$ 257,977	\$ 303,400	\$ 561,377
Instructional personnel	13	718,865	1,670	720,535	3,900	724,435
Total Salaries and Staff	<u>17</u>	942,955	35,557	978,512	307,300	1,285,812
Fringe benefits and payroll taxes		165,274	6,408	171,682	51,224	222,906
Retirement		16,810	700	17,510	4,496	22,006
Legal fees		-	-	-	39,860	39,860
Accounting/audit services		-	-	-	20,000	20,000
Other purchased/professional/consulting services		68,610	14,403	83,013	114,850	197,863
Facility expense		261,222	64,442	325,664	59,934	385,598
Repairs and maintenance		32,344	8,086	40,430	7,135	47,565
Insurance		25,627	5,785	31,412	5,543	36,955
Utilities		5,329	1,332	6,661	1,176	7,837
Supplies and materials		166,766	41,692	208,458	-	208,458
Equipment/furnishings		4,869	900	5,769	-	5,769
Staff development		43,670	10,637	54,307	725	55,032
Marketing/recruitment		36,731	5,040	41,771	5,428	47,199
Technology		3,719	557	4,276	-	4,276
Food service		37,620	7,294	44,914	-	44,914
Student services		10,728	2,682	13,410	-	13,410
Office expense		173	43	216	17,565	17,781
Depreciation		21,486	5,371	26,857	4,739	31,596
Other		8,339	29	8,368	5,567	13,935
 Total Expenses		<u>\$ 1,852,272</u>	<u>\$ 210,958</u>	<u>\$ 2,063,230</u>	<u>\$ 645,542</u>	<u>\$ 2,708,772</u>

Brooklyn RISE Charter School

Statements of Cash Flows

	Year Ended June 30, 2021	Period from November 6, 2018 (Inception) to June 30, 2020
CASH FLOWS FROM OPERATING ACTIVITIES		
Change in net assets	\$ 441,054	\$ 585,225
Adjustments to reconcile change in net assets to net cash from operating activities		
Depreciation	67,255	31,596
Gain on forgiveness of Paycheck Protection Program Loan	(114,435)	-
Changes in operating assets and liabilities		
Grants and contracts receivable	95,923	(185,324)
Prepaid expenses	(2,072)	-
Security deposit	(160,399)	(40,000)
Accounts payable and accrued expenses	(144,936)	230,961
Accrued payroll and payroll taxes	63,203	71,123
Net Cash from Operating Activities	245,593	693,581
CASH FLOWS FROM INVESTING ACTIVITY		
Purchases of property and equipment	(14,069)	(232,566)
CASH FLOWS FROM FINANCING ACTIVITY		
Proceeds from Paycheck Protection Program loan	-	114,435
Net Change in Cash and Restricted Cash	231,524	575,450
CASH AND RESTRICTED CASH		
Beginning of period	575,450	-
End of period	\$ 806,974	\$ 575,450

See notes to financial statements

Brooklyn RISE Charter School

Notes to Financial Statements
June 30, 2021 and 2020

1. Organization and Tax Status

Brooklyn RISE Charter School (the "School") is a New York State, not-for-profit educational corporation that was incorporated on November 6, 2018 to operate a charter school pursuant to Article 56 of the Education Law of the State of New York. The School was granted a provisional charter on November 6, 2018 valid for a term of five years and renewable upon expiration by the Board of Regents of the University of the State of New York. The charter expires on June 30, 2023. The School's mission is to build knowledge, habits and mindsets for academic success, ensuring all Kindergarten through 5th grade students are on the path to college. The School provided education to approximately 146 students in Kindergarten through second grade during the 2020-2021 academic year.

The School is related to Friends of Brooklyn RISE, Inc. a New York State not-for-profit corporation, by common management. There were no transactions with the School during the period ended June 30, 2021 and 2020.

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

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

2. Summary of Significant Accounting Policies

Basis of Presentation and Use of Estimates

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

Net Asset Presentation

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

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

Brooklyn RISE Charter School

Notes to Financial Statements
June 30, 2021 and 2020

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

Net Asset Presentation (continued)

Net assets with donor restrictions – represents amounts restricted by donors for specific activities of the School or to be used at a future date. The School records contributions as net assets with donor restrictions if they are received with donor stipulations that limit their use either through purpose or time restrictions. When a donor restriction expires, that is, when a time restriction ends or a purpose restriction is fulfilled, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statements of activities as net assets released from restrictions. The School had no net assets with donor restrictions as of June 30, 2021 and 2020.

Restricted Cash

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

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

	2021	2020
Cash	\$ 756,969	\$ 550,450
Restricted cash	50,005	25,000
	<u>\$ 806,974</u>	<u>\$ 575,450</u>

Property and Equipment

The School follows the practice of capitalizing all expenditures for property and equipment with costs in excess of \$5,000 and a useful life in excess of one year. Purchased property and equipment are recorded at cost at the date of acquisition. Minor costs of maintenance and repairs are expensed as incurred. All property and equipment purchased with government funding is capitalized, unless the government agency retains legal title to such assets, in which case it is expensed as incurred.

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

Furniture and fixtures	5 years
Computers and equipment	3 years

Property and equipment are reviewed for impairment if the use of the asset significantly changes or another indicator of possible impairment is identified. If the carrying amount for the asset is not recoverable, the asset is written down to its fair value. There were no asset impairments for the periods ended June 30, 2021 and 2020.

Brooklyn RISE Charter School

Notes to Financial Statements
June 30, 2021 and 2020

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

Revenue and Support

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

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

Marketing and Recruitment

Marketing and recruitment costs are expensed as incurred for staff and student recruitment. Marketing and recruitment expense for the periods ended June 30, 2021 and 2020 was \$27,076 and \$47,199.

Functional Expense Allocation

The majority of expenses can generally be directly identified with the program or supporting service to which they relate and are charged accordingly. Other expenses by function have been allocated among program and supporting services classifications on the basis of periodic time and expense studies and other basis as determined by management of the School to be appropriate.

Accounting for Uncertainty in Income Taxes

The School recognizes the effect of income tax positions only if those positions are more likely than not to be sustained. Management has determined that the School had no uncertain tax positions that would require financial statement recognition or disclosure. All Form 990s filed by the School are subject to examination.

Subsequent Events Evaluation by Management

Management has evaluated subsequent events for disclosure and/or recognition in the financial statements through the date that the financial statements were available to be issued, which date is October 21, 2021.

3. Grants and Contracts Receivable

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

Brooklyn RISE Charter School

Notes to Financial Statements
June 30, 2021 and 2020

4. Property and Equipment

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

	2021	2020
Furniture and fixtures	\$ 99,821	\$ 91,747
Computer equipment	146,814	140,819
	246,635	232,566
Accumulated depreciation	(98,851)	(31,596)
	<u>\$ 147,784</u>	<u>\$ 200,970</u>

5. Liquidity and Availability of Financial Assets

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

	2021	2020
Cash	\$ 756,969	\$ 550,450
Grants and contracts receivable	89,401	185,324
	<u>\$ 846,370</u>	<u>\$ 735,774</u>

As part of the School's liquidity management plan, the status of grants and contracts receivable is monitored regularly and any excess cash is held in liquid instruments until it is required for operational use.

6. Concentration of Credit Risk

Financial instruments that potentially subject the School to concentrations of credit and market risk consist principally of cash on deposit with financial institutions, which from time to time may exceed the Federal Deposit Insurance Corporation ("FDIC") limit. The School does not believe that a significant risk of loss due to the failure of a financial institution presently exists. As of June 30, 2021 and 2020, approximately \$555,000 and \$325,000 of cash was maintained with an institution in excess of FDIC limits.

7. Concentration of Revenue and Support

The School receives a substantial portion of its revenue and support from the New York City Department of Education. For the periods ended June 30, 2021 and 2020, the School received approximately 93% and 64% of its total revenue and support from the New York City Department of Education. If the charter school laws were modified, reducing or eliminating these revenues, the School's finances could be materially adversely affected.

Brooklyn RISE Charter School

Notes to Financial Statements
June 30, 2021 and 2020

8. Paycheck Protection Program Loan

On May 1, 2020, the School qualified for and received a loan pursuant to the Paycheck Protection Program ("PPP"), a program implemented by the U.S. Small Business Administration ("SBA") under the Coronavirus Aid, Relief, and Economic Security Act, from a qualified PPP lender, for an aggregate principal amount of \$114,435 (the "PPP Loan"). The PPP Loan bore interest at a fixed rate of 1.0% per annum, with the first six months of interest deferred, had a term of five years, and was unsecured and guaranteed by the U.S. Small Business Administration. The principal amount of the PPP Loan was subject to forgiveness under the PPP upon the School's request to the extent that the PPP Loan proceeds were used to pay expenses permitted by the PPP, including payroll costs, covered rent and mortgage obligations, and covered utility payments incurred by the School. The School applied for full forgiveness of the PPP Loan with respect to these covered expenses.

On March 31, 2021, the PPP Loan was forgiven in full by the SBA. The loan forgiveness of \$114,435 is included on the accompanying 2021 statement of activities under gain on forgiveness of Paycheck Protection Program Loan.

9. Commitment

On May 16, 2019, the School signed a sublease agreement with Clarimar Kids Corp. to lease office and classroom space under a non-cancelable lease expiring July 31, 2022 and paid a security deposit in the amount of \$40,000. The School moved into this space on August 1, 2019. In the event the School holds over beyond the end of the term, the rent shall be one and one-half times the last rent specified under the sublease agreement. The School paid a security deposit of \$160,399 for new office and classroom facilities, and the School expects to move into this facility during the 2022-2023 Academic year. As of the issuance of these financial statements, the School has not signed a new lease.

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

2022	\$ 654,000
2023	<u>54,833</u>
	<u>\$ 708,833</u>

Facility expense for the period for year ended June 30, 2021 and for the period from November 6, 2018 (inception) to June 30, 2021 was \$595,333 and \$385,598.

10. Contingency

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

Brooklyn RISE Charter School

Notes to Financial Statements
June 30, 2021 and 2020

11. Risk and Uncertainties

The School's operations and financial performance may be affected by the COVID-19 outbreak which has spread globally and is expected to adversely affect economic conditions throughout the world. If the outbreak continues and conditions worsen, the School may experience a disruption in operations as well as a decline in revenue activities. Economic uncertainty is related to the potential reduction and/or delays in state and local per pupil operating revenue, shortfalls and variations in enrollment, and operational and other changes that could increase expenses. The outbreak may adversely affect the School's activities, financial condition, results of operations, and cash flows. Management is closely monitoring the impact of COVID-19 and believes the School is taking appropriate actions to mitigate the negative impact. However, management is unable to estimate the financial impact, if any, related to this matter.

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

Independent Auditors' Report

**Board of Trustees
Brooklyn RISE Charter School**

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Brooklyn RISE Charter School (the "School"), which comprise the statement of financial position as of June 30, 2021 and the related statements of activities, functional expenses and cash flows for the year then ended and the related notes to the financial statements, and have issued our report thereon dated October 21, 2021.

Internal Control Over Financial Reporting

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

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

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

Compliance and Other Matters

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

Purpose of this Report

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

PKF O'Connor Davies, LLP

Harrison, New York
October 21, 2021

Brooklyn RISE Charter School

Independent Auditors' Report on Communication of
Internal Control Matters Identified in the Audit

June 30, 2021

The Board of Trustees
Brooklyn RISE Charter School

In planning and performing our audit of the financial statements of Brooklyn RISE Charter School (the "School") as of and for the year ended June 30, 2021, in accordance with auditing standards generally accepted in the United States of America, we considered the School's internal control over financial reporting ("internal control") as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, we do not express an opinion on the effectiveness of the School's internal control.

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

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be deficiencies, significant deficiencies, or material weaknesses and, therefore, there can be no assurance that all such deficiencies have been identified.

We did not identify any deficiencies in internal control that we consider to be material weaknesses as defined above.

We have other observations and recommendations that are opportunities for strengthening internal control and/or operating efficiency, presented in Addendum A to this letter.

This communication is intended solely for the information and use of management, audit committee, board of Trustees, state, and local awarding agencies, The State Education Department of the State University of New York, and others within the School, and is not intended to be and should not be used by anyone other than these specified parties.

PKF O'Connor Davies, LLP

Harrison, New York
October 21, 2021

Addendum A

Other Observations and Recommendations for Strengthening Internal Control and/or Operating Efficiency

1. Delay in providing information needed for audit

During our interim and year-end audit fieldwork, we experienced significant delays in receiving the responses and the information needed in order to conduct our audit.

We recommend that management implement a formal process to timely provide responses and information needed in order to conduct our audit.

* * * * *

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:
Grace Zevart Han

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Secretary

2. Are you an employee of any school operated by the education corporation?
Yes X No

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

3. Are you related, by blood or marriage, to any person employed by the school?

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

NO

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

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

NO

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

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

NO

6. 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 X No

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

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house 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-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

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
NONE	NONE	NONE	NONE

Please write “None” if applicable. Do not leave this space blank.

8. 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) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are 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, write “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
NONE	NONE	NONE	NONE	NONE

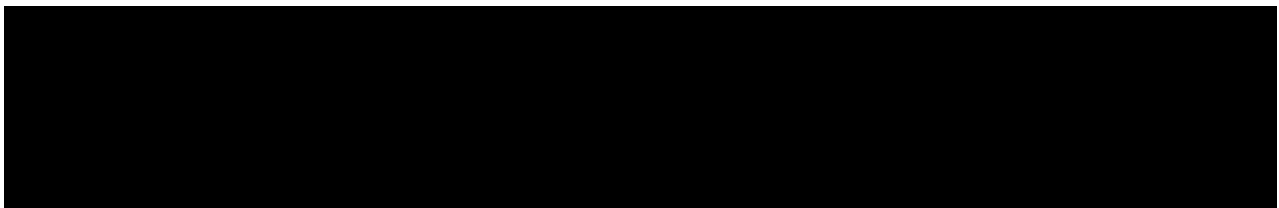
Please write “None” if applicable. Do not leave this space blank.

