

BOARD OF TRUSTEES  
**BOARD MEETING MINUTES –November 26<sup>th</sup>, 2024**

On November 26<sup>th</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 6:06 P.M. A motion was made by DWashington to open the Board Meeting. The motion was seconded by Burden.

**ESTABLISHMENT OF A QUORUM:** Chair Tuggle acknowledged Trustees names to be called to establish a quorum. Present: Trustee (Tuggle, Arroyo, Burden, Chien, Garner, Vanderburg, Williams), DWashington  
ADDITIONAL ATTENDEES-Steven Martir (Counsel to the Board); Andrea D’Amato, CEO; 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 upcoming Thanksgiving celebrations, noting that everyone should have a wonderful holiday celebration and enjoy with family and friends. The Chair also expressed gratefulness to the board of trustees for taking the time by giving of themselves selflessly in support of our RCA families. The Chair recognized trustee DWashington for the importance of her role in supporting RCA students with afterschool Sewing Club; the CFO-Leconte for providing the status update on the Pleasant Ave building extension and Parent Liaison-Burden for continued engagement with the parents/families for the school.

**Adopted: November 26<sup>th</sup>, 2024**

A motion was made by Trustee Burden that the Minutes from the October 22<sup>nd</sup>, 2024, Board Meeting be approved as written. The motion was seconded by Trustee Williams and unanimously approved.

**Adopted: November 26<sup>th</sup>, 2024**

**BE IT RESOLVED** that the Roosevelt Children’s Academy Charter School Board of Trustees in the November 26<sup>th</sup>, 2024, Teleconference Board Meeting on behalf of the Roosevelt Children’s Academy Charter School authorized unanimously a Ratifying & Confirming Resolution adopting the October 22<sup>nd</sup>, 2024 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

**CHIEF OPERATIONS'S /FINACIAL OFFICER (COO/CFO) PRESENTED**

**SCHOOL OPERATION & BUDGET UPDATE:**

- 1) CURRENT ASSETS AND DEPOSIT ACCOUNTS (Chase Bank, Bethpage C U, Well Fargo & City National Bank) **as of October 31, 2024 (10/2024 vs 10/2023)**
- 2) ACCOUNTS RECEIVABLE AGING SUMMARY BY SCHOOL DISTRICT **as of November 26, 2024**
- 3) UPDATED ENROLLMENT ANALYSIS **\_Fiscal 2024-2025 \_as of November 26, 2024.**
- 4) 2024-2025 BUDGET VS ACTUAL **as of November 30, 2024**

**RCA UNAUDITED FINANCIAL STATEMENTS AS 11-30-2024**

- 5) STATEMENT OF FINANCIAL POSITION SUMMARY REPORT **as of November 30, 2024**
- 6) STATEMENT OF CASH FLOWS for the **Period Ending November 30, 2024**
- 7) STATEMENT OF ACTIVITIES SUMMARY REPORT for the **Period Ending November 30, 2024**
- 8) STATEMENT OF FINANCIAL PERFORMANCE ANALYSIS for the **Period Ending November 30, 2024**

**SCHOOL OPERATION: Facilities/Construction:**

1. **Progress update on construction at 111 Pleasant Ave. Total completed and stored to date (as of October 2024) =\$23,694,510.64.00 or 96%.**
2. **Roosevelt Children's Academy Charter School Labor Management Meeting Summary.**

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Roosevelt Children's Academy Charter School

