

BOARD OF TRUSTEES  
**BOARD MEETING MINUTES –February 25<sup>th</sup>, 2025**

On February 25<sup>th</sup>, 2025, 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 6:04 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); Simone Roberts, Middle School Principal; Reshma Persad, Elementary Principal; Philip Leconte, COO&CFO; Laron Walker, CSBM; Ella Portero; Secretary to the Board.

**INTRODUCTORY COMMENTS:** The Chair opened the meeting with a welcome to everyone to the second meeting of the year 2025 and thanked everyone for their participation on behalf of the entire board. The Chair stated that the board is exceedingly proud to announce the Charter School Institute (CSI) recommendation for approval for a full five-year Charter Renewal to the Board of Regents. RCACS was cited for a high level of certified teachers and noted for continued advocacy with elected officials. The Chair stated recertification is wonderful for the school, our families and the community we serve by providing a choice for public-school education where students are learning. The Chair further stated that while there is a lot more to do, the hard work done by the administration, operations, faculty/staff, families and support from the communities we serve have contributed to this success. The board cited the recent continued progress made by RCACS during our 25-year existence including the recent state-of-the-art facility and the certificate of occupancy for the building and the first CS on LI. The Chair further acknowledged the board’s appreciation to the builders and CFO. After which, the Open Architect data was presented by administration and the progress of the Minga Pass System implementation was outlined.

**Adopted: February 25<sup>th</sup>, 2025**

**BE IT RESOLVED** that the Roosevelt Children’s Academy Charter School Board of Trustees in the February 25<sup>th</sup>, 2025 Teleconference Board Meeting on behalf of the Roosevelt Children’s Academy Charter School authorized unanimously a Ratifying & Confirming Resolution adopting the January 28<sup>th</sup>, 2025, Board Meeting Minutes as written. A motion was made by Trustee Vanderburg that the Minutes from January 28<sup>th</sup>, 2025, Board Meeting be approved as written. The motion was seconded by Chien and unanimously approved. 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 February 28, 2025 (1/2025 vs 1/2024)**
- 2) ACCOUNTS RECEIVABLE AGING SUMMARY BY SCHOOL DISTRICT as of February 25, 2025**
- 3) UPDATED ENROLLMENT ANALYSIS \_Fiscal 2024-2025 \_ as of February 25, 2025**
- 4) 2024-2025 BUDGET VS ACTUAL as of February 25, 2025**

**RCA UNAUDITED FINANCIAL STATEMENTS AS of 2- 28-2025**

- 5) STATEMENT OF FINANCIAL POSITION SUMMARY REPORT as of February 28, 2025**
- 6) STATEMENT OF CASH FLOWS for the as of February 28, 2025**
- 7)STATEMENT OF ACTIVITIES SUMMARY REPORT for the Period Ending as of February 28, 2025**
- 8) STATEMENT OF FINANCIAL PERFORMANCE ANALYSIS for the Period Ending February 28, 2025**

**SCHOOL OPERATION: Facilities/Construction:**

- 1. Progress update on construction at 111 Pleasant Ave. Total completed and stored to date (as of January 2025) = \$24,654,358.16 or 99%.**
- 2. Roosevelt Children's Academy Charter School Labor Management Meeting Summary**
- 3. Town of Hempstead Temporary Certificate of Occupancy**

**SCHOOL REPORT: Middle School Agenda and Elementary School Agenda**

The School Administration presented a report outlining Middle School and Elementary School Agenda: Attendance, Progress Benchmark Data, Discipline data, Enrollment by Subgroup, and At-Risk student Data by Subgroup. In addition, respective school reports were presented on Climate & Culture, Home & School connections, Operations and CSI.