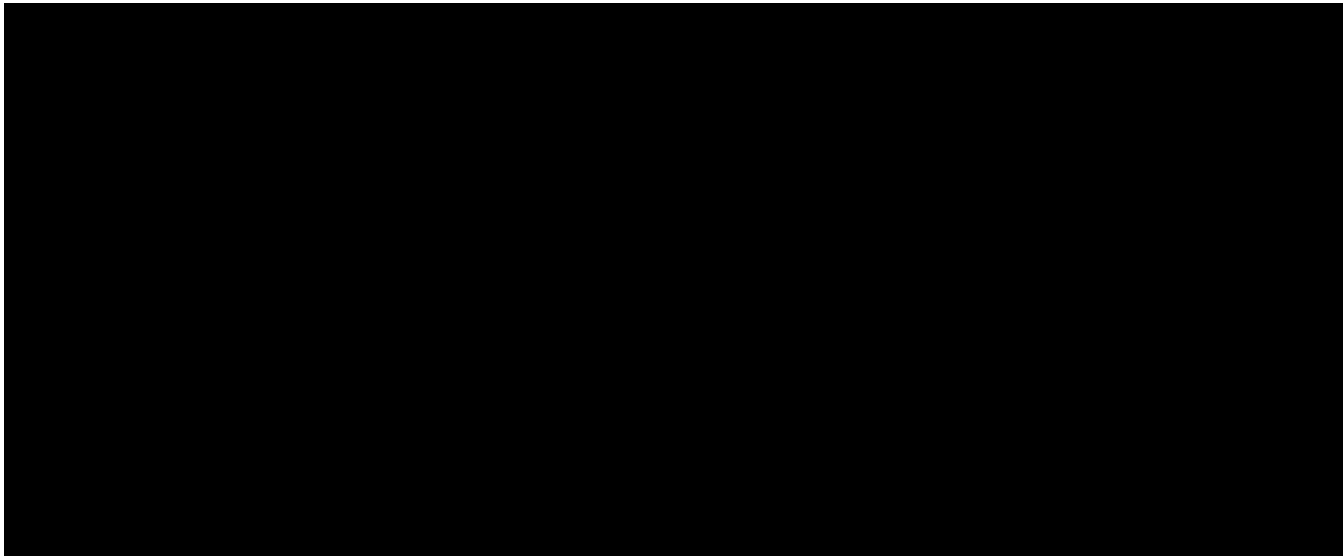
August 23, 2021

Signature

Date

Please note that 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. Personal contact information provided below will be redacted.





Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:

Timothy Lee

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

Brooklyn RISE Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

NA - Trustee

2. Are you an employee of any school operated by the education corporation?
 Yes **No**

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

NA

3. Are you related, by blood or marriage, to any person employed by the school?

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

No

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

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

No

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

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

No

6. 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.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house 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-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

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
<p><i>Please write "None" if applicable. Do not leave this space blank.</i></p> <p>None</p>			

8. 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) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are 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, write "**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
<i>Please write "None" if applicable. Do not leave this space blank.</i>				
None				

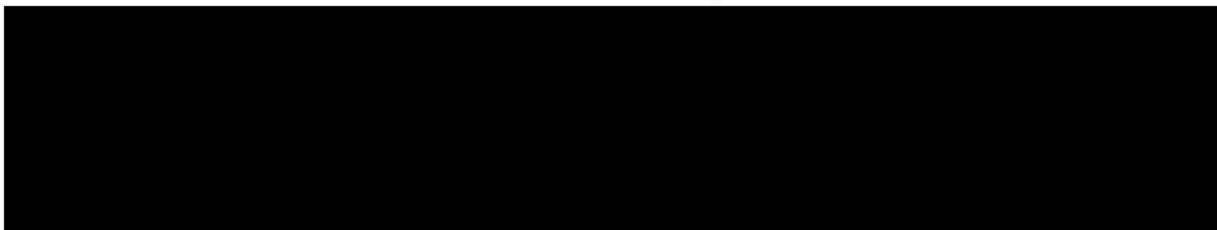
Timothy Lee

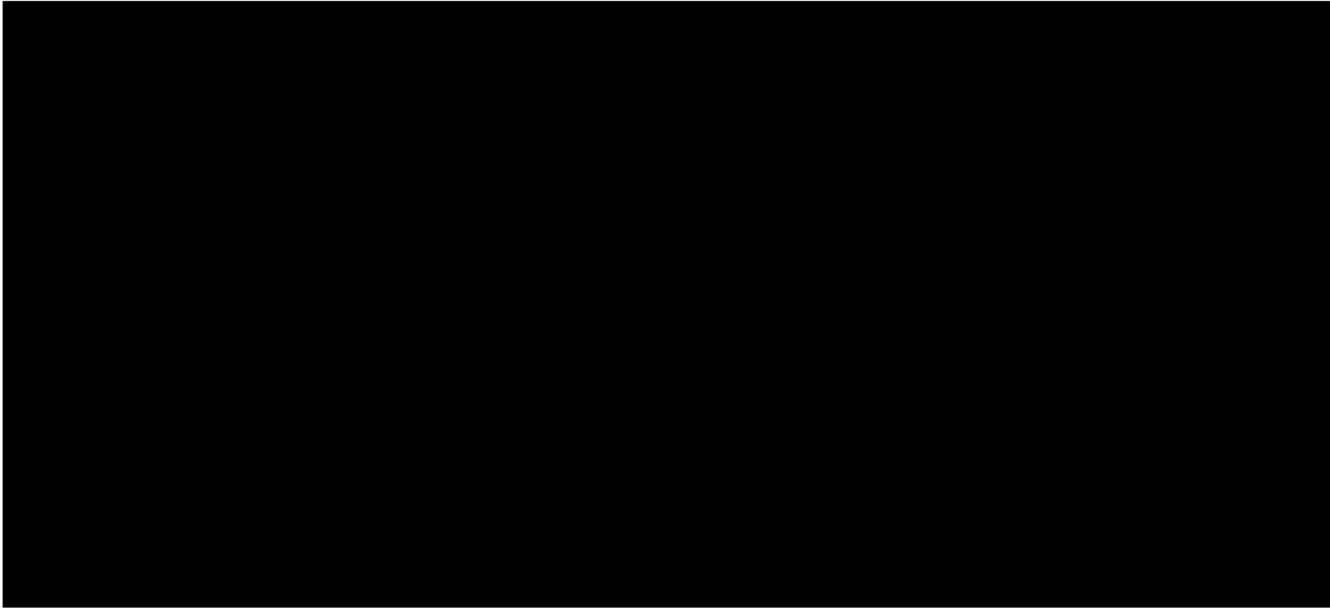
8/24/21

Signature

Date

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Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:

Ben Herbst

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

Brooklyn RISE Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Treasurer & Chair of Finance Committee

2. Are you an employee of any school operated by the education corporation?

Yes No

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

3. Are you related, by blood or marriage, to any person employed by the school?

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

No

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

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

No

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

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

No

6. 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.

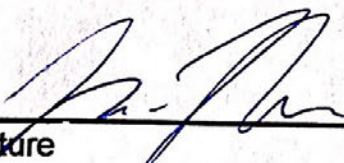
7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

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
None			

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8. 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) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are 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, write "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
None				

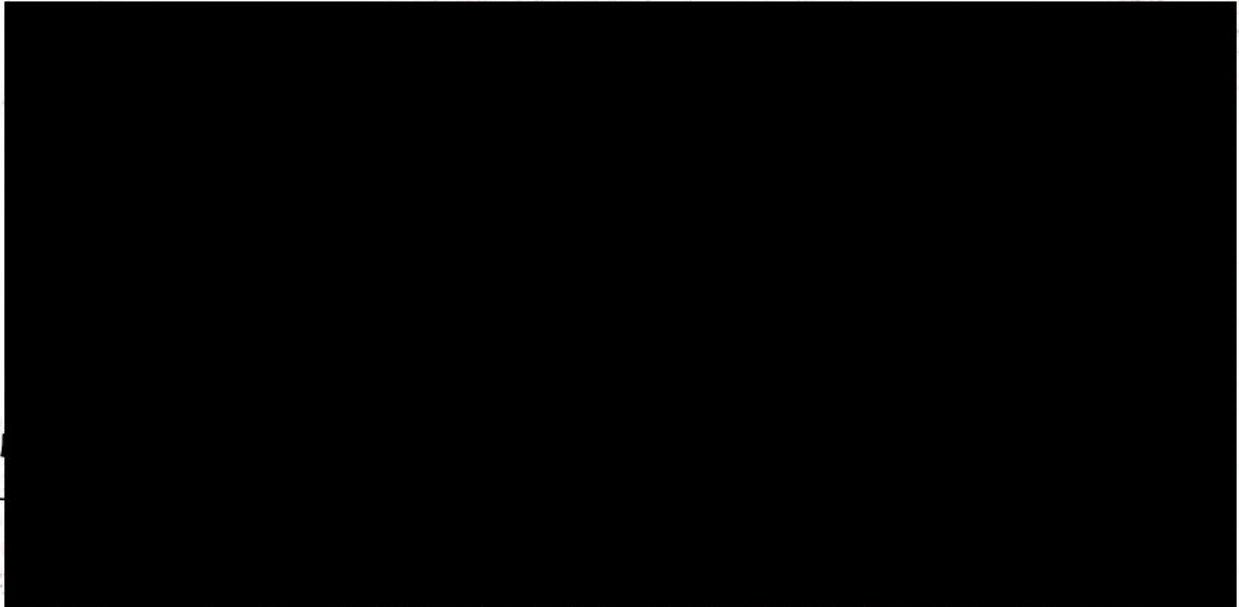


 Signature

8/23/2021

 Date

Please note that 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. Personal contact information provided below will be redacted.



Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:

CHRISTINA HU

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

BROOKLYN RISE

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

FINANCE COMMITTEE

2. Are you an employee of any school operated by the education corporation?
 Yes No

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

3. Are you related, by blood or marriage, to any person employed by the school?

NO

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

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

NO

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

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

NO

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

6. 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.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house 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-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

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
<i>Please write "None" if applicable. Do not leave this space blank.</i>			

8. 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) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are 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, write "None."

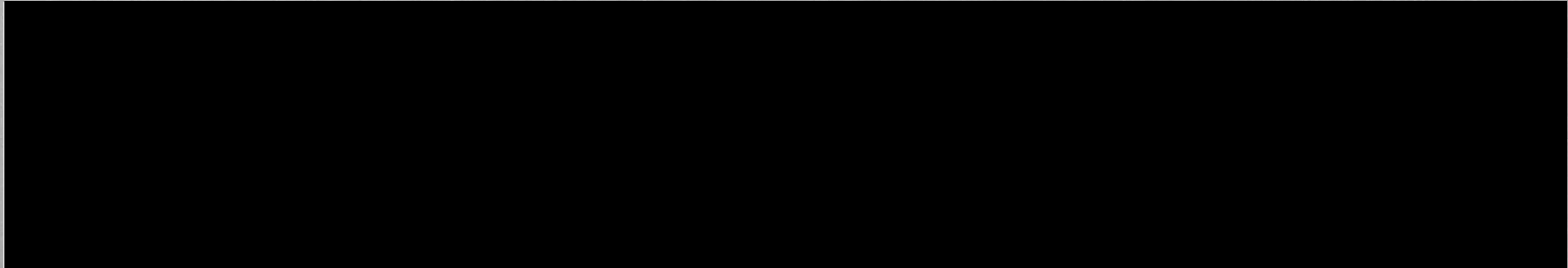
NONE

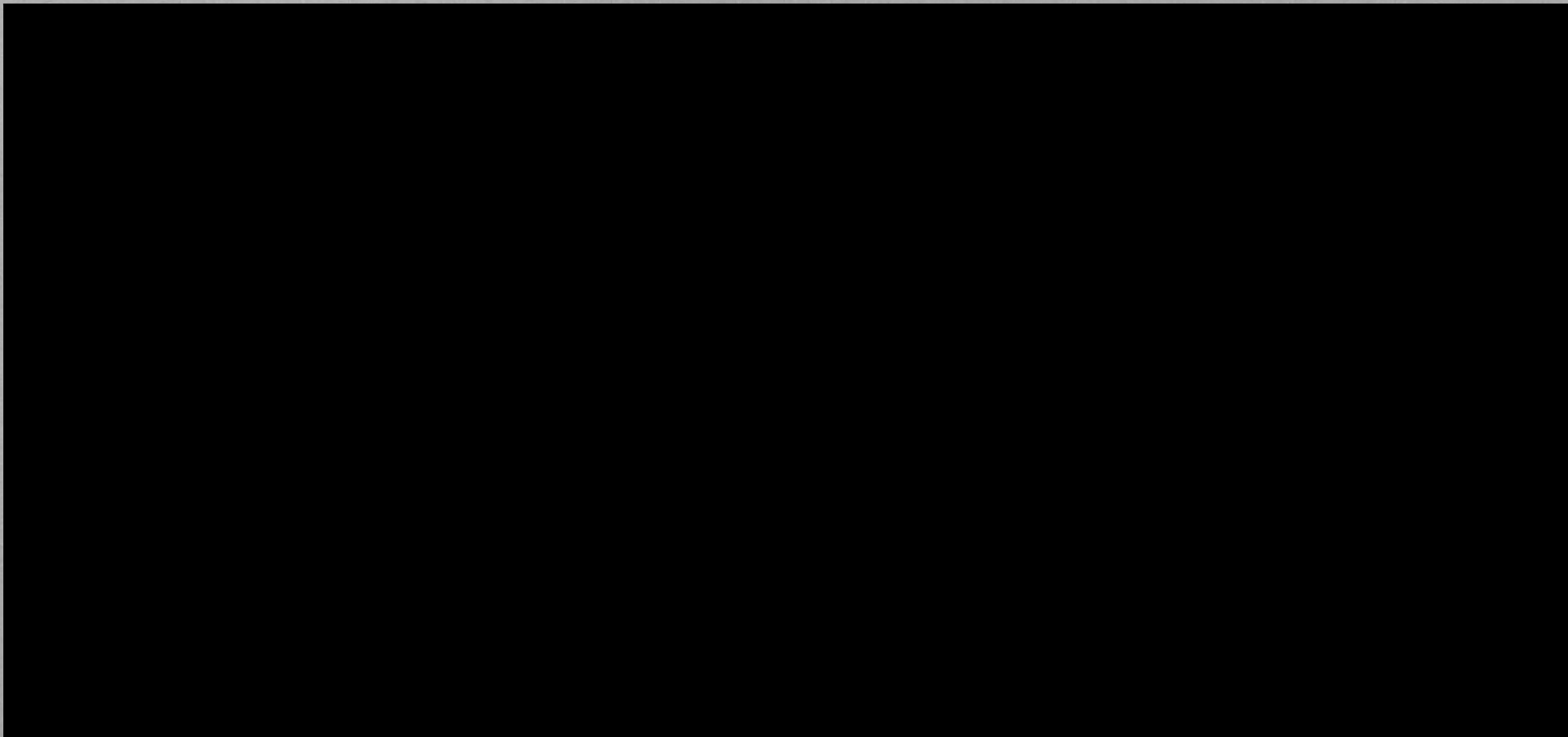
Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
<i>Please write "None" if applicable. Do not leave this space blank.</i>				

Christy Liu
Signature

8/22/2021
Date

Please note that 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. Personal contact information provided below will be redacted.





