

BOARD OF TRUSTEES  
**BOARD MEETING MINUTES –December 17<sup>th</sup>, 2024**

On December 17<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 6:07 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, CEOA; 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 and thanked everyone for their participation on behalf of the entire board. The Chair further commented on how quickly we arrived at the end of the year 2024 while addressing many challenges during this year and preparing for the holidays. Further wishing everyone a healthy and happy holiday season. The CEOA commented on the staff holiday event and thanked Trustee Vanderburg for his generosity in hosting today’s event for the 6<sup>th</sup> grade class winners, after which the CEOA presented data from the initial rendering of Open Architect Software Platform approved by the board. The CEOA noted, while in the developmental stage, the process of working with the vendor to capture and customize additional data feeds to refine the information reporting continues. The software platform is used to integrate multiple assessments of data sources into a unified dashboard (i.e. attendance, state assessment visualizer system, benchmarking exams systems etc). This tool enables principals, teachers, and instructional leaders to visualize assessment data feeds and other data feeds, view progress, understand any changes in the data that may require timely action, and to address appropriate actions to continue the progress as presented to the board. The Chair commented on the usefulness and comprehensiveness of data and asked about how the staff will be trained to use the system. The CEOA elaborated on the plan for the scheduled training to use and report the data.

**Adopted: December 17<sup>th</sup>, 2024**

A motion was made by Trustee Washington that the Minutes from November 26<sup>th</sup>, 2024, Board Meeting be approved as written. The motion was seconded by Trustee Burden and unanimously approved.

**Adopted: December 17<sup>th</sup>, 2024**

**BE IT RESOLVED** that the Roosevelt Children’s Academy Charter School Board of Trustees in the December 17<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 November 26<sup>th</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 November 30, 2024 (11/2024 vs 11/2023)**
- 2) ACCOUNTS RECEIVABLE AGING SUMMARY BY SCHOOL DISTRICT **as of December 17, 2024**
- 3) UPDATED ENROLLMENT ANALYSIS **\_Fiscal 2024-2025 \_as of December 17, 2024.**
- 4) 2024-2025 BUDGET VS ACTUAL **as of December 31, 2024**

**RCA UNAUDITED FINANCIAL STATEMENTS AS 12-31-2024**

- 5) STATEMENT OF FINANCIAL POSITION SUMMARY REPORT **as of December 31, 2024**
- 6) STATEMENT OF CASH FLOWS for the **Period Ending December 31, 2024**
- 7) STATEMENT OF ACTIVITIES SUMMARY REPORT for the **Period Ending December 31, 2024**
- 8) STATEMENT OF FINANCIAL PERFORMANCE ANALYSIS for the **Period Ending December 31, 2024**

**SCHOOL OPERATION: Facilities/Construction:**

1. **Progress update on construction at 111 Pleasant Ave. Total completed and stored to date (as of October 2024) =\$24,211,329.67.00 or 98%.**
2. **Roosevelt Children's Academy Charter School Labor Management Meeting Summary**
3. **RCACS Board Rooster\_Staggers.**

