



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

David Edwards, Board President
Aimee LoMonaco, 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, November 29th, 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.

Board Trustees

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

Guest Present

Raymond Ankrum, Nicola Graham.

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

David Edwards called a meeting of the Board of Trustees of Riverhead Charter School to order on November 29th, 2023, at 6:56 pm. The Riverhead Charter School Board of Trustees meeting began with the pledge of allegiance.

C. Approve Minutes

Zenobia Hartfield made the motion.

Maria Cintron made the second motion.

The board **VOTED** unanimously to approve the Minutes motion of October 25th, 2023.

D. Public Comment



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

David Edwards, Board President
Aimee LoMonaco, 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

II. Academic Excellence

A. Superintendent, Mr. Raymond Ankrum

- Mr. Ankrum provided an Elementary School Update:
 - Math Stop/Drop: It is scheduled to occur on November 29th and 30th. Mr. Timpone is managing the minute-by-minute schedule and rosters.
 - Winter Concerts: Kindergarten to Second Grade will have their concert on December 21st.
 - Scholastic Book Fair: Hosted from December 11th to December 15th by Ms. Mitchell.
 - Upcoming Field Trips: Various Field trips are planned for December, including visits to the Long Island Aquarium, Museum of Broadway, and the Long Island Ballet.
 - Formal Observations: The observation process typically begins with a pre-observation meeting, during which the teacher provides the observer with relevant information about the upcoming formal lesson, such as the students' backgrounds and objectives. The formal observation itself follows this meeting, during which the observer observes the teacher's performance in the classroom. Finally, there is the post-observation stage, where the observer offers constructive and positive feedback to the teacher to help them enhance their teaching skills and achieve better outcomes. The post-observation feedback allows the teacher to reflect on their performance and make any necessary adjustments to their teaching approach.
- Mr. Ankrum provided a Middle School Update:
 - Grading Update: The Superintendent informed: "As we approach the end of week 2, it is expected that every class will have completed a set of homework assignments ranging from 1 to 2, a couple of classwork assignments, and 1-2 participation activities. These activities are intended to gauge each student's understanding of the course material and foster participation in the learning process. It is imperative that every student takes these activities seriously and completes them on time to ensure they are on track with the course progression".
 - Dismissal: We are on Week 3 for dismissal duty.
 - Key Dates: Among the important dates this month, the 8th-grade Field Trip to Vanderbilt Planetarium and Math Stop Drop are notable.
 - The Door Decorating Contest also begins on December 4th.
- Mr. Ankrum provided a High School Update:
 - College Acceptance: 100% of our students who have applied have been accepted into four-year colleges.



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

David Edwards, Board President
Aimee LoMonaco, 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

- E-Sport Achievement: Our High School E-Sport students have made it to the playoffs.
- Black Student Union Meeting: Scheduled for December 5th at 2:15 PM via Zoom.
- College Planning: Juniors will begin their college planning with Dozier starting early 2024.
- During the meeting, the Superintendent talked about building updates.
 - Mr. Ankrum provided an update on the Riverhead Charter School expansion and his recent meeting with the Town Board and MEMASI architects. Mr. Ankrum said the Town Board expressed enthusiasm for the proposed expansion.
- Upcoming Dates:
 - 11/29: Math Stop/Drop Day 1
 - 11/30: Math Stop/Drop Day 2
 - 12/1: Student Concerns
 - 12/11 to 12/15: Scholastic Book Fair
 - 12/14: Holiday Gift Drive & Shopping Night
 - 12/19: K-2 Winter Concert
 - 12/20: Progress Reports Due
 - 12/21: 3-6 Winter Concert
 - 12/22: Half Day for Students
 - 12/22: Progress Reports Sent Home.



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

David Edwards, Board President
Aimee LoMonaco, 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

