

Application: Brooklyn RISE Charter School

Cary Finnegan - cary.finnegan@brooklynrise.org
Annual Reports

Summary

ID: 0000000370

Status: Annual Report Submission

Entry 1 School Info and Cover Page

Completed Aug 31 2020

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 2019-20 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, 2020)** 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 Charter School

b. CHARTER AUTHORIZER (As of June 30th, 2020)

Please select the correct authorizer as of June 30, 2020 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 firmly believe that college preparation begins on the first day of Kindergarten and that 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.
KDE 2	Transformational Teachers are Paramount. We believe that excellent teaching is the key to student achievement. The most effective teachers help students learn two to three additional months' worth of math and reading each year. To guarantee an excellent teacher in every classroom, Brooklyn RISE will invest the time and resources needed to recruit, develop, and retain the strongest teachers for our students.
KDE 3	Data Drives Decisions. All of our work will be grounded in data. Our systems, procedures, and routines will be measured by how effectively they allow our students to learn. Teachers will know all students by their academic needs, so that they fully grasp what students have, and have not yet, mastered. Lessons will be both strategically planned to target student needs and adjusted in the moment as teachers collect data throughout instruction.
KDE 4	Structure, Joy, and Character Create Community. At Brooklyn RISE, instructional time is sacred, and we know that students learn best in predictable, welcoming, and values-based environments. We are wholly committed to cultivating a structured and joyful school culture by consistently holding staff and students to the highest expectations.
KDE 5	Mindsets Matter. The development of key mindsets

	is essential to staying on the path to, and persistence through, college. The entire school community will embody academic mindsets that lead to long-term academic, personal, and professional success. Our intentional mindset development will be designed to instill a strong sense of self-efficacy in our students, such that they will have the confidence in themselves and the tools and strategies they need to achieve.
KDE 6	Families are Our Partners. We firmly believe that families are key partners in ensuring the academic and character growth of our students. To truly partner with families, there will be ongoing, consistent communication, so that we work together to place all students firmly on the path to college.
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 2019-2020 SCHOOL YEAR (exclude Pre-K program enrollment)

105

j. TOTAL STUDENT ENROLLMENT ON JUNE 30, 2020 (exclude Pre-K program enrollment)

91

k. GRADES SERVED IN SCHOOL YEAR 2019-2020 (exclude Pre-K program students)

Check all that apply

Grades Served

K, 1

l. 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 2020-2021?

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	[REDACTED]	NYC CSD 15	K-2	Yes, K-2

m1a. Please provide the contact information for Site 1.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Cary Finnegan			cary.finnegan@brooklynrise.org
Operational Leader	Chantal Zúñiga			chantal.zuniga@brooklynrise.org
Compliance Contact	Cary Finnegan			cary.finnegan@brooklynrise.org
Complaint Contact	Cary Finnegan			cary.finnegan@brooklynrise.org
DASA Coordinator	Cary Finnegan			cary.finnegan@brooklynrise.org
Phone Contact for After Hours Emergencies	Cary Finnegan			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, 2020.

Site 1 Certificate of Occupancy (COO)

[CO.pdf](#)

Filename: CO.pdf **Size:** 36.6 kB

Site 1 Fire Inspection Report

[FDNY cert.pdf](#)

Filename: FDNY cert.pdf **Size:** 938.1 kB

CHARTER REVISIONS DURING THE 2019-2020 SCHOOL YEAR

n1. Were there any revisions to the school's charter during the 2019-2020 school year? (Please include approved or pending material and non-material charter revisions).

No

PLEASE NOTE CHARTER SCHOOLS WILL NO LONGER SUBMIT FINANCIAL STATEMENTS, ANNUAL BUDGETS, AND RELATED FISCAL DATA VIA THE ANNUAL REPORT. HOWEVER, NYSED BOARD OF REGENTS WOULD LIKE TO KNOW IF YOUR SCHOOL'S BOARD OF TRUSTEES HAS APPROVED A BUDGET FOR THE 2020-2021 FISCAL YEAR.

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

Yes

ATTESTATION

p. Individual Primarily Responsible for Submitting the Annual Report.

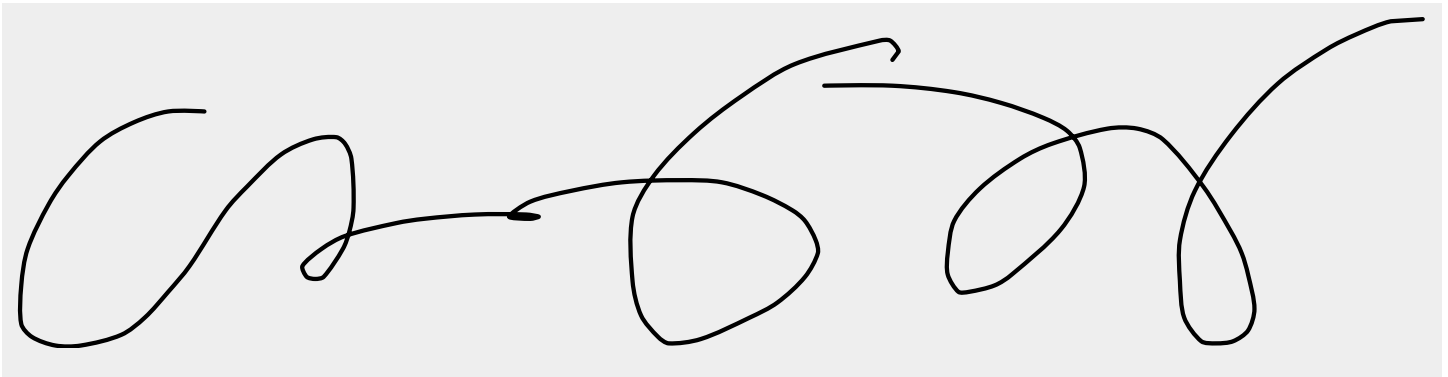
Name	Cary Finnegan
Position	Head of School
Phone/Extension	347-470-9833
Email	cary.finnegan@brooklynrise.org

p. Our signatures (Executive Director/School Leader/Head of School and Board President) below attest that 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. Check **YES if you agree and then use the mouse on your PC or the stylus on your mobile device to sign your name).**

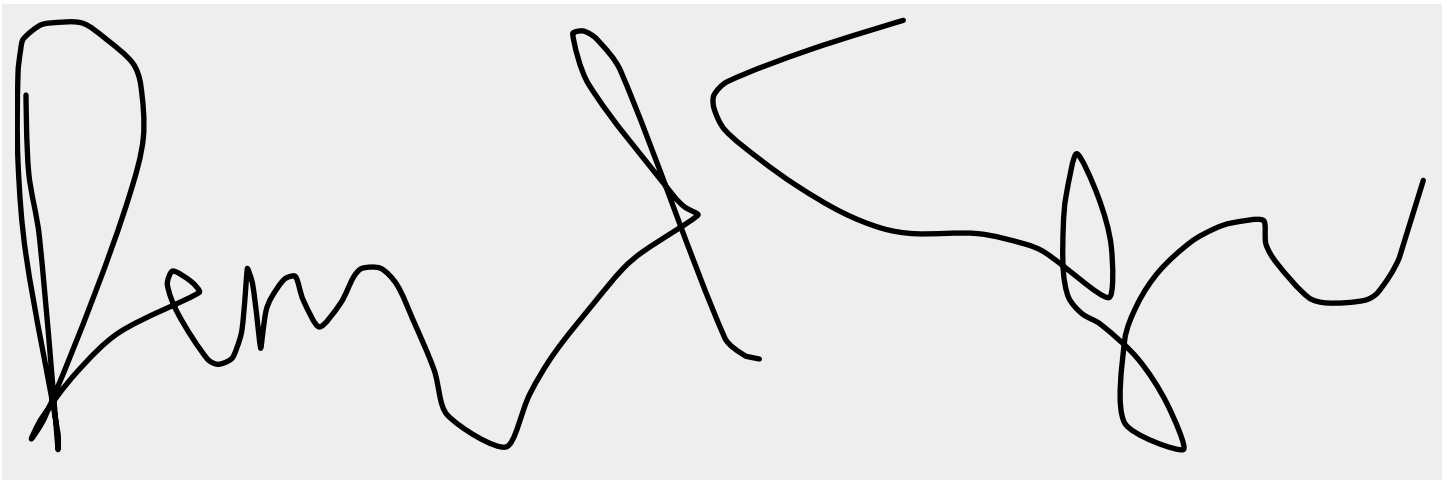
Responses Selected:

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 loop on the left and ending with a long, sweeping stroke on the right.

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 loop on the left and ending with a long, sweeping stroke on the right.

Date

Aug 31 2020

Thank you.



Entry 2 NYS School Report Card

Incomplete Hidden from applicant

[Instructions](#)

SUNY-authorized charter schools only

Provide a direct web link to the most recent New York State School Report Card for the charter school (See <https://reportcards.nysed.gov/>) . This report captures school-level enrollment and demographic information, staff qualifications, electronic student records, and attendance rates, as prescribed by New York State statute (8 NYCRR 119.3).

Entry 2 NYS School Report Card Link

BROOKLYN RISE CHARTER SCHOOL 331500861156

NEW YORK STATE REPORT CARD

Provide a direct URL or web link to the most recent New York State School Report Card for the charter school (See <https://reportcards.nysed.gov/>).

(Charter schools completing year one will not yet have a School Report Card or link to one. Please type "URL is not available" in the space provided.)

(No response)

Entry 3 Progress Toward Goals

Completed Aug 31 2020

Instructions

Regents, NYCDOE, and Buffalo BOE-authorized charter schools

For the 2019-2020 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".

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, 2020.

1. ACADEMIC STUDENT PERFORMANCE GOALS

For the 2019-2020 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”.

2019-20 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Academic Goal 1	The school will earn the minimum ESEA accountability designation of “good standing.”	NY Next Generation ELA and Math Assessments	Unable to Assess	We will not be able to assess this goal until we reach testing grades (3-8)
	At least 70% of kindergarten			

Academic Goal 2	<p>students, including ELLs and students with IEPs, will achieve STEP 3 by end of year, demonstrating first-grade reading readiness. (2.2) - 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. (2.3) - 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, demonstrating third-grade reading readiness. (2.4) - Each year at least 90% of all students will grow a minimum of 3 STEP levels.</p>	STEP Developmental Reading Assessment	Unable to Assess	N/A
Academic Goal 3	All students will grow at least five percentile points in Reading Comprehension and Math until the average percentile score reaches 85.	NWEA MAP	Unable to Assess	N/A

	<p>(3.2) - All students will achieve at least one year of growth in Reading Comprehension and Math each year.</p>	<p>Assessment</p>		
	<p>Students will perform at least one standard deviation above the mean based on comparison of performance of all schools in NYS with same grade configuration and similar population of students identified as economically disadvantaged, students with disabilities, and ELLs. (4.2) - At least 75% of total tested students will maintain proficient testing level or trend toward proficiency from one year's test administration to the next. (4.3) - At least 75% of subgroups of students will maintain proficient testing level or trend toward proficiency from one year's test administration to</p>	<p>NY Next Generation ELA</p>		<p>We will not be able to assess this goal</p>

Academic Goal 4	<p>the next.</p> <p>Subgroups are identified as students who are economically disadvantaged, students with disabilities, and ELLs. (4.4) - Among all students tested, percentage of students who score proficient on 3-8 assessments will meet or exceed district average. (4.5) - Among all subgroups tested, percentage of students who score proficient on 3-8 assessments will meet or exceed the district average. (4.6) - Among each grade level of students tested, the percentage who score proficient on 3-8 assessments will meet or exceed the district average.</p>	and Math Assessments	Unable to Assess	until we reach testing grades (3-8)
Academic Goal 5				
Academic Goal 6				
Academic Goal 7				
Academic Goal 8				

Academic Goal 9				
Academic Goal 10				

2. Do have more academic goals to add?

No

3. Do have more academic goals to add?

No

4. ORGANIZATION GOALS

For the 2019-2020 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”.

2019-2020 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
	At least 80% of families will respond to the survey. (1.2) - At least 80% of responding families will			

Org Goal 1	indicate satisfaction with the overall Brooklyn RISE program. (1.3) - At least 80% of responding families will indicate satisfaction with the frequency and quality of communication.	Annual Family Survey	Met	
Org Goal 2	The school will execute the systems defined in its charter application for curriculum and assessment development, PD, and support of diverse learners.	Curriculum and Assessment implementation	Partially Met	We implemented all curriculum, assessment, and professional development as outlined in our charter with the exception of end of year assessments due to school closure.
Org Goal 3	The Board will complete an annual evaluation of the school leader.	Leader evaluation	Met	
Org Goal 4	The Board will implement the systems defined in the charter application to evaluate and improve, as necessary, Board policies and procedures.	Board policies and procedures	Met	
Org Goal 5	The Board will review monthly data against	Monthly academic and financial	Met	

	charter goals.	dahsboards		
Org Goal 6	School leadership will recruit, hire, manage, train, and retain a diverse staff.	Hiring demographics	Partially Met	We have a diverse staff but are continuing to push for an increase in diversity, particularly as it pertains to staff that reflects the cultural identities of our students.
Org Goal 7	The staff will annually evaluate the school program against the charter goals.	Annual Staff Survey	Unable to Assess	N/A - we did not have staff fill out an annual survey due to the unexpected pandemic closure
Org Goal 8	As measured by the staff survey, 80% of staff indicate that PD is effective.	Annual Staff Survey	Unable to Assess	N/A - we did not have staff fill out an annual survey due to the unexpected pandemic closure
Org Goal 9	The school meets or exceeds projected enrollment by October 1 each year.	Enrollment data	Not Met	We were under-enrolled in the 2019-2020 school year by 14 students.
Org Goal 10	The school enrolls a population that reflects the demographics of the surrounding community	Enrollment data	Met	
Org Goal 11	At least 85% of grade-eligible students re-enroll.	Enrollment data	Met	
				Due to school

Org Goal 12	The average daily attendance rate is at least 95%.	Attendance Data	Unable to Assess	closure our attendance data was incomplete for the year
Org Goal 13	School has complied with applicable laws, regulations, and provisions of its charter.	Legal regulations	Met	
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

2019-2020 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.	Annual audit	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.	Annual audit	Met	
Financial Goal 3				
Financial Goal 4				
Financial Goal 5				

7. Do have more financial goals to add?

No

Thank you.

Entry 3 Accountability Plan Progress Reports

Incomplete Hidden from applicant

Instructions

SUNY-Authorized Charter Schools ONLY

SUNY-authorized charter schools must download an [Accountability Plan Progress Report template](#). After completing, schools must upload the document into the by September 15, 2020.