**Disclosure of Financial Interest by a Current or Proposed Board of Trustees
Member**

Name: Danyela Souza Egorov

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation): Brooklyn RISE Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Board President

2. Are you an employee of any school operated by the education corporation?
 Yes X No

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

3. Are you related, by blood or marriage, to any person employed by the school?
No

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

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school? No

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

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school? No

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

6. 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.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house 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-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

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
None	None	None	None

8. 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) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are 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, write "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
None	None	None	None	None

Danyela mf

Signature

08 / 20 / 20 21

Date

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2020-2021 Academic Calendar

July 2020						
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:						
PD Days:						

August 2020						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
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
Instructional Days: 0; Instructional Hours: 0						
PD Days: 12						

Key:	
Home Visits	
Vacation/Holiday	
Professional Development	
STEP Assessment Window Begins	
Data Day	
Kindergarten Orientation	
First and Last Day for Students	
Family Orientation Days	
Math Interim Assessments	
NWEA-MAP Assessment	
Family Night	
Family Conferences	
End of Quarter	

September 2020						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
30	31	1	2	3	4	5
6	7	8(A)	9(B)	10(A)	11(B)	12
13	14(A)	15(B)	16(A)	17(B)	18(C)	19
20	21(A)	22(B)	23(A)	24(B)	25(C)	26
27	28(A)	29(B)	30(A)			
Instructional Days: 22 Instructional Hours: 167						
PD Days: 0						

October 2020						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
					1(B)	2(C)
4	5(A)	6(B)	7(A)	8(B)	9(C)	10
11	12	13(R)	14(R)	15(R)	16(R)	17
18	19(R)	20(R)	21(R)	22(R)	23(R)	24
25	26(R)	27(R)	28(R)	29(R)	30(R)	31
Instructional Days: 21 Instructional Hours: 153						
PD Days: 1						

Important Dates:	
Home Visits with new Families	May-July
Staff Summer PD	August 10-25
Family Orientation August (Virtual)	August 21
Kindergarten Orientation	August 26-September 4
Labor Day (Holiday – no school)	September 7
First Full Day with All Students	September 8
NWEA Fall Assessment (Reading & Math)	September 14-17
STEP Window #1	September 21-Oct 9
Back to School Family Night (Virtual)	September 23
Data Day #1 - NO SCHOOL	October 12
Family Literacy Night (Virtual)	October 21
End of Quarter #1	October 30
Family Conferences #1	November 2-6
Family Culture Night (Virtual)	November 20
Step Window #2	November 23-Dec 10
Thanksgiving Break	November 25-27
Math IA #2	December 7-8
Family Holiday Night	December 18
Winter Break	December 21-Jan 1
Data Day #2 – NO SCHOOL	January 4
Family Numeracy Night	January 13
NWEA Winter Assessment (Reading & Math)	January 14-15
MLK Day (Holiday – no school)	January 18
End of Quarter #2	February 5
Family Conferences #2	February 10-11
February Break	February 12-19
Family STEAM Night	February 24
Math IA #2	March 2-3
Family Game Night	March 17
April Break	April 2-April 9
STEP Window #3	April 12-April 23
End of Quarter #3	April 23
Data Day #3 – NO SCHOOL	May 3
Family Conferences #3	May 6-7
Math IA #3	May 25-26
Memorial Day (Holiday – no school)	May 31
STEP Window #4	June 1-June 11
NWEA Spring Assessment (Reading & Math)	June 10-11
End of Quarter #4 June 18	June 18
Last Day of School	June 22

November 2020						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
1	2(R)	3(R)	4(R)	5(R)	6(R)	7
8	9(R)	10(R)	11(R)	12(R)	13(R)	14
15	16(R)	17(R)	18(R)	19(R)	20(R)	21
22	23(R)	24(R)	25	26	27	28
29	30(R)					
Instructional Days: 18 Instructional Hours: 135						
PD Days: 0						

December 2020						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
			1(R)	2(R)	3(R)	4(R)
6	7(R)	8(R)	9(R)	10(R)	11(R)	12
13	14(R)	15(R)	16(R)	17(R)	18(R)	19
20	21	22	23	24	25	26
27	28	29	30	31		
Instructional Days: 14 Instructional Hours: 100						
PD Days: 0						

January 2021						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
						1
3	4(R)	5(R)	6(R)	7(R)	8(R)	9
10	11(R)	12(R)	13(R)	14(R)	15(R)	16
17	18	19(R)	20(R)	21(R)	22(R)	23
24	25(R)	26(R)	27(R)	28(R)	29(R)	30
Instructional Days: 19 Instructional Hours: 142						
PD Days: 0						

February 2021						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
31	1(R)	2(R)	3(R)	4(R)	5(R)	6
7	8(R)	9(R)	10(R)	11(R)	12	13
14	15	16	17	18	19	20
21	22(A)	23(B)	24(A)	25(B)	26(C)	27
28						
Instructional Days: 14 Instructional Hours: 100						
PD Days: 1						

March 2021						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
	1(A)	2(B)	3(A)	4(A)	5(C)	6
7	8(A)	9(B)	10(A)	11(B)	12(C)	13
14	15(A)	16(B)	17(A)	18(B)	19(C)	20
21	22(A)	23(B)	24(A)	25(B)	26(C)	27
28	29(A)	30(B)	31(A)			
Instructional Days: 23 Instructional Hours: 161						
PD Days: 0						

April 2021						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
					1(B)	2
4	5	6	7	8	9	10
11	12(A)	13(B)	14(A)	15(B)	16(C)	17
18	19(A)	20(B)	21(A)	22(B)	23(C)	24
25	26(A)	27(B)	28(A)	29(B)	30(C)	
Instructional Days: 16 Instructional Hours: 120						
PD Days: 0						

May 2021						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
						1
2	3	4(B)	5(A)	6(B)	7(C)	8
9	10(A)	11(B)	12(A)	13(B)	14(C)	15
16	17(A)	18(B)	19(A)	20(B)	21(C)	22
23	24(A)	25(B)	26(A)	27(B)	28(C)	29
30	31					
Instructional Days: 19 Instructional Hours: 142						
PD Days: 1						

June 2020						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
		1(B)	2(A)	3(B)	4(C)	5
6	7(A)	8(B)	9(A)	10(B)	11(C)	12
13	14(A)	15(B)	16(A)	17(B)	18(C)	19
20	21(A)	22(B)	23(A)	24(B)	25	26
27	28	29	30			
Instructional Days: 18 Instructional Hours: 135						
PD Days: 1						

Total Instructional Days: 184
Total Instructional Hours: 13803
Total PD Days: 17

All highlighted dates are subject to change
Based on the status of the COVID-19 pandemic

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:

Liz Skeen

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

Brooklyn RISE

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

2. Are you an employee of any school operated by the education corporation?
 Yes x **No**

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

3. Are you related, by blood or marriage, to any person employed by the school?

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

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

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

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

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

6. 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.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house 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-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions #2-3 above, you need not disclose again your employment status, salary, etc.

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
<i>Please write "None" if applicable. Do not leave this space blank.</i>			

8. 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) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are 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, write "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
<i>Please write "None" if applicable. Do not leave this space blank.</i>				



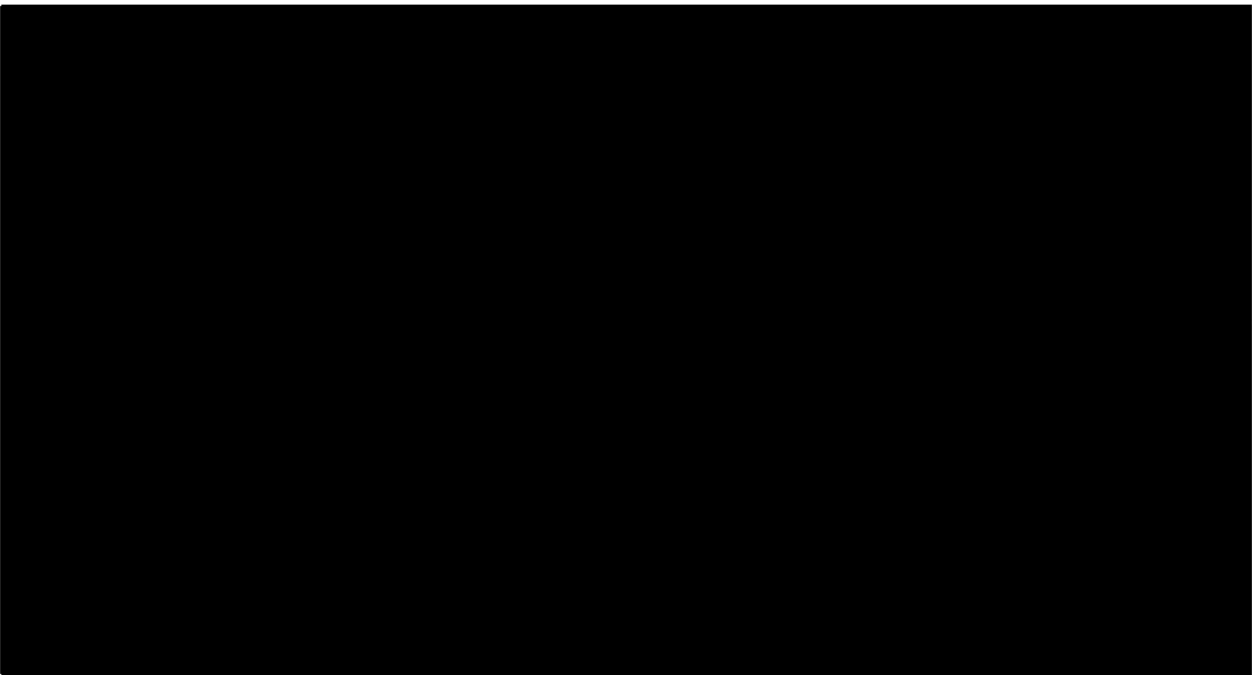
/s/ Elizabeth Skeen

Aug 23 2021

Signature

Date

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Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:
Natasha Go

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

Brooklyn RISE Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Board Member, Education Committee

2. Are you an employee of any school operated by the education corporation?
 Yes X **No**

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

3. Are you related, by blood or marriage, to any person employed by the school?

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

No

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

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

No

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

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

No

6. 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.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house 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-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

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
<i>NONE.</i>			

8. 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) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are 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, write "**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
NONE				

Natasha Go

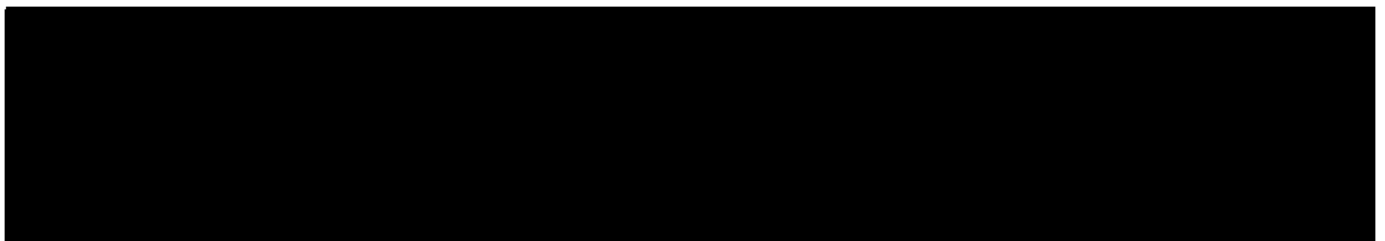
Natasha Go

August 23, 2021

Signature

Date

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"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 28th, 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"> Teacher Appreciation Week
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,

It has been a great month at Brooklyn RISE! We welcomed back more students after our April break and have been really in the groove of remote and in-person teaching.

Our students are focused on finishing the year strong! We have also welcomed our new students after our April 1st lottery. We currently have 177 students enrolled for the 2021-2022 school year which is the minimum number of students we need. We are going to aim for 180-185 to account for any student attrition that may occur between now and the beginning of next school year.

Our staff just finished up a great round of Quarter 3 family conferences and are continuing to support students in person and remotely. We have also finished recruiting our new staff members for the 2021-2022 school year. We are adding an Assistant Head of School, MLL Specialist, and 3 new classroom teachers.

