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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

DRAFT Minutes of Board of Trustees Meeting

Date and Time
Wednesday, November 18th, 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
Aimee LoMonaco, David Edwards, Maria Cintron, Zenobia Hartfield.

Guest Present
Dr. 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 Riverhead Charter School Board of Trustees to order on Wednesday, November 18th, at 6:32 p.m. The meeting began with the Pledge of Allegiance.

C. Approve Minutes
Aimee LoMonaco made the motion.
Maria Cintron seconded the motion.
The board **VOTED** unanimously to approve the Minutes of October 21st 2026.

D. Public Comment

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II. Academic Excellence

A. Superintendent, Dr. Raymond Ankrum

Dr. Ankrum presented the November 2026 Superintendent's Report. The report provided updates on charter renewal, facilities, academic performance, student enrollment, financial sustainability, long-term facilities planning, safety, staffing, and student activities.

1. Facilities and Compliance – 5517 Sound Avenue

Dr. Ankrum reported that the temporary Certificate of Occupancy for the facility located at 5517 Sound Avenue expired on April 1, 2026.

The School continues to work toward obtaining the required special variance from the Town to maintain use of the facility. The application is being resubmitted with assistance from Memasi and Young & Young.

The Superintendent identified this matter as an ongoing facilities priority pending approval of the variance.

2. Charter Renewal Update

Dr. Ankrum provided an update regarding the School's charter renewal process following the October 28 public hearing.

He reported that supporting documentation, including letters from 13 staff members and five families, would be submitted to the State along with the hearing transcript. An additional outreach effort involving families, students, and staff was also planned.

The Superintendent noted that the School received its Good Standing Certificate on November 5, 2026. He also reported that Regent Thomas-Williams and Dr. Long supported the School's approach to the renewal process.

Dr. Long is expected to visit the School prior to NYSED's recommendation.

The current charter term extends through June 30, 2027, with the renewal decision projected for the April 2027 Board of Regents meeting.

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3. Academic Performance and Postsecondary Readiness

Dr. Ankrum highlighted the accomplishments of the Class of 2026 and provided an overview of academic performance.

Key accomplishments included:

- 25 graduates, all of whom received four-year college acceptances.
- A total of 664 college credits earned through Arizona State University (ASU) and Suffolk County Community College (SCCC).
- An average of 26.6 college credits earned per graduate, with the highest-performing student earning 49 credits.

The Superintendent reported that the 2026 New York State assessment results are expected to be released in December. Preliminary indicators showed a slight decline in English Language Arts performance, consistent with statewide trends, and a modest improvement in Mathematics.

He also noted that teacher observations were progressing according to schedule through the implementation of a new feedback tool, which had received positive feedback from teachers.

Additionally, college acceptances for the current graduating class had begun, including a first-choice admission to SUNY Albany.

4. Student Enrollment and Special Education

Dr. Ankrum provided an update on student enrollment and the School's continued support of students with disabilities and English Language Learners.

The report highlighted the following information regarding students with disabilities:

- 93 students with disabilities currently enrolled.
- 64 students from the Riverhead School District.
- 95% of students returned from the previous school year.
- 12 students left during the 2025–2026 school year.
- No students had left during the current school year as of the reporting date.

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The Superintendent also reported that 542 of 1,047 students, or approximately 51.8%, were identified as current or former English Language Learners. The State continues to include students in this classification for four years after they achieve proficiency.

The School was scheduled to host the Dual Language Leadership Learning Lab on November 10, 2026.

5. Financial Sustainability and Organizational Overview

Dr. Ankrum provided an overview of the School's financial position and long-term sustainability.

The report highlighted the following:

- More than $5 million in surplus at the end of FY2026.
- Total savings of approximately $20.4 million as of June 2025.
- Savings growth of approximately $2.7 million during FY2025.
- Enrollment of 1,054 students compared with the budgeted enrollment of 1,113.

The Superintendent explained that the School's savings are intended to support several long-term priorities, including reducing building-related debt, supporting facilities planning, maintaining an appropriate operating reserve, and replacing essential educational resources such as books, buses, and technology.

Dr. Ankrum also reported that the School's credit review with S&P Global Ratings on November 5 proceeded smoothly, with a rating decision expected in mid-December.

6. Long-Term Facilities Planning

Dr. Ankrum provided a brief update on the School's long-term facilities planning initiatives.

He reported that preliminary planning and coordination with the architectural team were underway. The proposed architectural agreement remained under legal review and would be presented to the Board for consideration upon completion of that process.

The Superintendent noted that the planning process is expected to continue over the coming year. No construction activities are anticipated during the current fiscal year.

He also provided an update regarding interim classroom space, which remains subject to the necessary Town approvals.

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7. Safety, Staffing, and Compliance

Dr. Ankrum reviewed the findings from the School's recent insurance safety audit.

The audit identified eight findings, consisting of seven required corrective actions and one advisory item.