# Academic Committee Meeting

Tuesday February 25, 2025

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Roosevelt Children's Academy Charter School

Board of Trustees Board Meeting Minutes – Tuesday, February 25<sup>th</sup>, 2025

01

## **ACADEMIC PERFORMANCE**

- STUDENT PERFORMANCE OVER TIME  
DATA BY SUBGROUP
- AT-RISK STUDENT UPDATE
- NEW INSTRUCTIONAL/CURRICULAR  
INITIATIVES
- PROFESSIONAL DEVELOPMENT

## **SCHOOL CULTURE**

- o STUDENT ACTIVITIES AND EVENTS
- o STUDENT DISCIPLINE/REWARDS
- o STAFF ACTIVITIES AND EVENTS
- o FIELD TRIPS
- o STAFF SURVEYS

02

# MEETING STRUCTURE

03

## **PERSONNEL UPDATES**

- EVALUATION/OBSERVATION UPDATES
- STAFF PERFORMANCE CONCERNS
- STAFF RETENTION AND VACANCIES
- STAFF ATTENDANCE
- STAFF DISCIPLINE OR MISCONDUCT

## **NEW BUSINESS**

- o RELEVANT COMPLIANCE OR REPORTING
- o AUTHORIZER FEEDBACK
- o ANY MISCELLANEOUS ITEMS

04



# 01 Academic Performance



## **ACADEMIC PERFORMANCE AND INITIATIVES**

- Update on implementation of test prep block. Test prep blocks are going well.
    - We are scheduled to administer the math post test on February 11
  - Middle School
    - The math team and I are meeting to norm the Benchmark assessment. We hope to have everything graded by the first week of March.
    - Established a focus group to formulate action plans to address bucket items from the SPARK survey. Our first initiatives dealt with the lesson plan format, grade level minutes, and absentee packets.
    - We are still formalizing a draft for the Truancy policies, but discussions have started
    - 34 students exited from RTI. The RTI department will continue to progress monitor the students to ensure that they continue to perform within 1 year of their current grade level.
      - About 9 students were referred to and are receiving services from RTI. This was due to monthly meetings between teachers and RTI staff.
- 24 All but four students have completed the IReady benchmark. 23% of students in math performed at or above grade level. 27% of students in ELA performed at or above grade level. Overall, there was a 6% increase on both the Math and ELA IReady Diagnostic assessments.
- 25 Teachers are meeting as a grade level to draft the At-Risk letters. Letters will be mailed home by Wednesday, February 12.
- 26 ELA, Math, and RTI staff participated in an IReady workshop on February 6th. This workshop was geared towards looking at data and devising instructional strategies to meet the needs of the students.



## **ACADEMIC PERFORMANCE AND INITIATIVES**

- **Element ary School**

- DIBELS Benchmark (Round 2)

- Testing started the week of January 31st, in which data was due on Friday January 31st
- Results will allow students to be properly grouped during guided reading

### ELA Mock Exam

- Administered on Tuesday February 4th & Wednesday February 5th
- Conducted through computer-based testing , which mirrors NYS ELA

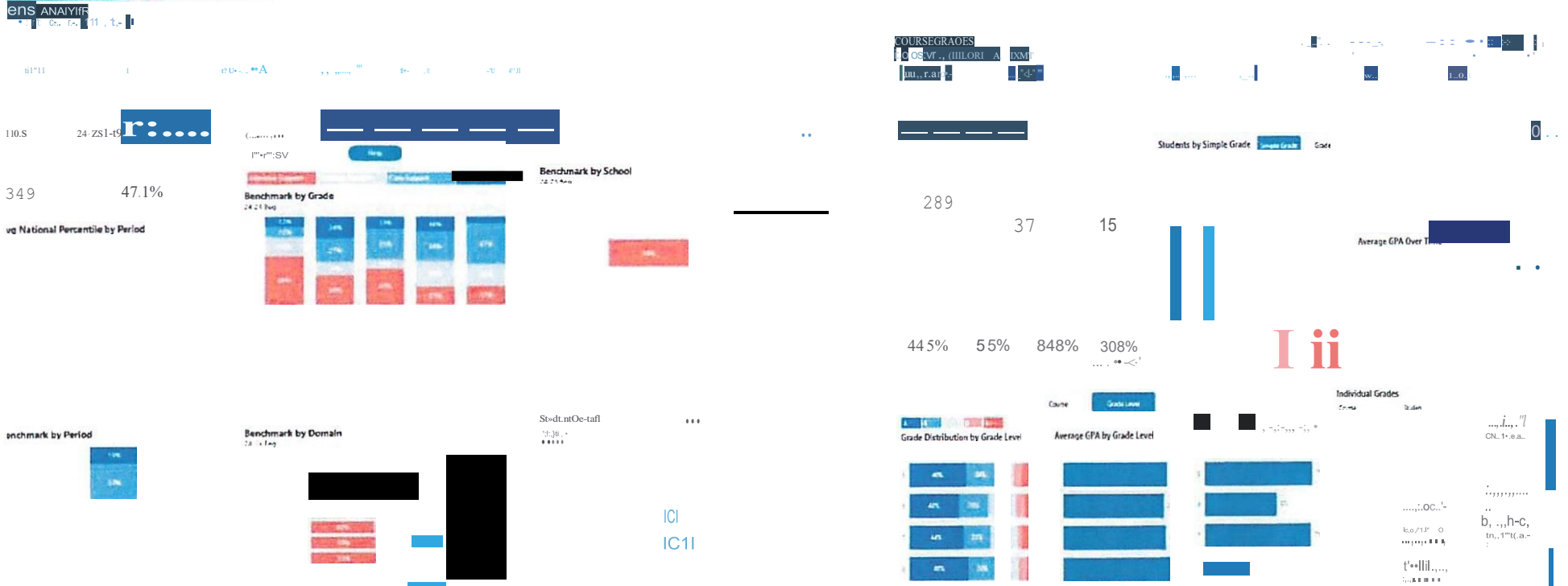
### Assessment o DataMate (grades 3 & 4)