Our facility update for the forever home is an overall positive one. We received the initial feedback on our DOB work plans that is now allowing us to officially submit our application to the BSA. We remain on a tight timeline but one that all parties involved feel is very much doable.

I look forward to discussing more on Wednesday.

Together we RISE,
Cary

Finance Committee:

- We discussed ESSER II & ESSER III stimulus funding, and potential implications on our budget
- Please see this month's financial dashboard
- We continued to discuss the budgetary process

Academic Committee

- Opening for new Academic Committee chair in July 2021: please tap your networks!
- Summer school will be offered for 30 students with 3 teachers and an existing curriculum, along with some additional remote programming
- Enrollment update:
 - Cannot enroll more than 180 students due to facility capacity
 - Currently at 175 students for next year with 4 open offers extended and waitlists for Kindergarten, 1st Grade, and 3rd Grade (2nd Grade is near full enrollment)
- Hiring update:
 - Nearly finalized for SY 2021-2022; 3 new teachers coming in
 - Anticipating need for 8-9 new teachers next year
- Data reporting:
 - May: last rounds of STEP
 - June: any students below benchmark will take additional assessment

Governance Committee:

- Working on scheduling Board retreat (please fill out [this survey](#)) and submitting documents on new board members to NYSED
- Membership in [New York Charter Schools Association](#). Possible membership benefits [here](#).
-

Meeting Notes:

Present: Danyela Egorov, Ben Herbst, Leslie Hernandez, Christina Hu, Bianca Cabrera, Bryson Wilson, Natasha Go, Tim Lee, Cary Finnegan, Kimberly Lema

Finance:

- Positive 315k revenue due to PPP loan forgiveness
- Total revenue 339k for March
- Operating income expected to grow
- FY22 budget draft to be presented and be approved by June
 - main drive of revenue is from enrollment
 - \$118 operating income expected by June 2022
 - Miscellaneous expenses will no longer include COVID Contingency (FY22)
 - Miscellaneous revenues includes PPP funding and CARES funding (FY21)
 - Total enrollment for 21-22 school year: 177 (to be capped at 185)
 - *at 177 FY22 would end with just under 3 months expenses
 - Breakeven: ~172 students
- ESSER II Funds
 - Allocation: estimated to be 4x CARES amount (26k)

HOS Update:

- Lottery done in April: 177 students (+5)
- 2021-2022 staff recruitment finalized
- Operations manager and H.O.S assistant roles fulfilled
- DOB denial, moving forward with BSA process
- Teacher appreciation week, end of year celebration

Academic:

- Summer school: 10 students and 1 teacher per class
- Last rounds of STEP testing in May

- Students who fall below will take an additional test in June
- Natasha Go leaving board in July :(
- roles for academic committee expected to be fulfilled

Governance:

- Budget for Friends event needs to be submitted

Meeting adjourned at 8:11 P.M



"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
January 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	Grace	2m	Review academic dashboard
VI. Governance Committee	Chair	5m	Vote on Bianca Cabrera joining the Board
VII. Facilities	Cary	2m	
VIII. Meeting Adjournment	Chair	1m	Motion to adjourn

Update from HOS

Dear Board of Trustees,

The New Year is off to a challenging start with the difficult decision to delay our reopening by an additional month. Though it wasn't easy to come to this decision we do believe it was ultimately the right one in an effort to stay open and consistent for our families once we do reopen. Here are our updates from the month:

- **Our students** continue to remain fully remote, but we did begin Learning Pods for 26 of our students who have been most struggling with remote learning and/or have parents that are essential workers and need the daytime support. We have made the decision to only

recruit one kindergarten class of 26 students next year so that we can stay in our current facility for one additional year.

- **Our teachers** are continuing to teach remotely but are fully planning to return at the end of February. We are preparing for Q2 remote family conferences where we will be providing families with academic updates for last quarter.
- **Our facility** efforts on our “forever facility” are moving forward with some important BSA process milestones coming up in February. We have decided to remain in our current facility for an additional year and just enroll one fewer class next year, a plan that has been approved by our authorizers.

Looking forward to discussing more on Wednesday!

Together we **RISE**,
Cary

Finance Committee:

- We discussed the potential for a revised mid-year budget, and decided that it would be most impactful to work with EdTech to outline a spending plan for the spring
- We had a very preliminary discussion of financial implications of a summer session, and will receive additional information from Cary & EdTech in February
- Please see [this month's financial dashboard](#)

Academic Committee

- In-person instruction reopening date pushed back to after February break (HoS update provides more info)
- Staff/family culture survey results: shared with board and staff by Cary
- 2021-2022 enrollment/grade composition may change depending on facilities progress
- [Academic dashboard](#)

Governance Committee:

- Today we are having a vote on Bianca Cabrera joining our Board on the External Affairs Committee
- Gov Cuomo released his budget last week, I can provide an update if you didn't receive the email from the NY Charter Schools Association

Meeting Notes:

- 7:02 Meeting begins
- Present: Grace Han, Elizabeth Skeen, Danyela Egorov, Leslie Hernandez, Christina Hu, Natasha Go, Ben Herbst, Tim Lee, Kimberly Lema, Bryson Wilson, Cary Finnegan, Derian D., Brad Blosser, Bianca Cabrera

Finance:

- Revenue:
 - Higher than budgeted students enrolled and SPED students enrolled
 - Delayed with Title funding due to prioritizing CARES Act funding
- Expenses:
 - Positive variance in Personnel and Benefits due to staff departure
 - Negative variance in classroom supplies
 - Making cuts and projecting out where we expect not to spend in order to allocate funds to other needs
 - Positive variance in facilities driven by not paying rent in Oct/Nov
- Eligible for additional funding (\$13K) and Bryson and Cary to submit for that funding
- Possible that stimulus funding will be available soon
- Christina to share school deck for fundraising purposes
- Friends of Brooklyn RISE needs budget to be fully incorporated

Academic:

- In person instruction has been pushed back
- Majority of staff have been vaccinated, but Cary hasnot been asking staff given potential legality

Head of School Update:

- Difficult call with families
- Learning pods have helped to support families who need in-person learning
- Families are really happy and planning to return
- Pushes from families include wanting more enrichment opportunities
- Church down the street from school so that students can take enrichment classes in that space next year
- February 22 reopening is very firm and would only change if there were city/state wide closure
- Family conferences coming up and any retention conversations will happen with families
- Weekly meetings with architects to guide through BSA process and we are currently ahead of schedule
- Expect to be submitting BSA application one month ahead of time

Governance:

- Vote for Bianca to join the board
- Liz motions to approve Bianca Cabrera to join the board, Leslie seconds, unanimously approved

Meeting adjourned at 8:14 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
November 23rd, 2020
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
Charter Alumni Presentation	Roquel Crutcher		
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 Board of Trustees,

November was a good month for our school as we really have found a groove in remote learning. We're ending the month with a strong sense of gratitude for our staff, students, and families as well as this Board for all of the efforts that have continued to go into making this challenging time as successful as possible for our school community.

Our students continue to learn fully remotely. We are at 148 students currently enrolled putting us at just 9 students under enrolled, which does mean we have closed our enrollment gap since last year.

Our staff continues to work really hard to bring high quality remote instruction to all of our students. We are gearing up for staff recruitment to begin in December and have been actively working to bring more anti-racist practices into our hiring process.

Our school building is empty but our operations team has been taking this time to make significant improvements to the operational effectiveness of our facility. We have been focusing on the BSA and initial design process for our forever home site and have received some positive feedback from the DOT on our BSA application which is a good sign.

Looking forward to discussing more on Monday!

Together we **RISE**,
Cary

Finance Committee:

- Our Committee began discussions on evaluating our banking relationships, and have asked EdTech to provide additional information at our December meeting
- We continued to discuss the ongoing budgetary impact of COVID and the uncertainty of potential funding cuts (while a large focus over the summer, there have not been any signs of potential adjustments more recently)
- Enrollment continues to outpace conservative assumptions so we are in a solid budgetary position, however, we should consider whether the Board would like to review and pass a mid-year adjustment
- Please see [this month's financial dashboard](#)

Academic Committee

- The NYC DoE citywide school closure went into effect 11/19; reopening in January is thus still tentative and long-term planning will take into account hybrid/remote/in-person possibilities
- Academic progress updates
 - Math assessment to be conducted before winter break; reading assessment to take place after Thanksgiving break
- Teacher retention/recruitment
 - Website will be redone (pro bono) before 2021
 - Cary will be sending out staff survey to gauge retention and has developed a more inclusive hiring process
- Data dive: Grace has been parsing the data systems to find opportunities for stronger analyses/reporting
- [Progress tracker](#)
- [Academic dashboard](#)

Governance Committee:

- We are interviewing two prospective board members recruited by Cary: [Bianca Cabrera](#) and Carmen Camacho (previous Program Director of Children of the City (our afterschool provider)).

We are almost finalizing the HOS evaluation and will bring for the Board to vote next month

Meeting Notes:

- Meeting begins 7:03 PM
 - Present:
 - Grace Han
 - Ben Herbst
 - Bryson Wilson
 - Cary Finnegan
 - Christina Hu
 - Danyela Egorov
 - Elizabeth Skeen
 - Leslie Hernandez
 - Natasha Go
 - Tim Lee
 - Roquel Crutcher
- Head of School Report
 - Opening in January doesn't look like it will be a possibility
 - May be able to allow families to do remote learning in a DOE Learning Bridges facility for families who are struggling with remote learning
 - Cost to test is prohibitively expensive
 - Teachers may not feel comfortable returning to school
- Facilities
 - Current Building
 - TCO Update: Need a valid up-to-date TCO
 - Outstanding violations on the building that the building owner needs to resolve
 - Can't have any students in the school under fire inspection is completed
 - New Building
 - Had a pre-application call with Dept. Transportation and nothing that they think they will push back against
- Finance
 - Actuals greater than projections for overall enrollment and SPED numbers
 - Positive variance on revenue per-pupil
 - Negative variance for federal grants for Title Application
 - Savings on personnel: Positive variance in Personnel and Benefits due to staff departure and timing of start dates
 - Overage in curriculum, expect spending to normalize as the year goes on
 - Total positive variance YTD versus our budget
 - Deferred revenue due to November and December per pupil coming at the end of October

- Ended month at \$1.1mm in cash, includes early per pupil payment and new facility security deposit
- Budget has been actualized for staffing plan moving forward, curriculum and classroom budget, and admin budget
- Submitted audit documents to NYSED
- Filed 990 extension due on May 15, 2021
- PPP Forgiveness Application TBD awaiting communication from Chase
- Submitting ESSA Fiscal Transparency reports by Nov. 30
- Next 100 Presentation
 - Note: Leaving out specific information from the report since it is not public yet
 - Very rare to have people most impacted by charter schools in the policy conversation
 - Not much variance in responses among different races
 - Respondent admit that they chose their charter school due to the things that charter schools do have control over (curriculum, program, discipline, quality)
 - Recommends adding a charter school alumni to the board
 - Some practices that people talked about in the surveys are practices that have since changed (e.g. assigning hours of homework)
- Academic Committee
 - Academic dashboard: progress tracker is for the whole board's use; please check assignments and update status as pertinent
 - Data dive: Grace has gone through data systems to provide more transparency and efficiency in reporting, with more visualization for better decision making and academic planning (e.g. assessments, enrollment/attendance, outreach, etc.)
 - These data can help board better understand academic progress and can be sent to authorizer to demonstrate successes
- Governance
 - Cary to make sure that privacy policy is posted on the website
 - On facilities, put together a timeline with milestones across the next two years
 - Would like to bring on a tenant rep, but it is pricey



"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 24th, 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	Grace	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 Board of Trustees,

February has been mostly filled with reopening planning alongside planning and preparing for the 2021-2022 school year. We are looking forward to welcoming our kiddos back into the building on Monday and will provide a complete update to the Board on Wednesday.

Our students return to the building on Monday, and we are very excited to resume in-person learning for 70% of our students. We will continue to recruit students for the 2021-2022 school year as we are just a little over a month away from our lottery for next school year.

Our staff is eager to return to offering in-person instruction to students on Monday! Most are fully vaccinated and we hope for a productive and joyful rest of the school year. We are actively recruiting and interviewing new staff for next school year.

Our facility is ready for student return and we are in process of finalizing a lease extension to ensure we are able to stay in our current facility for one additional year. We are moving forward with the BSA and DOB process for our forever home and currently remain on schedule for a 2022 occupancy of the space.

Together we RISE,
Cary

Finance Committee:

- Please see this month's financial dashboard
- EdTech continues to make progress on seeking sales tax reimbursements, and staff is confirming that our 501c3 status is properly reflected in future orders
- We discussed the FY22 budget process, and anticipate reviewing an initial draft at our March 2021 committee meeting
- [Financial Dashboard](#)

Academic Committee

- Next month's committee report will provide benchmarking data from a congruent school; the next round of STEP reading assessment will be conducted next month
- In-person learning resuming Monday 2/22: 40% of students will be fully in-person (5 days/week), 30% hybrid (2-3 days/week in-person), 30% fully remote (while this is the cohort that would most benefit from a summer school offering, it seems unlikely that remote summer school would be the most effective way to conduct supplementary instruction)
- Student recruitment for 2021-2022 SY is on track and Cary is monitoring possible retentions
- [Academic dashboard](#)

Governance Committee:

- Today we have one prospective board member observing our meeting: Carmen Camacho
- NYSED is conducting their spring check-in of our school and will need a 1h meeting with some board members (ideally at least one from each committee). These are the days available, please let me know which day works for you and I will try to schedule at 6pm:
 - March 3
 - March 17
 - April 5 OR April 6

- April 14
- April 28 OR April 29
- May 12
- May 26
- June 9
- June 16
- We have a meeting of Friends of scheduled for March 8th to give them an overview of the school financial situation and share plans for summer school.
- Please share [this presentation](#) with potential donors, we will start doing more fundraising next month for the summer program.