**OTHER:**

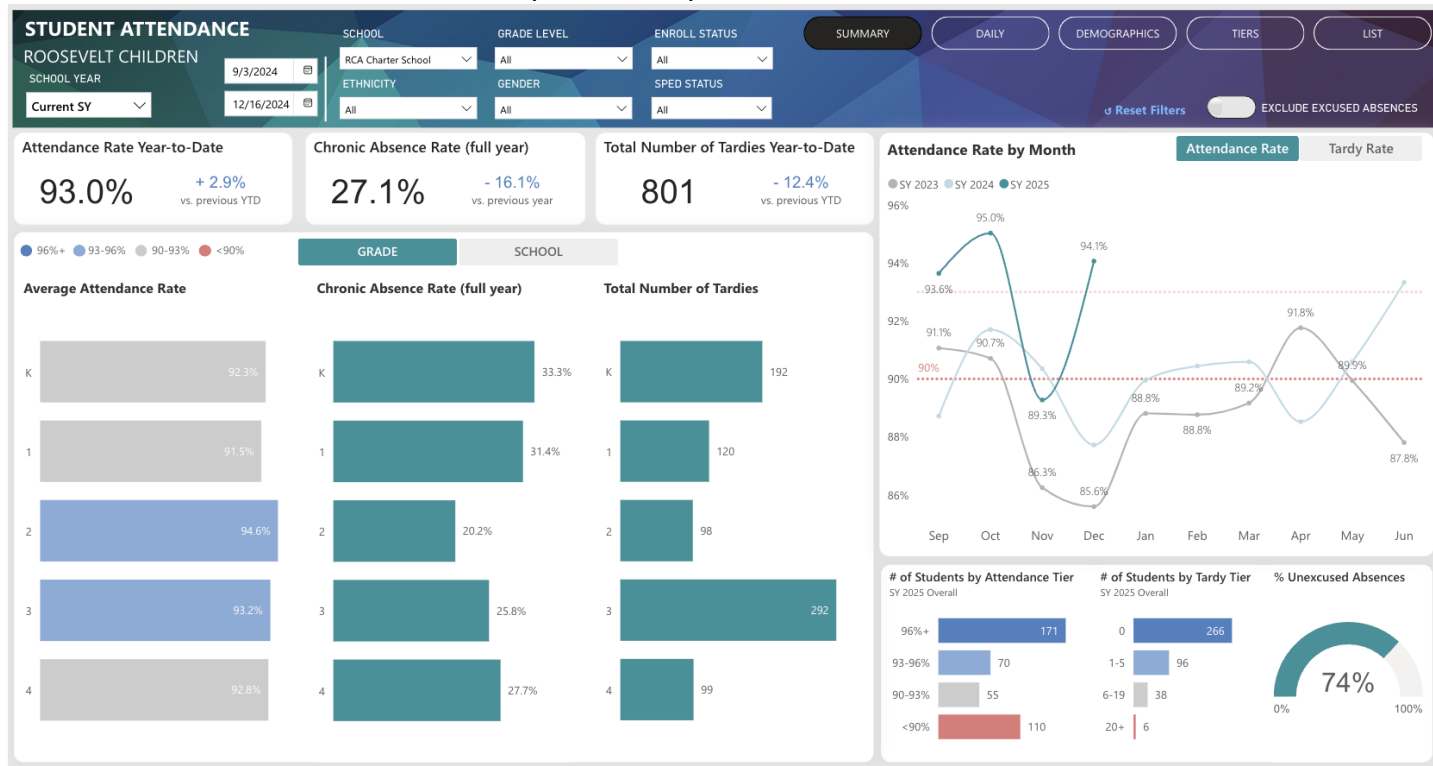
**Safety Drills.** Both campuses completed the required eight drills by the December deadline. In addition, both campus to complete Evacuation Drill in the Spring.

