



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
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, July 17th, 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

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

Guest Present

Dr. Raymond Ankrum, Nicola Graham, Dale Kelly, Katherine Gang, Ariana Perry, and Dr. Patrick McKinney.

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

David Edwards called a meeting of the Riverhead Charter School Board of Trustees to order on July 17th, 2024, at 7:10 p.m. The meeting began with the pledge of allegiance.

C. Approve Minutes

Maria Cintron made the motion.

Natasha Jeffries seconded the motion.

The board **VOTED** unanimously to approve the Minutes motion of June 20th, 2024.

D. Public Comment



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II. Academic Excellence

A. Superintendent, Dr. Raymond Ankrum

Riverhead Charter School Graduation

- **Dr. Ankrum's Discussion:**
 - Celebrated our inaugural graduating class.
 - Highlighted meticulous planning and execution by staff.
 - Emphasized the profound impact on graduates and families.
 - Noted key takeaways, solidifying RCS's reputation as a leading institution.
 - Leveraged positive feedback for future events.
 - Continued commitment to exceptional educational experiences.

NCSC 24: Boston Conference - Shaping the Future of Public Education

- **Board Members Takeaways:**
 - Mrs. Cintron: Advocated for support and protection of immigrant students, particularly Latinos.
 - Ms. Jeffries: Expressed pride in RCS's current position post-conference.
 - "The conference filled me with pride as a member of RCS. We are in an excellent position."
- **Key Conference Themes:**
 - Innovation: Showcasing new models and best practices.
 - Equity: Addressing disparities and fostering student success.
 - Advocacy: Mobilizing support and defending charter school autonomy.
 - Leadership: Nurturing the next generation of charter school leaders.
 - Collaboration: Strengthening community networks and partnerships.
- **Board Takeaways: Actionable Insights**
 - Strategic Planning: Aligning mission with community needs.
 - Financial Sustainability: Exploring diverse funding models.
 - Governance Best Practices: Enhancing Board Effectiveness.
 - Talent Management: Recruiting and retaining top educators.
 - Data-Driven Decision Making: Using metrics to drive improvement.
 - Community Engagement: Fostering trust and support.
 - Networking Opportunities: Building beneficial connections.
 - Peer-to-Peer Learning: Sharing experiences and solutions.
 - Expert Insights: Leveraging keynote speakers and workshops.
 - Vendor Showcase: Exploring innovative products and services.



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- **Next Steps:**
 - Debrief with teams to share insights and plan actions.
 - Prioritize initiatives aligned with strategic goals.
 - Implement changes, monitor progress, and adapt strategies.
 - Stay engaged in continuous learning and charter school advocacy.
- **Additional Notes for Board Members:**
 - Policy Updates: Stay informed about new regulations and funding opportunities.
 - Advocacy: Effectively communicate the school's value.
 - Financial Strategies: Consider innovative revenue generation approaches.
 - Leadership Development: Invest in board training and development.
 - Community Partnerships: Explore collaborations with local organizations.

Investing in Leadership for a Stronger Future

- **Building a High-Performing Board for Our Charter School**
 - Challenges: Addressing high-stakes decisions with limited resources, diverse perspectives, legal complexities, and community expectations.
 - Power of Coaching: Enhancing self-awareness, communication, collaboration, decision-making, and leadership during change and uncertainty.
 - The benefits of a Certified Coach as Board President include strengthening leadership presence, facilitation skills, stakeholder relationships, conflict management, and advocacy for the school's mission.
 - Expanding Leadership Development: The Superintendent recommends training all board members to build a cohesive, effective team.

Real Estate Acquisition Proposal

- **Dr. Ankrum's Discussion:**
 - Property Overview: Address, seller, and parcel ID provided.
 - Financial Considerations: Total purchase price, down payment, remaining balance, and additional costs.

Report Overview

- A comprehensive school performance document was submitted online via the Charter School Office portal.