Meeting Notes:

-7:03 meeting begins

-Present: Ben Herbst, Bianca Cabrera, Bryson Wilson, Carmen Camacho, Cary Finnegan ,

Christina Hu, Danyela Egorov , Derian D, Leslie Hernandez , Natasha Go, Tim Lee , Kimberly Lema

Finance:

Cares Act funding was approved

Reviewed presentation by EdTech

Expenses: were able to save on curriculum & classroom, facilities, marketing and recruitment, and miscellaneous expenses.

Academic:

-summer school will most likely not be available, virtual summer school not realistic; other alternatives are not yet confirmed

-on track for next year student recruitment

Head of School Update:

- -students have resumed to in person learning
- -5 days/week school days
- student recruitment is going well, 50+ applications already received for 25 seats for next year Kindergarten
- Interviews for potential teacher candidates for next school year, most have opted for web interviews
- Potential director of operations position will need to be fulfilled
- this year did not participate in common application so has made this year difficult and as a result led to receiving less applications
- 70% of families participating in in person learning, 10% increase from fall
- 40% 5 days/week in person learning, 30% hybrid learning, 30% fully remote learning
-

Governance:

- annual donation needed to be done from the board
- christina's update: donation will not be received :(, company preferred to donate to a national organization (Kids in Need) rather than a school
- research must be done on which companies/foundations are more likely to donate to charter schools in order to be more successful with raising funds

Meeting adjourned at 8:08 p.m



"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
March 24th, 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	Grace	2m	Review academic dashboard
VI. Governance Committee	Chair	5m	Vote on Carmen Camacho joining the board
VII. Facilities	Cary	2m	
VIII. Meeting Adjournment	Chair	1m	Motion to adjourn

Update from HOS

Dear Founding Board of Trustees,

March has been an exciting month as it is our first full month of being back to in-person learning since September! Kiddos and staff really have gotten into a groove and we are excited to continue the rest of the year in this rhythm.

Our students are still participating in fully remote, hybrid, or fully in-person learning plans for Q3 but soon they will have the opportunity to re-select academic plans for Q4 and we are hopeful that we will be able to have even more students learning in-person from April-June. We added one new student to our second grade class and are in full student recruitment mode as we prepare for our new student lottery that will be held virtually on April 1st.

Our staff has done an incredible job navigating the transition back to in-person learning and they are excited to have more students back in the building heading into the final quarter of the school year. We have had some stellar teacher candidates interview for the upcoming school year and feel excited about growing our team!

Our building will be able to have more capacity for in-person learning come April and we are continuing to move forward with the BSA process for our forever home. Delvis has agreed to terms for renewing our lease for our current space for one additional year.

Looking forward to discussing more on Wednesday!

Together we RISE,
Cary

Finance Committee:

- Please see this Month's Financial Dashboard
- Indications that per pupil funding will increase next fiscal year, an indirect impact of the federal stimulus; we are not aware of direct funding from the stimulus at this time (the State has some discretion in how to spend dollars, and it may just come in the form of increased per pupil aid)
- We had preliminary budget conversations with EdTech and staff, and will continue reviewing draft budgets
- **We would like to have an Executive Discussion to discuss compensation figures in next year's budget**

Academic Committee

- Update from last meeting: we were not able to obtain robust comparables data from other schools as hoped (incomplete/limited data was supplied from a curricular partner); other avenues will be pursued to continue this project
- Assessment results from data day
 - STEP testing: less growth in Round 3 than in Round 2 (assessments changed, and more students grew 2 levels in Round 2, which may have led to plateauing); 48% of students grew 1 level, 48% did not advance (there were no backslides), 2% grew 2 levels
 - 51% of K on/above grade level, 43% of Grade 1 on/above, 42% of Grade 2 on/above; Grade 2 has experienced the most growth in reaching benchmarks over the course of the year
- Summer school: decision to be made by end of April; would likely only be offered for students 2+ levels behind

Governance Committee:

- Today we are having a vote on Carmen Camacho joining our Board on the External Affairs Committee

- Friends of had a meeting to get an overview of our finances and to agree on a process to approve grants for the school. The Friends of Board will organize an online fundraising event at end of June. We are working with the Finance Committee to finalize the Friends of budget to submit to IRS.
- NYSED will interview our Board on April 14th at 6pm
- NYSED had a townhall about requirements for our website, [here are the slides](#)
- Here is the [Progress tracker](#)

Meeting Notes:

-7:03 meeting begins

- Present: Ben Herbst, Bianca Cabrera, Bryson Wilson, Cary Finnegan, Christina Hu, Danyela Egorov, Derian D, Grace Han, Leslie Hernandez, Natasha Go, Tim Lee, Elizabeth Skeen, Carmen Camacho

Finance:

- Positive variance in personnel and benefits due to staff departure
- Loan is expected to be forgiven and will therefore add to the revenue

H.O.S Update:

- More students will be welcomed after spring break ---> more in person learning
- Lottery will be held next thursday
- Director of operations role fulfilled — Chantal staying, adding Manager-level operations role
- Summer school most likely will not be a possibility :(- not enough staff

Academic:

- Less growth in round 3 STEP testing
- Spike in growth for the following round is expected once in-person learning is resumed
- Presentation here:
https://docs.google.com/presentation/d/1qPmyx_JJ8gdEP-CxfJQnegkGL3L2gPHSbBik2hHESAQ/edit?usp=sharing
- After school or Saturday school is expected for following school year

Governance:

- Vote for Carmen to join the board

- Ben motions to approve Carmen Camacho to join the board, Bianca seconded ---> Carmen is officially a member of the board by unanimous vote
- Board interview will take place on April 14th @ 6PM
- Fundraising event is to be planned to gain funds from organizations and foundations



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Board of Trustees Meeting Agenda and Minutes
December 21st, 2020
7pm

Agenda Item	Presenter	Time	Desired Outcome/Action(s)
I. Meeting Opening	Chair	2m	Roll Call & Call to Order
II. Public Comment	Secretary	2m	Notes Follow-up
III. Update from HOS	Cary	10m	
IV. Finance Committee	Ben	5m	Review financial reports
V. Academic Committee	Grace	2m	Review 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 Board of Trustees,

December has been a short but packed month. We had our second round of reading assessments and were encouraged to see the growth being made by students. There is still a lot of work to be done in the New Year but we are feeling proud of what we have accomplished during extremely unusual and difficult circumstances.

Our students are growing as readers and though we are not at the reading levels we need to be, we do feel that once we are able to return to in-person instruction in January that we will be able to begin making up for ground lost during remote learning.

Our staff has remained committed despite the myriad of challenges they have faced along the way this year. They are preparing for us to reopen in January, which is also when we will begin hiring for the 2021-2022 school year.

Our facility situation for the 2021-2022 and even potentially the 2022-2023 school year is beginning to seem challenging, so we are pursuing all possible options for incubation space that can support our school until our forever facility is ready.

Looking forward to discussing more on Monday!

Together we **RISE**,
Cary

Finance Committee:

- We discussed ongoing operational impacts on school finances
- Please see [this month's financial dashboard](#)

Academic Committee

- Data Day recap (reading assessment)
 - 76% of students achieved 1 or 2 grade levels or growth (lower growth rate YoY)
 - Fewer students than hit benchmarks (for grade level achievement) YoY; remote learning has likely affected progress
 - In-person instruction in late January may lead to stronger progress; reading groups will also be made smaller, and teachers will be providing remote intervention groups for students who need additional instruction
- Enrollment
 - Several students are currently learning from outside NYC but this should have minimal impact on next year's enrollment
 - TBD how many students will not advance to next grade
- Family survey sent week of 12/14
 - Includes a question about whether or not the family plans to return the following school year
- 2021-2022 student applications are now live and virtual recruitment events planned
- [Progress tracker](#)
- [Academic dashboard](#)

Governance Committee:

- Today we have one prospective board members observing our meeting: Bianca Cabrera
- [Here](#) is the final HOS Evaluation

Notes:

Attendance:

Bryson Wilson
Leslie Hernandez
Danyela Egorov
Bianca Caberera
Ben Herbst
Christina Hu
Cary Rothschild
Grace Han
Elizabeth Skeen
Derian D

Tim Lee joined at 7:33pm

● **HOS Update:**

- Staff will be tested weekly
- Teacher retention looks strong for next year
- Building may not be ready for 2022, so in crisis mode finding a facility for the next two years
 - Turning out to be demolition versus retrofit
 - Not released from lease until benchmarks aren't met
 - Two charters merging and leaving space open in Downtown Brooklyn
- As of now, we have 14 applications for 52 seats for next year. We have not yet started active recruitment.
- Enrollment impacted by:
 - Students moving states
 - Families seeking in person instruction

● **Next Steps:**

- (Cary) Time to visit the school site
- (Grace) Explore vacated coworking spaces
- (Cary, Liz, Tim) Find a tenant rep for incubation space and new building

● **Finance Committee:**

- Positive variance on per pupil funding because of higher than expected enrollment
- Savings on personnel and benefits because of departing staff member
- Projected to be over budget for staffing due to moving hourly staff members here to be paid in a timely fashion
- Large variance in facilities due to delay in paying rent while waiting for certificate of occupancy
- Large amount of uncategorized expenses due to operations team coding delay

● **Next Steps:**

- (Bryson) Waiting on 990
 - (Bryson) Forgiveness Application after break
 - (Bryson) Additional funding from recent stimulus package?
 - (Bryson) Sales tax submitting to state to be reimbursed (e.g. Amazon, Staples, etc.)
 - Look into invoicing versus individual purchasing through
- **Academic Committee:**
 - Students are growing but not at the rate that they need to remain on grade level
 - Reading progress impacted by remote learning
 - Challenges in kindergarten due to inattention and stamina
 - Challenges in second grade due to more complex skills not being conducive to remote learning
 - Returning to the STEP assessment
 - Considering summer school
 - Strategically thinking about which teachers to put where
 - Considering tutoring supports
- **Governance Committee:**
 - Ben motions and Christina to approve the Head of School evaluation
 - Next Step:
 - (Christina) reach out to consultants to present compensation plan to the board
 - Leslie motions to adjourn, Ben seconds (8:31 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
August 30, 2020
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 Board of Trustees,

This has been a challenging month to say the least. We have been working tirelessly to develop a reopening plan that keeps health and safety at the forefront while also trying to accommodate and support all of our students and families and their diverse needs. It has not been easy, but we feel as well prepared as we possibly can be to open our doors next week as we start off year 2 of our school. Here are some high-level updates:

Our students are picking up their learning materials this week so that they are prepared to continue learning at-home as well as in school. We have 140 students currently enrolled, which puts us at 17 students under-enrolled heading into Year 2.

Our teachers are heading into week 3 of Summer PD and have been working hard to prepare for in-person and remote teaching this year. This week they will be setting up classrooms and reaching out to families.

Our facility is being fully prepped for reopening and we will be having two days of dress rehearsals this week to ensure all staff are fully prepared to enact health and safety protocols going into this year. Our “forever home” is still in lease negotiations and we are working hard to hopefully have a finalized lease by the September Board Meeting.

I look forward to meeting this Wednesday!

Together we **RISE**,
Cary

Finance Committee:

- Please see this month’s financial dashboard
- We received year end unaudited figures; we project closing with a budget surplus of \$534k, a \$44k positive variance over budget
- We discussed additional preparation underway for school reopening, and related impact on budget
- BRCS received additional grant dollars that will somewhat offset the salary of the counselor

Academic Committee

- SY 2020-2021 planning worksheet exercise; as an Academic Committee, practices/procedures we plan to adopt:
 - Structured meetings to provide more accountability and visibility into our work
 - A formalized task list (Grace Han to create, perhaps to be adopted for all committees and held by Governance Committee)
 - More robust/digestible tracking in academic dashboard, and greater efficiency in data collection/reporting (e.g. posting of board minutes, data entry by board)
 - Gaining a better understanding of our school's contextual performance
 - We aim to continue keeping Brooklyn RISE's mission and vision at the forefront of our planning and discussions

Governance Committee:

- Diversity Taskforce update: we had our 2nd meeting of the taskforce and finalized the list of organizations we will prioritize to develop relationships with. Over the next board meetings we will have a few guest speakers to talk about their work and for our board to meet potential board candidates.
- Friends of Brooklyn RISE update: we opened the bank account for this organization and now we are updating the link on our website so all donations go to this 501c3. We will launch a fundraising campaign to help offset the budget cuts that were announced last week. Cliff is working to finalize all documents for us to incorporate this organization.

