



Riverhead Charter School
3685 Middle Country Road
Calverton, NY 11933
Phone (631) 369-5800
Elementary Fax (631) 369-6687
Middle School Fax (631) 727-7191
Administration Bldg. Fax (631) 727-7193
www.riverheadcharterschool.org

Board of Trustees

Aimee LoMonaco, Board President
David Edwards, Vice President
Maria Cintron, Treasurer
Natasha Jeffries, Secretary
Zenobia Hartfield, Trustee
Harry Histan, Trustee

Superintendent
Raymond Ankrum

Co-Principals K-6
Taylor Henninger and
Samantha Camillery

Principal 7-8
Katherine Gang

Principal 9-11
Dr. Patrick McKinney

Chief Financial Officer
Nicola Graham

Riverhead Charter School Board of Trustees

Minutes

Board Meeting

Date and Time

Thursday, October 27th, 2022 at 6:30 pm

RCS Mission Statement

Our mission is to inspire today's learners to become tomorrow's leaders by setting high academic standards, promoting solution-oriented thinking and embracing the cultural diversity of our community.

Trustees Present

Aimee LoMonaco, David Edwards (Remote), Maria Cintron (Remote), Zenobia Hartfield (Remote), Natasha Jeffries (Remote).

Guest Present

Raymond Ankrum, Nicola Graham, Dr. Patrick McKinney, Samantha Camillery, Taylor Henninger, Katherine Gang, Nick Timpone.

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

Aimee LoMonaco called a meeting of the Board of Trustees of Riverhead Charter School to order on October 27, 2022 at 6:30 p.m. The Riverhead Charter School Board of Trustees meeting began with the pledge of allegiance.

C. Approve Minutes

David Edwards made the motion.

Zenobia Hartfield made the second motion.

The board **VOTED** unanimously to approve the Minutes motion of August 11, 2022



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D. Public Comment

II. Academic Excellence

A. Superintendent, Mr. Raymond Ankrum

- **New Fiscal Year 2022-2023**
 - Mr. Ankrum expressed his gratitude to the board members for the incredible job they do for the school.
 - The school is looking to add two additional board members, one national and one local.
- **Opportunities for Board Learning:**
 - Other type of development the board may need.
 - Board self-assessment.
 - Schedule the superintendent Evaluation System.
- **Revisiting Board Committees:**
 - Mr. Ankrum formulated the following questions to review and advise on the achievement of the Board objectives:
 - What are the current board committees?
 - Who is the board point person for those committees?
 - What are the proposed dates for meeting?
 - How does this information get transmitted to the board?
 - How do we normalize this process to remain consistent to prevent board burnout and/or board turnover?
- **Data Analysis 2022:**
 - Mr. Ankrum advised the board of the data analysis presentation that principals and DCS's will introduce on November.
 - The superintendent pointed out to the board members to feel free to ask questions to the DCS's.
- **Staffing 2022:**
 - The superintendent informed about the multiple points for employees to improve.
 - Mr. Ankrum advised how it has been difficult to find a Science teacher for High School.
- **Building Update 2022:**
 - Mr. Ankrum advised the following regarding the Sound Ave building: "We are currently exploring opportunities to develop the back portion of the land. That buys us another 2-years of learning space for our scholars. We are currently looking at the commons as well as another parcel of land. Athletic fields are a sticking point".



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- **Upcoming Dates & Touch Points 2022:**

- Hispanic Heritage was amazing.
- Polish Heritage celebration is 10/27 at 6:00 p.m.
- State Test scores for everyone else will be released on November 4, 2022.
- W.O.W collaboration is 10/18-19 w/Peconic Bay.

III. Finance

A. Director of Finance and Operation Report, Ms. Nicola Graham

- Presented Finance & Operation Dashboards.
 - All cash accounts are healthy.
 - Discussed Cash Disbursements for September and October 2022 in detail.
 - Informed about the compliance calendar (September 2022).
 - ✓ Issued 1st installation of 2022/2023 District Tuition billing for July/August.
 - ✓ Annual Fire Alarm, System Inspection –completed 7/29 by Star Fire Protection.
 - ✓ Annual Fire Hydrant Inspection – completed 9/2 by Island View Services.
 - ✓ Annual Testing & Maintenance of Backflow Prevention Device-completed 7/9 by Essay.
 - ✓ Filed 2021 IRS Form 5500-SF return with IRS for 403B plan electronically.
 - ✓ Submitted Consolidated Application for Title Grants due 8/31/2022.
 - ✓ Shout Outs:
 - GC made provisions to Open High School on-time.
 - Custodians are able to deliver HS meals in food containers that maintain heat up to 4 hours.
 - Congratulations on reaching 100 + employees.
 - Welcome Back BBQ kick off for the new SY was a hit!
 - Informed about the compliance calendar (October 2022).
 - ✓ Filed 990 Tax Return of Organization Exempt from Income Tax, Due 11/15.
 - ✓ Served 19 days of Breakfast and Lunch in September (9/26 & 9/27 Rosh Hoshanah)
 - ✓ Issued 2nd installation of 2022/2023 District Tuition billion for September/October.
 - ✓ Bus Drills completed.



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- ✓ BEDS Day – 10/5-1st Wednesday in October.
- ✓ Enrollment target: 947 max and 823 enrollments.
- ✓ Update on Furniture, Building, Meal Program and Technology.

IV. Development

V. Facility

• **First Motion:**

To approve A to Z Catering Inc. as the lowest bidder for Food Meal Service Provider.

David Edwards made the motion.

Maria Cintron seconded the motion.

The board **VOTED** unanimously approved the motion.

• **Second Motion:**

To approve Park East Construction Corp. Change order No. 8 Basement Wall Demolition in the amount of \$3,052.00.

Maria Cintron made the motion.

Zenobia Hartfield seconded the motion.

The board **VOTED** unanimously approved the motion.

• **Third Motion:**

To approve Memasi as the architect for the school year 2022-2023.

Natasha Jeffries made the motion.

Zenobia Hartfield seconded the motion.

The board **VOTED** unanimously approved the motion.



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VI. Governance

VII. Other Business

VIII. Closing Items

A. Enter Executive Session

N/A

B. Exit Executive Session

N/A

C. Adjourn Meeting

Maria Cintron made a motion to adjourn the meeting of October 27, 2022.

Zenobia Hartfield seconded the motion.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:45 PM.

Respectfully Submitted,

Diana M. Salcedo Gomez.