- Due to computer-based testing, students will be able to practice NYS sample questions on their Chromebooks twice per week during small group instruction
- o Started on Saturday January 4th for students in grades 3 & 4, in which 31 students are currently enrolled



## ACADEMIC PERFORMANCE

### Course Grades





**iReady** (la;t 3 pe-icds)

**Reading**  
Pending 3rd

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Mid/ Abo, - - 33  
Early On 1111 29

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2A-25 NOV-FB

Mid/Alxr,e- 38

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**Math**  
Pending 3rd

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## Middle School Iready Progress Monitoring

02

# SCHOOL CULTURE



## School Culture and Climate



Enrollment



## **School Culture and Climate**

### Events Overview

- Staff Attendance
- Staff Meeting (02/06)
- Performance Awards (02/06)
- Classroom/Office Setup at new locations (2/24 & 2/25)
- Welcome Students to new locations (2/26)
- Black History Month Celebration (2/28)

## Middle School



### **School Culture and Climate**

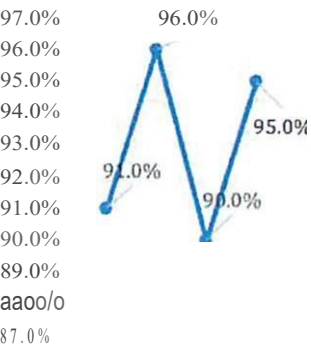
- Our second Town Hall meeting will be on Friday, February 14. At the Town Hall Meeting we will honor Dean's List recipients, Honor Roll, Teachers, and review expectations.
- We will be hosting a Staff V.S. Students basketball game on February 14.
- At the end of Q2 26% of our students had attained an overall GPA of 87% or above.
- We will host our first Performance Base Teacher Awards on February 14. 5 staff members are being recognized on February 14. Staff will receive two movie tickets, one \$10 Amazon Gift card, and a certificate of appreciation.
- We are beginning plans for our first annual Talent show. Students are in the process of signing up to participate. Auditions will begin during the week of April 1. Prizes are as follows: 3rd prize \$150, 2nd prize \$300, and 1st prize \$600. We are fundraising to fund the event with the assistance from Student Government.
- We are starting plans for the 2025 5th & 8th grade graduation as well as senior events.
- Staff and parents are working together to ensure that students are in proper uniforms daily.
- 6th and 8th grade students took a trip to Molloy College on February 5th to see a play on Immigration. The play is tied in with what they are currently learning about in social studies.
- RCA High Honor Society students and 8th will be attending a L.I. Nets game on February 11 at the Nassau Coliseum.
- Our annual Black History Month celebrations will be held on February 27th and 28th.
- Our next Family Game Night will be held on February 28th from 7 pm to 10 pm. We will also be hosting a Paint and Sip event on March 7. These events are courtesy of our Parent Outreach Committee. The Parent Outreach Committee is made up of staff and parents. Ms. Toni also collaborates with us to support and promote our events with the entire RCA parent community.