Entry 7 Disclosure of Financial Interest Form

Completed Sep 1 2020

Instructions - Multiple Uploads Permitted

Required of ALL Charter Schools by August 3

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 2019-2020 school year must complete a signed:

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

[Financial Disclosure Form - Lee](#)

Filename: FinancialDisclosure2020 TL.pdf **Size:** 104.7 kB

[Financial Disclosure Form - Hernandez](#)

Filename: Disclosure of Financial Interest by a mpf8zMV.pdf **Size:** 1.3 MB

[Financial Disclosure Form - Egorov](#)

Filename: Financial Disclosure Form Egorov.pdf **Size:** 3.6 MB

[Financial Disclosure Form - Herbst](#)

Filename: Financial Disclosure Form Herbst.pdf **Size:** 2.3 MB

[Financial Disclosure Form - Go](#)

Filename: NG FinancialDisclosure2020.pdf **Size:** 55.0 kB

[Financial Disclosure Form - Han](#)

Filename: Financial Disclosure Form Han.pdf **Size:** 113.3 kB

[Financial Disclosure - Hu](#)

Filename: Financial Disclosure Hu.pdf **Size:** 1.9 MB

[Financial Disclosure Form - Skeen](#)

Filename: Financial Disclosure Form Skeen.pdf **Size:** 193.3 kB

Entry 8 BOT Membership Table

Completed Aug 31 2020

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 8 BOT Table

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

BROOKLYN RISE CHARTER SCHOOL 331500861156

1. 2019-2020 Board Member Information (Enter info for each BOT member)

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	Trustee Name and 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 2019-2020
1	Danyela Egorov [REDACTED]	Chair	Governance Committee (chair)	Yes	2	12/16/2018	12/16/2021	12
2	Elizabeth Skeen [REDACTED]	Vice Chair	Governance Committee	Yes	2	12/16/2018	12/16/2027	9
3	Leslie Hernandez [REDACTED]	Trustee/Member	Academic Committee	Yes	2	12/16/2018	12/16/2021	9
4	Ben Herbst [REDACTED]	Treasurer	Finance Committee	Yes	2	12/16/2018	12/16/2024	11
5	Tim Lee [REDACTED]	Trustee/Member	Finance Committee	Yes	2	12/16/2018	12/16/2027	10
6	Christina Hu [REDACTED]	Trustee/Member	Finance Committee	Yes	2	12/16/2018	12/16/2024	11

7	Grace Han [REDACTED]	Secretary	Academic Committee	Yes	2	12/16/2018	12/16/2027	10
8	Natasha Go [REDACTED]	Trustee/Member	Academic Committee	Yes	1	12/16/2019	12/16/2025	10
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, 2020	8
b.Total Number of Members Added During 2019-2020	2
c. Total Number of Members who Departed during 2019-2020	2
d.Total Number of members, as set in Bylaws, Resolution or Minutes	8

3. Number of Board meetings held during 2019-2020

12

4. Number of Board meetings scheduled for 2020-2021

12

Thank you.

Entry 9 Board Meeting Minutes

Completed Sep 1 2020

Instructions

Schools must upload a complete set of monthly board meeting minutes (July 2019-June 2020), which should match the number of meetings held during the 2019-2020 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 3, 2020.

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

Filename: BRCS Board Mtg Book June 2020.pdf **Size:** 236.3 kB

[BRCS Board Mtg Minutes - April 2020](#)

Filename: BRCS Board Mtg Minutes April 2020.pdf **Size:** 335.9 kB

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

Filename: BRCS Board Mtg Book May 2020.pdf **Size:** 227.5 kB

[BRCS Board Mtg Book- September 2019](#)

Filename: BRCS Board Mtg Book September 2019.pdf **Size:** 222.9 kB

[BRCS Board Mtg Book- August 2019](#)

Filename: BRCS Board Mtg Book August 2019.pdf **Size:** 224.7 kB

[BRCS Board Mtg Book- July 2019](#)

Filename: BRCS Board Mtg Book July 2019.pdf **Size:** 254.3 kB

[BRCS Board Mtg Book - November 2019](#)

Filename: BRCS Board Mtg Book November 2019.pdf **Size:** 223.0 kB

[BRCS Board Mtg Book - December 2019](#)

Filename: BRCS Board Mtg Book December 2019.pdf **Size:** 235.1 kB

[BRCS Board Mtg Book- October 2019](#)

Filename: BRCS Board Mtg Book October 2019.pdf **Size:** 232.1 kB

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

Filename: BRCS Board Mtg Book January 2020.pdf **Size:** 234.1 kB

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

Filename: BRCS Board Mtg Book February 2020.pdf **Size:** 471.3 kB

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

Filename: BRCS Board Mtg Book March 2020.pdf **Size:** 362.5 kB

Entry 10 Enrollment & Retention

Completed Aug 31 2020

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

ALL charter schools must complete this section. Describe the efforts the charter school has made toward meeting targets in 2018-2019 to attract and retain enrollment of Students with Disabilities (SWDs), English Language Learners/Multilingual Learners (ELLs/MLLs), 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 2019-2020.

Entry 10 Enrollment and Retention of Special Populations

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

Describe the efforts the charter school has made in 2019-2020 toward meeting targets to attract and retain enrollment of students with disabilities, English language learners/Multilingual 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 2020-2021.

BROOKLYN RISE CHARTER SCHOOL 331500861156

Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2019-2020	Describe Recruitment Plans in 2020-2021
Economically Disadvantaged	We made it clear in our recruitment materials and events that our school provided all supplies and two free uniform shirts each year. We also ensured all families knew we are a public-charter school with no fee for admission.	We made it clear in our recruitment materials and events that our school provided all supplies and two free uniform shirts each year. We also ensured all families knew we are a public-charter school with no fee for admission.
English Language Learners/Multilingual Learners	All of our recruitment materials and information sessions were accessible in the primary languages of the Sunset Park community. Families interested in learning more about our school can always get connected with someone on staff that speaks their language.	All of our recruitment materials and information sessions were accessible in the primary languages of the Sunset Park community. Families interested in learning more about our school can always get connected with someone on staff that speaks their language.
Students with Disabilities	In recruitment materials and information sessions we emphasized that our small school model, with smaller class sizes, and two teachers in every classroom, as well as our emphasis on small-group instruction is beneficial for students with special learning needs.	In recruitment materials and information sessions we emphasized that our small school model, with smaller class sizes, and two teachers in every classroom, as well as our emphasis on small-group instruction is beneficial for students with special learning needs.

Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2019-2020	Describe Retention Plans in 2020-2021
Economically Disadvantaged	We never request families to buy any supplies for school, we don't have any fees for field trips, and we provide free uniform shirts to all families as well as make clear that if families need additional materials or supports we are always there to help.	We won't request families to buy any supplies for school, we won't have any fees for field trips, and we will continue to provide free uniform shirts to all families as well as make clear that if families need additional materials or supports we are always there to help.
English Language Learners/Multilingual Learners	We provide language access to all our families during family events and all communication is provided in preferred home languages. We learn about and celebrate the cultural identities of our students and families.	We will continue to provide language access to all our families during family events and all communication is provided in preferred home languages. We will continue to learn about and celebrate the cultural identities of our students and families.
Students with Disabilities	Our small school with smaller class sizes and two teachers in each classroom helps us to support the individual learning needs of all our students. We also work closely with the CSE to ensure all our students are receiving the additional supports they need.	Our small school with smaller class sizes and two teachers in each classroom helps us to support the individual learning needs of all our students. We will continue to work closely with the CSE to ensure all our students are receiving the additional supports they need.

Entry 12 Percent of Uncertified Teachers

Completed Aug 31 2020

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.

Entry 12 Uncertified Teachers

School Name: BROOKLYN RISE CHARTER SCHOOL 331500861156

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, 2020)	2
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2020)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2020)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2020)	0
Total Category A: 5 or 30% whichever is less	2.0

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, 2020)	0
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2020)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2020)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2020)	1
Total Category B: not to exceed 5	1.0

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, 2020)	0
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2020)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2020)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2020)	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	3

CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS

	FTE Count
Total Category E	6

CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	9



Thank you.

Entry 13 Organization Chart

Completed Aug 31 2020

[Instructions](#)

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

Upload the 2019-2020 **Organization Chart**. The organization chart should include position titles and reporting relationships. Employee names should not appear on the chart.

[Copy of Brooklyn RISE Y1 Organizational Chart](#)

Filename: Copy of Brooklyn RISE Y1 Organizational Chart.pdf **Size:** 19.1 kB

Entry 14 School Calendar

Completed Aug 31 2020

[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 3, 2020. If the charter school has a tentative calendar based on available information and guidance at the time, please submit with the August 3rd submission. Charter schools will be able to upload an updated school calendar into the portal at any time but no later than **September 15, 2020**.

School calendars must meet the [minimum instructional requirements](#) adopted by the Board of Regents in 2018.

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.

[BRCS AnnualCalendar 2020-21_8](#)

Filename: BRCS AnnualCalendar 2020 21 8.31.pdf **Size:** 267.8 kB

Entry 15 Links to Critical Documents on School Website

Completed Aug 31 2020

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., 2018-19 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 15 Links to Critical Documents on School Website

School Name: **Brooklyn RISE Charter School**

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:

	Link to Documents
1. Most Recent Annual Report (i.e., 2018-19)	
2. Most Recent Board Meeting Notice and Related Agenda Item Documents	https://www.brooklynrise.org/our-board
2a. Webcast of Board Meetings (per Governor's Executive Order)	https://www.brooklynrise.org/our-board
3. Link to NYS School Report Card	https://www.brooklynrise.org/our-board
4. Most Recent Lottery Notice Announcing Lottery	https://www.brooklynrise.org/our-board
5. Authorizer-Approved DASA Policy	https://www.brooklynrise.org/our-board
6. District-wide Safety Plan	https://www.brooklynrise.org/our-board
6a. Authorizer-Approved Discipline Policy (as per August 29, 2019 Emergency Response Plan Memo)	https://www.brooklynrise.org/our-board
7. Authorizer-Approved FOIL Policy	https://www.brooklynrise.org/our-board
8. Subject matter list of FOIL records	https://www.brooklynrise.org/our-board
9. Link to School Reopening Plan	https://www.brooklynrise.org/coronavirus-english

Thank you.



Entry 16 COVID 19 Related Information

Completed Aug 31 2020

Instructions

Required of ALL charter schools

Please provide the number of students attending instruction on the last day instruction was provided within physical school facilities and the number of students participating in virtual programming on the last day such programming was offered for the 2019-2020 school year.

If applicable, please provide the name and publisher of all end of year assessments provided by grade level as well as the number of participating students. Board of Regents-authorized charter schools are

encouraged to refer to Appendix B of the [Remote Monitoring and Oversight Plan Spring 2020](#) remote for best practices regarding end of year assessments in a remote learning environment.

Entry 16 COVID 19 Related Information

School Name: **Brooklyn RISE Charter School**

TABLE 1: 2019-2020 Enrollment, Attendance and Participation Between March-June 2020

Please provide the number of students attending instruction on the last day instruction was provided within physical school facilities and the number of students participating in virtual programming on the last day such programming was offered for the 2019-2020 school year.

	Number of students enrolled in school on the last day instruction was provided within physical school facilities	Number of students attending instruction on the last day instruction was provided within physical school facilities	Number of students participating in virtual programming on the last day such programming was offered for the 2019-20 school year
	91	71	73

Table 2: 2019-2020 Assessments and Grade Participation

If applicable, please provide the name and publisher of all end of year assessments provided by grade level as well as the number of participating students. Board of Regents-authorized charter schools are encouraged to refer to Appendix B of the [Remote Monitoring and Oversight Plan Spring 2020](#) remote for best practices regarding end of year assessments in a remote learning environment.

Assessment Title	Grade K	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6	Grade 7	Grade 8	Grade 9	Grade 10	Grade 11	Grade 12	Number of Participants

																ting Stud ents
Lifel ong Rea ders dev elop me ntal rea ding ass ess me nt	✓	✓	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗		
	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗		
	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗		
	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗		
	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗		
	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗		
	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗		
	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗		
	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗		
	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗		
	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗		
	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗		
	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗		
	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗		
	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗		
	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗		
	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗		

		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
Tota															0

Entry 17 Staff Roster - NEW TASK For Regents Schools Only

Completed Aug 31 2020

[INSTRUCTIONS - NEW TASK FOR REGENTS-AUTHORIZED CHARTER SCHOOLS](#)

Please provide the full name of **ANY and ALL instructional and non-instructional employees** and their respective positions/titles, and employment start dates in the charter school by clicking on the MS Excel file link to the [Staff Roster](#).

[Staff Roster as of 8-3-2020](#)

Filename: Staff Roster as of 8 3 2020 qNUCtOo.xlsx **Size:** 11.5 kB

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).

N/A – Trustee only

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.

N/A

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 – N/A

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 – N/A

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 – N/A

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.

N/A

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.”