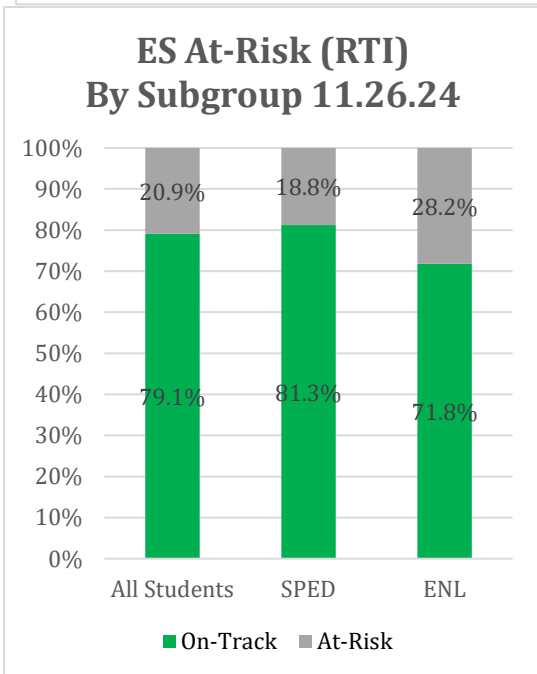
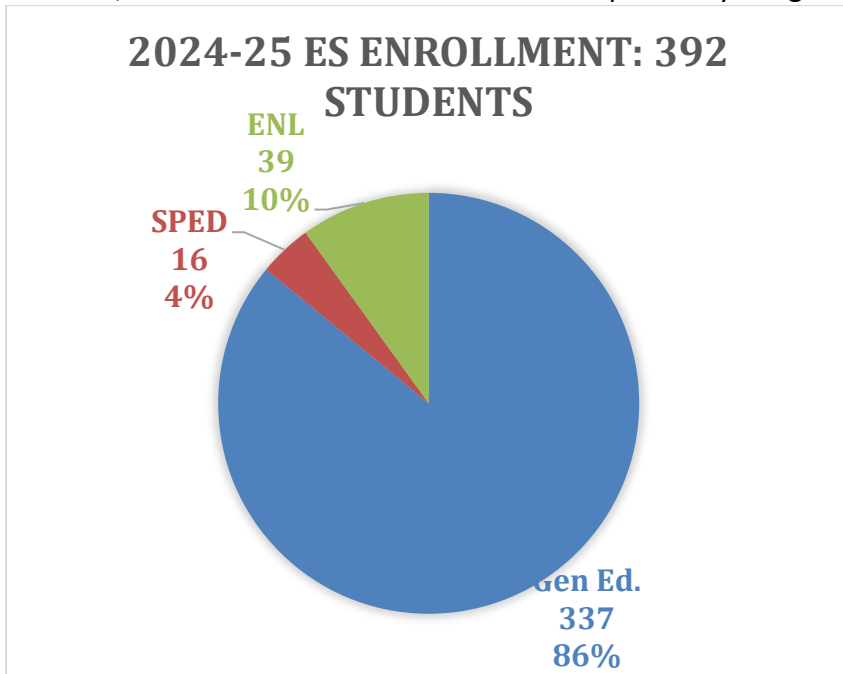
Board of Trustees Board Meeting Minutes – Tuesday, November 26<sup>th</sup>, 2024

**SCHOOL EXECUTIVE REPORT**

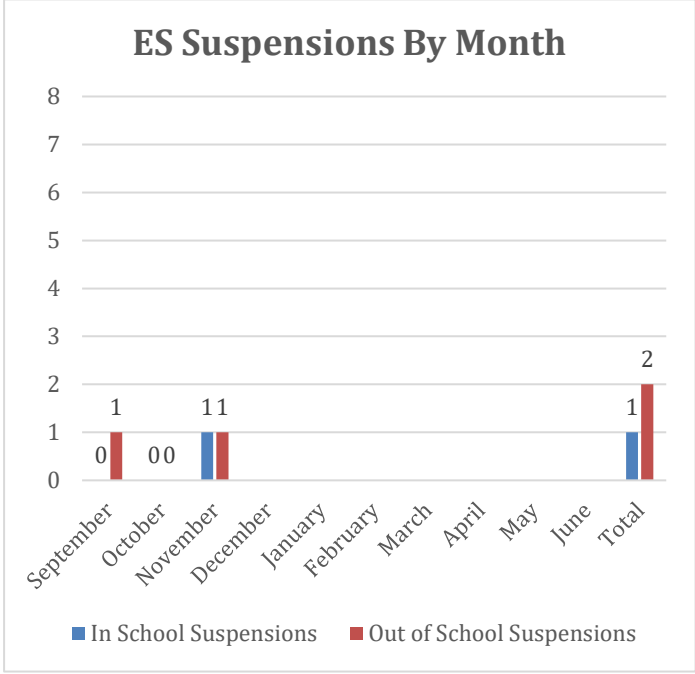
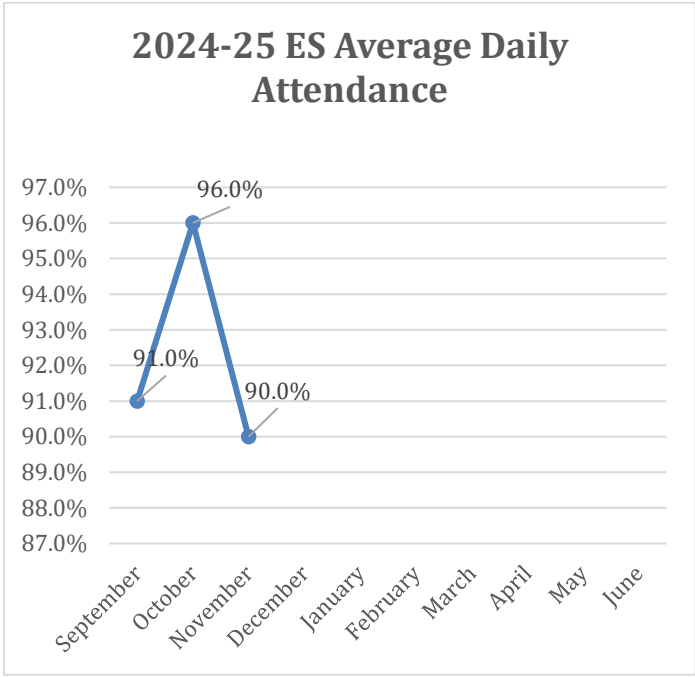
**The School Executive presented a report outlining Elementary and Middle School Enrollment by Subgroup, At-Risk student Data by Subgroup, Average Daily Attendance & Suspension Data by month. In addition, the Principals presented respective reports on Academics, Climate & Culture, Meetings with staff, Home /School connections, Communications with CSE and Meetings with operations and CSI.**

