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
High School Fax (631)591-4201
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	Chief of Schools	Human Resource	Chief Finance Officer
Dr. Raymond Ankrum	Dr. Patrick McKinney	Kenneth Marlborough	Nicola Graham
Director of Academics	**ES Principals**	**MS Principal**	**HS Principal**
Nicholas Timpone	Dr. Samantha Camillery & Taylor Henninger	Katherine Gang	Shalyse Jones

Riverhead Charter School Board of Trustees

Board Minutes

Date and Time
Wednesday, September 16th, 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
Natasha Jeffries, David Edwards, Aimee LoMonaco, Maria Cintron, Zenobia Hartfield.

Guest Present
Dr. Raymond Ankrum, Nicola Graham, Dr. McKinney, Kenneth Marlborough

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, September 16th, at 6:30 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 of August 19th 2026.

D. Public Comment

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II. Academic Excellence

A. Superintendent, Dr. Raymond Ankrum

The Superintendent presented the September 2026 update, providing an overview of facilities, school operations, student programming, enrollment, and community engagement.

Facilities and Compliance
The Superintendent provided an update on the renewal of the permit for the portable classrooms at 5517 Sound Avenue, which expired in April 2026. He reported that the school had met with four of the five Town Board members and that discussions had been positive. Next steps include continued coordination with the Town Board, Planning Board, and project architects to advance the permit renewal process.

Hallock Learning Program
The Superintendent reported that seniors are participating in educational activities at Hallock State Park Preserve while the permit issue is being addressed. The program provides opportunities for hands-on marine biology instruction, college-level mathematics support, language awards, college and career planning, community service, and continued participation in Suffolk County Community College courses.

School Opening and Operations
The Superintendent reported that the school year began successfully, with building systems, including HVAC, internet connectivity, and safety systems, operating well. He also noted that a sinkhole in the parking lot had been repaired. Transportation routes were adjusted to address driver shortages during the first week of school. The free breakfast and lunch program is operating, required bus safety drills were completed within the established timeframe, and fall fire drill practices began for kindergarten students.

Federal Funding and Classroom Improvements
The Superintendent confirmed that the required application for federal education grants was submitted by the August 31 deadline. He also highlighted recent classroom and athletic improvements, including rugs for grades K–2 at a cost of $5,469, Smartboards for grades 3–4 totaling $22,980, and new athletic uniforms totaling $10,168.

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Enrollment Update

The Superintendent reported an enrollment of 1,049 students as of September 3, 2026, compared with the budgeted enrollment of 1,089. He also noted that the school currently serves families from 16 school districts. The school's attendance goal for the academic year is 90%.

Staff Professional Development

Trustee Natasha Jeffries shared her experience participating in the two-day professional development sessions. She described the experience as very engaging and highlighted the value of being involved in the sessions.

Community Engagement

The Superintendent highlighted the successful Welcome-Back BBQ, the donation of 50 backpacks filled with school supplies for students in need, and the school's continued reach across 16 school districts.

HR Partner Report – Mr. Kenneth Marlborough

Mr. Kenneth Marlborough, HR Partner, presented the first-quarter Human Resources report for Fiscal Year 2027. He reviewed staffing levels, recruitment efforts, employee retention, workforce diversity, and compliance with required certifications and training.

The report highlighted a 90.4% teacher retention rate and identified Math and Science recruitment as ongoing challenges. Mr. Marlborough also discussed employee engagement and efforts to expand recruitment outreach to improve workforce representation. He noted that additional recruitment and compliance measures are underway.

The Board received the report and discussed the key staffing and recruitment priorities.

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Finance

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

- Discussed Cash Disbursements for August 2026 in detail.
- Presented Finance and Operations Dashboards.
    - Consolidated Application for Title Grants: Submitted by the August 31 deadline. Federal grants (Title I, Title II, Title III, and Title IV) have been submitted for final payment.
    - Independent Financial Audit: Testing and audit fieldwork are complete, with no findings. The final audit report is expected to be ready for Board approval in October.
    - School Launch and Facility Operations: Reviewed first-week facility performance, including HVAC, IT network stability, and safety systems. A sinkhole in the parking lot was repaired, and a small drain was installed in the back area.
    - Transportation: Reviewed on-time arrivals, driver coverage shortages, and route adjustments made during the first week of school.
    - Free Breakfast and Lunch Program: Reviewed Civil Rights Training, the CEP application, and daily meal counts.
    - School Safety Drills: Completed bus safety drills within the required seven-day period and began practicing fall fire drills for kindergarten.
    - School Equipment and Supplies: Purchased K–2 elementary school rugs for $5,469, Smartboards for third and fourth grades for $22,980, and new sports team uniforms for $10,168.
- Unrestricted Cash: $17,158,556 (all accounts healthy)
- Restricted Cash: $2,211,897 (all accounts healthy).

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III. Development

IV. Facility

V. Governance

VI. Other Business

VII. Closing Items

A. Enter Executive Session
Natasha Jeffries made a motion to enter the executive session at 7:12 PM.
Zenobia Hartfield seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Exit Executive Session
Maria Cintron made a motion to exit the executive session at 7:46 PM.
Natasha Jeffries seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Adjourn Meeting
Zenobia Hartfield made a motion to adjourn the meeting at 8:24 PM.
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 8:24 PM.

Respectfully Submitted,

Diana M. Salcedo Gómez.