



**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

IA Chief of Schools  
Dr. Patrick McKinney

ES Principals  
Samantha Camillery  
& Taylor Henninger

MS Principal  
Katherine Gang

HS Principal  
Shalyse Jones

Chief Finance Officer  
Nicola Graham

## Riverhead Charter School Board of Trustees

### Board Minutes

#### Date and Time

Wednesday, December 17<sup>th</sup>, 2025, 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

Natasha Jeffries, Zenobia Hartfield, David Edwards, Aimee Lomonaco.

#### Guest Present

Dr. Ankrum, Nicola Graham, Dr. McKinney, Nicholas Timpone, Taylor Henninger, Samantha Camillery, Katherine Gang, Shalyse Jones.

#### 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 Wednesday, December 17<sup>th</sup>, at 6:34 p.m. The meeting began with the Pledge of Allegiance.

##### C. Approve Minutes

**Zenobia Hartfield** made the motion.

**Aimee LoMonaco** seconded the motion.

The board **VOTED** unanimously to approve the Minutes motion of November 19<sup>th</sup>, 2025.

##### D. Public Comment



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## II. Academic Excellence

### A. Superintendent, Dr. Raymond Ankrum

Dr. Ankrum, Superintendent, presented the **December 2025 Riverhead Charter School Board Report**, providing a comprehensive overview of school operations, instructional activities, assessments, student engagement, staff initiatives, and administrative updates across all grade levels (K–12).

Dr. Ankrum highlighted school-wide efforts to maintain instructional continuity while supporting a positive school climate during the month of December. Updates included coordination of academic assessments, professional development schedules, family engagement events, and operational procedures.

- **Elementary School (K–2) Updates:** Dr. Ankrum reviewed upcoming and recently completed events, including Shopping Day, the Toy Drive, and the K–2 Winter Concert. Classroom family events were scheduled to strengthen home-school connections, and Spirit Week activities were planned to promote school culture and student engagement. Progress report timelines were reviewed, and recess procedures were discussed, including communication protocols for indoor recess decisions.
- **Upper Elementary (Grades 3–6) Updates:** Updates included preparation and administration of Math Stop Drop assessments, fingerprinting for the new system, and a half-day professional development schedule. Winter concert preparations were reviewed, along with expectations for staff participation. Upcoming field trips were outlined, and progress report deadlines and distribution were confirmed.
- **Middle School (Grades 7–8) Updates:** Dr. Ankrum provided an overview of testing schedules, including Math Stop Drop and mock Regents examinations. Additional activities included a homeroom door decorating competition and holiday events. Secure testing procedures were reviewed, with an emphasis on the implementation of DataMate to ensure assessment integrity and prevent AI-assisted cheating.
- **High School (Grades 9–12) Updates:** High school updates focused on safety and operational procedures, including fire drill evacuation protocols and lockdown procedures. Field trip planning and approval processes were reviewed. Holiday donation initiatives coordinated by the social work team were shared. Academic responsibilities included ensuring gradebooks were current, preparing for quarter two progress reports, and utilizing half-day professional development time for student data analysis. A modified schedule for end-of-year activities, including Cookies and Cocoa, was also discussed.



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**Investigative Findings:**

Dr. Ankrum provided an update on allegations involving a high school administrator and a student, which, after review, were found to be unsubstantiated.

**Academic Dashboard Presentation:**

The **December 2025 Academic Dashboard** was presented by the instructional leadership and building principals. The presentation provided a comprehensive review of student achievement data, subgroup performance, assessment trends, and instructional next steps across all grade levels.

- **School-Level Academic Overview:**

**Dr. McKinney** and **Mr. Timpone** presented a School-wide academic overview, reviewing data from Stop Drop assessments, New York State examinations, and Regents exams. Comparative data across Long Island districts and charter schools were shared to contextualize Riverhead Charter School's performance. The presentation included analysis of overall student performance as well as focused data on English Language Learners (ENL) and students receiving Special Education services. Trends, strengths, and areas of growth were identified to inform instructional planning and intervention strategies.

- **K–2 Academic Update:**

**Ms. Camillery, Principal (K–2)**, presented academic highlights and instructional initiatives for the primary grades. She reviewed student engagement activities and emphasized continued focus on building strong phonemic awareness and foundational phonics skills. Plans to extend the use of Jille Readers into Kindergarten and Grade 1 were shared, along with preparation for winter benchmarking assessments scheduled for the end of January. Ms. Camillery highlighted the importance of early literacy development as a foundation for long-term academic success.