Forever Facilities Update:



Meeting Notes:

Attendance:

- Grace Han
- Ben Herbst
- Chantal Zuniga
- Natasha Go
- Christina Hu
- Tim Lee
- Cary Finnegan
- Liz Skeen
- Leslie Hernandez
- Derian D.
- Brad Blosser
- Bryson Wilson (Ed Tech)

7:03 Meeting start

Finance:

- \$7,500 additional dollars from Walton Foundation for COVID-related expenses
- Less spending due to not being in school
- Classroom spending is over because everything being reflected here
- Ending in negative variance in revenue due to DYCD funding, still unsure about receiving this funding
- \$44k variance is not significant for a budget of our size
- 2021 per-perpil payments starting to come in
- We haven't heard if per-pupil budget cuts will impact us
- Overall variance due to benefits being overprojected for the year, did not spend as much as expected in curriculum and classroom
- Long term liability on balance sheet of \$114 of PPP
- A lot of changes (+ and -) for enrollment
- Returning and new students withdrawing due to families leaving Sunset Park
- New students withdrawing due to more convenient acceptances elsewhere

Head of School Update

- 138-140 current enrollment
- Not actively enrolling, but we are accepting students who want to enroll
- We may increase number if DOE does not open
- Week three of summer PD and classrooms are set up
- Teachers are reaching out to families and confirming academic plans
- Family and Operations Coordinator, Lupe, is leaving due to COVID
- After-school Program Director is going to join team on hourly basis which does fill in gap of Lupe's departure
- Chantal and team are working to make sure facility is ready for dress rehearsals
- Hired a social worker who grew up in Sunset Park, trained in restorative justice and family therapy
- Need to find a temp nurse while our full-time nurse is in training

- Many kindergarten students coming in with speech therapy IEPs, could be due to being overidentified in pre-K programs that are English-only

Forever Home:

- William's team is taking longer than preferred to finalize the lease
- Hoping for a lease at the end of September

COVID:

- Increase access to testing
- Some hybrid students moving to fully remote
- Families who opted into in-person hasn't changed

Academic Committee:

- Monitoring student and faculty attendance
- Creating a tracker for accountability's sake
- More clarity in how we are doing tracking and reporting to understand student academic progress
- Ideally would like to have bookend data

Governance Committee:

- Diversity Task Force: reaching out to people to come speak to our board, the first to be someone who is working with charter school alums to have a stronger voice in the charter sector
- Continuing to recruit board members who have experience in fundraising and community development
- We have a bank account for Friends of Brooklyn Rise
- Evaluation of Cary's contract, work with chairs of the committee to conduct evaluation
- **(Danyela) We had been doing board evaluation with BES template, we should assess if it is still appropriate tool to use**
- **(Grace) Track term limits of our roles (go back to meeting notes)**
- **(Liz) Big deadline upcoming on October 1 to have privacy policy on the website**
- **November meeting on Thanksgiving, need to reschedule**

Meeting end: 8:17 PM



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Board of Trustees Meeting Agenda and Minutes
September 30th, 2020
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	Consider proposal for a planned November/December closure.
IV. Finance Committee	Ben	5m	Review financial reports
V. Academic Committee	Natasha	2m	Review academic dashboard
VI. Governance Committee	Chair	5m	Vote to approve 2D Law policy Vote to renew terms for Leslie and Danyela Vote to elect Chair
VII. Facilities	Cary	2m	
VIII. Meeting Adjournment	Chair	1m	Motion to adjourn

Update from HOS

Dear Board of Trustees,

September has been an exciting and challenging month. We opened our doors on September 8th, 2020 to all our K-2 students. View our first day of school [video here](#). Operating a school for both in-person and remote learning during a pandemic is not easy, but we are extremely proud of what we have managed to do so far.

Our students have been adapting to the new reality of school. We have an average 95% attendance rate and we are in the middle of giving our first round of assessments.

Our staff has been extremely flexible as they have been alternating teaching in-person and remotely. They are doing their best to attend to the academic and social-emotional needs of students while also navigating concerns over their own health and safety.

Our facility work for our “forever home” continues as we are hopefully in the homestretch of lease negotiations. We will likely need to schedule a Special Meeting to review the lease and eventually it will be the Friends of Brooklyn RISE Board that will officially approve and sign the lease.

I look forward to meeting this Wednesday!

Together we **RISE**,
Cary

Finance Committee:

- Our committee discussed financial performance for the start of the year, with an emphasis on actual enrollment versus budget for both overall headcount and SpEd students
- We reviewed some analysis from EdTech measuring the impact of a 20% reduction on state aid payments in this and the next academic year
- Please see [this month's financial dashboard](#)

Academic Committee

- COVID-19 update: planning for possibility of shift to remote learning
- [Progress tracker](#) review → implementation across committees?
- [Academic dashboard](#): last year's data will be available in archived form; this year, MAP/reading tracking will be conducted, in addition to attendance tracking
 - Should we be including qualitative data (e.g. from staff/family surveys)?
 - Grace will conduct a data audit to assess changes needed for dashboard

Governance Committee:

- **Conflict of Interest:** we want to remind everybody of our [Code of Ethics](#) and our duty to disclose any conflict of interest to the Governance committee. [This FAQ](#) from the Charter Center is also very helpful to explain what is and is not allowed by the General Municipal Law.
- **2D Law:** our committee reviewed what we need to be compliant with the new 2d law. You can learn more in this [presentation](#). [Here](#) is our policy that we need to vote and, after approved, post on our website. We will soon schedule training for the board and staff.

- **HOS Evaluation:** here is our HOS evaluation template. Below is the timeline for the evaluation:
 - Monday (Sep 28th) - Danyela share with the Committee Chairs a revised template
 - Friday (Oct 2nd) - Committee Chairs approve the final evaluation template
 - Sunday (October 11th) - HOS submits her self-evaluation
 - Week of October 12th - Committee Chairs have a call to discuss the evaluation
 - Monday (October 19th) - Committee Chairs submit a final evaluation report to the entire board for comments
 - Friday (October 23rd) - final date for the board to submit comments
 - Wednesday (October 28th) - Board approves final evaluation and vote to renew HOS's contract

- **Board Members Terms:** below is a table with all board members and when their term expires. We need to vote today to renew the terms of Danyela and Leslie.

Board Member	Role	Term Expires
Danyela	Chair	Dec 16, 2020 (1 year)
Leslie		Dec 16, 2020 (1 year)
Ben	Treasury	Dec 16, 2020 (2 years)
Grace	Secretary	Dec 16, 2021 (3 years)
Liz	Vice-Chair	Dec 16, 2021 (3 years)
Tim		Dec 16, 2021 (3 years)
Natasha	Chair of Academic Committee	July 24, 2021 (2 years)
Christina		May 29, 2021 (2 years)

- **Diversity Taskforce:** we have [Roquel Crutcher](#) confirmed to present to our Board in November on her research on charter alums.

- **Friends of Brooklyn RISE** the donation link on our website is now linked to the Friends of bank account. Please make a yearly donation in any amount that it is meaningful to you.

Forever Facilities Update:



Board Attendance:

1. Grace Han
2. Tim Lee
3. Ben Herbst
4. Cary Rothschild
5. Christina Hu
6. Danyela Egorov
7. Leslie Hernandez
8. Nantasha Go

Public Attendance:

1. *Phone Number*
2. *Phone Number*
3. Adela Magdaleno
4. Amanda Martel
5. Ambia Khatun
6. Brad Blosser
7. Bryson Wilson
8. Chantal Mabel
9. Cristina Nieva
10. Derian D
11. DJ Piper
12. Feliciano De Los Santos
13. Hilda Salgado
14. Jacqueline Reyes
15. Jenna DeNicola
16. Jenny D
17. Jose Solano
18. Juana Sanchez
19. Junlin Zhu
20. Karla Monjaras
21. Lauren Adler
22. Lizbeth Veliz
23. Maria Marie
24. Richard Mendez
25. Ros Soto
26. Nini
27. Aundrea Holmes

Meeting Start: 7:04 PM

Public Comment:

- Father saw the message that the school is going to be closed for two months and is concerned about this for his family's schedule

- Mother who is concerned that academic rigor is not as strong with remote learning as it is with in-person learning
- Mother who is concerned that children are late to class because teachers have to delay to wait for students. Wants teachers to speak to families to as that their students arrive on time. Children grow anxious in class waiting and it cuts into learning time.

Transition to Remote Learning:

- November 12-January 3, resuming on January 4
- Decision comes with tradeoffs
- Submitted proposal to authorizer for feedback and consideration
- Is there a contingency plan if we are forced to close before November 12
- School has proactively started creating rosters for groups within classes
- School has proactively started asking what supplies families need if they are to move to remote learning
- There are financial, operational, and academic benefits/implications of planning for closure versus
- By planning for closure, school is able to reach out to families who are really burdened by this decision (trying to set up learning pods, for instance)
- Board email for families to be able to contact board directly
- Whether we plan for it or not, we are likely going to be forced into this situation

Finance Committee:

- We aren't aware of any new updates
- We want to start thinking about the potential impact of budget cuts to know which levers we have available to adjust in the event of budget cuts
- Current enrollment is 148 students which is above what we budgeted for
- Invoiced for maximum amount under charter knowing that we may have enrollment numbers under that
- Actual SPED numbers are above what we budgeted for
- Revenue seems to be going in the right direction which is positive for what we haven't anticipated for later in the year
- Special Education numbers may be slightly inaccurate due to delays in systems
- School aid position moving into a teacher position and bringing in another student aid
- In case of budget cuts, revenue would decline but we would be able to weather it
- Currently SPED is 18% of enrollment

Academic:

- **Accountability tracker:**
 - Add Governance, Diversity Task Force, and Facilities Task Force items
 - Finance committee probably does not need to use this
 - Owners of each task needs to keep the tracker updated
 - Grace will add very brief user guide at the top

Governance:

- **Data Policy:**

- Data Protection Officer is Chantal
- Draft data protection policy by Liz
- Update website (upload policy)
- Provide training to board and staff of school so that everyone knows how to handle student data
- This draft was built off of another charter school's policy and was edited for Brooklyn RISE
- Link to family resources on the website which will include a variety of policies including this one
- Need guidance on how to actually implement this policy
- Need to make sure that this policy is included in any contract we are in with companies that we provide student data
- Ben motions to approve policy, Christina seconds, approved by unanimous vote 8:40 PM
- **Board Terms:**
 - Voting to renew terms of Leslie Hernandez (until December 2020)
 - Ben motions to revnew, Christina seconds, approved unanimously 8:44PM
 - Voting to review terms of Danyela Egorov
 - Christina motions, Natasha, unanimously in favor
 - Voting to elect Danyela Egorov as board chair
 - Leslie motions, Christina seconds, unanimously in favor
- **HOS Evaluation**
 - In progress
- **Conflict of Interest**
 - Please review these documents to be familiar with the Conflict of Interest laws
- **Annual Donation**
 - Make annual donation
- Decide on a date to vote on lease terms
- Leslie motions to adjourn the meeting, Ben seconds



"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 29, 2020
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	Vote to approve reopening plan
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 Board of Trustees,

We are just two weeks away from welcoming our 2020-2021 staff into the building and just one month away from reopening our school doors to students. A lot has happened over the last month and I look forward to discussing more details during Wednesday’s meeting. Here are the highlights:

Our students. We have asked families to select an academic plan for the fall (fully remote, fully in-person, or hybrid) and we are using this data to plan for a safe reopening of our school on August 26th. We are continuing to register students and complete remote home visits. As of now we are still anticipating our total enrollment to be close to 145. As the school year draws closer we are continuing to focus on ways that we can provide all our students with the most excellent education possibly under the current challenging conditions.

Our staff. We will welcome new staff into the building for Summer PD on August 10th and all staff will begin Summer PD on August 12th. We have spent many hours revamping our Summer PD schedule to emphasize the importance of supporting the social-emotional needs of our students, while continuing our unrelenting commitment to strong academics. Additionally, our Summer PD is now designed through a racial equity and anti-racist lens, to ensure that our school community keeps racial justice embedded in all that we do.

Our building. Thanks to the tireless work of our Ops Team, our building is looking ready to open more and more each day. Furniture has arrived and is assembled. The building has fresh paint and has been deeply cleaned. We have reconfigured the facility to ensure we are adhering to all DOH, State, and City guidelines, and everything that we are doing keeps the health and safety of students and staff at the center. Our forever home search hit some roadblocks and now we are back to the drawing board, but we do have a number of promising options to discuss.

The reopening plan. Our plan is due this Friday and it is not completely finished at this time, but we are including the [draft here for your review and approval](#).

Together we **RISE**,
Cary

Finance Committee:

- Finance committee did not meet in July and will reconvene in August
- There is no monthly dashboard

Academic Committee

- August teacher training and professional development: new teacher orientation, COVID19 safety, classroom practice, mission/culture/community, content/curriculum, anti-racist/anti-bias training (by external consultants), and MLL training
 - Further anti-racist praxis will be woven into curriculum
- Family survey of remote/in-person/hybrid (2 days in person:3 remote) learning: variance by grade level, with Kindergarten families expressing a preference for in-person
 - Classrooms will be split into smaller groups with a teacher assigned to each group (likely 10-13 students); each classroom is set up to provide 6' distancing
 - Daily schedules will shift for students and staff to a hybrid model
- SY 2020-2021 Planning Doc will be done for next board meeting
- Implementing a new learning management system (Kiddom)

Governance Committee:

- Danyela, Christina and Leslie had the first meeting of the diversity taskforce and discussed next steps to diversify our board. We will develop a list of target organizations that we want to approach that represent the Hispanic and Asian communities in Sunset Park. We will also look for African-American board members to ensure that our entire student community is represented at the Board.

Forever Facilities Update:

Angel Guardian (Scott's building)

- Scott and his team do not want us advocating for Angel Guardian because it could adversely impact other real estate deals for them.
- They said they would follow-up with any additional thoughts/guidance this week but have not reached out yet.
- In my opinion, we just need to move on from this possibility at this point.

224 44th St. (William's building)

- I talked to William today, and this building is still on the table for us.
- **Pros:** we have finalized deal terms, they have building permits already approved so they can start work ASAP, the BSA process is still underway so we don't need to start from scratch there, we already have fully approved architect plans and environmental engineering assessment of the property.
- Additionally, William said he is willing to provide built out space for us in the adjacent building if we need additional incubation space to tide us over until the space is fully built out.
- **Cons:** this property requires BSA approval, so there is still risk there, William is not a building owner with much school-specific experience.
- In my opinion, this is the best Sunset Park building option.

4907 4th Avenue (Building brought to us by Sean Mooney)

- This property was one I looked at a long time ago, but ultimately passed on because it is a ground-up build and so I felt like the timeline was too long. The location is great though because it is just 3-4 blocks from our current school location.
- **Pros:** it is a ground-up build so we get to have more control over the design/building process, it has approved plans to be built into a school/community space, the developers are highly motivated to do the project, it can fit us K-8.
- **Cons:** working with a group that does not do school builds, it is on a 6,000 square foot plot so each floor will only be 6,000 square feet meaning we might need the building to be 6-7 stories high in order to fit our school which is not an ideal building height for an elementary school.
- In my opinion, the location is the best but the building from the ground up gives me pause.