Middle School

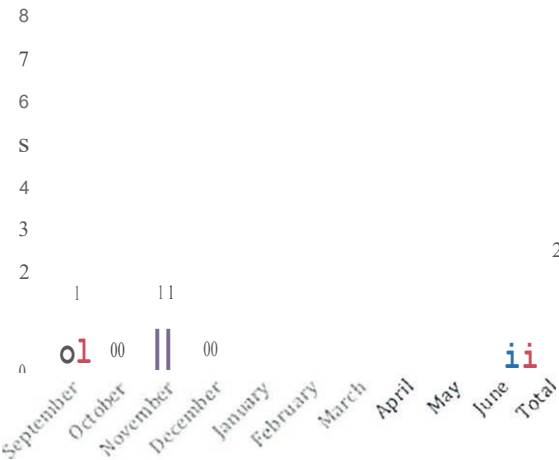


School Culture and Climate

2024-25 ES Average Daily Attendance

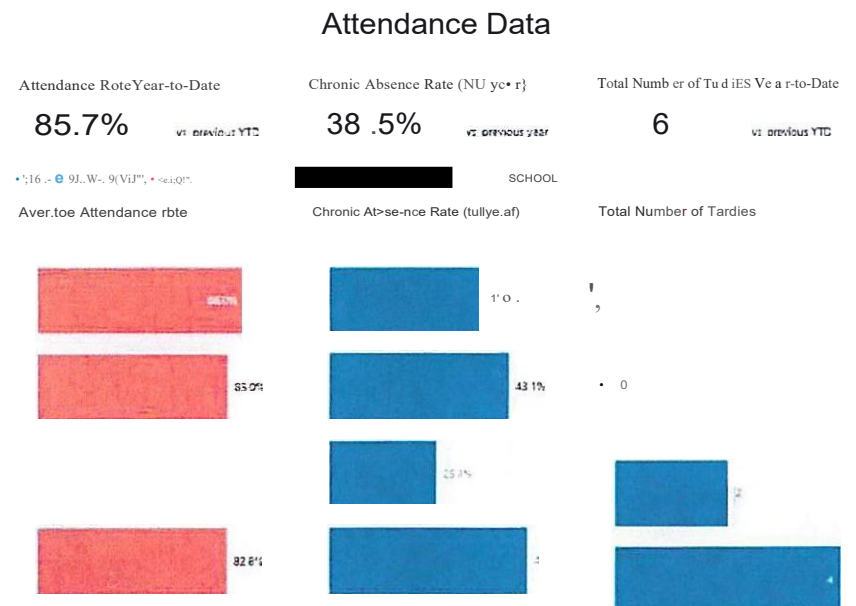
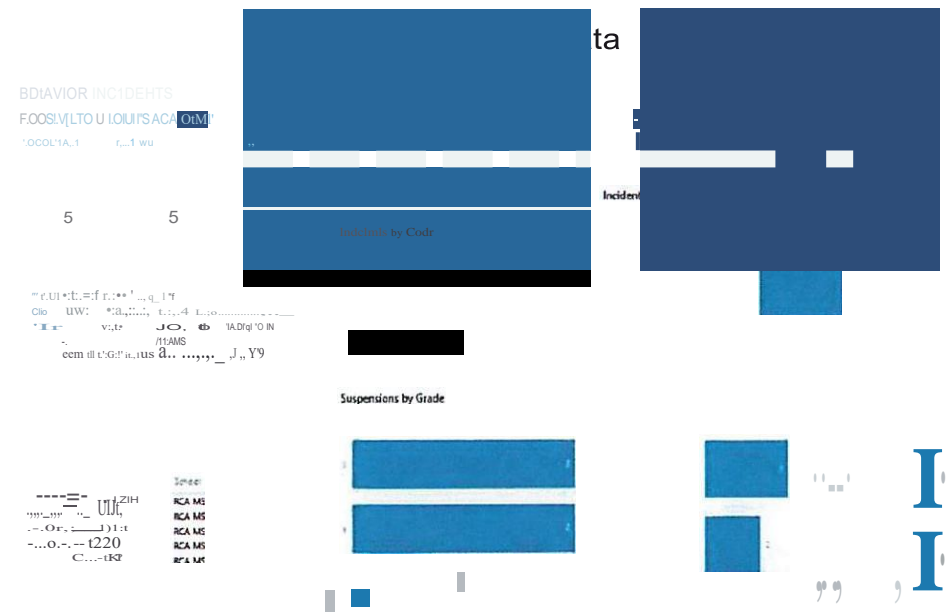