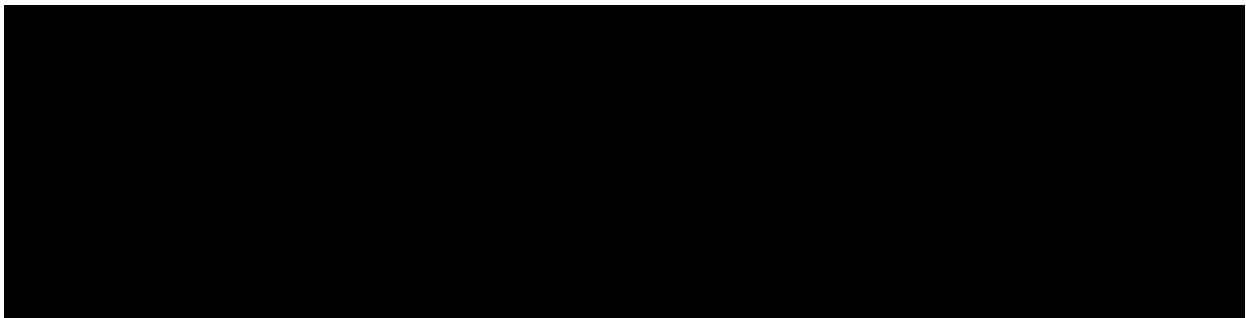
Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
None				

Lindsay Lee

Signature

8/31/20
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:

Leslie Hernandez

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

Brooklyn BISE Charter School

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

Academic 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

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

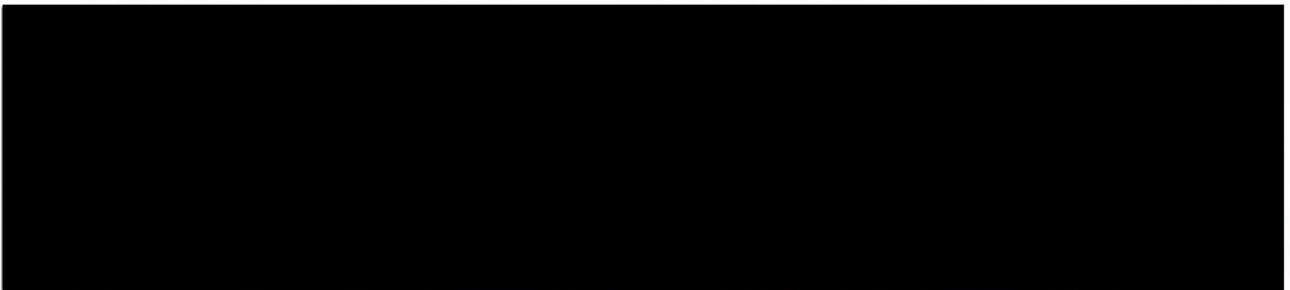
Yosie Abernathy

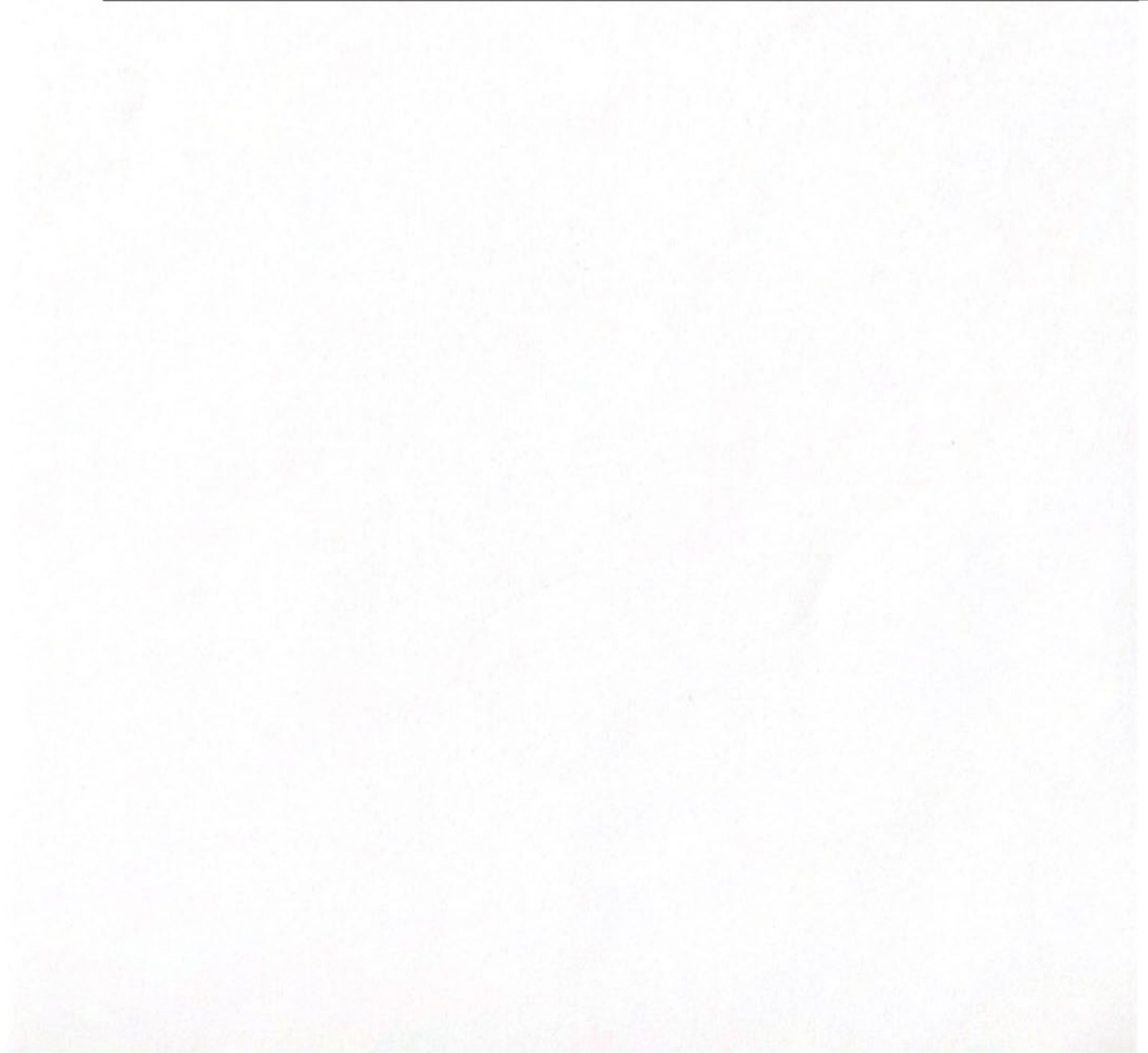
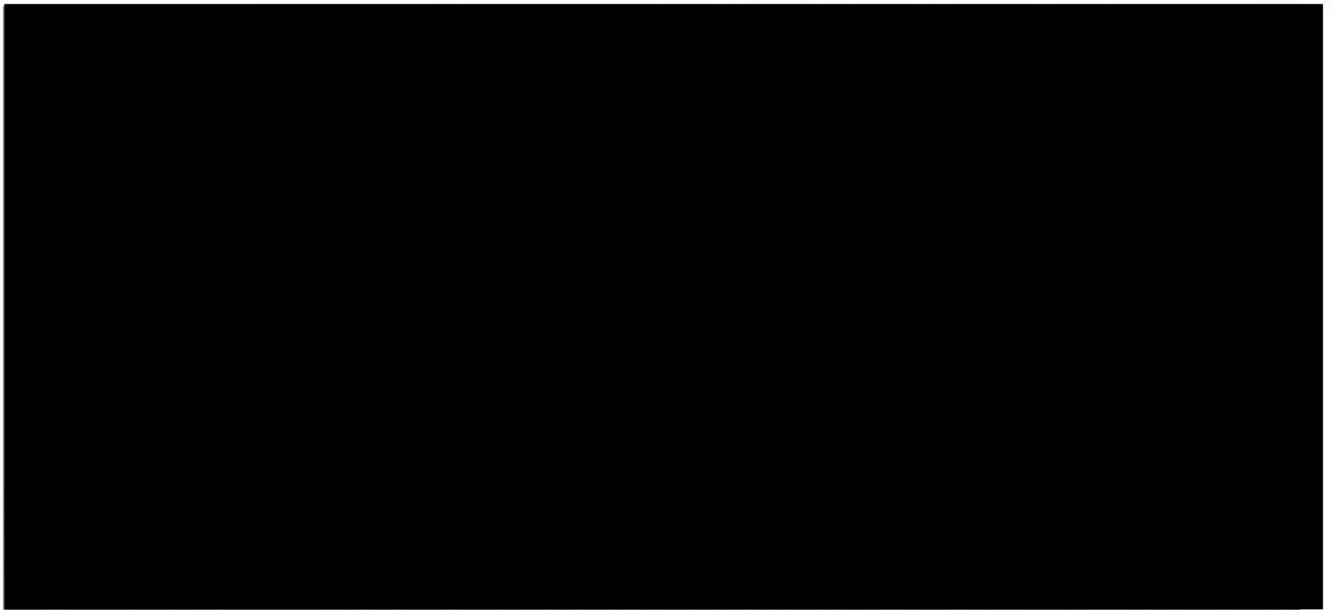
 Signature

8/31/20

 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

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

BOARD CHAIR

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.

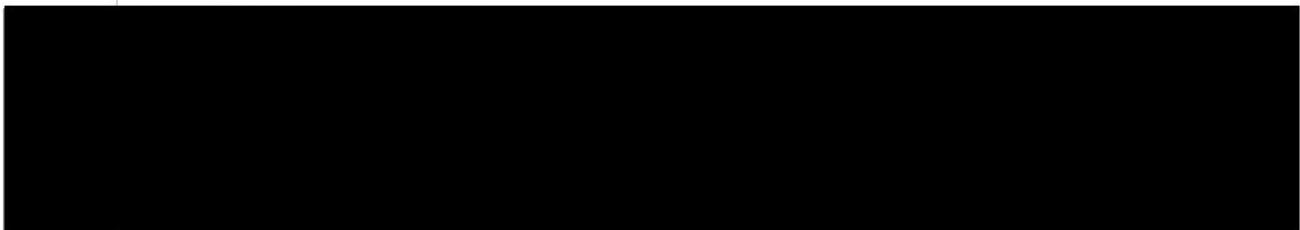
Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
NONE			

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 Danyela Mf Date 09/01/2020

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:

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).

BOARD TREASURER

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.

NO

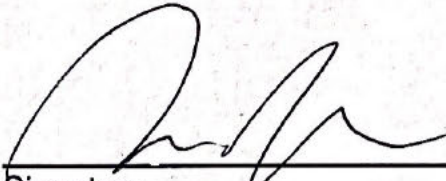
7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the 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>				

NONE

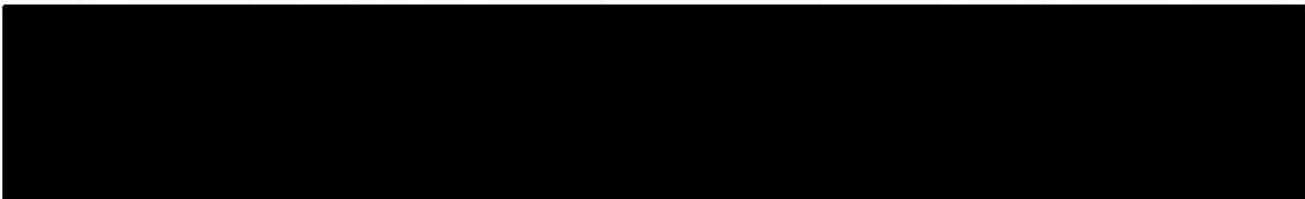


Signature

9/1/2020

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

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

Academic Committee Chair/Board Member

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

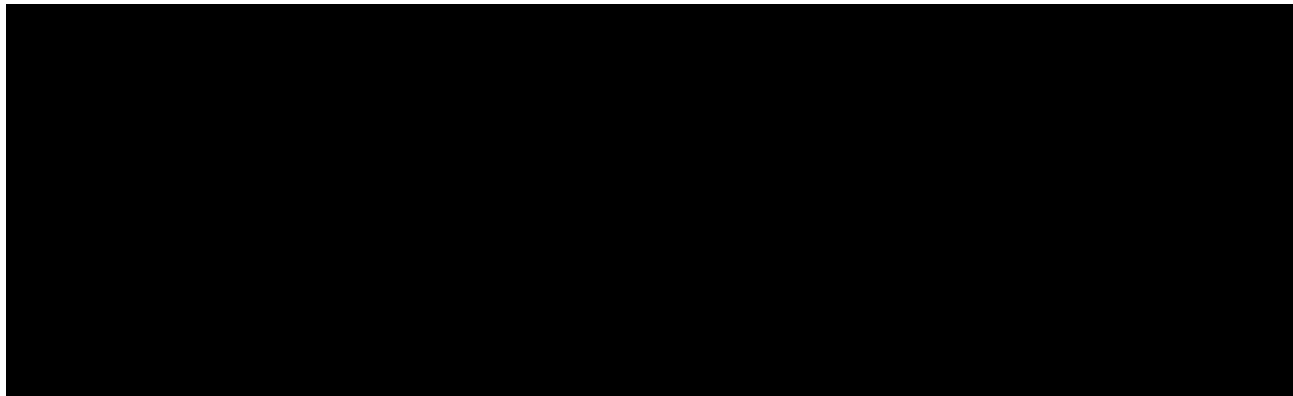
6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services (“CMO”), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you 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
<i>NONE</i>			



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

Name: Grace Z. Han

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 Secretary

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.

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.”

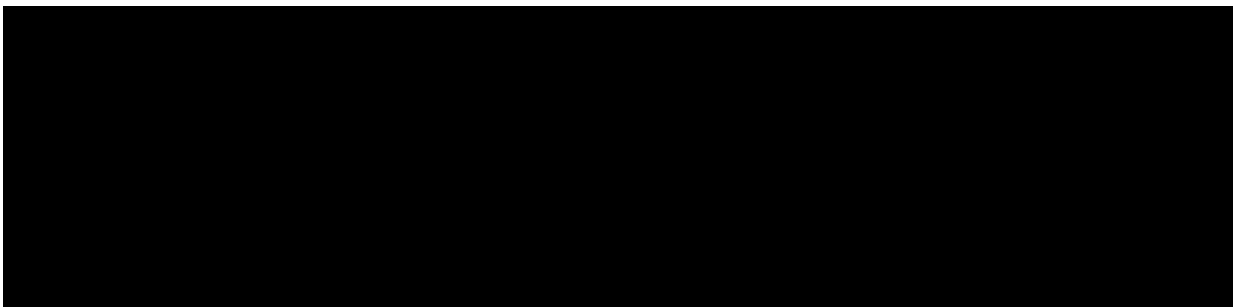
Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
NONE	NONE	NONE	NONE	NONE

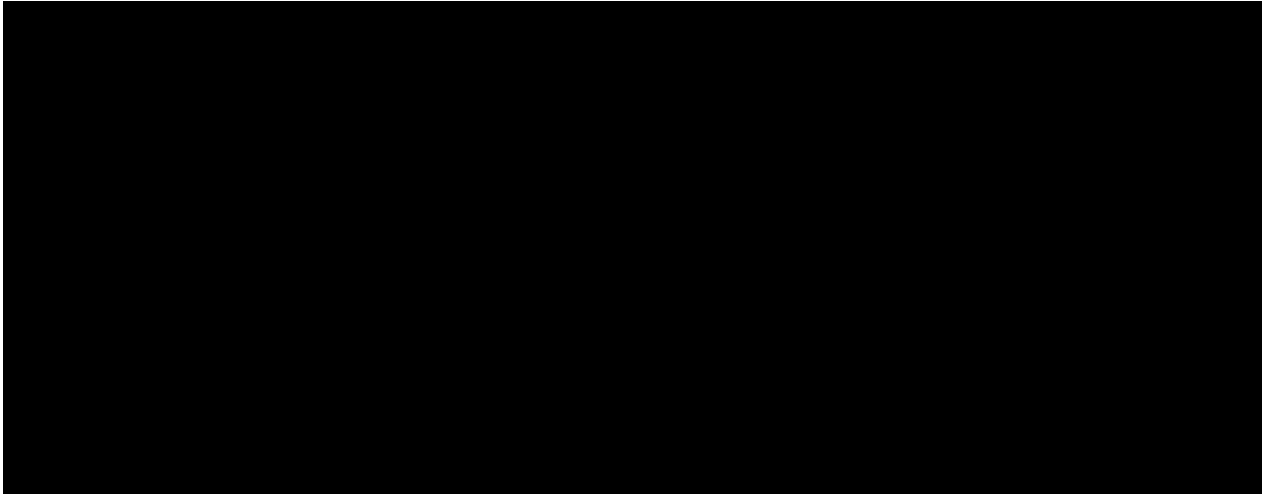


 Signature

_____ Date

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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 Charter School