The Flamingo Furniture Building (Brought to us by Delvis)

- This building is owned by a father-son who are interested in renting but not selling the property.
- Delvis wants to set up the same situation we have now, where he rents and develops the property and then sublets to us as a long-term tenant.
- Pros: location is great because it's just 1 block away from our current location, it does not require the BSA process because it is currently used commercial.
- Cons: it doesn't have space to fit our full K-5 program so we would have to be a split site (keep K-1 at our current facility and have 2-5 at the Flamingo site and eventually 6-8).

- In my opinion, this is not the best option because it means doing a long-term split site and I prefer pursuing an option that can fit our whole school.

255 Butler Street (Brought to us by Maureen Coughlin)

- This building is located in Gowanus and is a 4 story, 90,000+ square feet building that originally was going to be a charter high school, but the high school was granted co-located space so they no longer need private space.
- Pros: it has already gone through the BSA process and is approved to be a school, we could take the first two levels of the school and that would fit us K-8, it is close to public transit that connects to Sunset (subway and bus).
- Cons: LOCATION (this is 3.4 miles from our school and the neighborhood demographics don't at all match with Sunset Park), I don't know a lot about the owner/developer yet but will hopefully have more details soon.
- In my opinion, this option might be the least risky but it also is the least aligned with our mission in terms of the community it is located in.

Meeting Notes:

Attendees:

- Board Members: Cary Finnegan, Danyela Egorov, Leslie Hernandez, Natasha Go, Tim Lee, Ben Herbst
- ED Tech: Derian De La Torre, Bryson Wilson, Brad Blosser
- Brooklyn RISE: Chantal Zuniga, Davis Piper, Lauren Adler
- Jessica Emery

Public Comment

- None

Reopening Plan (Must submit by Friday)

- Contingency plan if buses are not available
- Chantal coordinating people flow at arrival and dismissal with senior center to maintain necessary social distancing
- To be fair and just across the staff, the only way for teacher not to come to school is if they are sick or have a doctor's note explaining reason they can't come
- If DOE doesn't open, Brooklyn RISE will still open (pending the reason, ie. labor union strikes)
 - Access to School Foods may shut down and we would need to get food service from another supplier

Head of School Update:

- See above update from HOS

Finance Committee:

- Additional funding from CARES Act and received \$26,000 in funds and application due August 15th
- No meeting due to closing out the year and making sure books are in order
- Have not yet received the supplemental funds

Academic Committee:

- See Academic Committee update above

Facilities:

- Existing Options
 - Angel Guardian now off the table due to politics.
 - 44th Street much of the initial legwork is done, BSA process is primary concern.
 - 4th Avenue building would be ground-up build
 - Flamingo Furniture would be a split location.
 - Butler Street, in Gowanus, would be difficult to maintain our current population in that neighborhood.
- For BSA approval:
 - Need to approve to be a school before it is built
 - Policy window to push through BSA process faster
- 44th Street

- Rental schedule is based on 90% enrollment with decreasing cushion as we become a more mature school



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

Board of Trustees Meeting Agenda and Minutes
October 28th, 2020
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 Board of Trustees,

The month of October came with a lot of changes as we were forced to go fully remote for two weeks and ultimately made the decision to remain virtual until January 2021. This was a difficult decision to make, but one we felt strongly was in the best interest of our students, staff, and families during this time. Find some high-level updates below:

Our students received 5-6 weeks of in-person and hybrid schooling based on the academic plans families selected. We had our first round of reading assessments and now have reading and math groups during remote learning that are more targeted to the individual academic needs of our students.

Our staff made the quick pivot to fully virtual teaching and learning and have been providing high-quality instruction from 9am-1pm each day. We have supported our staff by providing resources and materials that help make remote teaching more successful.

Our facility has taken a huge step forward as we have executed our final lease for what will be the “forever home” for our school - 222 44th Street, Brooklyn, NY 11220. There is still a long road ahead of us but we are optimistic that this facility will be the amazing school building that our students deserve.

Together we **RISE**,
Cary

Finance Committee:

- We will [review the audit](#) and have executive session with the auditor
- Our committee is moving to Thursday at 7:30pm the week prior to the board meeting
- Please see [this month's financial dashboard](#)

Academic Committee

- Fall literacy assessment results:
 - Kindergarten: 67% at/above grade level, 33% below (last year, K came in 50% on/50% below with STEP assessment)
 - 1st Grade: 59% on grade level, 41% below grade level (last year, 22% were on/78% below on STEP assessment)
- Attendance has been >90%
- Cary and team have been providing additional resources/support as needs arise; Operations is creating a remote learning resource toolbox in different languages
- [Progress tracker](#)
- [Academic dashboard](#)

Governance Committee:

- **HOS Evaluation:** here is an updated timeline for the evaluation:
 - Wednesday (October 28th) - HOS submits her self-evaluation
 - Week of November 2nd - Committee Chairs have a call to discuss the evaluation
 - Monday (November 9th) - Committee Chairs submit a final evaluation report to the entire board for comments
 - Friday (November 20th) - final date for the board to submit comments
 - Monday (November 23rd) - Board approves final evaluation and vote to renew HOS's contract

- **Friends of Brooklyn RISE** the donation link on our website is now linked to the Friends of bank account. Please make a yearly donation in any amount that it is meaningful to you.

Attendance

Board Members

Ben Herbst
Christina Hu
Danyela Egorov
Leslie Hernandez
Tim Lee
Natasha Go

Gus Saliba, auditor

EdTech

Brad Blosser
Derian D
Bryson Wilson

Brookly Rise Staff, Families, and Public Attendance

Adela Magdaleno
Cary Finnegan
Carmen Pena
Cristina Nieva
Feliciano De los Santos
James Molloy
Kelly Parra
Evelyn Jimenez
Lizbeth Veliz
Maria Collado
Maribel Pimentel
Richard Mendez
Cindy Veliz
Evelyn Jimenez
Alondra Hernandez
845-Phone Number
347- Phone Number

7:02pm Meeting Start

No Public Comments

Updates from Head of School

- Supporting families where close of school is most challenging
- Staff fully transitioned to teaching virtually
- We have a fully executed lease for forever home at 222 44th Street, Brooklyn, NY 11220
- We are fully enrolled at 148 students

Finance Committee Updates

- We have our first audit
- Updates from Gus Saliba, auditor:
 - Three audit phases: planning (march-april), intern (now), wrap up
 - Intern Phase (now):
 - Auditor reviewed disbursements and receipts, books are closed in June, 990 will be filed
 - Overall audit went well. There are no significant weaknesses
 - Issues with invoices was resolved
 - Issues with school paying sales tax August 19 & Feb 2020, being a nonprofit we shouldn't be paying taxes. We need to file for a tax exemption form.
 - Wrap up: Document will be provided that includes responsibilities of auditor, management, and board
 - Review of draft financial Statements report- good number for cash on hand, our PPP loan is low risk. This report needs to be approved today.
 - Insurance review: look at property coverage, in Y2 and beyond board should keep a lookout

EdTech Financial Dashboard Review

- Budget vs actuals revenues: we have positive variance in per pupil because we invoiced more than budgeted
- Budget vs actuals expenses: positive variance in personnel and benefits expenses because of later start date
- COVID contingency plan is part of miscellaneous line
- Balance Sheet: auditors made FY20 adjusting entry for Senate Aid \$17k
- Monthly Cash Balance: Per pupil payment expected to come soon
- Funds: We resubmitted application for CARES act funding as requested by federal dept. We received the remaining CSP funds \$112k, awaiting on title funds
- FY Budget vs forecast variance: PL significant variance captures custodial fees and consultant we brought on in Oct

Academics Committee Updates

- Review of updates above
- Committee discussed benchmarking data for comparison for the future
- Internet access is still an issue for some families, additional resources and supports have been provided
- Fall literacy assessments were done 1:1 both in person and remote
- STEP assessment was not done this year because no remote testing is available

-Our current data provides actionable results to create groups with the most targeted instruction possible

Governance Committee Updates

- Replanning of HOS evaluation, newest schedule is above
- Friends of Brooklyn RISE approved the lease
- Need to have discussion whether we are comfortable that donations funneled through website go to the Friends of Brooklyn RISE
- Need to look into service in the future to handle cash flows

Executive Session with Board and Auditor in Progress

Audit Report Approval

- Ben motions to approve audit report
- Christina seconds
- All in favor, motion passes

Ben motions to adjourn meeting, Leslie seconds motion

Meeting Adjourned at 8:21pm



"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
May 26th, 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 Round 4 Data Presentation
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,

This month came with some ups and downs. We were excited to have a full month of in-person instruction for the majority of our kiddos, but we also did our Round 4 reading assessment and did not see the results we were hoping for. We are going to continue working hard through the rest of this year as well as prepare for summer programming and SY 2021-2022.

Our students continue to grow academically and social-emotionally. We didn't have the reading gains we were hoping for this round, but we continue to stay focused on giving students everything we can each day at school. We currently have 182 students enrolled for next year and are actively registering new families.

Our staff continues to work hard and participate in the last Data Day of the year this month. They thoughtfully analyzed reading data and created targeted action plans to support each individual student they serve.

Our school continues to work towards securing the zone change for our forever home. It doesn't look like our BSA hearing will happen until October, so we are focusing on getting all other aspects of the process completed, which includes presenting to the Community Board for Sunset Park in June.

I am looking forward to discussing more on Wednesday.

Together we RISE,
Cary

Finance Committee:

- Please see this month's [financial dashboard](#)
- We will also review the proposed budget

Academic Committee

- Hiring continues (1 teaching position)
- Assessments:
 - MAP testing will be conducted in June for in-person students only
 - Multilingual learners (MLLs) are currently testing; while we will not have YoY data, the results will serve as diagnostic data
 - Shannon Gallagher presented an update on [STEP Round 4 testing](#) and the STEP year in review

Governance Committee:

- Membership in [New York Charter Schools Association](#). Possible membership benefits [here](#).

Meeting Notes:

Attendees: Danyela, Cary, Ben, Christina, Grace, Liz, Natasha, Leslie, and Bryson (EdTec) 7:04 PM

Time: Meeting begins

- **Finance**
 - Financial Summary
 - Enrollment over 148 students



- Positive variance in revenue and expenses
 - Academic consultants
 - Tech services
 - Facilities
- Budget
 - More involvement in previous years and less room for debate this year due to enrollment drivers/needs
 - Can have special session if necessary from board perspective, from committee perspective recommendation is that it is not necessary because discretion falls to management
 - Access to ESSER II CRRSA Act and ESSER III American Rescue Plan (ARP) Act (~\$1,000,000) available under 09/23 and 09/24
- **Head of School Update**
 - Enrollment updates
 - Families moving away due to not being able to afford to live in NYC
 - Data update
 - Difficult data round because anticipated stronger growth with in-person learning
 - BSA Hearing for October
 - Behind due to COVID delays
 - We needed BSA approval to be done by the time of the hearing
 - Usually need a second hearing after feedback
 - Realistically no zone change until December or January
 - Provision in lease for no BSA approval—Cary is going back to see what possibilities we have here
 - At least two new schools in 2022 for potential colocation
 - Next step is to look for backup options
- **Academic Committee**
 - Charter benchmarks
 - Absolute goals increase based on how many years students have been with Brooklyn RISE
 - Reading data
 - Growth heavily impacted by students not accessing our school model
 - Students came to us with higher percentage at benchmark than they are now
 - Summer school students are students who are 2 or more levels behind benchmark
 - Actions include new reading groups, smaller group instruction for students who are significantly behind, coaches are working directly with students rather than supporting teachers to give students more individualized attention

- Feel strongly that students can catch up with fidelity
- Summer school prevents learning loss versus growth
- No remote option is a relief, will be communicating this to families

- **Governance**
 - Next Thursday Friend of Brooklyn RISE fundraising event
 - Recruiting more board members
 - Conversation with Anna Hall, Director of NYCSA
 - Determine if it makes sense for us to join the organization
 - Ben Herbst has worked with Anna previously generating business leads and potential conflict, will not participate in a vote
 - Benefits include board education, advocacy on behalf of charters, list of preferred vendors and suppliers, educational seminars
 - Elizabeth is recommending that membership is not something we need at this time

Grace motions to adjourn, Christina seconds

Meeting adjourns at 8:08 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
June 30th, 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,

After what has been an extremely difficult school year, we are proud to have made it to the last day of school making the most of the challenges of in-person and remote learning. It has not been easy, but we feel grateful for the support from the Board and our entire school community in making it through. Find additional update below:

Our students finished out the year with a school wide celebration in Sunset Park where we were able to invite families to join for a day of games and food.

Our staff has done an incredible job taking on the challenges of this year and we are excited to have most of our staff returning next year and having new additions to our team as well.

Our facility efforts continue with preparing for our BSA hearing in the fall. We had a difficult Community Board meeting but we will be taking time over the summer responding to their concerns to hopefully prove that our proposed location would work well for our school.

Looking forward to speaking more on Wednesday.

