



**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](http://www.riverheadcharterschool.org)

Board of Trustees

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

Superintendent  
Dr. Raymond Ankrum

Co-Principals K-6  
Taylor Henninger and  
Samantha Camillery

Principal 7-8  
Katherine Gang

Principal 9-12  
Dr. Patrick McKinney

Chief Financial Officer  
Nicola Graham

## Riverhead Charter School Board of Trustees

### Minutes

#### Board meeting

#### Date and Time

Wednesday, February 28<sup>th</sup>, 2024, 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.

#### Board Trustees

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

#### Guest Present

Dr. Raymond Ankrum, Nicola Graham, Ariana Perry (Human Resource Manager).

#### 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 February 28<sup>th</sup>, 2024, at 6:38 pm. The Riverhead Charter School Board of Trustees meeting began with the pledge of allegiance.

##### C. Approve Minutes

**Maria Cintron** made the motion.

**Zenobia Hartfield** seconded the motion.

The board **VOTED** unanimously to approve the Minutes motion of January 31<sup>st</sup>, 2024.

##### D. Public Comment



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## II. Academic Excellence

### A. Superintendent, Dr. Raymond Ankrum

- Dr. Ankrum outlined Riverhead Charter School (RCS) 's community engagement efforts in February 2024. The report focused on the school's efforts to build partnerships with parents, community leaders, and businesses.
- According to Dr. Ankrum, the social justice advocates from both the high school and middle school faced an obstacle while presenting to the Riverhead Central School Board due to a virtual snow day. However, the middle school social justice advocates argued for increased high school space at the Riverhead Town Board meeting. Their presentations were well-delivered and received positive feedback.
- As reported by Dr. Ankrum, during the "Parental Engagement: Letter Writing Campaign," more than 75 letters were sent to the town board by parents in support of the expansion of the high school. Trustee Maria Cintron played a crucial role in providing translation services for Spanish-speaking parents during this campaign, emphasizing the importance of consistent and easily accessible translation services.
- Dr. Ankrum has reported that the RCS Facebook page has gained significant attention due to an ongoing social media campaign called "Why I Chose RCS." This campaign features videos and quotes from parents, students, and staff sharing their positive experiences with RCS.
- Dr. Ankrum stated that the town officials, including the town supervisor, visited RCS intending to gain a better understanding of the school's operations and the need for space expansion.
- **Dr. Ankrum provided some recommendations:**
  - Continue encouraging student participation in advocacy efforts.
  - Ensure that translation services are consistent and accessible for all families in the district.
  - Expand the "Why I Chose RCS" campaign to reach a wider audience.
  - Follow up on congressional invitations and continue national advocacy efforts.
  - Gather information and collaborate with the fundraising committee to develop a comprehensive strategy for leveraging business partnerships.
- **Real Estate and Finance Updates:**
  - Ongoing due diligence for new projects.
  - Gave Kim Judd a check and a notarized statement for the town board.
  - The bi-weekly meeting was last week, no new updates.
  - S&P credit rating call tomorrow at 10 am.
  - Further details in the CFO's report.



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➤ **Upcoming Dates:**

- 3/1: Read Across America.
- 3/5 & 3/6: ELA Stop Drop.
- 3/6: Progress Reports Due.
- 3/8: Progress Reports Sent Home.
- 3/13: Half Day Students/Professional Development.
- 3/19 & 3/20: Math Stop Drop.
- 3/27: Women's History.
- 3/29-4/1: Easter recess.

### **III. Finance**

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

- Discussed Cash Disbursements for January 2024 in detail.
- Presented Finance and operation Dashboards.
  - All cash accounts are healthy.
  - Informed about the compliance calendar (December 2023).
    - ✓ Served 21 days of Breakfast and 20 Lunch days in January (1/2 day PD 1/24).
    - ✓ W-2s were sent electronically to staff from Extensis (January only) and Prestige.
    - ✓ Paid semi-annual Bond payment due 2/1/2024.
    - ✓ Sent Form 8038-CP to recoup \$82,812 for Qualifies School Construction Bond Int. Pymt.
    - ✓ Meal Modification Policy.
- Reviewed the Meal Modification Policy.
- The National Charter Schools Conference will be held in Boston from June 30 to July 3, 2024.
- Statement of Financial Position: Preliminary Unaudited Balance Sheet as of December 31, 2023 indicates a healthy balance between assets and liabilities.
- Financial Performance: Preliminary Unaudited 2<sup>nd</sup> Quarter Profit and Loss October through December 2023. Year-To-Date (YTD) Tuition and Program Revenue showed a favorable variance compared to the previous year (PY), and current YTD compared to budget is at 97% on target.
- The approved Budgeted revenue for fiscal 2023-24 is 18,356,686. The YTD recognized revenue is 8,566,768.
- The approved Budgeted expenses for fiscal 2023-24 is 17,799,828. The recognized expenses are 7,625,172.
- Revenues and expenses are on target compared to the budget.



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**IV. Development**

**V. Facility**

The Board approved the motion to accept and approve adopting the Meal Modification Policy.

**David Edwards** made the motion.

**Maria Cintron** seconded the motion.

The board VOTED unanimously to approve the motion.

**VI. Governance**

**VII. Other Business**

**VIII. Closing Items**

**A. Enter Executive Session**

**B. Exit Executive Session**

**C. Adjourn Meeting**

**David Edwards** made a motion to adjourn the meeting on February 28<sup>th</sup>, 2024.

**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 7:44 PM.

Respectfully Submitted,

**Diana M. Salcedo Gomez.**