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- **Grades 3–6 Academic Update:**

**Mrs. Henninger, Principal (Grades 3–6)**, reviewed Stop Drop assessment data and outlined how data analysis is being used to target specific standards and skills during small group instruction (SGI). She discussed mastery cycle planning and test preparation timelines for ELA and Math, including reteaching and intervention plans. Updates were provided on instructional adjustments to support student growth, with an emphasis on preparing students for upcoming state assessments.

- **Grades 7–8 Academic Update:**

**Mrs. Gang, Principal (Grades 7–8)**, presented middle school data and outlined both immediate and future academic next steps. Immediate actions included weekly data meetings focused on lesson planning and addressing lower-performing standards. Instructional strategies discussed included targeted reteaching, use of sentence frames, literacy stations, writing supports, and frequent formative assessments such as exit tickets. Math instruction included spiral review and full reteaching of identified standards. Future plans included continued mastery cycle implementation in both ELA and Math.

- **Grades 9–12 Academic Update:**

**Ms. Jones, Principal (Grades 9–12)**, presented high school academic data, including Regents performance and subgroup trends. She discussed revisions to the math program, including the implementation of two pathways to Algebra II to expand access to Pre-Calculus and Statistics. Preparations for January Regents exams were reviewed, including additional academic support and targeted instruction. Ms. Jones also highlighted curriculum shifts, intentional grouping for humanities SGI, and school-wide deep data dive presentations conducted during December professional development sessions.

The Academic Dashboard presentation concluded with a focus on continued data-driven decision-making, targeted interventions for subgroups, and alignment of instructional practices across all grade levels to support student achievement.



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- The Riverhead Charter School High School Student Dress Code Policy was presented for review and implementation.

**Motion No. 1**

The Board of Trustees approved a motion to remove policy language related to hairstyles. The Board also approved a motion to amend the dress code to require that skirts be knee-length and that gym T-shirts be crew neck for all students.

**Zenobia Hartfield** made a motion

**Natasha Jeffries** seconded the motion.

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

**Motion No. 2**

The Board of Trustees approved a motion to award a one-time discretionary bonus to the Chief Financial Officer in recognition of achievements over the past ten years.

**Aimee LoMonaco** made a motion

**Zenobia Hartfield** seconded the motion.

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

**III. Finance**

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

- Discussed Cash Disbursements for November 2025 in detail.
- Presented Finance and Operations Dashboards.
  - All cash accounts are in good standing and healthy.
  - Informed about the compliance calendar.
  - Food Service Report – November 2025: Breakfast and lunch were served on 17 instructional days in November, accounting for Veterans Day (November 11) and Thanksgiving Break.



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- District Tuition: Bi-monthly district tuition invoices for November–December 2025 were prepared and sent.
- **Unrestricted Cash:** \$18,121,202 (all accounts healthy)
- **Restricted Cash:** \$1,599,954 (all accounts healthy).
- Ms. Graham presented the 1st Qtr. Balance Sheet as of September 30, 2025, Preliminary (unaudited).
- The financial position (Balance Sheet) of the organization as of September 30, 2025, is summarized as follows:
  - Total Assets: \$42,461,869
  - Total Liabilities: \$19,862,404 primarily relates to the Long-term liabilities of the bonds.
  - Total Equity: \$22,599,464
  - Unrestricted Net Assets: \$20,448,296
  - Net Income: \$2,151,168
- The financial position indicates that the school's assets exceeded its liabilities, which is good.
- Equity shows positive unrestricted net assets and net income, indicating financial stability and upbeat performance.
- Concluded with a presentation with charts showing the financial performance (Profit and Loss) breakdown by category for the first quarter of the fiscal year 2025/2026, comparing actual results with the budget and the previous year's Performance.



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**IV. Development**

**V. Facility**

**VI. Governance**

**VII. Other Business**

**VIII. Closing Items**

**A. Enter Executive Session**

**Aimee LoMonaco** made a motion to enter the executive session at 8:24 PM.  
**Natasha Jeffries** seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**B. Exit Executive Session**

**Natasha Jeffries** made a motion to exit the executive session at 9:14 PM.  
**Zenobia Hartfield** seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**C. Adjourn Meeting**

**Natasha Jeffries** made a motion to adjourn the meeting at 9:15 PM.  
**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 9:15 PM.

Respectfully Submitted,

**Diana M. Salcedo Gómez.**