I. Roosevelt Children’s Academy Elementary School

a) Enrollment & Student Scholarship Data by Subgroup

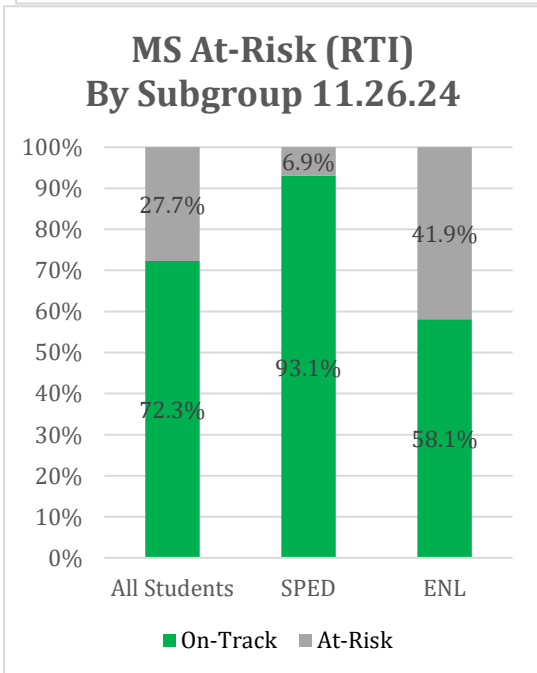
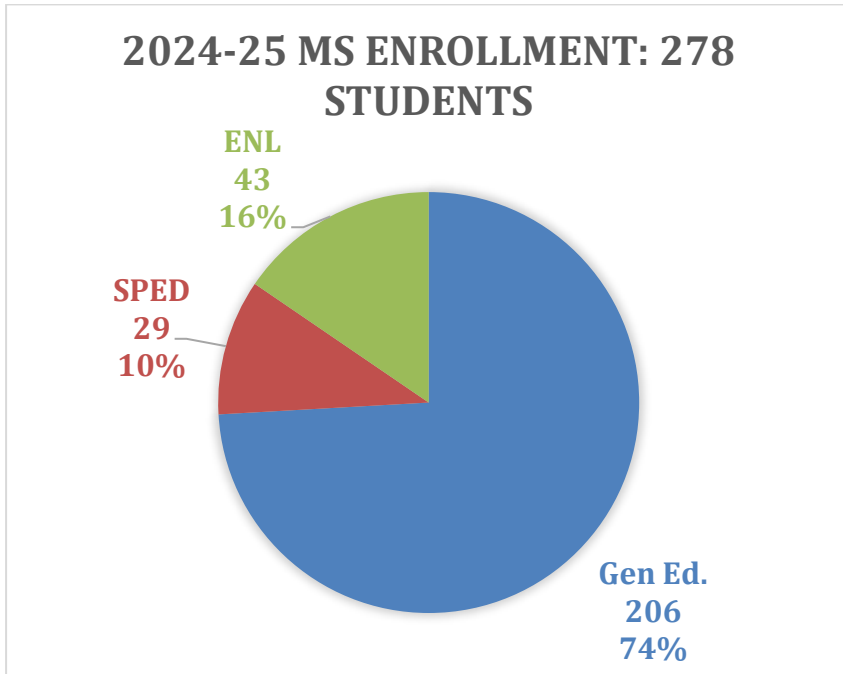