ES Suspensions By Month



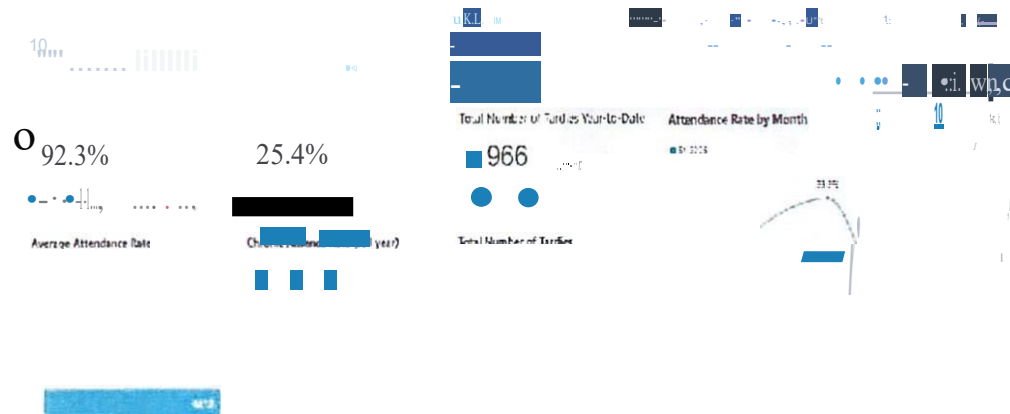
# ES Attendance and Discipline

## School Culture and Climate

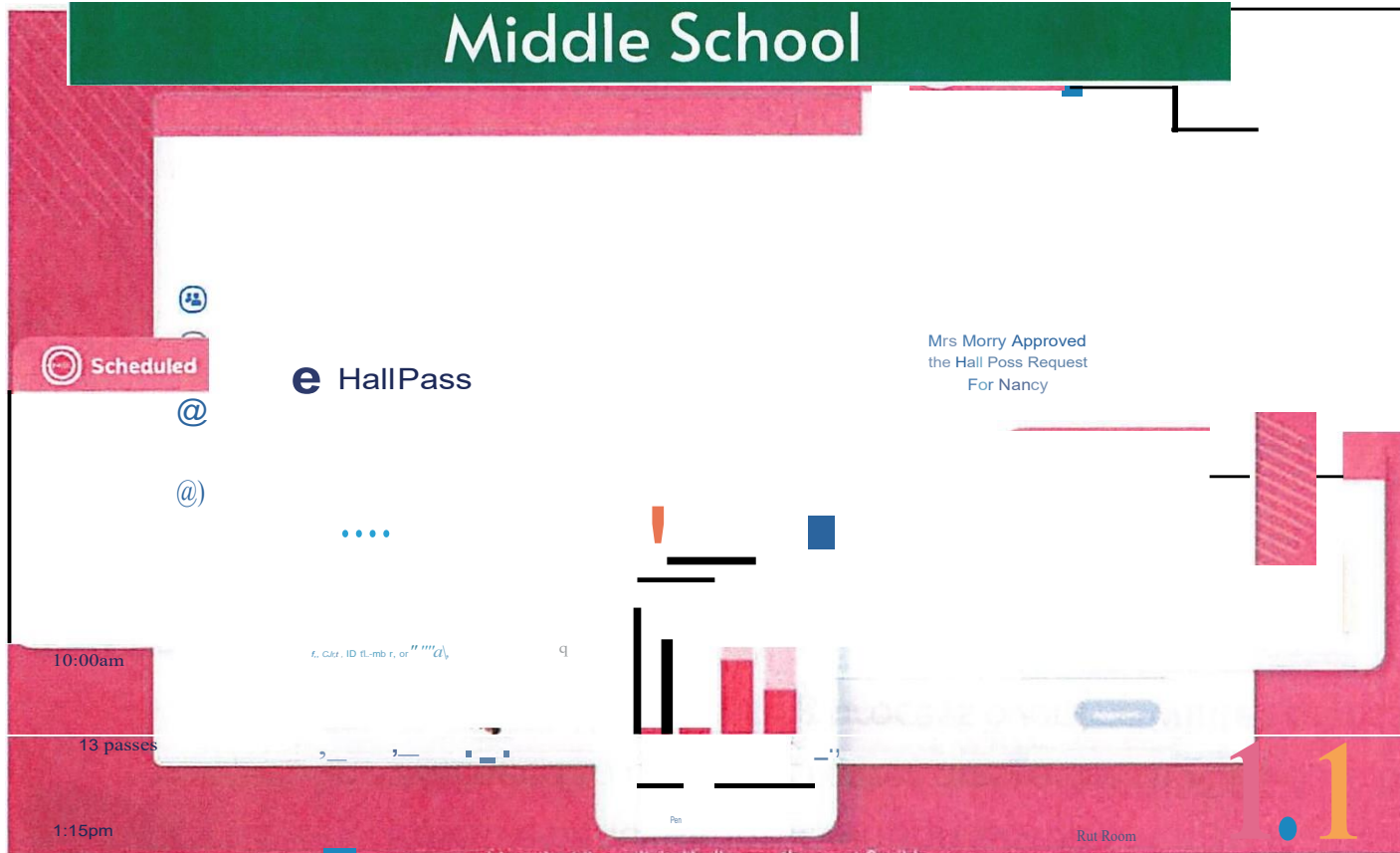


# MS Attendance and Discipline

## and Climate



## Middle School



02

SCHOOL

## MINGA PASS SYSTEM

CULTURE

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+5 mins

Jon Feb Mor Apr

3D,1, Reduction  
in Hallway Activity



## **School Culture and Climate**

- **MS Adoption of Minga Software**
  - Hallway monitoring
  - Positive behavior intervention systems
  - Will need to manually roster due to the BOCES data breach. Plans are to complete the rostering process over the winter recess for implementation after the break.

# 03

## PERSONNEL UPDATES



## **Personnel Updates**

### **Middle School**

- We are looking to fill two vacant positions
  - Hired a 6th grade TA. Awaiting finger prints to set up a start date
  - 6<sup>th</sup> Grade Math Teacher (awaiting paperwork to be finalized to determine start date)
- All Informal Observations have been completed and submitted to HR.
- The Leadership Team conducts weekly walkthroughs observing instruction in 3 - 4 classrooms for 15 minutes. The observations are discussed by the team and shared with teachers.
- With the inclusion of the Focus group, staff morale is improving as we check off the bucket items
- Absences still continue to present a hardship. Permanent sub. was hired, which is alleviating some constraints.
- Classroom management within 7th grade is still a work in progress, primarily with new staff members.
- Staff is happy to once again have a teacher lounge that is not used for multiple reasons. This was due to the freed up space with the transition of fourth grade.
- Communicating with staff to get an idea of incentives that they would like as a show of appreciation. These are some of the ideas that the staff presented: gift cards, extra prep, tickets to the METs or Yankees game, time spent in a rage room, staff massage, Boat party, bonus, mental health days, get their birthday off, and/or RCA merchandise.

### **Elementary School**

- First round of informal observations completed



## **Personnel Updates**

- Board and Leadership team received Spark Data Overview and Login Credentials
- **Next Steps to Consider:**
  - How to package and share this data with the staff?
  - How to gather further information needed to make low-lift adjustments?
  - Recommendation: Board Task Force to explore compensation options
  - When to administer the Spring SPARK Survey

**Ratifying & Confirming Resolution**

**BE IT RESOLVED** that the Roosevelt Children's Academy Charter School Board of Trustees in the February 25<sup>th</sup>, 2025, 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 acceptance of the COO/CFO report. The motion was seconded by Vanderburg. The motion carried.

