



**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

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

Wednesday, July 19, 2023, 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, Zenobia Hartfield and Natasha Jeffries.

#### Guest Present

Raymond Ankrum, Nicola Graham.

#### 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 July 19, 2023, at 6:41 p.m. The Riverhead Charter School Board of Trustees meeting began with the pledge of allegiance.

##### C. Approve Minutes

**Maria Cintron** made the motion.

**Natasha Jeffries** made the second motion.

The board **VOTED** unanimously to approve the Minutes motion of June 21, 2023.

##### D. Public Comment



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## II. Academic Excellence

### A. Superintendent, Mr. Raymond Ankrum

- The update on Memasi architects was given by the Superintendent.
- Mr. Ankrum provided information about the acceptance to the Transcend Cohort.
  - Mr. Ankrum discussed the survey to identify the community's needs and goals.
  - Invitation to Transcends Second Rural Schools Design Community received.
  - The Superintendent stated that they are presently awaiting the community's decision on their involvement.
- Mr. Ankrum provided details regarding the Rural Schools Design Community during the meeting.
- The superintendent has announced that the principal will attend board meetings to present academic reports and executive sessions when required.
- Staffing Update 2023
  - The school year of 2023-2024 is fully staffed.
- The Superintendent updated Standardized Testing Data:
  - Data release schedule for after the start of the school year.
  - Notable areas of struggle: Grade 5 (ELA) and Grade 8.
  - Planned response: Add teachers to Grade 5 to minimize curriculum gaps.
- Board Involvement in Professional Development (PD) schedule:
  - Possible virtual intros to staff.
  - In-person meet and greet with community members and teachers.
- Board Retreat 2023:
  - Need to schedule a date for the board retreat.
  - Present a calendar with proposed dates and the purpose of the retreat.
- Mr. Ankrum thanked the Board for their dedication to the school.



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### III. Finance

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

- Discussed Cash Disbursements for June 2023 in detail.
- Presented Finance & Operation Dashboards.
  - All cash accounts are healthy.
  - Informed about the compliance calendar (June 2023).
    - ✓ Served 18 days of Breakfast and 16 Lunch in June (half-days at end of SY).
    - ✓ Sent Tuition Reconciliation as of June 30, 2023 and IDEA billing to Districts.
    - ✓ Renewed insurance certificates through Salerno Brokerage; General Business & Property Insurance. Cyber Liability Policy & Student Accident/Excess.
    - ✓ Updated Insurance Certificates with Bond Trustee for posting on Emma.
    - ✓ Sent Form 8038-CP to IRS recoup \$89,110 for Qualified School Construction Bond Interest Pymt.

### IV. Development

### V. Facility

- The Board has decided to maintain the current committees, which include the Finance, Fundraising, and Academic Committees.

- **First Motion:**

The Board approved the motion to retain accounting services with Corporate Accounting Solutions for internal accounting for the 2023-24 school year.

**David Edwards** made the motion.

**Zenobia Hartfield** seconded the motion.

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



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• **Second Motion:**

The Board approved the motion to retain legal services with Lamb and Barnosky, LLP 2023-24.

**Maria Cintron** made the motion.

**Zenobia Hartfield** seconded the motion.

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

• **Third Motion:**

The Board approved the motion to retain contractual services with Cerini & Associates, LLP as our external auditors 2023-24.

**David Edwards** made the motion.

**Natasha Jeffries** seconded the motion.

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

• **Fourth Motion:**

The Board approved the motion to retain contractual services with A to C Catering 2023-24 as our food service vendor.

**David Edwards** made the motion.

**Natasha Jeffries** seconded the motion.

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

**VI. Governance**

**VII. Other Business**

**VIII. Closing Items**



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**A. Enter Executive Session**

N/A

**B. Exit Executive Session**

N/A

**C. Adjourn Meeting**

**Maria Cintron** made a motion to adjourn the meeting on July 19, 2023.

**Natasha Jeffries** 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: 42 PM.

Respectfully Submitted,

**Diana M. Salcedo Gomez.**