b) Attendance & Discipline Data

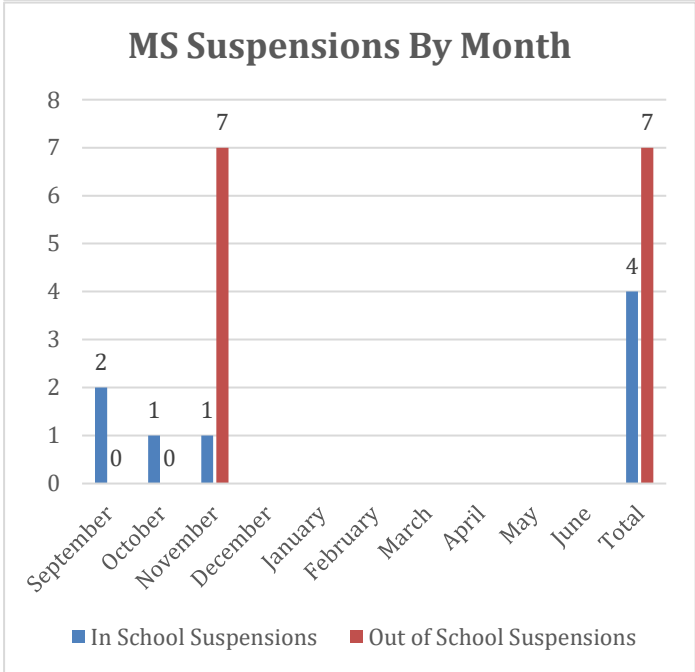
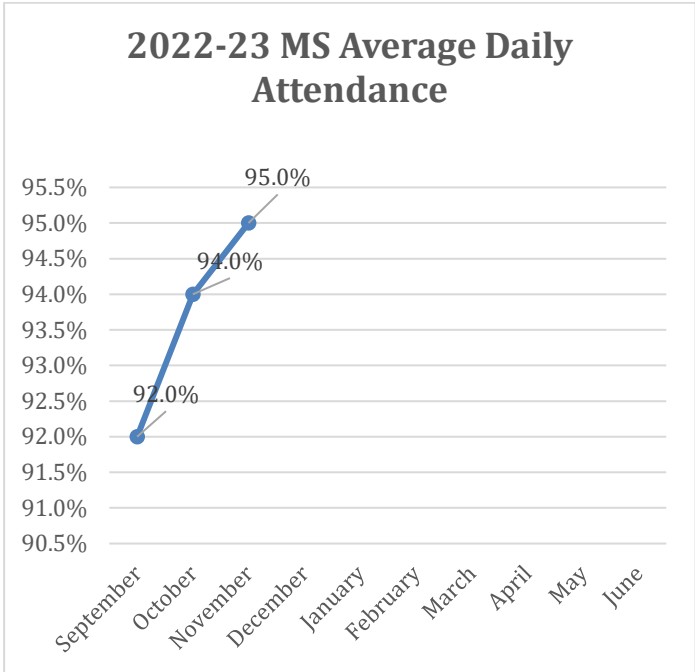


II. Roosevelt Children’s Academy Middle School

a) Enrollment & Student Scholarship Data by Subgroup



b) Attendance & Discipline Data



III. November Updates

- Parent Teacher Conferences were held at the beginning of the month.
  - a. 76% of ES Families Attended
  - b. 44% of MS Families Attended
  
- Educators from both schools attended a professional development on Monday, November 18, 2024 focused on Classroom Management
  
- MS began test prep this month, both schools have been trained in DataMate to simulate state test format
  
- MS Hosted Thanksgiving Day Luncheon on Tuesday November 26<sup>th</sup> for all staff and students
  
- ES Hosting Harvest Festival on Tuesday, November 26<sup>th</sup> for all staff, students and families
  
- MS has started hosting community workout classes twice a week for parents and staff members
  
- MS had family game night last Friday – roughly 30 people participated
  
- Vacancies:
  - ES: None
  - MS: 1 Math; 1 permanent sub



**Ratifying & Confirming Resolution**

**Adopted: November 26<sup>th</sup>, 2024**

**BE IT RESOLVED** that the Roosevelt Children’s Academy Charter School Board of Trustees in the November 26<sup>th</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 Vanderburg for the acceptance of the COO/CFO report. The motion was seconded Williams. The motion carried.