III. Finance

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

- Discussed Cash Disbursements for October 2023 in detail.
- Presented Finance and operation Dashboards.
 - All cash accounts are healthy.
 - Informed about the compliance calendar (September 2023).
 - ✓ Served 21 days of Breakfast and 20 days of Lunch in September (Indigenous Day 10/9)
 - ✓ 1st Quarter Financial Reports as of September 30, 2023, and also filed reports with Bond
- Ms. Graham presented 1st Qtr. Balance Sheet as of September 30, 2023, Preliminary (unaudited).
- The financial position (Balance Sheet) of the organization as of September 30, 2023, is summarized as the following:
 - ✓ Total Assets: \$38,914,288
 - ✓ Total Liabilities: \$21,408,633 primarily relates to Long-term liabilities of the bonds
 - ✓ Total Equity: \$17,505,655
 - ✓ Unrestricted Net Assets: \$16,190,089
 - ✓ Net Income: \$1,315,566
- The financial position indicates a healthy balance between assets and liabilities.
- Equity shows positive unrestricted net assets and net income, indicating financial stability and positive performance.
- The financial performance (Profit and Loss) for the first quarter of the fiscal year 2023/2024 comparing actual results with the budget and the previous year's performance reveals several noteworthy aspects.
- The key points:
 - ✓ Revenues
 - Tuition and Program Revenue: Exceeded budget and prior year, reflecting increased enrollment or revenue per student.
 - Interest Income: Significantly higher than both budget and prior year, indicating strong returns on investments.
 - Expense:
 - Salaries: Lower than budget, suggesting potential cost-saving measures or adjustments in staffing.
 - Classroom Supplies: Lower than budget, suggesting potential cost-saving measures in procurement.
 - Insurance: Lower than budget, due to favorable insurance rates and coverage changes.



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

David Edwards, Board President
Aimee LoMonaco, 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

- Net Ordinary Income:
 - The school achieved a robust net ordinary income, surpassing both the budget and the prior year. This positive variance indicates effective financial management and potential operational efficiency.
- Other Income/Expense:
 - Other Income (Federal Subsidy QSCB Interest) Other Expense (Bond Interest): Both components (A and B) are within reasonable range relative to the budget.
- Net Income:
 - Overall, a positive net income of \$1,315,566, exceeding both the budget and the prior year significantly. This outcome demonstrates strong financial performance in the first quarter.
- Conclusion: The school has started the fiscal year on a positive note, with robust income generation and effective expense management.

IV. Development

- Mrs. Cintron provided a report regarding the Trunk or Treat Fundraiser, which raised \$875.00. The school saw a significant turnout of students who thoroughly enjoyed the event. The next scheduled event is set for December 9th and will feature raffles, photo opportunities with Santa, and other festive activities.
- Mrs. Cintron is scheduled to meet with Todd Hill, a member of the Rotary Club. Mr. Hill will deliver a presentation on college grants, scholarships, and a leadership program for high school students. The meeting will provide attendees with valuable information about opportunities for funding their college education and developing their leadership skills. Overall, the presentation promises to be informative and engaging, and attendees can expect to gain insights into the college application process and the benefits of participating in leadership programs.
- Mrs. Salcedo has provided an update regarding the Rural Schools Design Community Convening, which was held in Denver, CO, between November 14th and 17th. During this event, multiple administrators and a teacher had the opportunity to participate in the continuation of their efforts to implement a dual language program at the school for the upcoming academic year. The program aims to promote continued success and inclusivity in Riverhead Charter School. The administration believes this program will help enhance the school's educational offerings.
- The board members discussed the upcoming Board Retreat, tentatively scheduled for December 16th, 2023, at 10:00 a.m. Further details on the event will be provided by Mr. Edwards.



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

David Edwards, Board President
Aimee LoMonaco, 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

V. Facility

• First Motion:

The Board approved the motion to accept and approve the Purchase of 3 Lots totaling 12.3 Acres from Potato Acres LLC.

Zenobia Hartfield made the motion.

Maria Cintron seconded the motion.

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

• Second Motion:

The Board approved the motion to accept and Approve the Purchase of 59.5 acres of land from Potato Acres LLC.

Zenobia Hartfield made the motion.

Maria Cintron seconded the motion.

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

• Third Motion:

The Board of Trustees approved the motion to accept and Approve the Non-Material revision to the current Charter. The proposed revision is regarding the acquisition of 71.8 acres, divided into two purchases: 59.5 acres of land and three lots totaling 12.3 acres. This marks a crucial step in advancing the educational mission and facilities of Riverhead Charter School.

Zenobia Hartfield made the motion.

Maria Cintron seconded the motion.

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



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

David Edwards, Board President
Aimee LoMonaco, 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

VI. Governance

VII. Other Business

VIII. Closing Items

A. Enter Executive Session

N/A

B. Exit Executive Session

N/A

C. Adjourn Meeting

Zenobia Hartfield made a motion to adjourn the meeting of November 29th, 2023.

Maria Cintron 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 7:25 PM.

Respectfully Submitted,

Diana M. Salcedo Gomez.