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

Board Minutes

Date and Time
Wednesday, September 17th, 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
Maria Cintron, David Edwards, Natasha Jeffries, 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, September 17th, 2025, at 6:40 p.m. The meeting began with the Pledge of Allegiance.

C. Approve Minutes

Zenobia Hartfield made the motion.
Maria Cintron seconded the motion.
The board **VOTED** unanimously to approve the Minutes motion of August 13th, 2025.

D. Public Comment

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II. Academic Excellence
A. Superintendent, Dr. Raymond Ankrum

Enrollment

- Current enrollment is strong and aligned with projections across grade levels.
- Recruitment and retention strategies have supported stable numbers.

Academics & Instruction

- Instructional priorities for the year include literacy growth, math fluency, and targeted ENL supports.
- Professional development focuses on differentiated instruction and student engagement.
- Assessments will be closely monitored to ensure growth and guide instructional adjustments.

Student Services

- ENL and Special Education programs are being strengthened with additional supports.
- After-school programming and enrichment opportunities are expanding to serve more students.

Staffing

- Staffing levels are stable, with recent hires filling key instructional and support roles.
- Retention remains a priority, with emphasis on professional growth and morale.

Finance & Operations

- The budget is on track, with reserves and expenditures aligned to fiscal priorities.
- Facility improvements and ongoing maintenance ensure a safe and welcoming environment.

Family & Community Engagement

- Family engagement continues through events, communications, and outreach.
- Community partnerships are being developed to expand resources and opportunities for students.

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Upcoming Priorities

- Focus areas for the fall include attendance, academic achievement, and family engagement.
- Preparations are underway for state reporting requirements and accountability reviews.

Organizational Chart

- The 2025–26 organizational chart was presented to the Board, outlining leadership roles and reporting structures for the school year.

Motion No. 1
The Board of Trustees approved the motion to accept and approve the proposed Riverhead Charter School Organizational Chart for the 2025-26 school year, as presented to the Board of Trustees.
Zenobia Hartfield made a motion
Natasha Jeffries 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 July 2025 in detail.
- Presented Finance and Operations Dashboards.
  - All cash accounts are in good standing and healthy.
  - Informed about the compliance calendar (June 2025).
    - Issued the first installment of 2025–2026 District Tuition billing for July/August.
    - Annual Fire Alarm System Inspection completed on July 2 by Star Fire Protection.
    - Annual Fire Hydrant Inspection completed on August 11.
    - Annual Testing & Maintenance of Backflow Prevention Device completed on August 13.
    - Submitted Consolidated Application for Title Grants by the August 31 deadline.

- **Unrestricted Cash:** $18,470,293 (all accounts healthy)
- **Restricted Cash:** $1,371,351 (all accounts healthy).

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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
Natasha Jeffries made a motion to adjourn the meeting at 7:36 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 7:36 PM.

Respectfully Submitted,

Diana M. Salcedo Gomez.