



**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, March 18<sup>th</sup>, 2026, 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, Natasha Jeffries, Aimee Lomonaco, Maria Cintron, Zenobia Hartfield.

#### Guest Present

Dr. Ankrum, Nicola Graham, Kenneth Marlborough.

#### I. Opening Items

##### A. Record Attendance and Guests

##### B. Call the Meeting to Order

**Natasha Jeffries** called a meeting of the Riverhead Charter School Board of Trustees to order on Wednesday, March 18<sup>th</sup> at 6:30 p.m. The 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 of January 21<sup>st</sup> 2026.

##### D. Public Comment



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## **II. Academic Excellence**

### **A. Superintendent, Dr. Raymond Ankrum**

The Superintendent announced the appointment of Kenneth Marlborough as the new Human Resources Partner. Mr. Marlborough shared his extensive experience across multiple school districts, as well as his goals and vision for supporting staff and strengthening HR operations.

Dr. Ankrum presented the February and March 2026 Superintendent's Reports. He noted that no Board meeting was held in February due to snow days.

#### **February 2026 Report:**

Dr. Ankrum provided an overview of school operations, academics, and school culture, including:

- **Operations & Weather Adjustments:**
  - Campus operations adjusted due to severe winter weather conditions
  - Snow day observed on February 23
  - FOIL request responsibilities assigned to the Board Secretary for improved efficiency and transparency
- **Academic Updates:**
  - Post-recess classroom reset focusing on expectations and routines
  - "Stop Drop" assessments administered for grades 3–8
  - Use of data-driven instruction tools (DataMate and Mastery Connect)
  - Ongoing CSE meetings and preparation for formal observations
- **School Culture & SEL:**
  - Black History Month celebration (February 26)
  - SEL focus:
    - K–2: Kindness
    - Grades 3–6: Friendship



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- **Safety & Family Engagement:**

- Reinforcement of PickUp Patrol (PUP) system
- Use of Smart Pass system in high school
- Increased family outreach efforts by middle school staff

- **Upcoming Events:**

- Academic assessments, field trips, professional development, and school events scheduled throughout March.

**March 2026 Report:**

Dr. Ankrum presented updates on instruction, student performance, operations, and community engagement, including:

- **Operations & Staff Expectations:**

- Building management protocols (heating adjustments, smart boards, dismissal procedures)
- Staff attendance and lateness notification expectations

- **Instruction & Assessment:**

- Formal observations began in March
- Q3 progress reports prepared and distributed
- Review of ELA “Stop Drop” assessment data across all grade levels

- **Student Performance & Interventions:**

- Identification of strengths and areas of concern by grade level
- Implementation of targeted intervention strategies:
  - Small group instruction
  - Progress monitoring and data tracking
  - Focus on “cusp” students
- Increased student engagement strategies and incentives



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- **Family Outreach & Support:**
  - Required outreach to families of struggling students
  - Encouragement of positive reinforcement communication
  
- **Instructional Strategy Adjustments:**
  - Increased focus on pacing and testing stamina
  - Implementation of timed practice activities
  
- **School Culture & Events:**
  - Rescheduled Black History Month celebration
  - Spirit Week and Women's History Month activities
  - Continued SEL initiatives
  
- **Facilities & Real Estate Update:**
  - Update on property closing process
  - Status of John Reeves property and potential acquisition



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### III. Finance

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

##### February Report:

- Discussed Cash Disbursements for January 2026 in detail.
- Presented Finance and Operations Dashboards.
  - All cash accounts are in good standing and healthy.
  - Informed about the compliance calendar.
  - Food Service Report – January 2026: Served 19 days of breakfast and 18 days of Lunch (1/2 Day for Staff PD).
  - W-2's were sent electronically to staff from Extensis.
  - Paid semi-annual Bond Payment due 2/1/2026.
  - 2<sup>nd</sup> Quarter Financial Reports – as of December 2025 (submitted to Bond Trustees).
  - **Unrestricted Cash:** \$17,810,748 (all accounts healthy)
- **Restricted Cash:** \$2,048,162 (all accounts healthy).



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- Ms. Graham presented the 2<sup>nd</sup> Qtr. Balance Sheet as of July 2025 – December 2025.
- The financial position (Balance Sheet) of the organization as of July 2025 – December 2025 is summarized as follows:
  - Total Assets: \$42,619,456
  - Total Liabilities: \$19,659,902 primarily relates to the bonds' long-term liabilities.
  - Total Equity: \$22,959,554
  - Unrestricted Net Assets: \$20,448,296
  - Net Income: \$2,511,258

**March Report:**

- Discussed Cash Disbursements for February 2026 in detail.
- Presented Finance and Operations Dashboards.
  - All cash accounts are in good standing and healthy.
  - Informed about the compliance calendar.
  - Food Service Report – February 2026: Served 12 days of breakfast and days Lunch (2/6 Parent Teacher Conference, Mid-Winter Break 2/16-2/20, 2/23 NYSED Closed schools and 2/24 Snow Day).
  - Annual Financial Compliance Report with Riverhead IDA Local Development Corp.
- **Unrestricted Cash:** \$17,633,564 (all accounts healthy)
- **Restricted Cash:** \$2,048,171 (all accounts healthy).



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**Motion No. 1**

The Board of Trustees made a motion to accept and approve to accept the Superintendent's recommendation to amend the 2025–2026 school calendar, designating April 3 as a Superintendent's Conference Day.

**Maria Cintron** made a motion.

**David Edwards** seconded the motion.

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

**Motion No. 2**

The Board of Trustees made a motion to approve the Superintendent's recommended school calendar for the 2026–2027 academic year.

**Maria Cintron** made a motion.

**Aimee LoMonaco** seconded the motion.

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

**IV. Development**

**V. Facility**

**VI. Governance**

**VII. Other Business**



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## VIII. Closing Items

### A. Enter Executive Session

N/A

### B. Exit Executive Session

N/A

### C. Adjourn Meeting

**David Edwards** made a motion to adjourn the meeting at 7:12 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 7:12 PM.

Respectfully Submitted,

**Diana M. Salcedo Gómez.**