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

Noes: 0 Absent: 0 Abstentions: 0

**Adopted: February 25<sup>th</sup>, 2025**

**BE IT RESOLVED** that the Roosevelt Children's Academy Charter School Board of Trustees in the February 25<sup>th</sup>, 2025, Teleconference Board Meeting on behalf of the Roosevelt Children's Academy Charter School unanimously authorized a Ratifying & Confirming Resolution adopting the acceptance of the Principals reports. A motion was made by Trustee Vanderburg for the acceptance of the Principals reports. Being that there were no further discussions, the motion was seconded by Trustee Washington. The motion carried.

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

Noes: 0 Absent: 0 Abstentions: 0

**Adopted: February 25<sup>th</sup>, 2025**

**BE IT RESOLVED** that the Roosevelt Children's Academy Charter School Board of Trustees in the February 25<sup>th</sup>, 2025, 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 Washington and unanimously approved. The motion carried.

**New Hire:**

Kalil Andres-Hamler \_ Teacher Assistant \_\_Start Date\_2-03-2025

Donte Morris\_Teacher Assistant \_\_Start Date\_2-10-2025

Geraldi Nelima \_ Math Teacher\_Start Date\_\_Start Date\_2-24-2025

Ayanna Bryant\_Receptionist\_Start Date\_02-24-2025

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

Noes: 0 Absent: 0 Abstentions: 0

**PARENT REPORT:**

The parent group remains committed to parent focused initiatives, working in harmony with our school calendar and various school activities to help our principals and educators maintain and support an enriching learning environment for our students and healthy partnership with our families. We had little interaction over the holiday break, however, did provide parents with a number of opportunities to attend family friendly, sporting, cultural and entertainment themed events and activities at low or no cost.

As we proceed into the second half of the school year, we are redoubling our efforts and focus on fostering a positive and inclusive environment where every parent and community member regardless of their participation level feels valued, supported and included. We are particularly mindful of the necessity to ensure we are effectively communicating to ESL parent community members and supporting their needs. We will be in contact with school leadership to assist in these efforts in the coming weeks. For MLK Day, a brief overview of Dr. Martin Luther King Jr and his legacy of civil rights and equality was shared in an effort to spark discussion at home around the origins of the holiday, and teachings of Dr. King Jr.

We remain in the process of coordinating parent workshops with community partners who have expressed a willingness to conduct them on a volunteer basis to our families. Parents are offering volunteer support in a number of after hours and weekend community engagement events. Invites and information was shared with our families for a number of Black History Month themed events sponsored by our community partners. All events were free to the public and included refreshments, educational programming, music and more.

Our educators were invited to a zoom workshop hosted by the Black Educators Committee on Immigration, ICE, Our Students and Rights which provided attendees an overview on new presidential executive orders and their effects on our family and student community.

The Roosevelt Public Library has extended an invitation to our families to Join them tomorrow evening (Wednesday, January 29<sup>th</sup> at 6pm to learn and make crafts about this year's Lunar New Year, the year of the Wood Snake, which is a rare occurrence that happens once every 60 years!

Parents are invited to support our Boys Basketball team as they play Level Up Coalmon in Freeport tomorrow (2.26.25) evening and St. Bernard in Levittown on Friday (2.28.25) evening

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

**EXECUTIVE SESSION:** A motion was made by Trustee Washington to adjourn to the Executive Session to discuss proposed information relating to current or future investigation or prosecution of criminal offense that would imperil effective law enforcement if disclosed. The motion was seconded by Trustee Chien. The motion was passed unanimously without debate. No Board action was taken during the Executive Session. Discussion involving future investigation or prosecution of a criminal offense that would imperil effective law enforcement actions if disclosed was voted on during public session based on information presented to the board.

**OPEN SESSION CONTINUED.** Vice Chair Washington officially re-opened the meeting at approximately 7:20 p.m. motion seconded by Trustee Chien. The motion was passed unanimously without debate.

**ADJOURN.** The Board meeting ended at approximately 7:40 P.M. with a motion to adjourn made by Trustee Burden. The motion was seconded by Trustee Arroyo. The motion was passed unanimously without debate.

Respectfully Submitted by,

*Ella Portero*

Ella Portero, Secretary to the Board