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

Trustee (Finance 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?
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

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

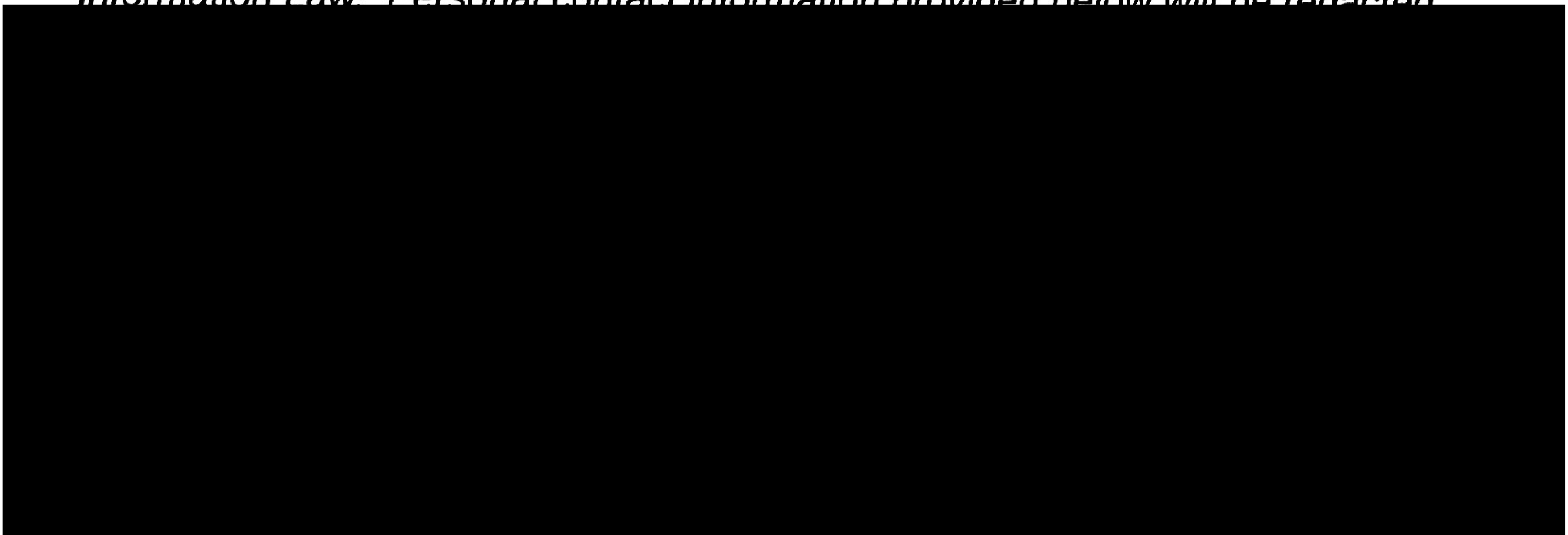
Organization conducting business with	Nature of business conducted	Approximate value of the business	Name of Trustee and/or immediate family member of household	Steps taken to avoid conflict of

the school(s)		conducted	holding an interest in the organization conducting business with the school(s) and the nature of the interest	interest

Christie J. Huffer
Signature

9/1/2020
Date

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

Name:

Elizabeth 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 Charter School

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

Vice Chair

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.

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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None				

(Signed for by Cary Finnegan, Head of School)

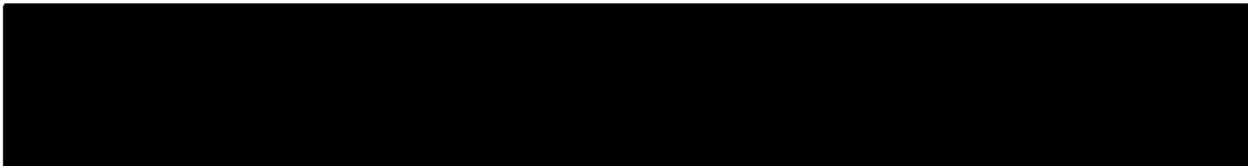
Elizabeth Skeen

9/1/20

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

June 24, 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,

We have officially finished our first year of Brooklyn RISE! This founding year has had a lot of challenges between building construction completed in just three months, last-minute TCOs to be able to open our doors, hiring fire guards, building floods, and global pandemics that forced us to close the building that we worked so tirelessly to prepare and open in the first place. However, there have also been a lot of successes and accomplishments. We have an incredible Founding Staff that made outstanding academic gains with our students for the months of in-person schooling that we had. We have incredible Founding Families that have been beyond happy with their decision to send their children to our school and they have felt supported every step along the way as we transitioned

to remote schooling and in return they show our school a lot of support and understanding as we navigate these unchartered waters.

- **Our students** finished the year strong and attended end-of-year celebrations with their classes last Friday as well as a whole school end-of-year remote celebration. We continue to enroll new students and currently are just 15 students under-enrolled for the 2020-2021 school year.
- **Our teachers** really showed their Founding spirits this year and have wrapped up an unusual but also beautiful first year at Brooklyn RISE. Our new staff joined us for a full day and a half of guided reading PD as well as a virtual staff “mixer” and we are all so excited to be growing our Founding Team next year!
- **Our facility** remains a challenging and uncertain endeavor. Though we reached final terms for the agreement and thought we would be given the green light by our authorizer to sign the lease, they are now uncertain about granting us the CSD switch due to political issues. This is extremely unfortunate and we are trying to find a pathway forward.

I look forward to gathering as a team on Wednesday!

Together we **RISE**,
Cary

Finance Committee:

- Our Committee discussed the proposed FY21 budget, please see attached materials from EdTech
- One material change to be discussed as a board: potentially increasing the budget for counseling services in light of anticipated demand. Cary will make a recommendation at the board meeting
- Please see this month’s financial dashboard attached
- Just FYI re: PPP [NYT Article](#)

Academic Committee

- Last day of instruction for 2019-2020 school year was 6/17, with EOY celebrations taking place virtually on 6/26; extra time has been allotted for school close-out
- Resource fair offered to families to inform families of summer opportunities: 5 1-week sessions of STEAM camp and a remote soccer camp will be offered over the summer
- COVID-19 contingency budget line item (\$60K) was earmarked for engaging a therapist; Cary is posting a role for a social worker/counselor for the 2020-2021 school year
- Academic committee will work on goal-setting over summer meetings to prepare for the coming school year

Governance Committee:

- We discussed implementation of the new Ed Law 2d which was supposed to go in effect on July 1st. The new deadline is now October 1st, 2020 and Liz will support the development



of our parents' bill of rights for data privacy and security which must be published on our website (see [here](#) example for the DOE).

- Danyela had a call with the founders of MESA HS to get advice on how to best do fundraising as a new independent school. Their advice was to focus on building an email list and have at least one visitor every week in your building. Danyela will work with Cary on a communications plan to ensure we are showing the work we are doing to current and future donors.
- We discussed the need for an assessment of how our organization is performing on inclusion and diversity, here are the actions we are planning for the next month:
 - a. Review policies and procedures as it relates to diversity and inclusion
 - b. Do an assessment on how diverse our board and staff are as compared to our student population
 - c. Review staff training on diversity and inclusion and make any changes ahead of August reopening

Meeting Minutes:

7:04 Meeting begins

Head of School Update:

- **Enrollment:** 13 students under enrolled
- **Staff:** Held PD with all returning and new staff
- **Facilities:** Hit a roadblock because a lot happening in the charter sector, we will need to do more advocacy work getting families involved, optimistic but if we don't have good news then we'll need to pivot to find a new facility
 - We want to make sure the Regent is comfortable with the move
 - Joint letter from families sharing their experience at Brooklyn RISE

Finance:

- **Revenue:** We expected to receive DYCD grant, but they are uncertain that we will indeed receive that funding
- **Expenses:** Positive variance because of less spending, not being in school during COVID-19
- **Budget:** No significant changes from the last time we met
 - We have built conservativeness into the budget due to uncertainty with per pupil
 - Budget is based on current students who receive SPED services
 - Reserves and savings built into the budget
 - Net income does not include depreciation, if you include depreciation, we have more cushion in the budget
 - Social worker to be added into the budget captured in personnel and adjust FTE
 - Ben motions to approve the FY20-21 budget with the changes to include social worker, Christina seconds, motion approved at 8:05 PM

COVID-19:

- Bringing on a social worker to account for students who have experienced trauma due to COVID-19

Academic Committee:

- Need robust data to demonstrate our impact when we apply for reauthorization

Governance Committee:

- Bring people to visit school, increase email list, communicate with donors
- DEI Assessment of staff and a board diversity in comparison with our student body
- Cary is facilitating conversations with staff members about race and identity
- Navigating how to facilitate conversations with families around anti-blackness

Meeting adjourned 9:00 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

April 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 on Resolution for CSD Change
IV. Finance Committee	Ben	5m	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> Motion to adjourn

Update from HOS

Dear Board of Trustees,

April was our first full month of remote instruction. It came with many challenges but also many successes as we navigate this new reality as a school.

- **Our students:** we ran our second ever school lottery to select our 52 kindergarten cohort and to create a waitlist for our second grade cohort. We are on track to being fully enrolled or close to it for the 2020-2021 school year. Our current students continue to participate in remote learning and we are doing the best we can to progress-monitor and track student learning and participation during this time.
- **Our staff:** we are close to being fully hired for the 2020-2021 school year! We also are retaining all but one of our teachers for next year.

- **Our facility:** we are in the final stages of lease negotiations and hope to have a finalized lease for the board's review and our authorizer's review for the month of May. We are making plans to figure out how to stay in our current facility for a third year.

Looking forward to discussing more on Wednesday!

Together we **RISE**,
Cary

Finance Committee:

- Please see this [month's financial dashboard](#)
- We continue to discuss the impact of COVID on our budget for the current academic year, as well as for next year; Brooklyn RISE did not receive a PPP loan in the initial round, and our application remains pending at Chase
- Our committee is having weekly calls with EdTech to discuss the FY2021 budget, and will share initial scenarios at the 4/29 meeting

Academic Committee

- Lottery updates: 4/3 lottery, accepted students info session on 4/8
 - 52 K offers, waitlist of 58, 21 students have accepted offer; they have until 4/17 to reply
 - 14 1st Grade seats available, 11 applicants, 4 students accepted offer, 3 declined
 - 21 waitlist applicants on 2nd Grade waitlist; 1 student retained
 - Close to fully enrolled in 2020-2021
 - Cary and Chantal will be making calls to any families who haven't yet accepted
- Summer school will be offered (July 13-31 and STEAM/yoga in early August), most likely remote and conducted by existing teaching staff
- New attendance tracker for remote learning; all students have technology at home, either own or provided by RISE; weekly technology check-in conducted
- Assessment planned for last week of April (remote and 1:1 administered in 20-30 minutes), and progress reports/conferences to be conducted week of May 4
- Afterschool tutors are providing 1:1 tutoring for families who are interested
- Hiring is ongoing: moving from 21 to 20 FTE
- Care packages for teachers from the board?

Governance Committee:

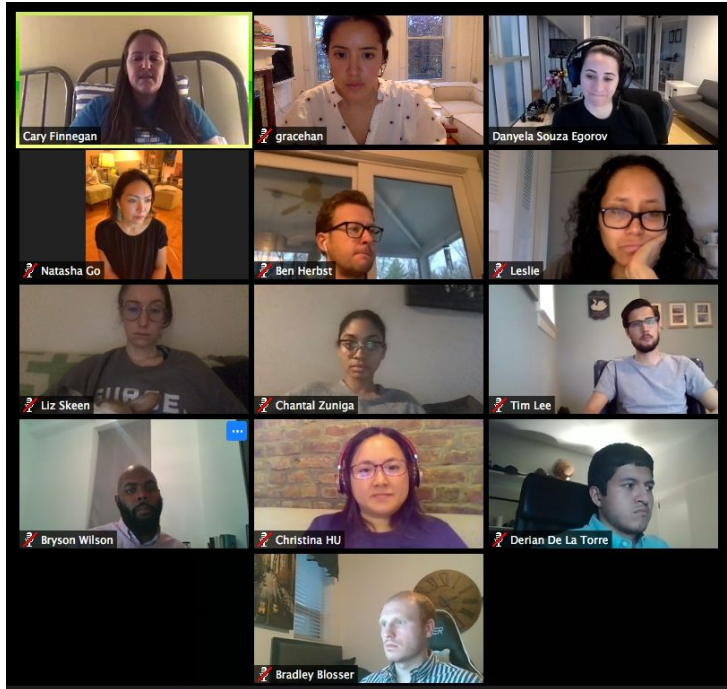
- We incorporated the 501c3 "Friends of Brooklyn RISE" with three founding board members: Diana Marmur (Chair), [Ricardo Martiniski](#) (Treasurer), and Leslie Hernandez (Secretary). Their first board meeting was on April 23rd and now we are working to open a bank account, add them to our insurance policy and for Ed Tech to manage their finances. Huge thanks to Leslie who is now serving on both boards!



- Cary and Chantal are updating our board information with SED and our first monitoring visit will happen this month (which will be through zoom). Our SED liaison will observe our next board meeting on May 27th.

7:04 meeting started

Present: Cary Finnegan, Grace Han, Danyela Egorov, Natasha Go, Ben Herbst, Leslie Hernandez, Liz Skeen, Chantal Zuniga, Tim Lee, Bryan



- CSD Change Request:
 - Cary and Danyela will sign and submit to the authorizer
 - Grace motions to approve the change request, Christina seconds, all in favor (8:25 PM)
- Finance:
 - CSP funding to be used towards expenses for next year
 - Actual forecasted income versus budgeted variance of \$193K
 - Took out budgeted money for school lunch since we aren't receiving that
- FY21 Budget:
 - Forecast is updated since close of March
 - \$202K in net revenue, used conservative estimates
 - Per pupil revenue is based on 97% for this year
 - Title funding hasn't been factored in since it is not confirmed
 - Facility rental assistance is factored in to cover 100% of rent
 - Personnel at 20 FTE for 2021
 - Curriculum decreases because of CSP funding in 2020

- Reduction in student recruitment because school is more well known and fewer students to recruit
- \$202K operating budget with \$68K in contingency
- Projected budget based on 157 students
- Budget should be based on a conservative estimate of enrollment, not best case scenario/full enrollment
- EdTech to run scenarios based on more conservative enrollment estimates
- Fixed revenue to fixed costs ratio is 65%
- Academic:
 - Plan to offer summer school in mid-July which depends on whether or not schools can be open or in session, more likely virtually
 - New attendance tracker being used for remote learning
 - Afterschool tutoring continuing digitally
 - Teacher Appreciation:
- Governance:
 - Friends of Brooklyn Rise incorporated! Diana is Chair, Ricardo is Treasurer and Vice Chair, Leslie is Secretary
 - Board Vote: Liz to become Vice Chair
 - Ben motions, Leslie seconds, all in favor (8:22 PM)
- Teachers are interested in getting more interested in fundraising
- Grace motions to adjourn meeting, Ben seconds (8:41 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

May 27, 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,

We are coming to the close of our second full month of remote teaching and learning. It continues to be a challenge but we are doing the best we can to ensure that all of our students and families are as supported as possible. We are beginning to look forward to having strong plans in place for a variety of possibilities that we may be faced with come fall.