Together we RISE,
Cary

Finance Committee:

- Please see this months [financial dashboard](#)
- We will vote on the FY22 budget
- We will vote on the EdTech contract extension

Academic Committee

- EOY STEP and MAP assessment results pending
- 4-week summer program for 31-33 students will be offered (~10 students/grade)
- July board meeting: focus on annual academic review reporting

Governance Committee:

No updates

Meeting Notes:

Time started: 7:04pm

Present:

Christina (in-person)

Grace, Ben, Danyela (virtual)

Agenda Items and Votes

HoS Update (no vote)

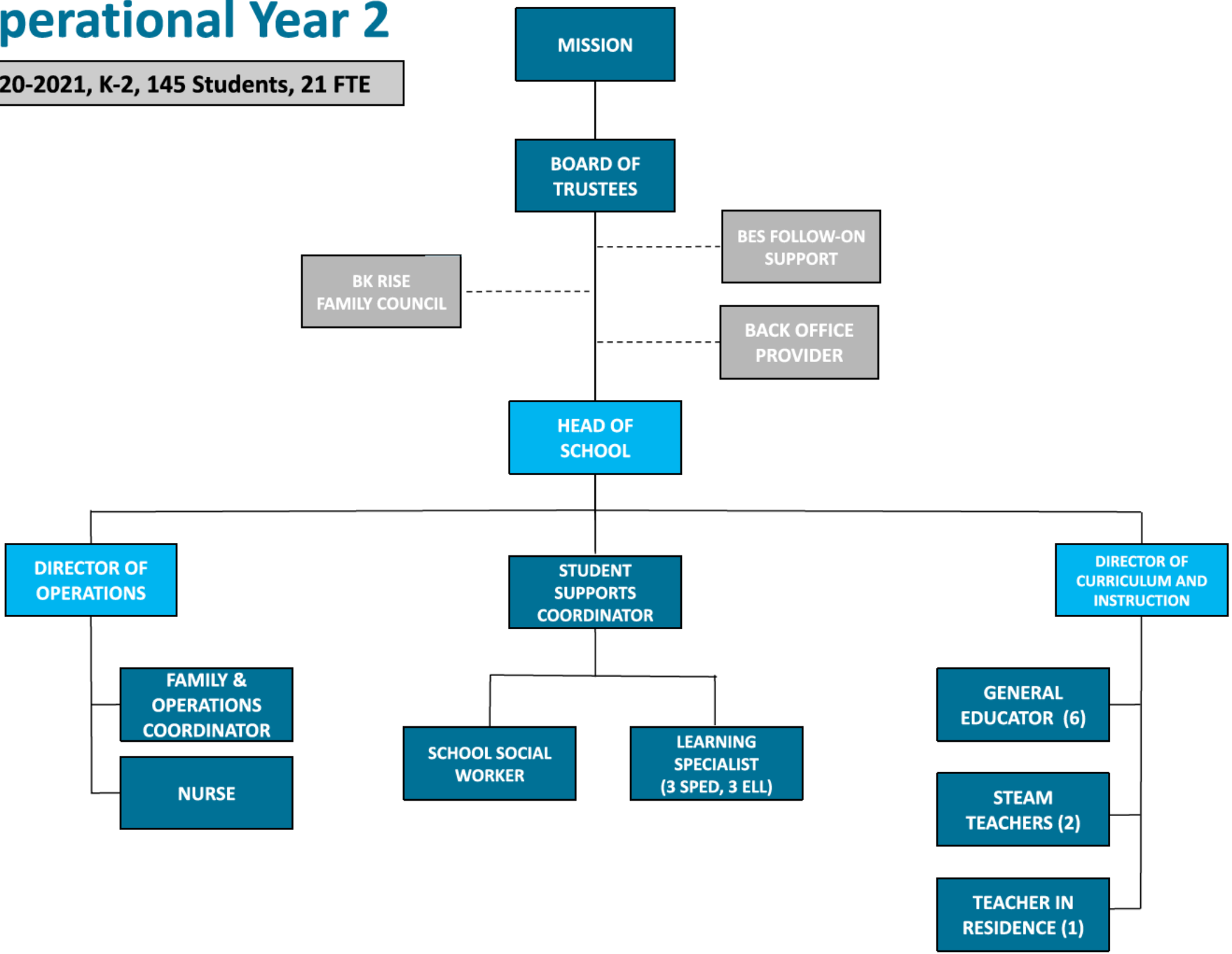
Financial Committee update: Vote on FY22 budget (unanimous vote in support of passing the budget)

Academic Committee update (no vote)

Meeting adjourned: 7:47pm

Operational Year 2

2020-2021, K-2, 145 Students, 21 FTE



2020-2021 Academic Calendar

July 2020						
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:						
PD Days:						

August 2020						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
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
Instructional Days: 0; Instructional Hours: 0						
PD Days: 12						

Key:	
Home Visits	
Vacation/Holiday	
Professional Development	
STEP Assessment Window Begins	
Data Day	
Kindergarten Orientation	
First and Last Day for Students	
Family Orientation Days	
Math Interim Assessments	
NWEA-MAP Assessment	
Family Night	
Family Conferences	
End of Quarter	

September 2020						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
30	31	1	2	3	4	5
6	7	8(A)	9(B)	10(A)	11(B)	12
13	14(A)	15(B)	16(A)	17(B)	18(C)	19
20	21(A)	22(B)	23(A)	24(B)	25(C)	26
27	28(A)	29(B)	30(A)			
Instructional Days: 22 Instructional Hours: 167						
PD Days: 0						

October 2020						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
					1(B)	2(C)
4	5(A)	6(B)	7(A)	8(B)	9(C)	10
11	12	13(R)	14(R)	15(R)	16(R)	17
18	19(R)	20(R)	21(R)	22(R)	23(R)	24
25	26(R)	27(R)	28(R)	29(R)	30(R)	31
Instructional Days: 21 Instructional Hours: 153						
PD Days: 1						

Important Dates:	
Home Visits with new Families	May-July
Staff Summer PD	August 10-25
Family Orientation August (Virtual)	August 21
Kindergarten Orientation	August 26-September 4
Labor Day (Holiday – no school)	September 7
First Full Day with All Students	September 8
NWEA Fall Assessment (Reading & Math)	September 14-17
STEP Window #1	September 21-Oct 9
Back to School Family Night (Virtual)	September 23
Data Day #1 - NO SCHOOL	October 12
Family Literacy Night (Virtual)	October 21
End of Quarter #1	October 30
Family Conferences #1	November 2-6
Family Culture Night (Virtual)	November 20
Step Window #2	November 23-Dec 10
Thanksgiving Break	November 25-27
Math IA #2	December 7-8
Family Holiday Night	December 18
Winter Break	December 21-Jan 1
Data Day #2 – NO SCHOOL	January 4
Family Numeracy Night	January 13
NWEA Winter Assessment (Reading & Math)	January 14-15
MLK Day (Holiday – no school)	January 18
End of Quarter #2	February 5
Family Conferences #2	February 10-11
February Break	February 12-19
Family STEAM Night	February 24
Math IA #2	March 2-3
Family Game Night	March 17
April Break	April 2-April 9
STEP Window #3	April 12-April 23
End of Quarter #3	April 23
Data Day #3 – NO SCHOOL	May 3
Family Conferences #3	May 6-7
Math IA #3	May 25-26
Memorial Day (Holiday – no school)	May 31
STEP Window #4	June 1-June 11
NWEA Spring Assessment (Reading & Math)	June 10-11
End of Quarter #4 June 18	June 18
Last Day of School	June 22

November 2020						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
1	2(R)	3(R)	4(R)	5(R)	6(R)	7
8	9(R)	10(R)	11(R)	12(R)	13(R)	14
15	16(R)	17(R)	18(R)	19(R)	20(R)	21
22	23(R)	24(R)	25	26	27	28
29	30(R)					
Instructional Days: 18 Instructional Hours: 135						
PD Days: 0						

December 2020						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
6	7(R)	8(R)	9(R)	10(R)	11(R)	12
13	14(R)	15(R)	16(R)	17(R)	18(R)	19
20	21	22	23	24	25	26
27	28	29	30	31		
Instructional Days: 14 Instructional Hours: 100						
PD Days: 0						

January 2021						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
						1
3	4(R)	5(R)	6(R)	7(R)	8(R)	9
10	11(R)	12(R)	13(R)	14(R)	15(R)	16
17	18	19(R)	20(R)	21(R)	22(R)	23
24	25(R)	26(R)	27(R)	28(R)	29(R)	30
Instructional Days: 19 Instructional Hours: 142						
PD Days: 0						

February 2021						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
31	1(R)	2(R)	3(R)	4(R)	5(R)	6
7	8(R)	9(R)	10(R)	11(R)	12	13
14	15	16	17	18	19	20
21	22(A)	23(B)	24(A)	25(B)	26(C)	27
28						
Instructional Days: 14 Instructional Hours: 100						
PD Days: 1						

March 2021						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
	1(A)	2(B)	3(A)	4(A)	5(C)	6
7	8(A)	9(B)	10(A)	11(B)	12(C)	13
14	15(A)	16(B)	17(A)	18(B)	19(C)	20
21	22(A)	23(B)	24(A)	25(B)	26(C)	27
28	29(A)	30(B)	31(A)			
Instructional Days: 23 Instructional Hours: 161						
PD Days: 0						

April 2021						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
					1(B)	2
4	5	6	7	8	9	10
11	12(A)	13(B)	14(A)	15(B)	16(C)	17
18	19(A)	20(B)	21(A)	22(B)	23(C)	24
25	26(A)	27(B)	28(A)	29(B)	30(C)	
Instructional Days: 16 Instructional Hours: 120						
PD Days: 0						

May 2021						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
						1
2	3	4(B)	5(A)	6(B)	7(C)	8
9	10(A)	11(B)	12(A)	13(B)	14(C)	15
16	17(A)	18(B)	19(A)	20(B)	21(C)	22
23	24(A)	25(B)	26(A)	27(B)	28(C)	29
30	31					
Instructional Days: 19 Instructional Hours: 142						
PD Days: 1						

June 2020						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
			1(B)	2(A)	3(B)	4(C)
6	7(A)	8(B)	9(A)	10(B)	11(C)	12
13	14(A)	15(B)	16(A)	17(B)	18(C)	19
20	21(A)	22(B)	23(A)	24(B)	25	26
27	28	29	30			
Instructional Days: 18 Instructional Hours: 135						
PD Days: 1						

Total Instructional Days: 184
Total Instructional Hours: 13803
Total PD Days: 17

All highlighted dates are subject to change
Based on the status of the COVID-19 pandemic



FIRE DEPARTMENT

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

BUREAU OF FIRE PREVENTION

Public Buildings Unit

DATE: 01.20.2022.

PREMISES

Brooklyn Rise Charter School
475 53rd Street
Brooklyn NY 11220

Brooklyn Rise Charter School
475 53rd Street
Brooklyn NY 11220

To Whom It May Concern:

The New York City Fire Department ("FDNY"), Bureau of Fire Prevention, Public Buildings Unit conducted an inspection of the above-referenced premises on **11.09.2021**.

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

Note: FDNY Summons 11788665H cured on 12.21.2021. Violation order E633864 dismissed.

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

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

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

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

Tomasz Korbas

Examined by: _____
Tomasz Korbas, Supervising Inspector, PBU



Certificate of Occupancy

O Number: 321500853T006

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

A.	Borough: Brooklyn	Block Number: 00807	Certificate Type: Temporary
	Address: 545 AVENUE F	Lot Number(s): 46	Effective Date: 01/19/01
	Building Identification Number (BIN): 3013917	Building Type: Altered	Expiration Date: 04/30/01
This building is subject to this Building Code: Prior to 1968 Code			
<i>For zoning lot lines & bounds, please see BISWeb.</i>			
B.	Construction Classification: [REDACTED]	(Prior to 1968 Code designation)	
	Building Occupancy Group Classification: [REDACTED]	(2014/2008 Code)	
	Multiple Dwelling Law Classification: None		
	No. of stories: [REDACTED]	Height in feet: [REDACTED]	No. of dwelling units: 0
C.	Fire Protection Equipment:		
	Fire alarm system, Sprinkler system		
D.	Type and number of open spaces: None associated with this filing.		
E.	This certificate is issued with the following legal limitations: None		
Outstanding requirements for obtaining Final Certificate of Occupancy:			
There are 11 outstanding requirements. Please refer to BISWeb for further detail.			
Borough Comments:			
OK TO RENEW TCO #6 FOR 60 DAYS AS PREVIOUSLY ISSUED.			

Borough Commissioner

Commissioner

Certificate of Occupancy

O

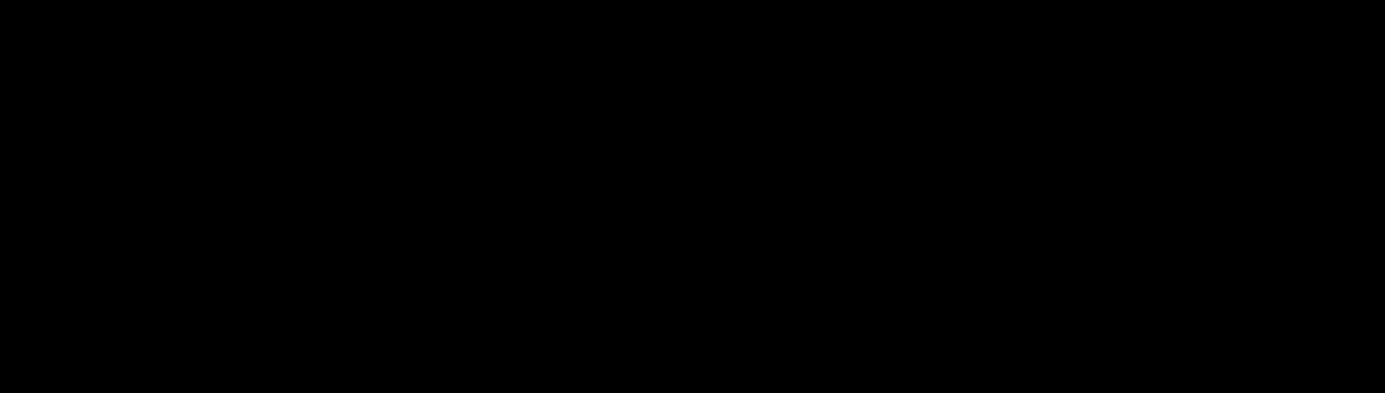
Number:

321500853T006 c

Permissible Use and Occupancy

All Building code occupancy group designations below are 2008 designations.

e c	c	Building c	c		c c
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Borough Commissioner

Commissioner