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Distribution of AP African American Studies Scores at Riverhead Charter School Analysis

- Analysis of AP scores: Most students achieved level 3.
- Recommendations: Consider additional support for AP African American Studies students to improve exam scores, including tutoring, review sessions, and instructional enhancements.

Summer Program Overview

- **Dates:** July 8th - August 2nd (Four weeks)
- **Goal:** Provide enriching academic experiences to expand student knowledge.
- **Approach:** Curriculum-based instruction to reinforce core subjects and promote critical thinking.

Program Highlights

- Engaging Activities: Hands-on projects, group discussions, creative challenges.
- Small Class Sizes: Personalized attention and support.
- Experienced Teachers: Dedicated educators fostering a love of learning.
- Supportive Environment: Safe and positive space for student growth.

- **First Motion:**

The board of Trustees approved the motion to accept the professional coaching program to certify the Board President as a coach. Additionally, we further approve a leadership development program to be made available to all board members, as recommended by the Superintendent, with a total cost not to exceed \$5,000.

Maria Cintron made the motion.

Natasha Jeffries seconded the motion.

The board VOTED unanimously to approve the motion.

- **Second Motion:**

The board of Trustees approved the motion to accept to authorize the Superintendent to execute a contract to purchase the property located at 4314 Middle Country Rd, Calverton, NY 11933, for a total purchase price of \$4,110,000.00, subject to the terms and conditions outlined in the Memorandum of Sale dated July 3, 2024.

Zenobia Hartfield made the motion.

Maria Cintron seconded the motion.

The board VOTED unanimously to approve the motion.



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Pending Motions:

Third Motion: Dr. Ankrum will provide additional information requested by the Board of Trustees to support the following motion:

- The Board of Trustees approved the motion to authorize the engagement of Attorney Chris Kent to represent [RCS] in obtaining all necessary approvals for installing two portable classrooms on Sound Ave.

Fourth Motion: Dr. Ankrum will provide the cost details needed to support the following motion:

- The Board of Trustees approved the motion to authorize Young and Associates to assume site work responsibilities from Bohler to prepare the Sound Ave. location for accommodating two portable classrooms.

B. Human Resources Manager Presentation

1. Feedback:

- **Employee Surveys on Compensation & Benefits:**
 - Summary of survey results highlighting areas of satisfaction and improvement.

2. Staffing Changes and Recruitment:

- **Staffing Changes:**
 - Overview of staff departures and new positions, detailing their impact on school operations and student learning.
- **Recruitment Efforts:**
 - Strategies employed to attract and retain talent, discussing successes and challenges in the recruitment process.



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3. Professional Development:

- **Activities and Opportunities:**
 - Overview of professional development activities conducted during the 2023-2024 academic year, including workshops, seminars, and training sessions offered to staff.
- **Analysis of Past Professional Development (PD) Sessions:**
 - Evaluation of the effectiveness of previous PD sessions, with feedback from participants and their impact on teaching practices.
- **Diversity, Equity, and Inclusion (DEI):**
 - Initiatives aimed at promoting diversity, equity, and inclusion within the school community, highlighting specific DEI training programs and their outcomes.

III. Finance

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

- Discussed Cash Disbursements for May 2024 in detail.
- Presented Finance and operation Dashboards.
 - All cash accounts are healthy.
 - Informed about the compliance calendar (May 2024).
 - ✓ Served 19 days of Breakfast and 18 days of Lunch for May. (Professional development & snow days).
 - ✓ Renewed insurance certificates through Salerno Brokerage
 - ✓ Commercial property ins- Utica Insurance Co
 - ✓ General business & Excess liability – Wright Risk
 - ✓ Cyber Liability policy- Chubb
 - ✓ Student Accident/Excess- Philadelphia Indemnity Insurance Co
 - ✓ Increase of approx. \$30,000.
 - ✓ Submitted updated ins cert to Bond trustee for posting on Emma.



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IV. Development

V. Facility

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 on July 17th, 2024.

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 8: 34 PM.

Respectfully Submitted,

Diana M. Salcedo Gomez.