- **Our Students:** we completed remote assessments and found, as we expected, that students are backsliding academically during this challenging time. We are going to have to have strong plans in place moving forward to close the academic gaps that are widening during

this time. We are continuing to finalize our roster for the 2020-2021 school year and we are focusing on finding ways to increase our first grade enrollment for the fall.

- **Our Staff:** we are fully hired for next school year! We have an incredible team in place to help our students and our school to continue to grow and fulfill our vision and mission. Current staff are hitting some remote working fatigue, so we are focused on finding ways to re-energize for our final push to the end of the school year.
- **Our Facility:** we are getting close to finalizing a lease agreement for 6301 12th Avenue. We will likely have to have a special board meeting in early June to review and vote on the lease agreement so that we can move forward as quickly as possible.

I look forward to gathering as a team on Wednesday!

Together we **RISE**,
Cary

Finance Committee:

- Our committee continues to discuss the FY21 budget, and Management / EdTech will present the current draft, with recent revisions focused on enrollment projections and discretionary spending
- The most recent guidance (as of 5/21/20) from the State is that per pupil will remain flat, however, the State is also advising that 20% cuts are possible without federal stimulus
- We received a PPP loan
- Please see the monthly financial dashboard

Academic Committee

- DoE has not released their calendar for next year (was due in April); schools are making plans on their own
- Cary + team have devised several different contingency plans for how school might look in 2020-2021 as far as configuration and scheduling; they are using CDC guidance but much depends on DoE practices
 - There is no final decision on summer school yet, but there is family/teacher interest in a remote STEAM camp
- Enrollment: Kindergarten is on track, 1st Grade is under enrolled by 22 students; a referral program (free uniform piece) has had some momentum
- Finished remote STEP-equivalent assessments and family conferences week of 5/11
 - In January 2020 assessments, 83% of Kindergarten students were on track for at/above grade-level benchmark in January 2020 assessments, and in these recent remote assessments, 68% are at/above grade level (90% completion rate; 6-8 students were not assessed); beginning of school year, 50% of students were at/above grade level
 - In January 2020 assessments, 52% of 1st Graders were on track to be on/above grade level by end of year, and in recent assessment, 33% are at/above grade level (beginning of school year, 22% of students were at/above grade level)

- Device type impacted students' ability to read on the assessments
- Unclear how DoE will be using test results in school evaluation metrics
- Retention: 4 students in Kindergarten and 2-3 students in Grade 1 are being recommended for retention in their current grade
- Attendance: virtual classroom fatigue has impacted attendance, with average attendance of 85% in weeks leading up to week of 5/11, which had 76% attendance; there will be a virtual spirit week in June
- Hiring: fully hired for 2020-2021!

Governance Committee:

- No updates from our committee this month.
-

7:08 Meeting begins

HOS Update:

- See academic update
- Unfortunate but expected reality of impact of distanced-learning on student achievement
- Focused on enrolling 1st grade students
- Fully on track to enroll in K and 2, under-enrolled in 1st grade cohort
- Getting close to finalizing business terms of lease agreement, expect special meeting to approve the lease in June
- Based on current enrollment numbers, considering adding back second grade class in place of a first grade class that is currently under enrolled

Finance Committee:

- Budget includes extra COVID-expenses (custodial, COVID contingency)
- Additional academic support and trauma support for post-COVID schooling
 - If there are per pupil cuts, this additional funding would be the first to be cut
- Summer school and support: School cannot do in-person, remote may or may not be available for charter schools,

Academic Committee:

- In-person summer school cannot be done
- DOE hasn't released guidelines yet
- Virtual atmosphere is taxing for students
- STEP data is not 100% reliable based on virtual testing environment

Governance Committee

- New laws for us to follow, more to come next month



"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
September 25, 2019
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"> • Enrollment • Busing • Food Services • Student Services
IV. Finance Committee	Ben	5m	<ul style="list-style-type: none"> • Review and approve audit proposals • EdTech Training on Financials
V. Academic Committee	Natasha	2m	<ul style="list-style-type: none"> • Opening metrics and flags
VI. Governance Committee	Chair	5m	<ul style="list-style-type: none"> • Vote to approve HOS Year 0 Evaluation • Vote to elect Abigail Darby as Chair of Development Committee
VII. Facilities	Cary	2m	<ul style="list-style-type: none"> • Review Mercy Hall Lease from Scott Barone
VIII. Meeting Adjournment	Chair	1m	<ul style="list-style-type: none"> • Motion to adjourn

Update from HOS

Dear Founding Board of Trustees,

September has been an exciting month because we officially opened our doors to students on September 5th! It has felt like an incredible accomplishment and there is deep joy in seeing the incredible teaching and learning that is already taking place in our school. Some of our greatest wins have been in these areas:

- Staffing
- Classroom Environment
- Curriculum & Instruction

However, we have also been faced with some significant challenges during this initial start-up phase. I will specifically discuss challenges we face in these areas:

- Enrollment
- Busing
- Food Services
- Student Services

I look forward to meeting on Wednesday and discussing ways in which we will continue to move the work at Brooklyn RISE forward to ensure we are building an excellent school for our students and families.

Together we RISE,
Cary

Finance Committee:

1. EdTech will be providing a refresher overview for the Board
2. [Please see monthly financial dashboard](#), and note that we have recently expanded the set of slides to better align to metrics that we understand to be important to charter renewal. We will Be specifically discussing:
 - a) Enrollment impact on budget and potential required steps
 - b) Changes to CSP and impact on budgetary planning
 - c) Note that some NYS metrics are focused on liquidity, and it will take time for our school to build cash balances.
3. Questions were raised by staff on our finance committee call regarding impact of late start on payments to our landlord that we would like to raise to the full board.
4. Our committee has reviewed auditor proposals and will be prepared to make a recommendation.

PKF O'Connor	Mendel, Metzger, Barr & Co.
Proposal Linked Above	Proposal Linked Above
References: Classical Charter Charter School Business Management Community Roots Charter School	References: Uncommon Schools Hebrew Public NYC Charter HS for Architecture, Engineering, & Construction Industries
Fee Estimate: \$26,000 for FY20	Fee Estimate: \$20,000 for FY20 *Does not include travel, no NYC office



Academic Committee

1. Please see [Academic Dashboard](#) for preliminary benchmarking data.
2. Attendance: robust in the first two weeks of school despite issues with bussing; September 13 was a 100% attendance day.
3. Disciplinary infractions: one student has been suspended twice and this has necessitated an examination of staffing for behavioral supports
4. Enrollment: 8 students have attrited (7 from Kindergarten, 1 from 1st Grade) and enrollment is currently at 90 vs. targeted 105
5. Pre-opening: 100% of families attended Family Orientation before the first day of school, and nearly 100% of home visits were completed before school opened.

Governance Committee:

- We recommend that the Board elect Abigail Darby as Chair of the Development Committee
- We want to remind that we still are not at 100% of participation on board donations, please make your donation of any amount. You can also make a donation by purchasing an item on our [Amazon Wish List](#)
- We have a list of projects that need to be done in the next 6 months, please let us know if you want to lead/ be involved with them:

Project	Lead	Description
Facilities Taskforce		Committee that will help choose our permanent location and oversee the project
Community Engagement Plan	Liz	Develop a plan to develop relationships with elected officials and community organizations to build support for BRCS
Fundraising Plan for SY 19-20	Abby	Develop and implement a plan to create a community of individual donors and start to talk with foundations/ corporations
HOS Variable Compensation Plan	Leslie	Research how other schools compensate their HOS with bonuses based on goals/ metrics and make a recommendation that is appropriate for our budget
Strategic Plan for 5 years		Develop a plan with goals of where we want to be in 5 years and prepare for our renewal

Authorizer:

- David Frank will visit our school on October 10th

Facilities:

Unfortunately, 225 25th Street is no longer an option to consider because David Sweeney is no longer confident that he will be able to reach a deal in the purchase of the property.

Positively, we received a lease from Scott Barone on the Mercy Hall property that can be [reviewed here](#).



"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
August 28, 2019
7pm

Agenda Item	Presenter	Time	Desired Outcome/Action(s)
I. Meeting Opening	Chair	2m	Roll Call & Call to Order
II. Public Comment	Secretary	2m	Notes Follow-up
III. Update from HOS	Cary	10m	<ul style="list-style-type: none"> Vote on new annual calendar Vote on student and family handbook
IV. Finance Committee	Ben	5m	
V. Academic Committee	Leslie	2m	
VI. Governance Committee	Chair	5m	<ul style="list-style-type: none"> Vote to approve HOS Evaluation Vote to renew HOS contract Vote to add Abigail Darby to our Board Vote to approve the creation of the Advisory Council
VII. Facilities	Cary	2m	<ul style="list-style-type: none"> Review and discuss the proposals
VIII. Meeting Adjournment <ul style="list-style-type: none"> Motion to adjourn 	Chair	1m	

Meeting Notes:

Roll Call:

- Ben Herbst, remote
- Cary Finnegan, present
- Christina Hu, present
- Diana Marmur, present
- Grace Han, present
- Leslie Hernandez, absent
- Liz Skeen, present
- Natasha Go, present
- Robert Louis-Charles, present
- Tim Lee, absent

Facility:

- 39th Street still available and on the table at 8 stories tall
- Angel Guardian:
 - 15% affordable housing, 18,000 sq ft.
 - In the process of planning senior living on far end
 - Mercy Hall:
 - Will be designate as NYC historical landmark
 - Enough space to expand to K-8
 - 225 25th downside is that it would not be furnished
- Next Steps:
 - Talk to references from the other schools
 - Getting clarity on historical restrictions
 - Arrange a visit for board members

Update from Head of School:

- Adjusted calendar to account for late state
 - Grace motions, Christina seconds, calendar approved
- Student and family handbook finalized, will be translated for languages of families
 - Cary will do final edits, add table of contents
 - Christina motions, Natasha seconds, handbook approved

Finance Committee:

- No finance report this month, consolidated August/September

Academic Committee:

- No update
- First round of academic data will be in October

Governance Committee:

- Abigail Darby for Board of Trustees
 - Grace motions, Liz seconds, Abigail Darby approved
- Advisory Council
 - Purpose is for folks who are interested but not yet ready to serve on the board
 - Expected to attend once per quarter, do not have the ability to vote, subject to the same code of ethics as board of trustees, term of 2 years and can serve 3 terms
 - Diana motions to approve, Robert seconds, Advisory Council is approved
- Head of School evaluation
 - Vote to renew Cary Finnegan's contract for SY 2019-2020, with no changes other than date
 - Grace motions, Natasha seconds, all in favor
 - Cary feels she doesn't have adequate financial skills to do the financial side of the job
 - For instance, coding expenses
 - Next steps: Finance call, Edtech, in person training

Christina motion to adjourn, Robert seconds, meeting ended at 8:58 PM

Present

Natasha

Robert

Danyela

Christina

Cary

Scott

Andrew

Update from HOS

Dear Founding Trustees,

August has been an exciting and challenging month for us at Brooklyn RISE.

Staff

Our full staff began work on August 1st and we have been spending 8 hours a day training and preparing for student arrival. We have a very talented group of teachers and they are wholly dedicated to founding an amazing school for our students and families.

Students

We had two Family Orientations this month and continue to ensure all students are fully registered for the first day of school. We are still 7 Kindergarten students away from full enrollment, but we were given permission from our authorizer to enroll 28 First Graders, bringing us closer to our goal of 105.

Facility

This has been the most challenging aspect of the work this month. We have been working tirelessly to ensure we have a TCO in time for opening, but had to push back our first day of school from August 28 to September 5 to give ourselves more time to get the TCO in hand so that we can offer DOE school busing to families as promised. This last week of August will determine whether we are able to open in our facility on September 5th or open in an alternate facility for a temporary period of time.

Authorizer

We met all the requirements during our pre-opening walkthrough with SED to open with the exception of having our TCO and Fire Inspection complete. We are working to find solutions to



these last two pieces and are in communication with SED to figure out all options moving forward. We also need to approve a revised annual calendar and our student and family handbook.

Together we RISE,
Cary

Finance Committee:

This month there are no financial reports, we will receive a consolidated report for August and September next month.

Governance Committee:

- 1) [Here](#) is the final HOS Evaluation, we recommend to approve this document and to renew HOS contract.
- 2) Our Committee worked to create the Advisory Council and we already have two people interested in joining. Please review the Council description [here](#).
- 3) We are recommending that we add Abigail Darby to our Board, below is her bio

Abigail Darby Robinson is a Vice President on the Cross Asset desk for Goldman Sachs, where she sells equity securities to hedge funds. Previously, she was an equity research analyst at JP Morgan. Abigail received her bachelors degree from Harvard College, where she studied History and Science. Abigail grew up in New York City and Hong Kong and speaks English and Mandarin. Abigail has consistently dedicated her time toward fundraising campaigns for education over the last 15 years. Abigail led the Fundraising Campaigns for Harvard's First Year Outdoor Program while at college, and was an active Gift Committee member for her Class 5th and 10th year reunion campaigns. More recently, Abigail has co-chaired fundraising teams for the education-focused non profit Street Squash in 2017 and 2018. Abigail is a passionate outdoor enthusiast and reader.

Authorizer:

Review and be prepared to vote on the [Student and Family Handbook](#).

Review and be prepared to vote on the [revised Annual Calendar](#).

Facilities:

Review the three additional facilities options below:

[4401 2nd Ave](#)

[6301 12th Ave](#)

[225 25th St](#)





"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
July 24, 2019
7pm

Agenda Item	Presenter	Time	Desired Outcome/Action(s)
I. Meeting Opening	Chair	2m	Roll Call & Call to Order
II. Public Comment	Secretary	2m	Notes Follow-up
III. Update from HOS	Cary	10m	<ul style="list-style-type: none"> Vote on Staff Handbook
IV. Finance Committee	Ben	5m	<ul style="list-style-type: none"> Review financials
V. Academic Committee	Leslie	2m	Review dashboard materials
VI. Governance Committee	Chair	5m	<ul style="list-style-type: none"> Vote to elect Natasha Go as Academic Chair
VII. Facilities	Cary	2m	Review 39th st. test fit
VIII. Meeting Adjournment <ul style="list-style-type: none"> Motion to adjourn 	Chair	1m	

Update from HOS

Dear Trustees,

The month of July has been extremely busy as we prepare to welcome our Founding Staff on August 1st and our Founding Students on August 28th.

