

BOARD OF TRUSTEES  
**BOARD MEETING MINUTES – January 23<sup>rd</sup>, 2024**

On January 23<sup>rd</sup> 2024 the Roosevelt Children’s Academy Charter School Board of Trustees held a teleconferencing Board Meeting pursuant to notice; at the Roosevelt Children’s Academy Charter School, 201 Debevoise Avenue, Roosevelt, N.Y. with Chair Rev Reginald Tuggle presiding.

ROOSEVELT CHILDREN’S ACADEMY CHARTER SCHOOL

**MOTION TO OPEN MEETING:** Chair Rev Reginald Tuggle officially called the meeting to order at 6:00 P.M. A motion was made by DWashington, to open the Board Meeting. The motion seconded by Burden.

**ESTABLISHMENT OF A QUORUM:** Chair Tuggle acknowledged the Trustees names to be called to establish a quorum. Present: Trustee (Tuggle, DWashington, Arroyo, Burden, Chien, Garner, Vanderburg, Williams) ADDITIONAL ATTENDEES-Steven Martir (Counsel to the Board); Tyra Washington, (Consultant to Board); Simone Roberts, Middle School Principal; Reshma Persad, Elementary Principal; Philip Leconte, COO&CFO; Leslie Roper-Thompson, CSBM; Ella Portero, Secretary to the Board.

**INTRODUCTORY COMMENTS:** The Chair opened the meeting with a welcome to everyone, on behalf of the entire board. The Chair commented on the recent parent meeting on the Evaluation Process, where it was discussed with the parent the right to meet with the district to discuss due process rights for their child with disabilities. The Chair further stated it is a challenging year for everyone and thanked the principals for their hard work/leadership during this challenging time. Further thanking the teachers/teaching assistants. who together continue to teach and inspire RCA students to focus on their schoolwork. Chair further, thanked Rev Williams for his leadership organizing the MLK Unity March which was well participated in by the community.

**Adopted: January 23<sup>rd</sup>, 2024**

A motion was made by Trustee Williams that the Minutes from the December 19<sup>th</sup>, 2023, Board Meeting be approved as written. The motion was seconded by Garner and unanimously approved.

**Ratifying & Confirming Resolution**

**Adopted: January 23<sup>rd</sup>, 2024**

**BE IT RESOLVED**, that the Roosevelt Children’s Academy Charter School Board of Trustees in the January 23<sup>rd</sup> 2024 Teleconference Board Meeting on behalf of the Roosevelt Children’s Academy Charter School authorized unanimously a Ratifying & Confirming Resolution adopting the December 19<sup>th</sup>, 2023 Board Meeting Minutes as written. The motion carried. After which the school reports were presented.

Ayes: 8 Trustee (Tuggle, DWashington, Arroyo, Burden, Chien, Garner, Vanderburg, Williams)

Noes: 0 Absent: 0 Abstentions: 0

**SCHOOL OPERATION Budget Update:** – Chief Operation’s/Financial Officer (COO&CFO) presented the Updated Enrollment presentation for 2023. Enrollment update presented reflected a student count of 733 as of January 23<sup>rd</sup>. Ahead of last year’s pace. Of that total 550 students re-registered. Incoming students registered 183. Of that total 70 were incoming Kindergarten. The budget is based on a student count of 790.

The APPROVED Budget for fiscal 2023-24 presented as of January 31<sup>st</sup> reflected 2023 Enrollment Budget 790. Total budgeted full year (FY) revenue is \$13.6 million. YTD recognized \$6.8 million. Total budgeted (FY) direct expenses \$9.2 million. Spending YTD \$4.6 million. Total budgeted (FY) indirect expense is \$3.0 million. Spending YTD \$1.8 million. On pace to spending 100% of budget

The APPROVED Budget for fiscal 2022-23 presented as of December 31<sup>st</sup>. 2023. Enrollment budget presented 790. Budgeted full year (FY) revenue is \$13.6 million. Budgeted direct expenses \$9.2 million. Budgeted indirect expense \$3.0 million.