## SCHOOL EXECUTIVE REPORT

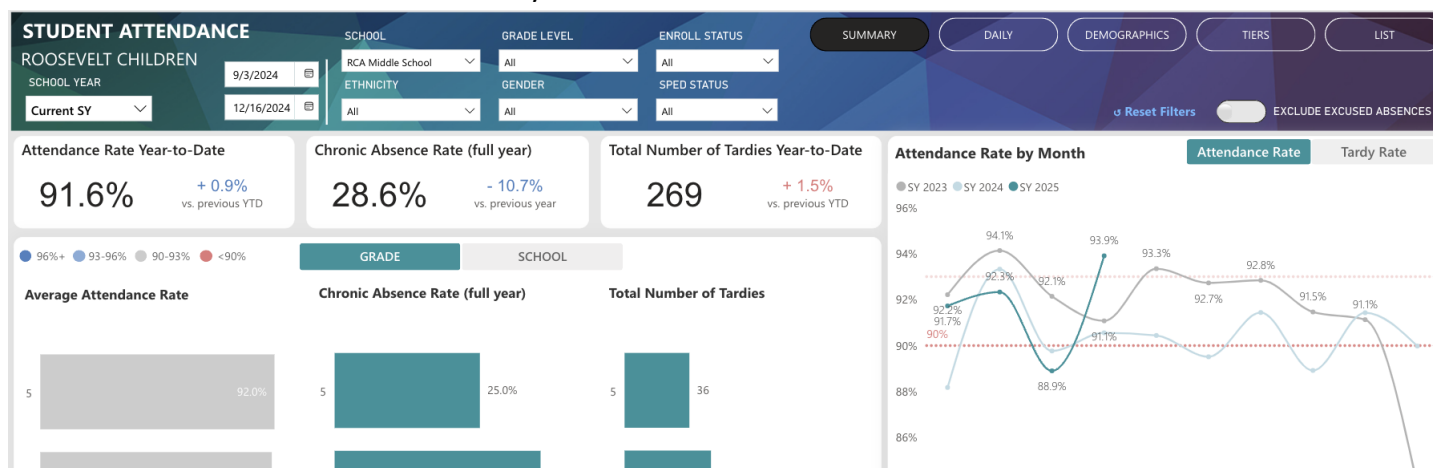
The School Executive presented a report outlining Elementary and Middle School Enrollment by Subgroup, At-Risk student Data by Subgroup, Average Daily Attendance & Suspension Data by month. In addition, the Principals presented respective reports on Academics, Climate & Culture, Meetings with staff,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

## Executive Report December 17, 2024

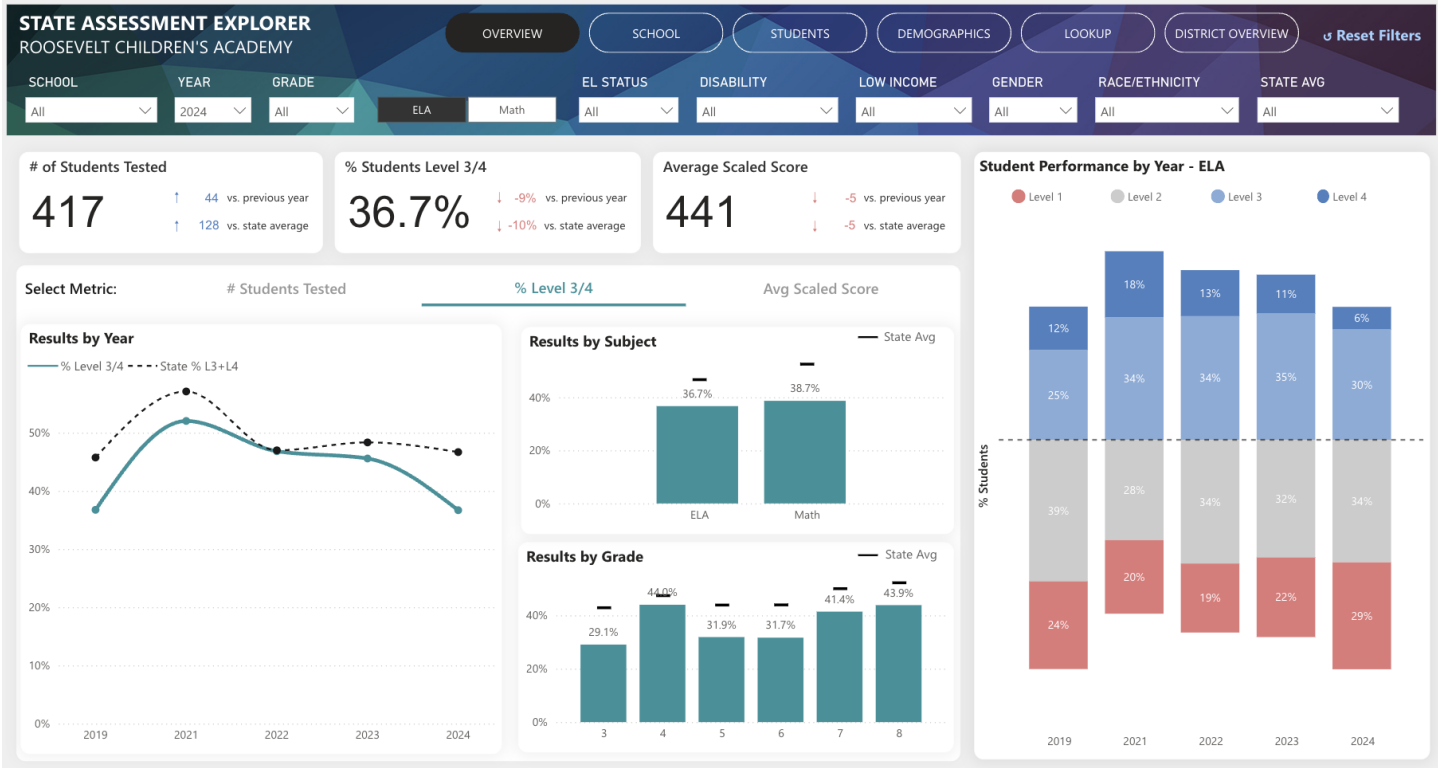
### I. Roosevelt Children's Academy Elementary School Attendance



