



Mission Statement: The mission of The RISE Schools is to provide a rigorous and holistic education that develops the minds and character of scholars to be catalysts for social change

The RISE Schools
Governance Board Work Session Minutes
Date at 6:00 PM

The minutes of Sunshine Law meetings need not be verbatim transcripts of the meeting. These minutes are a brief summary of the events of the meeting.

Date:	Start	End	Next Meeting:	Next time:	Prepared by:
02/19/25	6:16PM	7:29PM	TBD	TBD	Lyn Carden
Meeting Location:					
Rise					

Attended by:	
Lara Sterling Desmond Hardy Tanisha Jones (Virtually)	Zedric Cross Terrence Washington Lyn Carden Danny Brewington
Highlights:	

CALL TO ORDER – Motion to call to order at 6:16PM made by Mr. Hardy, 2nd by Ms. Jones, unanimous.

Administrative Functions

- a. Approval of the Agenda – Ms. Sterling notified the board that three amendments needed to be made to the agenda. 1)The board would not be accepting the January financial reports because they had not had time to review them. 2)The board would be voting on the December financial reports. 3)Item “B” on the agenda would be a PTA report. Mr. Hardy made a motion to accept the agenda as amended, Ms. Jones 2nd, unanimous.

A Board Chair Report – No items for reporting

B. PTA – The new PTA President introduced herself and the new PTA board.

- a. She reported on initiatives the organization is implementing through the remainder of the

school year.

- i. 8th grade planning committee - activities for 8th graders for the rest of the year.
 - ii. Transition events for our Special Education students that will help them transition into high school.
 - iii. Teacher appreciations and providing breakfast for teachers.
- b. She discussed recruitment of PTA membership and meetings of the PTA.
- c. The board discussed school financial support of the organization.
- d. She reported on state training and requirements of the PTA.
- e. She provided communication information for those interested in the PTA.

C. Principal /Federal Programs Report – Mr. Cross Reported

- a. He provided an enrollment report.
- b. He reported on student academic support program.
 - i. The Winter Work Academy and students that attended.
 - ii. After School support and Saturday Academy.
- c. He provided an update on the marketing initiative
 - i. Ads on Facebook and Instagram.
 - ii. Hulu, google ads and YouTube ads are next.
 - iii. He reported that the school was able to reclaim ownership of the google site.
 - iv. He reported on future marketing initiatives such as Marta ads.
 - v. The first mailers should arrive to parents on Saturday
 - vi. The first open house is next Saturday and there is a separate social media campaign for open house.
 - vii. Yard signs and posters will arrive next week.
 - viii. A professional photographer & videographer has been hired.
 - 1. He reported on the video plan and potential billboard.
 - ix. Mr. Cross recommended that the school hire a part-time person to work in the community to generate more interest.
 - x. He discussed the mailer rate being 3% return.
- d. Enrollment & Lottery Update- Deadline is the 14th, if there are more interested students then seats available the school will conduct a lottery. The goal is 80 kindergarten and 100 6th grade students.
- e. The school is hosting pre-k graduation and promotion exercises.
- f. He reported that the school currently has one staffing vacancy.
- g. FY24 CPF Results – The board discussed their review of the CPF results
- h. Presentation of Proposed Federal Handbook – The board discussed their review of the proposed federal handbook.

D. Business Office Report – No report

E. Finance Report – Mr. Washington presented

- a. Proposed FY25 Amended Budget
 - i. He reminded the board budget requirements by law.
 - ii. He Presented the current position of the budget.
 - 1. Total income and compared monthly income.
 - 2. Discussed federal program income.