- **Our team** - We are fully staffed! We are ensuring that all staff are on track to getting certified and have their fingerprinting completed before students arrive in August. Our final hire was Junlin Zhu who will be our Founding Office Coordinator.
- **Our students** - We experienced a setback this month in terms of student enrollment. As we worked to collect student paperwork and fully register families, a number of families attrited as they chose to go to their zoned schools, G&T programs, and other charter schools in the area. We now are 12 students away from full enrollment, so we have been working to ensure that we find the remaining 12 kindergarten families with the goal of building waitlists for both grades.

- **Our facility** - As of now, we still do not have a Certificate of Occupancy in hand for our temporary facility. We are working to ensure that we have at least a TCO in hand by August, but this requires a fire inspection and approval from the FDNY and there are a number of fire systems in our building that need updating. We have begun to explore Plan B options for spaces that we could open in if in the worst case scenario we do not receive a TCO in time for school opening. Additionally, the search for our forever home continues and we will discuss some of the options that we can consider.
- **Our authorizer** - We are required to vote on our [staff handbook](#) in advance of welcoming staff in August. Please review and be prepared to vote.

Looking forward to being together as a team on Wednesday!

Together we **RISE**,
Cary

Finance Committee:

[View this month's financials.](#) In addition to this month's financials, the finance committee discussed auditor selection, changes to the financial dashboard, and requested that a five year projection be made available to the board this summer.

Academic Committee:

The Academic Committee is working on the following documents to support the board of Brooklyn RISE throughout the school year. Please review these documents and provide any feedback or questions you have related to them. All of the documents are currently drafts and will continue to be working documents that will be adjusted as the board sees fit to best support our governance function.

- [Academic Overview](#): This document is a summary of the academic goals and commitments outlined in our charter and the assessments used to measure those goals and commitments. It is meant to familiarize the board with what measures we will be held accountable to.
- [Academic Dashboard](#): This document is a tool that will be used to compile Brooklyn RISE's most important data related to the health of academics. An updated version of this dashboard will be shared on a monthly basis and will be used to determine if we are on track to meeting academic goals. More specifically, this tool will help the board identify what is working and what is not working. We'll use it to provide insight, prognosis, and propose solutions for problems that arise.
- [Performance Framework Template](#): These trackers, provided by Empire Consultants, are tools to track all of the benchmarks outlined in the performance framework that we will be held accountable to by one another and by SED.

Enrollment Update:

Governance Committee:

Our committee continued to work on recruiting board members with experience in development and local leadership from Sunset Park. We are also creating the structure for our Board of Advisors and recruiting members.

We conducted another [self-evaluation](#) and decided to focus our efforts on indicators 6 (Board Participation in Community Events) and 7 (Board Giving).

We are also working with other Committee Chairs to prepare the HOS evaluation before the contract renewal in September.

Facilities:

Temporary Facility

We have a call on Monday with Delvis, John (AoR), and Rainer (consultant architect) to move forward with an action plan that will ensure we have a TCO in hand ASAP. I will update the board with progress from that call on Wednesday.

Forever Home

We are faced with a BSA approval process that could take 12-16 months for Use Group changes on facility spaces that are not zoned for schools. This significantly narrows our options if we want to move by SY 2021. If we are comfortable staying in our current facility for a 3rd year, then we could consider other options.

One option that COULD be ready for SY 2021 is on 39th st. and I have included the proposed plans. However, this would be 7 stories (not ideal for an elementary school) and it would only house us through K-5 with no option for expanding to a K-8.

We can discuss more on Wednesday.



"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
November 20, 2019
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 Special Guest: Davd Estrada, Executive Director from Sunset Park Business Improvement District
III. Update from HOS	Cary	10m	
IV. Finance Committee	Ben	5m	<ul style="list-style-type: none"> • Review financial reports
V. Academic Committee	Natasha	2m	<ul style="list-style-type: none"> • Academic updates and forward-looking needs
VI. Governance Committee	Chair	5m	<ul style="list-style-type: none"> • Set date for Board to come to Coffee with Principal
VII. Facilities	Cary	2m	<ul style="list-style-type: none"> • Lease Review for 222 44th St.
VIII. Meeting Adjournment	Chair	1m	<ul style="list-style-type: none"> • Motion to adjourn

Update from HOS

Dear Founding Board of Trustees,

November has gone by quickly! We have continued focusing on providing small group, targeted supports to our students in advance of our second round of STEP testing and our first round of Math IAs. We will be excited to show the Board at the December meeting all of the incredible growth our students have made in this half of the year.

Our students continue to work hard everyday and are already showing a lot of evidence of growth across content areas. We have begun the 2020-2021 recruitment season with monthly Open Houses and Info Sessions, reaching out to daycare centers and pre-ks and updating our recruitment/marketing materials.

Our facility finally has a working HVAC system! We also passed our sprinkler inspection and are on our way to getting our FDNY inspection in December. We have begun lease negotiations with the building owner of 222 44th St. and are hoping to be able to move forward with the location as our forever home if we are able to come to agreements that work for both sides.

Our teachers have been working tirelessly to ensure our students get the targeted instruction and supports they deserve. We have also started posting jobs and recruiting to grow our team for the 2020-2021 school year.

Looking forward to discussing more on Wednesday!

Together we **RISE**,
Cary

Finance Committee:

- Please see this month's financial dashboard
- Our committee discussed budget versus actual revenues and expenses, and current liquidity position
- We discussed potential implications of a one-time calendar year end payment to staff
- We discussed potential impact of facility related charges, specifically a deposit, on our liquidity position

Academic Committee

- Applications for 2020-2021 school year went live on 11/12
- There have been no student suspensions since last board meeting update, and no change in enrollment #s; recent attendance issues have occurred because of a scarlet fever outbreak
- There will be a family event on the evening of 11/25
- The 2nd round of STEP testing is happening on 11/18
- Upcoming needs:
 - Staff recruitment for next year/sharing out opportunities with board networks
 - Codifying interview/selection processes for job candidates (paying for travel, protocols, etc)
 - Discussion of what an academic 1-pager should look like for the board?
- The Board of Directors of Brooklyn RISE proposes a \$500 incentive bonus for all Founding Staff Members to be paid by the end of 2019. Going forward, an incentive strategy will be built into future year budgets. It should be noted that this bonus is not tied to performance/merit, but rather a recognition of the hard work of founding faculty.

Governance Committee:



- Danyela is contacting elected officials to come visit the school.
- We want to confirm the date for the Coffee with the Board to explain our complaint policies and the role of the Board:
 - Friday, December 20th, 7-7:30am
 - Friday, January 21st, 7-7:30am
 - Friday, February 28th, 7-7:30am

Facilities:

- Redline sublease to review (linked above)
- Lease negotiations with Cliff
- Next steps



"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
December 18, 2019
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	<ul style="list-style-type: none"> • Review financial reports
V. Academic Committee	Natasha	2m	<ul style="list-style-type: none"> •
VI. Governance Committee	Chair	5m	<ul style="list-style-type: none"> • Set date for Board to come to Coffee with Principal
VII. Facilities	Cary	2m	<ul style="list-style-type: none"> •
VIII. Meeting Adjournment	Chair	1m	<ul style="list-style-type: none"> • Motion to adjourn

Update from HOS

Dear Founding Board of Trustees,

December was an exciting month for our school as we received our first reading growth data, conducted our first Math IA, and worked tirelessly to ensure our students are working to be on or above grade level across content areas. Here are some highlights from the month:

- **Our Staff:** I conducted mid-year reviews of all staff after a full length observation in classrooms. This allowed me to set individual coaching goals with each teacher for the new year as well as identify some school-wide trends that we will address during our January 3rd PD. It has been a slow start in hiring for the 2020-2021 school year but I am going to be prioritizing staff recruitment in the new year.

- **Our Students:** Our students have made incredible progress so far this year! We are excited by the growth and proficiencies we are seeing across classrooms and grade levels. We have also identified some concerns that we have put in action plans and interventions to address.
- **Our Facility:** We passed our FDNY fire inspection! We are closer to getting a full CO and no longer have to pay for daily fire guard. There is an increase in urgency around finding our forever home facility as a number of early possibilities have not panned out.

Looking forward to seeing everyone and discussing more on Wednesday.

Together we **RISE**,
Cary

P.S. - Check out our most recent video on our school core value “Data Drives Decisions”!

Finance Committee:

- Please see this [month’s financial dashboard](#)

Academic Committee

- Academic performance
 - STEP testing round 2 was very successful, especially for 1st grade
 - Math IA was mostly successful, but NYU classroom is having some challenges with respect to data due to underlying causes Cary has identified
- Family events
 - Family potluck held before Thanksgiving break
 - Attendance has been decreasing MoM so class teachers are being asked to help communicate the events to families through ClassDojo
 - December family event next week (12/19 & 12/20) "Night at the Museum": board members are welcome to attend
- Family council
 - Suggestion to have council review purpose and mission: what is their role, how can they be best engaged, what goals do they have?
 - Providing mentorship for Lupe (family/operations coordinator on staff), from the board or another charter school's family council
- Family survey to be distributed during family meetings on 12/12 and 12/13, modeled on DoE survey
- Teacher culture survey to be distributed 12/20
- \$500 EoY bonus to be distributed as a reward for founding staff members
- Nearly all staff members plan on returning for 2020-2021 school year
- Discussion of developing promising teachers into admin/coaching roles
- ASK OF BOARD: Academic 1-pager: what would the board like to see?

Governance Committee:

- We want to confirm the date for the Coffee with the Board to explain our complaint policies and the role of the Board:



- Friday, January 21st, 7-7:30am
- Friday, February 28th, 7-7:30am

Facilities:

- We ultimately did not reach an agreement with the building owner of 277 44th street, so that facility is no longer a tenable option.
- We need to reinvigorate our search to find more options ASAP in the new year.

Board Meeting Minutes 12/18/19

Meeting call to order at 7:16pm

Roll-Call

- Leslie Hernandez
- Natasha Go
- Cary Finnegan (HOS)
- Christina Hu
- Ben Herbst
- Carmen (parent representative)
- Jessica Emery (advisory council)
- Danyela Egorov
- Diana Marmur
- Liz Skeen
- Grace Han

HOS updates

- Great growth in classrooms
- Mid-year check ins with observations and set goals for new year. Identified school-wide trend
- Big goal: increasing talk of students among content areas and Staff hiring and hiring student support or dean of curriculum
- Students: Math 80% or higher proficiency benchmark, NYU was the only class that didn't hit the 80% benchmark
- Facilities: passed fire inspection. We would like to have a full CO. Plan to be in a forever home in 2021
- Families
 - STEAM showcase 12/19 (family council fundraiser for showcase)
 - Coffee principal on Friday on the family council
 - Most attended event thus far was Back to School night and coffee with principal on student support services topic
 - Suggestion: track percentage of families attending by number of events
- Ask of board: post videos via LinkedIn for recruitment sharing
- We are officially switching to food authority. We will not be able to recoup the call. Genuine foods

let us keep equipment

Finance Committee Updates

- Trending in consistent manner
- \$9K in miscellaneous revenue side but this will be coded for donations and uniform purchases
- Staffing budget: kicks off in January or February
- CSP grant
 - What spending can we move now to the CSP grant
 - Slav will follow-up with Cary on uses for grant

Academic Committee Updates

- Recap on updates above
- How do we help teachers explore or advance into their current roles? Cary has had conversations with staff and will connect with Slav on adding the Dean of Curriculum Instruction
- Cary needs help determining the market rates of teacher salary and bonuses
- Lupe is finding individuals on other charter schools to connect, Danyela will connect Lupe with a network
- Staff recruitment: 1 teacher is moving, 1 teacher is pregnant (potential departure). We are hiring for K, grade 1, and grade 2 teachers
- Academic 1-pager internal document: what items are needed to understand the academic updates
 - Key differentiators of academic program
 - Subjects, curriculum in subjects with links to curriculum
 - Structured around the standard requirements and metrics of each on a monthly basis that is simple and basic
- Infographic for a year in review accomplished over the school year with letter from Cary and Carmen
- Suggestion to use Class Parent for parent communication

Family Council updates

- No roles are good because of no obligation but families don't get involved due to lack of knowledge or time. Brainstorming on questionnaire what things families were afraid of before coming to RISE but now that they are here, how is this not a problem. Looking into how to recruit more families for the council
- Open house today: in future maybe have family council members lead the tour

Reasons for 6 out of the 7 students that left

1. Parent sent student to school with russian speaking class
2. Parent didn't feel that staff was not giving enough homework
3. Student moved
4. Transportation

Governance Committee updates

- Doodle will be sent with coffee with the board
- Abby and Diana are stepping down from the board for personal reasons



-We are back to recruiting board members for development and fundraising

-Friends of Brooklyn RISE Organization

- One board member can be on this org but will have limitations on voting
- 3-4 people should be part of this
- Political connection
- Flyer to be created

Facilities Updates

-277 44th street

- Pros: In Sunset Park
- Drawbacks: Our terms to lease did not match building owner terms but owner is meeting with Cary on 12/19. Assuming we can agree on lease terms this will require a zone change because it is in an industrial area. Through BSA a zone change is not guaranteed. Less likely of moving into 2021.

-The office of flamingo furniture on 5th ave

- Pros: Close to Brooklyn RISE. Zone change is not needed
- Drawbacks: It is only 26,000 sq feet of space and we'll need to do a split campus by serving K-1 at Brooklyn RISE

-Mercy Hall

- Pros: school in angel guardian building with outdoor space. This is our best chance for 2021. This can fit us K-8. They provide all furniture.
- Drawbacks - not in Sunset Park, it is in Dyker Heights and in district 20. Our authorizer is concerned because of potential political complications with elected officials.
- 39 of our students are from district 20 and a lot of students are within a three block radius
- District 20 has a large proportion of ELL learners

-Future coffee with the principal to inform families of facilities updates

-Leslie motions to adjourn the meeting at 9:09pm, Christina 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
October 30, 2019
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 benchmarking data
VI. Governance Committee	Chair	5m	• Review Board Evaluation Q3 • Review goals for Strategic Plan
VII. Facilities	Cary	2m	• Lease Review for 4401 2nd Ave
VIII. Meeting Adjournment	Chair	1m	• Motion to adjourn

Update from HOS

To the Founding Board of Trustees,

October was an exciting month for our school because we really were able to target our instruction and supports based on student data.

- **Staff:** Our staff had our first Data Day on Indigenous People's Day and spent the day analyzing student data and creating instructional action plans that were responsive to the needs of each individual student.
- **Students:** We added one new student this month and she has been a great addition to our school community. Student recruitment plans are underway for the 2020-2021 school year.