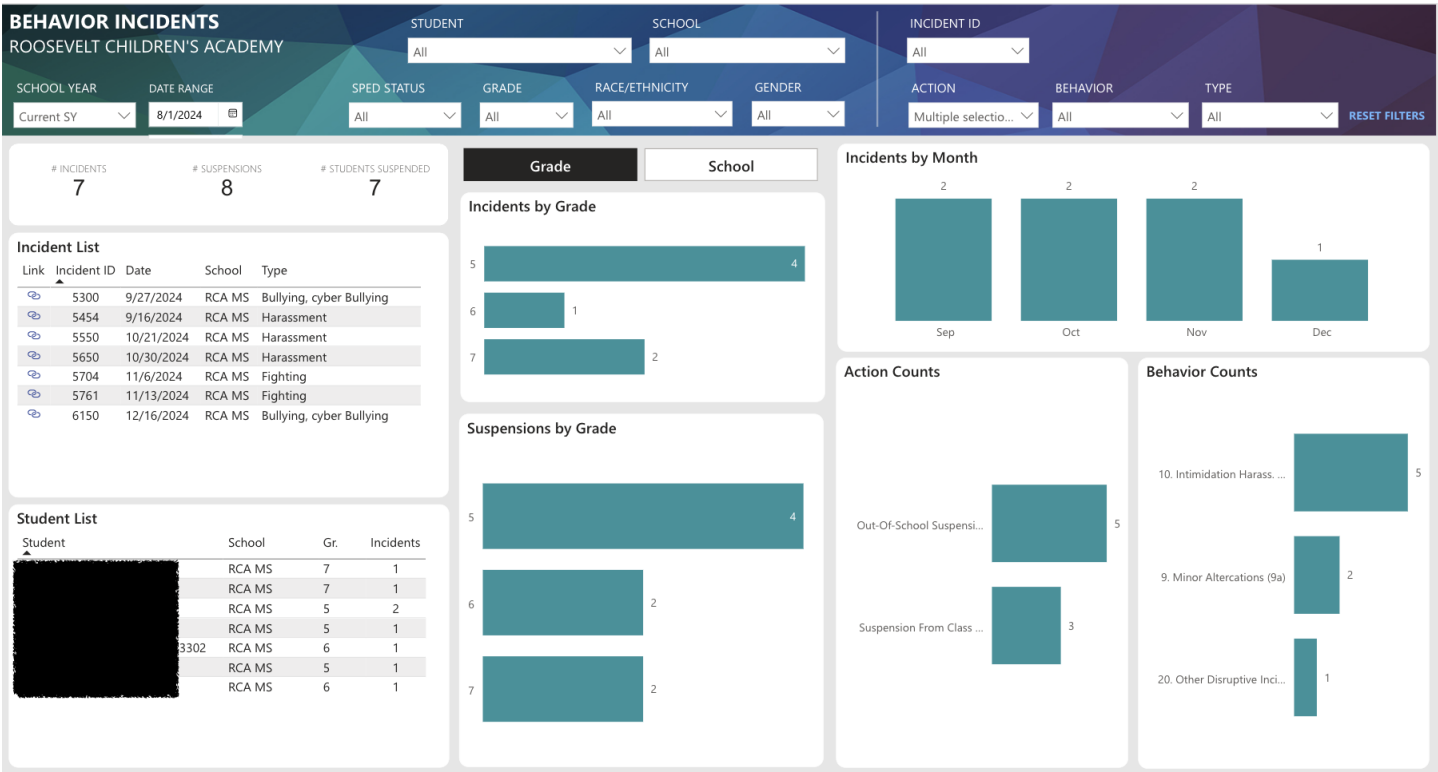
### II. Roosevelt Children's Academy Middle School Attendance