3. Reviewed expenditure, noting the school was under budget for most months.
4. Reviewed net profit.
5. Reviewed current budget.
6. Reviewed variances.
- iii. Mr. Washington reminded the board that they were amending the budget because the school anticipated having more students than they received this year.
 1. He discussed authorizer funding.
- iv. He discussed the adjustment of funding and timing.
- v. Ms. Sterling asked about the safeguards and planning for the repayment that will be required to the state.
- vi. Mr. Washington presented the amended budget.
 1. He pointed out the money that had been set aside for repayment.
 2. The board discussed the marketing budget.
 3. Mr. Washington reviewed the marketing budget.
 4. The board discussed the facility line item.
 5. Mr. Washington reported on projected days cash on hand.
 6. He discussed variances in the amendment.
 7. He discussed Payroll
 8. He discussed Chart of accounts for payroll
 9. He discussed coding updates
 10. He presented the budget analysis
 11. He discussed The AP carryover
 12. He discussed Net profit
- b. Public Comment –
 - i. A member of the audience
 1. Requested information on categorizing line items.
 2. The budgeting of state and federal funds and coding.
 3. Programs to support financial and budgeting for the school.
- c. Financial report as of January 31, 2025 – Mr. Washington presented
 - i. The Executive summary
 - ii. Total income, noting it was slightly less than budgeted
 - iii. Net profit
 - iv. Balance sheet
 - v. He discussed the impact of audit on the income statement
 - vi. He noted that there had been issues with the nutrition account and credit cards
 - vii. He presented Budget vs. Actuals
 - viii. Uncategorized revenue and expense
 - ix. Cash flow
 - x. Ending cash balance
 - xi. Total bill and credit card expenses
 - xii. He discussed comparison to last year
 - xiii. Reviewed instruction expense
 - xiv. He noted that the inventory system has been implemented
 1. Mr. Washington said project is nearly complete with approximately 15%

remaining and will meet the March 1st deadline.

- xv. He reviewed current debt, outstanding bills
- xvi. Unrestricted days cash on hand is 64 days.
- xvii. Reviewed HR & Payroll
- xviii. Discussed benefits
- xix. Presented school projected comprehensive performance framework results
- xx. The board discussed federal drawdowns
- xxi. He presented debt to asset ratio
- xxii. Ms. Sterling reminded the board that this report would be voted upon next month
- xxiii. Motion to accept the financials reports as of December 31, 2024 made by Mr. Hardy, 2nd by Ms. Jones unanimous
- d. Financial comparison report – Tabled until next meeting
- e. FY23 Audit – Mr. Washington Presented
 - i. He reported the FY23 audit received 2 findings and 1 statement of concern
 - ii. He reviewed the results
- f. Inventory Project Report – Discussed earlier

F. Old Business – No old business

G. New Business

- a. FY23 Audit CAP – The board discussed the Audit Corrective Action Plan.
 - i. They reviewed the recommended CAP from Mr. Washington.
 - ii. They discussed the language and timing.
 - iii. Mr. Hardy made a motion to accept the CAP pending board revisions, 2nd by Ms. Jones, unanimous.
- b. ESOL Policy Manual – The board discussed their review of the manual during their work session.
- c. Sexual Misconduct Policy - The board discussed their review of the policy during their work session.
- d. School Nurse Policy – Revised - The board discussed their review of the policy during their work session.
- e. FY25 SCSC Monitoring CAP - The board discussed their review of the Corrective Action Plan during their work session.
- f. Proposed March Meeting Date – Ms. Sterling reported that the board would be polled, and a new meeting date would be selected and provided on the website and at the school.
- g. Revised Employee Manual - The board discussed their review of the manual during their work session.
- h. Revised Student and Family Manual - The board discussed their review of the manual during their work session.
- i. Revised Financial Policy Manual - The board discussed their review of the manual during their work session.
- j. LEA Determination Letter – Mr. Cross reported that he had met with the authorities and was completed required tasks.
- k. Whistleblower Resolution Determination Letter - Mr. Cross reported on a conversation he had with the DOE.

H. Proposed Consent Items for Board Meeting:

- a. Federal Handbook

- b. Sexual Misconduct Policy
- c. School Nurse Policy - Revised
- d. FY25 SCSC Monitoring CAP
- e. Revised Employee Manual
- f. Revised Student and Family Manual
- g. Revised Financial Policy Manual
- h. Motion to adopt consent agenda made by Mr. Hardy, 2nd by Ms. Jones, unanimous

I. Public Comment – No Public Comment

Next Meeting Date – TBD

Adjournment – Motion to adjourn at 7:29pm made by Mr. Hardy, 2nd by Ms. Jones, unanimous.