- **Families:** We started our Family Council this month and are looking forward to more upcoming initiatives that will be led by our Founding Families.

I look forward to gathering on Wednesday evening to dig into the baseline student assessment data that we have collected and the ways in which we plan to support our students towards meeting the academic goals that we have committed to in our charter.

Together we RISE,
Cary

Finance Committee:

- Please see this month's [Finance documents](#)
- Of note, this month's liquidity balance is low, however, this is driven by a delayed grant receipt that we subsequently received
- While we have received 501c3 status we have made a payment for food served prior to this designation
- Our committee discussed a "Friends of" organization

Academic Committee

- Please see [Academic Dashboard](#) for preliminary benchmarking data; top level readout:
 - a. Kindergarten STEP: ~52% are on or above grade level, ~ 47% are below; goal is to have every Kindergartener reach Step 3 by EOY
 - b. Grade 1 STEP: ~22% are on or above grade level, ~77% are below (note: this is reflective of their previous year's Kindergarten education, which did not take place at our school); goal is to have every First Grader reach Step 6 by EOY
 - c. STEP results revealed that current SFA phonics method does not correspond with STEP assessment; adjustments are being made to bring into closer alignment
- Additional academic data will arrive in December

Governance Committee:

- [Here](#) is the board evaluation for Q3
- We want to remind that we still are not at 100% of participation on board donations, please make your donation of any amount. You can also make a donation by purchasing an item on our [Amazon Wish List](#)
- [Here](#) are the priorities for our strategic plan

Facilities:

Here is the link to the [lease agreement for 4401 2nd Ave](#) for your consideration.

Minutes:

- **Food Service**
 - Should not commit to Genuine at this point
 - Lesson learned for future contracts that payment is based on funding
- **501c3 status**
 - Rental assistance payments linked to facility are sized based on lease
 - Financial benefits are huge so it will offset costs of second 501c3
 - Friends of Brooklyn RISE is a not for profit organized to support charitable mission of Brooklyn RISE
 - Part of the financial approach to make sure school is paid for on the public dollar
 - Preferable not to have board members on both boards
- **Finance**
 - 5 year financial projections
 - Enrollment, must figure out what is accurate
 - CSP grant we are receiving over 2 years
 - We are a giving board and we do need to make a donation (haven't all done it)
 - Donate button is update on the website
 - Giving Tuesday in November
 - Must fix the Amazon wish list so that the address automatically goes to the school
 - Purchase translation headsets (\$3k)
 - Liquidity is better, expenditure question to recalibrate across categories
 - We cannot count on having 20% of students with IEP (high compared to district)
- **Academic**
 - Initial results
 - STEP 3 by end of K
 - STEP 6 by end of 1
 - Phonics method doesn't correspond to the way that STEP is assessing students
 - Teacher Recruitment for 2nd grade
 - Staff and student recruitment becoming more of Cary and Chantal's work
 - Looping teacher with their students for an additional year
 - We don't have evaluation bonus in place
 - Create a plan for bonuses at the holiday and tying it to the evaluation process
 - Observation and feedback
 - Mid-6 week culture check in
 - 3 or 4 classrooms met and the 4th one is still developing
 - Danielson Rubric
 - Next Steps:
 - **Grace to own meeting between finance and academic committee**
 - **Cary to grant access/create accounts for STEP and NWEA data**
- **Governance**
 - Board evaluation

- Focus on community engagement plan
- Started process of strategic planning
- Facilities
 - Next week start having working group calls again
 - We may potentially have finalized proposed lease in December (401 2nd Avenue)
 - Mercy Hall is off the table because elected officials are against charters
 - Cary to get Taskforce call on the calendar

Grace motions to adjourn

Leslie seconds 9:00pm



"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
January 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	
IV. Finance Committee	Ben	5m	<ul style="list-style-type: none"> • Review financial reports
V. Academic Committee	Natasha	2m	<ul style="list-style-type: none"> •
VI. Governance Committee	Chair	5m	<ul style="list-style-type: none"> • Discuss strategies to recruit board members
VII. Facilities	Cary	2m	<ul style="list-style-type: none"> •
VIII. Meeting Adjournment	Chair	1m	<ul style="list-style-type: none"> • Motion to adjourn

Update from HOS

Dear Board of Trustees,

January has marked the halfway mark for our first year! It has been an incredible first 5 months of operation and our founding team feels so lucky to have such amazing students and families that we get to serve every day. Here are some updates from the month:

- **Our students** took Round II of MAP Testing - there was a lot of growth but there are still many academic gaps that we need to work to close for our students. We also gained an additional student in January bringing our total enrollment up to 90! Student recruitment for the 2020-2021 is well underway and we currently have 86 applications submitted.

- **Our staff** continues to be amazing. They really embody our staff tenets of hustle, humility, and heart. We have all but one of our teachers returning next year, but with some role changes anticipated we are actively looking to hire 6-7 teachers for next year.
- **Our facility** search continues for our “forever home”. We are hoping that within the next couple of months we will have a lease agreement for the board to consider.

Looking forward to discussing more on Wednesday!

Together we **RISE**,
Cary

Finance Committee:

- Please see this [month’s financial dashboard](#)

Academic Committee

- Academic performance (please see [Academic Dashboard](#))
 - 2nd round of Math testing on 1/17/2020 reflected significant gains for most Kindergarten classes, with Columbia classroom slightly lagging (15% → 16% increase); goal for math is for each student to gain 5% between testing rounds. Next round of Math testing is 6/12/2020
 - Of the 90 students, 27 have made at least 1/2 year growth and are on track to make a year's growth by EoY
 - Next data day is 2/7/2020 to assess round 2 math and STEP
- Family events
 - Night at the Museum event was well-attended
 - Consideration for time change to accommodate more families who would prefer to stay right after school end for events (4:30-5:30PM) to be analyzed after 1/22/2020 event
 - All families completed family conferences, though survey completion rate is low
- Enrollment
 - 85 applications for 2020-2021 school year (69 for Kindergarten, 5 for Grade 1); there are 62 Kindergarten spots, 16 Grade 1 spots, 0 Grade 2 spots
 - New mailer going out 1/23/2020 and there has been one Open House a month, which has led to nearly 100% conversion rate from attendee to applicant
- Teacher culture survey not distributed in January; may be sent out later in January
- Still need to develop 1-pager for academic update context
- Please continue to share with your networks our openings for K/Gr. 1/Gr. 2 teachers

Governance Committee:

- Our Coffee with the Board to explain our complaint policies and the role of the Board is confirmed for March 20th at 7:30am

- Diana and Robert are unfortunately leaving our board, so it is crucial that we have a robust effort to recruit high-quality and committed board members. Lets discuss how we can do this at our meeting.

Facilities:

We continue to pursue all facility options to ensure we have a permanent home for Brooklyn RISE:

- Barone and Dwayne have done a lot of outreach and secured significant political support for our move to D20. We now have secured a letter of support from Eric Adams (Brooklyn Borough President) and we sent letters requesting the support from Senator Gounardes and Councilmember Brannan. We continue to plan submitting our request in a few weeks, in the meantime we will negotiate a final lease and work on the architect plans.
- William reached out to us and is eager to restart the building negotiations. We will have our board meeting there this week so the board can see the space and we will continue negotiations to see if we can get to a fair contract.

NOTES

Meeting Start: 7:11 PM

Roll Call:

- Ben Herbst
- Cary Finnegan
- Diana Marmur
- Grace Han
- Leslie Hernandez
- Liz Skeen
- Natasha Go
- Tim Lee
- Ashley Weech
- Carmen Pena
- Christina Hu

Update from HOS:

- Completed computer adapted MAP testing
- 93 applications
- All but one of teachers planning to return
 - 1st grade teacher is going to transition to Dean of Curriculum and Instruction
 - Kindergarten teacher is transitioning to Director of Student Services
- Facility search continues
 - Hoping to sign lease agreement in the next couple of months
 - Angel Guardian have to wait to sign the lease agreement until a more politically appropriate time

Finance Committee:

- Consistent with previous months, not reflective of changes in enrollment
- Misc. expenses that are now categorized
- 501c3 huge financial advantage for rental assistance and give flexibility in terms of how to spend money since it is not public funds
 - Liz connect with Cliff to see if

Academic Committee:

- Discussed high number of suspensions in December and now we are at zero suspensions for January
- Concern is for attendance—95% in our charter—87%.
- Understand absences and tardies by reason and treat solutions like RTI

Governance Committee:

- Coffee with the Board, March 20, 7:30 AM
- Build pipeline of new board members, primarily in Governance and Development/Fundraising

Facilities:

- William getting back with new terms and phone call on Monday
- Angel Guardian would require district change from District 20 instead of District 15
 - Engaging Dwyane Andrews lobbyist
 - Background: political backlash opening a charter in District 20
 - Have to file paperwork to get lobbyist to lobby on our behalf
 - We have to engage with the lobbyist rather than
 - Need to check with Cliff about what dollars can be used to pay the lobbyist
 - In future, we should include board to vote on hiring third parties
- Circulate the minutes from the previous meeting at the top of the current meeting
- Vote to confirm the minutes
- Cary gives Vicus a 30 day notice at the end of January
- Need to evaluate Barone on financial metrics
- Have basic terms sheet in our hands from Scott
- Have a contract and sit on the contract until March/April
- What are the disclosures we have to make? Can we limit the contract until March/April?
- Prepare ahead of time for aftermath of district switch (i.e. press, communication to families, renderings for families, prepare to take families to over to the new building)
- Potentially keep current building for PreK—would it work financially? Can we manage it?

Ben motion to adjourn the meeting 9:00 am. Leslie 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
February 26, 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	<ul style="list-style-type: none"> Review financial reports
V. Academic Committee	Natasha	2m	Review academic dashboard
VI. Governance Committee	Chair	5m	Vote on revised Board Vetting Process and Orientation
VII. Facilities	Cary	2m	
VIII. Meeting Adjournment	Chair	1m	<ul style="list-style-type: none"> Motion to adjourn

Update from HOS

Dear Board of Trustees,

The month of February has been exciting as we saw our third round of STEP reading data come in as well as our 2nd Math Interim Assessment (IA) data. Our school continues to thrive in many ways and I am increasingly shifting my focus to ensuring that we are set up to have a similarly strong year two.

- **Our students** have progressed amazingly in the first half of the year! Check out our STEP Reading graphs below:



We are continuing to recruit students for the following school year and we added an additional kindergarten student this month!

- **Our teachers** continue to work hard every day and we have begun making offers to some amazing teachers for the 2020-2021 school year.
- **Our facility** journey continues and we will discuss our options in depth during the meeting.

Looking forward to discussing more on Wednesday!

Together we **RISE**,
Cary

Finance Committee:

- Please see this [month's financial dashboard](#)
- As part of the charter agreement, the Charter School agrees to establish an escrow account of no less than \$75,000 to pay for legal and audit expenses that would be associated with a dissolution should it occur. The School may provide for the full amount in its first-year budget or provide for a minimum of \$25,000 per year for the first three years of its charter term. The School's failure to provide for a minimum of \$25,000 in each of the first three years of its charter term shall be deemed a material violation of the charter. The auditor will verify that the escrow account has been established and that it is funded at a minimum of the level established in charter school's agreement.
- Given that RISE is in its first year of operations, it must get board approval to open a dissolution savings account and fund it with \$25,000 by June 30, 2019. We propose that the Board votes to establish the account at our March meeting

Academic Committee

- Please refer to the [Academic Dashboard](#)
- Attendance is still behind charter target of 95% (91.6% K, 94.07% in Gr. 1 for January), attributable in large part to illness
 - Operations team has been tasked with a daily task of cleaning the Chromebooks to prevent spread of illness (and thus absences)

- Disciplinary incidents have decreased MoM from December
- Enrollment: 1 new student enrolled in Kindergarten in January
- Family survey: due to DoE family survey being active in February/March, Brooklyn RISE family survey will be distributed in June
- Testing:
 - STEP: 87% of K and 52% of Gr. 1 students are reading at/above grade level
 - Math IA: all but 1 K classroom made gains in math proficiency (4-20% improvements), and both Gr. 1 classrooms moved from 82% to 84% proficiency

Governance Committee:

- The governance committee has reviewed our Board Vetting Process and Orientation and want to propose a few modifications, please see [here](#).

Facilities:

-

7:05 PM Danyela calls meeting to order
Board Members Present: Tim, Ben, Grace, Christina, Danyela
Family Members Present: Angela Arias, Sandra Avardad, Monserrat Vicencio
Others Present: Darian Delatorre (Ed Tech)

Public Comment:

- Student Recruitment-
 - 230
 - 91
- STEP Data
 - In data, show #/% of students that are approaching grade level (in addition to those who are below, on, above).
- Teacher Recruitment
 - 6 vacancies
 - Sending out letters of intent for teachers to recommit
- Teacher Pay
 - Working group to include Ben, Grace, Slav, Christina, and Ed Tech
 - Explore pay scale versus pay for performance or a hybrid of both
 - Feb-March budget planning, Finance committee meeting March/April
 - Board to do something for teacher appreciation
- Facilities
 - Brooklyn RISE families 26/27 in favor of Building A (Angel Guardian building) and 1/27 in favor of Building B
 - Major pros: Outdoor space
 - Board recommends to pursue the Angel Guardian building
- Finance

- Schedule budget call
- CSP dollars need to be spent
- VOTE: \$75,000 to establish escrow account
 - Grace motions, Ben seconds, board approves
- Governance
 - Recruitment more board members
 - VOTE: Adopt revised vetting process for new board members
 - Grace motions, Ben seconds, board approves
- Meeting close at 8:25 PM
 - Christina motion, Grace 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

March 25, 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	<ul style="list-style-type: none"> Review financial reports
V. Academic Committee	Natasha	2m	Review academic dashboard
VI. Governance Committee	Chair	5m	Board help to recruit Founding Member for "Friends of Brooklyn RISE"
VII. Facilities	Cary	2m	
VIII. Meeting Adjournment	Chair	1m	<ul style="list-style-type: none"> Motion to adjourn

Update from HOS

Dear Board of Trustees,

March has come with a lot of unexpected challenges for our school, our city, and our country. In the same year that we first opened our doors to students, we have also been forced to close our doors for at least a month. This decision was difficult to make and it feels very unnatural to not be walking the halls of our school each day, but ultimately we are faced with a crisis that requires significant changes to our daily ways of life. I will provide a complete update to the Board on how we have handled the COVID-19 pandemic as a school and the ways in which we continue to support students and families on daily basis. For now, here are some general updates:

- **Our students** all went home with the necessary technology and supplies that they needed to continue their learning from home. We are still on track for hosting our lottery next Friday, April 3rd. We currently have 114 Kindergarten apps, 18 First Grade apps, and 19 Second Grade apps. We will host a remote information session for our accepted families and they will have two weeks post-lottery notification to accept their seat at our school.
- **Our staff** have truly gone above and beyond during this difficult time. They are incredible educators and remain steadfastly dedicated to our students and families even though teaching and learning has to happen in a significantly different way. We have 3 new teachers that have accepted positions with our school for next year, and we are still looking to hire 3 more. We also have an outstanding offer out to a MLL Coordinator.
- **Our facility** discussions for a forever home continue with the hope that we will have a finalized lease for the Board review within the next couple of weeks. Moving into the space for 2021 is no longer feasible given the reality of the impacts that the coronavirus pandemic is having on all sectors, including real estate development. We are moving forward with figuring out what being in our current facility for a 3rd year will look like and plan to move into our forever building by fall of 2023.