Other Financial Reports: **UNAUDITED FINANCIAL STATEMENT as January 23, 2024**

1. Statement of Financial Position Summary Report as of January 23, 2024
2. Statement of Cash Flows For The Period Ending January 23, 2024
3. Financial Performance Analysis For The Period Ending January 23, 2024
4. Statement of Activities Summary Report For The Period Ending January 23, 2024

**SCHOOL OPERATION: Facilities/Construction:**

1. Progress update on construction at 111 Pleasant Ave. Total completed and stored to date=\$9,123,676 or 39%.

**SCHOOL ACADEMIC REPORT**

**Principals presented an Academic report outlining Academics, Climate & Culture, Meetings with staff, Home /School connections, Communications with CSE, Meetings with operations and CSI.**

**Elementary Report: School Climate & Culture**

- COVID Cases
  - For the month of January (increase previous month)
    - 0 confirmed case (students)
    - 2 confirmed case (staff)
  - From the start of the school year
    - 1 confirmed case (student)
    - 6 confirmed cases (staff)

• Average Student Attendance

SEPT.	OCT.	NOV.	DEC.	JAN.
81%	91%	89%	92%	89%

• Discipline

	SEPT.	OCT.	NOV.	DEC.	JAN.
<b>In School Suspensions</b>	0	1	1	0	3
<b>Out of School Suspensions</b>	3	2	0	3	1
<b>TOTAL</b>	3	3	1	3	4

Academics

- i-Ready Assessment Scores (Round 2)
  - Enclosed in report and prepared by Math Instructional Coach (Ms. Esteves)
- DIBELS (Round 2)
  - Testing is currently taking place and will be completed by Friday January 26<sup>th</sup>
- RTI
  - 86 students are currently receiving services
  - Cycle 1 for grades 4-8 ended on December 8<sup>th</sup>

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- Cycle 1 for grades 1-3 ended on January 12th
- Kindergarten students will begin receiving services on February 5th
- Cycle 1 growth: 6 students exited RTI in grade 4
- 19 students have not yet advanced to the next level, however, 37 students who remained in the program, grew between 1 and 2 levels during cycle 1.
- For Math, Number Worlds curriculum for grades 4-8 is used
- For Reading, both LLI & Achieve 3000 are used
- RTI teachers continue to meet with grade level teachers monthly to discuss progress and share notes on students' performance
- Special Education
  - Referrals were submitted for 23 students and currently awaiting parental consent to schedule evaluations
  - Currently there are 19 students with IEPs and 3 students with 504 plans
  - Students are receiving resource room services as well as speech, counseling, physical therapy and occupational therapy
  - A few students are currently not receiving services to date due to outside agency shortages and scheduling conflicts. Mrs. Johnson is working with the local district and agencies to get services started as soon as possible
  - Resource room and related service providers collaborate with classroom teachers on an on-going basis
- ENL
  - 104 students are currently receiving services
- After School
  - 120 students currently enrolled
  - Average Daily Attendance: 80%
- Saturday School (3<sup>rd</sup> & 4<sup>th</sup> grade)
  - 33 students currently enrolled
  - Criteria

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- 13 sessions will be provided to prepare students for the NYS Assessments in both ELA & Math
- Professional Development
  - Thursday January 25<sup>th</sup> (noon dismissal)
    - Focus: i-Ready Training
- Informal Observations

Vacancies

- Zero

**Ratifying & Confirming Resolution**

**Adopted: January 23<sup>rd</sup>, 2024**

**BE IT RESOLVED**, that the Roosevelt Children’s Academy Charter School Board of Trustees in the January 23<sup>rd</sup>, 2024, Teleconference Board Meeting on behalf of the Roosevelt Children’s Academy Charter School unanimously authorized a Ratifying & Confirming Resolution adopting the COO/CFO report. Being that there were no further discussions, a motion was made by Trustee Chien for the acceptance of the COO/CFO report. The motion was seconded Washington. The motion carried.

Ayes: 8 Trustee (Tuggle, DWashington, Arroyo, Burden, Chien, Garner, Vanderburg, Williams)

Noes: 0 Absent: 0 Abstentions: 0

**Adopted: January 23<sup>rd</sup>, 2024**

**BE IT RESOLVED** that the Roosevelt Children’s Academy Charter School Board of Trustees in the January 23<sup>rd</sup>, 2024, Teleconference Board Meeting on behalf of the Roosevelt Children’s Academy Charter School unanimously authorized a Ratifying & Confirming Resolution adopting the acceptance of the principal reports. A motion was made by Trustee Vanderburg for the acceptance of the principal reports. Being that there were no further discussions the motion was seconded by Trustee Chien. The motion carried.