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

Noes: 0 Absent: 0 Abstentions: 0

**Adopted: November 26<sup>th</sup>, 2024**

**BE IT RESOLVED** that the Roosevelt Children’s Academy Charter School Board of Trustees in the November 26<sup>th</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 Executive/Principal reports. A motion was made by Trustee Williams for the acceptance of the Executive/Principal reports. Being that there were no further discussions the motion was seconded by Trustee Vanderburg. The motion carried.

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

Noes: 0 Absent: 0 Abstentions: 0

**Adopted: November 26<sup>th</sup>, 2024**

**BE IT RESOLVED** that the Roosevelt Children’s Academy Charter School Board of Trustees in the November 26<sup>th</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 Executive/Principal reports. A motion was made by Trustee Williams for the acceptance of the Executive/Principal reports. Being that there were no further discussions the motion was seconded by Trustee Vanderburg. The motion carried.

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

Noes: 0 Absent: 0 Abstentions: 0

**Adopted: November 26<sup>th</sup>, 2024**

**BE IT RESOLVED** that the Roosevelt Children’s Academy Charter School Board of Trustees in the November 26<sup>th</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 Open Architect Data Diagnostic System. A motion was made by Garner for the acceptance of the Open Architect Data Diagnostic System. 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

**Ratifying & Confirming Resolution**

**Adopted: November 26<sup>th</sup>, 2024**

**BE IT RESOLVED** that the Roosevelt Children’s Academy Charter School Board of Trustees in the November 26<sup>th</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 Vanderburg approving the adoption of the resolution approving the personnel action items. The motion was seconded by Trustee Arroyo and unanimously approved. The motion carried.

**New Hire:**

Anthony Toto \_ ELA Teacher \_\_Start Date\_11-14-2024

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

Noes: 0 Absent: 0 Abstentions: 0

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Roosevelt Children's Academy Charter School

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**PARENT REPORT:** Our November communication to parents continues its focus on providing strategies to help support student learning in the classroom and promote family engagement. Our recent Parent engagement focused largely on showcasing local and available community-based resources, and programs in place and designed to support families within our community as well as further encourage open dialogue to help us identify parent specific needs of which RCA or its community partners are positioned to remedy or at minimum refer them to the appropriate resources or organizations that can best meet their need.

Along that vein we continue to expand and strengthen our network within our local and neighboring communities to build partnerships and broker opportunities for workshops and presentations of value and interest to our families in support of RCA's commitment to student achievement by helping ensure healthy and ongoing communication between home and school.

In feedback regarding school uniforms, we met with staff who communicated student experience and offered valuable suggestions. As a result, the supplier is responding with possible revisions.

We have received volunteer requests from staff in both our upper and lower grades who have eagerly expressed a desire to participate, support and engage with the group. Having the addition of staff present adds extreme value to the overall momentum of the group. School days are long, and we know after school time is precious and valuable. A high measure of thanks and gratitude to each staff member who volunteers their time.

Based on feedback from the group we are seeking to provide workshops and supporting information in the areas of Fostering Self Esteem, Promoting Literacy, High School Readiness, and Employment readiness and resume building.

Last Friday, a number of our families joined the EOC of Roosevelt at Movie Night. Families enjoyed a family friendly event featuring the movie Inside Out, plenty of popcorn, snacks and fellowship with neighboring community members. Thanks to the EOC for their partnership and hospitality.

Wishing everyone a happy, healthy and filling Thanksgiving. Please support our students' non-perishable food drive in support of those experiencing food insecurity this holiday season.

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

**ADJOURN.** The Board meeting ended at approximately 6:40 P.M. with a motion to adjourn made by Trustee burden. The motion was seconded by Trustee Williams. The motion was passed unanimously without debate.

Respectfully Submitted by,

*Ella Portero*

Ella Portero, Secretary to the Board