I look forward to further discussions as a board on Wednesday!

Together we **RISE**,
Cary

Finance Committee:

- Please see this [month's financial dashboard](#)
- We discussed the impact of COVID-19 related school closure on our budget, and whether or not these events would result in certain revenues being reduced (Cary had a conversation on Friday and will provide latest at Wednesday board meeting)
- We began initial discussions on the budgeting process, and reviewed EdTech's initial draft budget
- The Committee is taking a more conservative stance on budgetary assumptions around enrollment given our 2019-2020 experience

Academic Committee

- We do not have updates to the Academic Dashboard and our committee meeting focused on what is being done academically to facilitate learning during the COVID-19 closure
 - Cary is doing a daily message to families and morning virtual huddle with teachers
 - Teachers are engaged with content creation for the YouTube channel/remote learning
 - Families have been set up with workbooks, learning technology, Dojo (high engagement), and the YouTube channel; structured schedules were provided (translated in several languages), and teachers can monitor student progress on the phonics/reading program
 - Students with IEP: student support coordinator is almost fully scheduled for this week (speech, OT, counselor) with teleservices

- New considerations in light of current circumstances:
 - Questions about enrollment: some families may want to repeat the grade, lottery of seats for next year would be affected
 - Tracking in remote learning: need to create new dashboard that reflects current reality
 - Charter fulfillment: waiting on external guidance on this and implications for our students

Governance Committee:

- We have been working to create the 501c3 “Friends of Brooklyn RISE” which will allow us to have substantial savings with the new building. Diana Marmur and Leslie Hernandez agreed to be founding members and we need one additional member who can not be part of our Board. Below are the requirements for this board, please help us recruit one additional board member ASAP.

"A Friends Of Board is a much lighter experience than serving on a charter school board. Unlike a charter school board, meetings are not subject to the Open Meetings Law (most if not all are typically on the phone and to the extent there's no one who needs to abstain from a vote, we can act by unanimous consent), there is no requirement to have monthly meetings (most meet as needed an otherwise semi-annually) and most of the lift is upfront when we form (need to meet to approve by-laws, policies, a 501c3 application, etc.) and thereafter to approve the lease, sublease and financing-related transactions, get periodic updates on the School's progress in order to exercise the Board members' duty of care and duty of attention, which is usually delivered in connection with other meeting agenda items (either at an annual or semi-annual meeting) such as approving financials, an audit when its time, re-electing/electing new board members, etc.

Meeting Notes:

Attendance:



7:04 Start meeting time

Public Comment:

- Bridge a stronger connection between the school and the board
- Core values at the heart of our decisions
- Teachers and students are the heart of our school and that directly impacts students
- Attraction and retention is key: having lower than district pay does not help
- Pay does not level out in terms of years of experience
- Without transparency of pay it doesn't help people make long term decisions
- Main concern is retention and hiring and prospective teachers are concerned about pay cuts
- Performance based pay scale concerns
 - Lack of collaboration across grade team
 - Inherently sets up some teachers to win and others to lose
 - Could increase
 - Create anxiety
 - Teachers teaching to the test
 - Deterred to take on students with special needs

Head of School Update:

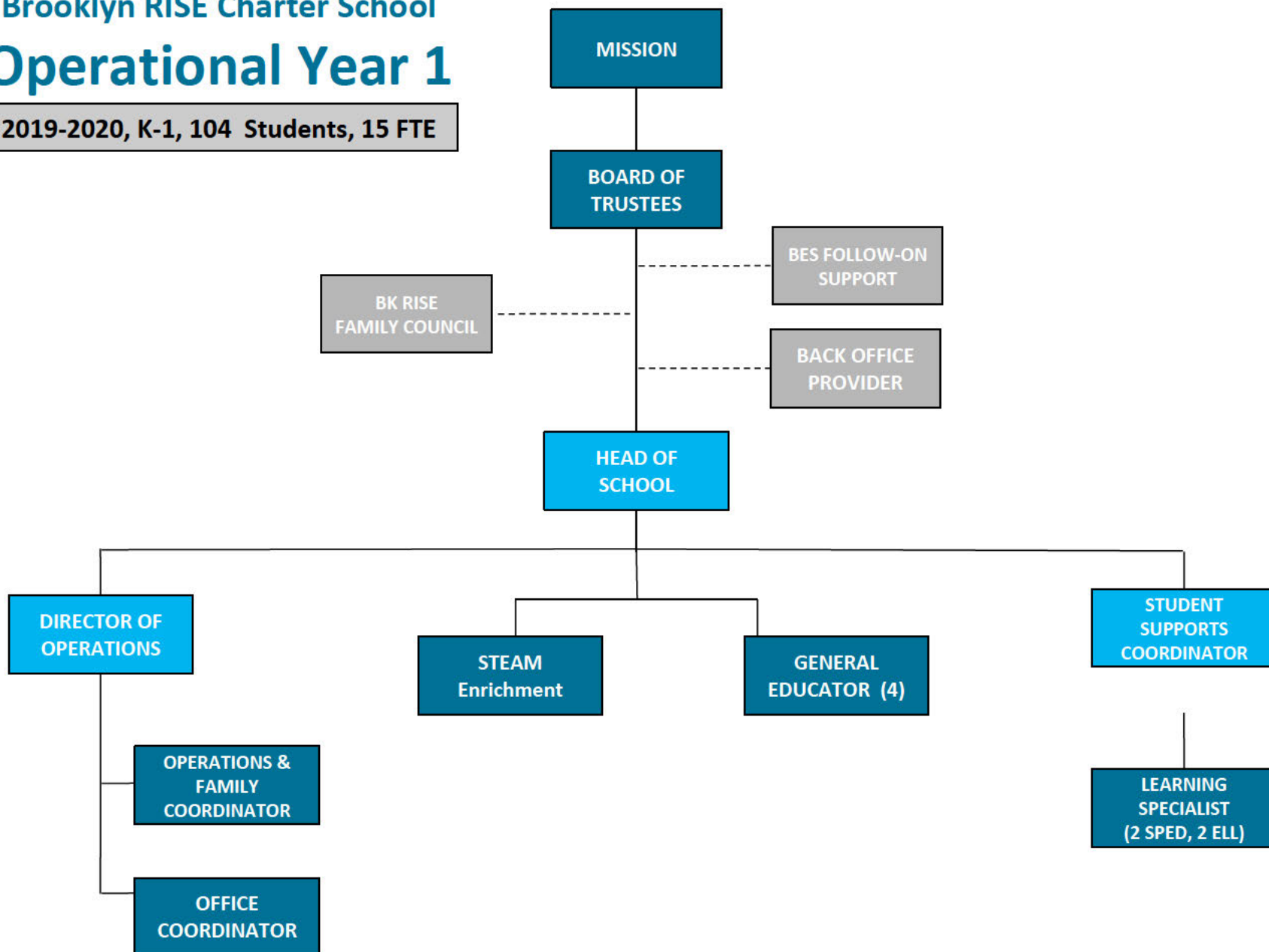
- **Coronavirus and Remote Learning:**
 - Teachers making videos for students, focus on daily youtube videos
 - Every BR student has a device
 - Some troubleshooting on the tech end that operations team is managing
 - Live instruction using Zoom

- 10-11:30 Three blocks for small group reading and small group math
- Monday attendance was low. By Tuesday, attendance doubled.
- Maintaining support for literacy and practice of current skills for math
- Teachers have 1:1 conversations over Facetime, phone call and tracking that communication
- Families sending pictures and videos of student engaging in academic work
- Plan is due to authorizer on Friday
- Students can earn up to 5 points per day for different distanced learning engagement types
- Social-emotional challenges
- Striking a balance between academic continuity and the challenge
- Submitting learning plan, feeding families plan, and social emotional support plan
- Reaching out to all families to offer teletherapy
- Facilities
 - Christine thought it was a very fair lease to begin with, not many things needed to be tweaked
 - Lease is in Scott's hands and will come back to us
 - Coronavirus is delaying everything but we will get construction done as soon as possible
 - Looking at 2022 for forever home
 - Scott to convert office and multipurpose room into classrooms
- Retention/Promotion
 - Teachers making recommendation about retention and promotion
 - Lottery to be recorded and transcript sent
- Governance
 - Huge financial advantage for Friends of Brooklyn RISE
 - Need help from board to find someone else to join the board
- Finance Update
 - Impact of COVID on current budget
 - We will for all students who qualify for two teachers per classroom
 - If we can't bill for that, it would have an impact on budget for this year
 - We'll know more in one week when the governor's budget is out
 - Most responsible to do budget without the aid
 - Status of spenddown of CSP funds
 - Have to spend the rest of the CSP funds before June 30
 - Budget process
 - Will have separate board call to process new budget
 - Will take a more conservative stance on enrollment
 - Start with enrollment and payroll
 - Will present again at the April finance committee meeting
 - Will present again at the May board meeting and we will approve then
 - Will present again at June if needed for revisions
 - Academic Committee
 - Academic reporting disrupted by COVID
 - Families and students set up for distanced learning

- How we are going to track process and track performance given new reality and how that compares to what is promised in our charter
- Question of whether or not we are going to take assessments
- Need to have some kind of data to decide about
- What is the threshold for using school dollars to support families during this time?
 - Use separate account for that
 - Ben to reach out to get guidance on GoFundMe

Brooklyn RISE Charter School Operational Year 1

2019-2020, K-1, 104 Students, 15 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 ½ Day	27 ½ Day	28 ½ Day	29
Instructional Days: 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 A: 8; B: 7; C: 2						
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 (A)	14 (B)	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)	31
Instructional Days: 21 A: 8; B: 9; C: 5						
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 (A)	3 (B)	4 (A)	5 (B)	6 (C)	7
8	9 (A)	10 (B)	11 (A)	12 (B)	13 (C)	14
15	16 (A)	17 (B)	18 (A)	19 (B)	20 (C)	21
22	23 (A)	24 (B)	25	26	27	28
29	30 (A)					
Instructional Days: 18 A: 8; B: 7; C: 3						
PD Days: 0						

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

January 2021						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
						1
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
Instructional Days: 18						
PD Days: 1						

February 2021						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
31	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						
Instructional Days: 14						
PD Days: 1						

March 2021						
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: 23						
PD Days: 0						

April 2021						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
					1	2
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	
Instructional Days: 16						
PD Days: 0						

May 2021						
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: 19						
PD Days: 1						

June 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			
Instructional Days: 16						
PD Days: 0						

Total Instructional Days: 181
Total PD Days: 17

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



**FIRE DEPARTMENT
BUREAU OF FIRE PREVENTION
FIRE ALARM INSPECTION UNIT**

9 METROTECH CENTER, BROOKLYN, N.Y. 11201
TELEPHONE: (718) 999-2467 FAX: (718) 999-2468

LETTER OF RECOMMENDATION

CONTROL No.: 263983
 DATE OF INSPECTION: 12-05-19
 INSPECTOR (Print): Alex Chitokalon
 FPIMS - DOB APPLICATION (PW-1) No.: 39263983
 PLAN EXAMINATION, FD INDEX No.: N/A

LOCATION INFORMATION:		
HOUSE No.	STREET NAME	BOROUGH
<u>475</u>	<u>53rd ST</u>	<u>BK</u>
WORK ON FLOORS: (IDENTIFY THE SCOPE OF WORK COVERED BY THIS LETTER OF RECOMMENDATION. NON-NUMERIC FLOORS MUST CONFORM THE FOLLOWING DESIGNATIONS: ATT, BAS, CEL, MEZ, MZ1, PEN, PT1, PT2, PT3, ROF, SUB, SC1, SC2, SC3)		
<u>C-01-03, R</u>		
OCCUPANCY CLASSIFICATION: (IDENTIFY THE OCCUPANCY GROUP AS AT THE DATE OF THE ACCEPTANCE TEST)		
<u>"E" (LO-R, SPK)</u>		
BUSINESS NAME: (IDENTIFY THE BUSINESS NAME AS AT THE DATE OF THE ACCEPTANCE TEST)		
<u>CLARINAR KIDS</u>		
JOB DESCRIPTION: (IDENTIFY THE EXTENT OF WORK COVERED BY THIS LETTER OF RECOMMENDATION)		
<u>GROUP "F" (LO-R) FAS WITH SPK /SD+CO/COC</u>		

1. CERTIFICATION OF ACCEPTANCE:

This Letter of Recommendation has been issued to confirm that the fire alarm (emergency, detection, automatic extinguishing, etc.) system and equipment filed under the Department of Buildings Plan/Work Application and the Fire Department Plan Examination identified above **has been tested and accepted** in accordance with the provisions of the current Codes, Regulations and Standards.

2. CONDITIONS ATTACHED TO THE LETTER OF RECOMMENDATION:

The Letter of Recommendation is a valuable document and it should be retained in a safe place until the Letter of Approval is generated and received.

Alex Spektor
 Director
 Fire Alarm Inspection Unit

AS

DISTRIBUTION: 1. WHITE - F.D. 2. YELLOW - OWNER

Certificate of Occupancy

CO Number: 321500853T001

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: [REDACTED]	Certificate Type: Temporary
	Address: 5224 5 AVENUE	Lot Number(s): [REDACTED]	Effective Date: 08/27/2019
	Building Identification Number (BIN): 3013917	Building Type: Altered	Expiration Date: 09/26/2019
This building is subject to this Building Code: Prior to 1968 Code			
<i>For zoning lot metes & 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 26 outstanding requirements. Please refer to BISWeb for further detail.			
Borough Comments:			
OK TO ISSUE TCO#1 FOR 30 DAYS FOR THE SECOND FLOOR WITH FIRE GUARDS.			



Borough Commissioner



Commissioner

Certificate of Occupancy

CO Number: 321500853T001

Permissible Use and Occupancy

All Building Code occupancy group designations below are 2008 designations.

Floor	Maximum persons	Live load lbs per	Building Code occupancy	Dwelling or Rooming	Zoning	
END OF SECTION						



Borough Commissioner



Commissioner

END OF DOCUMENT

3:18:55 PM