Ayes: 8 Trustee (Tuggle, DWashington, Arroyo, Burden, Chien, Garner, Vanderburg, Williams)

Noes: 0 Absent: 0 Abstentions: 0

**Adopted: January 23<sup>rd</sup>, 2024**

**BE IT RESOLVED** that the Roosevelt Children’s Academy Charter School Board of Trustees in the January 23<sup>rd</sup>, 2024, Teleconference Board Meeting on behalf of the Roosevelt Children’s Academy Charter School unanimously authorized a Ratifying & Confirming Resolution adopting the acceptance of Impact Charters, LLC. SUNY renewal consulting services. A motion was made by Trustee Chien for the acceptance of the Impact Charters, LLC, SUNY renewal consulting services. Being that there were no further discussions the motion was seconded by Trustee Arroyo. The motion carried.

Ayes: 8 Trustee (Tuggle, DWashington, Arroyo, Burden, Chien, Garner, Vanderburg, Williams)

Noes: 0 Absent: 0 Abstentions: 0

**Adopted: January 23<sup>rd</sup>, 2024**

**BE IT RESOLVED**, that the Roosevelt Children’s Academy Charter School Board of Trustees in the January 23<sup>rd</sup>, 2024 Board of Trustees Teleconference Board Meeting on behalf of the Roosevelt Children’s Academy Charter School unanimously authorized a Ratifying & Confirming Resolution to accepting the approval of personnel actions identified for staffing in the Position Control Form. Being that there was no further discussion, a motion was made by Burden approving the adoption of the resolution approving the personnel action items. The motion was seconded by Trustee Williams and unanimously approved. The motion carried.

**New Hire:**

**Sherie Davidson \_ Teacher Assistant \_ Start Date \_1-25-2024**

Ayes: 8 Trustee (Tuggle, DWashington, Arroyo, Burden, Chien, Garner, Vanderburg, Williams)

Noes: 0 Absent: 0 Abstentions: 0

**PARENT REPORT:**

**PG commented on following activities:**

**On December 12<sup>th</sup> our group led a virtual workshop titled Self-care during the holidays. Participants engaged in discussions on strategies to support one's physical and mental well-being.**

**On December 9<sup>th</sup> families were extended an invitation to participate in Painting with a Purpose event led by Souljoy Wellness and hosted by the Roosevelt Freeport EOC.**

**On December 15<sup>th</sup> some of our parents participated in the Black Educators Committee's 3<sup>rd</sup> annual Gift-Wrapping Event. This event is done in collaboration with the Roosevelt Community. Volunteers gift-wrap gifts for the elderly and others who are unable to do so for themselves. The event doubles as a toy drive where those receiving complimentary gift-wrapping services are encouraged to donate a toy in exchange.**

**Our families were invited to attend the Nassau County Community College event titled 'Four C's (Career, Character, College, and Courage) Boys Conference. The event featured Keynote Speaker Kevin Richardson one of the Central Park 5 who spoke about those life altering events and shared insight on his experiences as a youth and the importance of sound decision making, goal setting, remaining engaged in productive activities and surrounding yourself with others of high moral character for our tweens and teen young men.**

**Over the holiday break, families enjoyed complimentary family admission to a number of community events including Disney on Ice at UBS Arena and The Magic of Lights Holiday Light Display at Jones Beach and the Brooklyn Nets vs. Denver Nuggets basketball game at the Barclays Center. Thank you to our principles and guidance counselors for their help in coordinating distribution of tickets to our families.**

**PUBLIC COMMENTS:** Members of the community were acknowledged.

**EXECUTIVE SESSION:**

A motion was made by Trustee DWashington to adjourn to discuss matters regarding SUNY renewal process consultant. The motion was seconded by Trustee Williams and passed unanimously without debate. No Board actions were taken during Executive session discussions involving proposed SUNY renewal consultant.

**ADJOURN. The Board meeting ended at approximately 7:05 P.M. with a motion to adjourn made by Trustee Arroyo. The motion was seconded by Trustee Burden. The motion was passed unanimously without debate.**

Respectfully Submitted by,

*Ella Portero*

Ella Portero, Secretary to the Board