Corrective measures included the removal of certain items from classrooms and work areas, such as air fresheners, personal heaters, and decorations attached to light fixtures. Facilities personnel were also addressing identified items involving walkways, fencing, shed glass, and stage edges.

The School's response to the insurance audit findings is due approximately December 5, 2026.

Additional safety and operational updates included:

- Classrooms were being prepared for the Fire Marshal inspection.
- A cesspool concern reported at the high school on November 5 was inspected. The cesspool was approximately 75% full and was not overflowing. Pumping was being scheduled.
- Teresa Salgado, Third Grade English as a New Language (ENL) teacher, submitted her resignation effective October 29, 2026.
- Human Resources was addressing a staff accommodation request.
- Seasonal illnesses contributed to increased staff absences during early November.
- The new Rightway staff benefit became effective October 28.
- The School's liability insurance was renewed.

The Superintendent also noted that the School must designate a coordinator for the State's new English Language Learner assessment.

8. Student Activities and School Community Highlights

Dr. Ankrum recognized several student and school community accomplishments.

Athletics

The boys' soccer team achieved the Section XI Class C Championship after defeating Southold. The team advanced to the state regional final, where it concluded its season following a 2–0 loss to North Salem on November 7.

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The Superintendent acknowledged Trustee Maria Cintron and Ms. LoMonaco for their continued support of student athletics.

School Community and Student Engagement

Additional highlights included:

- Staff members submitted letters expressing their pride in working at Riverhead Charter School during the charter renewal period.
- The Thanksgiving Food Drive was taking place across all school buildings through November 20.
- The Scholastic Book Fair was scheduled for November 16–20.
- Quarter One Awards ceremonies were scheduled for November 12 for Kindergarten through Grade 2 and November 13 for Grades 3–6.
- Middle School teachers were contacting families who had not yet scheduled parent-teacher conferences to encourage participation.
- Rehearsals were underway for *Mean Girls Jr.*
- The High School Holiday Light Show was scheduled for December 4.

9. Upcoming Dates and Important Milestones

The Superintendent reviewed upcoming school and organizational dates:

- November 9–13: Parent-teacher conferences.
- November 10: Dual Language Leadership Learning Lab visit.
- November 11: School closed in observance of Veterans Day.
- November 16–20: Scholastic Book Fair.
- November 17–18: ELA progress check-ins.
- November 20: Thanksgiving Food Drive concludes.
- November 25–27: Thanksgiving recess.
- Approximately December 5: Insurance safety audit response due.
- Mid-December: Anticipated S&P credit rating decision.
- December: Release of 2026 New York State assessment results.
- April 2027: Projected Board of Regents charter renewal decision.
- June 30, 2027: Conclusion of the current charter term.

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Finance

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

Ms. Graham presented the financial and operational updates for the School, including cash disbursements, bank reconciliations, and the first-quarter financial statements.

1. Cash Disbursements and Finance and Operations Dashboards

- Ms. Graham reviewed the Cash Disbursements report for October 2026.
- Presented the Finance and Operations Dashboards, including the September 2026 bank reconciliation.
- Cash balances were reported as follows:
  - Unrestricted Cash: $17,125,698.
  - Restricted Cash: $1,574,367.

2. First Quarter Profit & Loss Statement

Ms. Graham presented the First Quarter Profit & Loss Statement for the period July 2026 – September 2026 (Preliminary, Unaudited).

The financial performance of the organization for the first quarter of the 2026–2027 fiscal year is summarized as follows:

- Total Income: $6,460,105.
- Total Expenses: $3,558,604.
- Net Ordinary Income: $2,901,501.
- Total Other Expense: $147,562.
- Net Income: $2,753,939.

Ms. Graham reported that first-quarter revenue was approximately 101% of the quarterly budget, while operating expenses were approximately 80% of the budget. She explained that certain expenditures, including teacher retirement contributions and student transportation, are scheduled for later in the fiscal year.

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3. First Quarter Balance Sheet

Ms. Graham also presented the First Quarter Balance Sheet as of September 30, 2026 (Preliminary, Unaudited).

The financial position of the organization as of September 30, 2026, is summarized as follows:

- Total Assets: $46,980,758.
- Total Liabilities: $18,633,295.
- Total Equity: $28,347,463.
- Unrestricted Net Assets: $25,593,524.
- Net Income: $2,753,939.

4. Bond Reporting and Compliance

Ms. Graham reported that the quarterly bond reporting requirements associated with the Series 2025 bonds had been completed. Both the financial statement certification and quarterly disclosure letters were signed on November 13, 2026.

The quarterly statements were certified in accordance with Generally Accepted Accounting Principles (GAAP), and the required disclosure documentation was completed.

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III. Development

IV. Facility

V. Governance

VI. Other Business

VII. Closing Items

A. Enter Executive Session

B. Exit Executive Session

C. Adjourn Meeting

Zenobia Hartfield made a motion to adjourn the meeting at 7:26 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 7:26 PM.

Respectfully Submitted,

Diana M. David