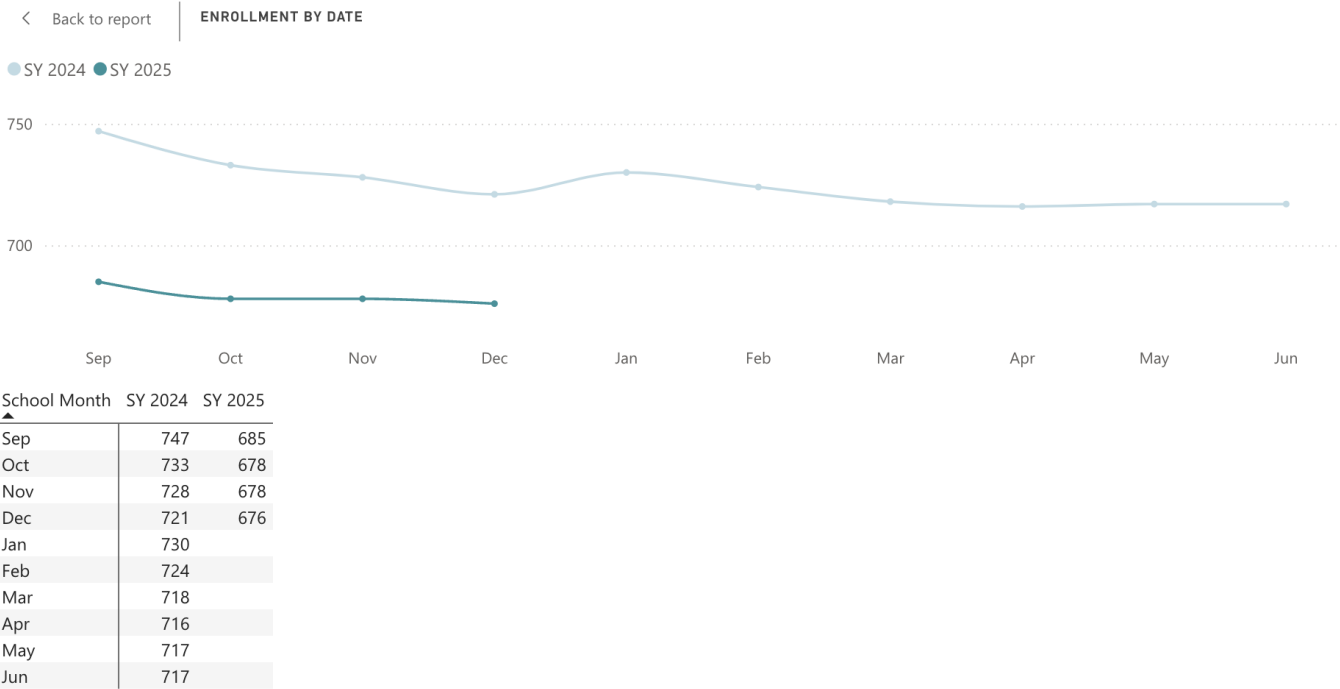
III. RCA Grades 3-8 State Test Visualizer:

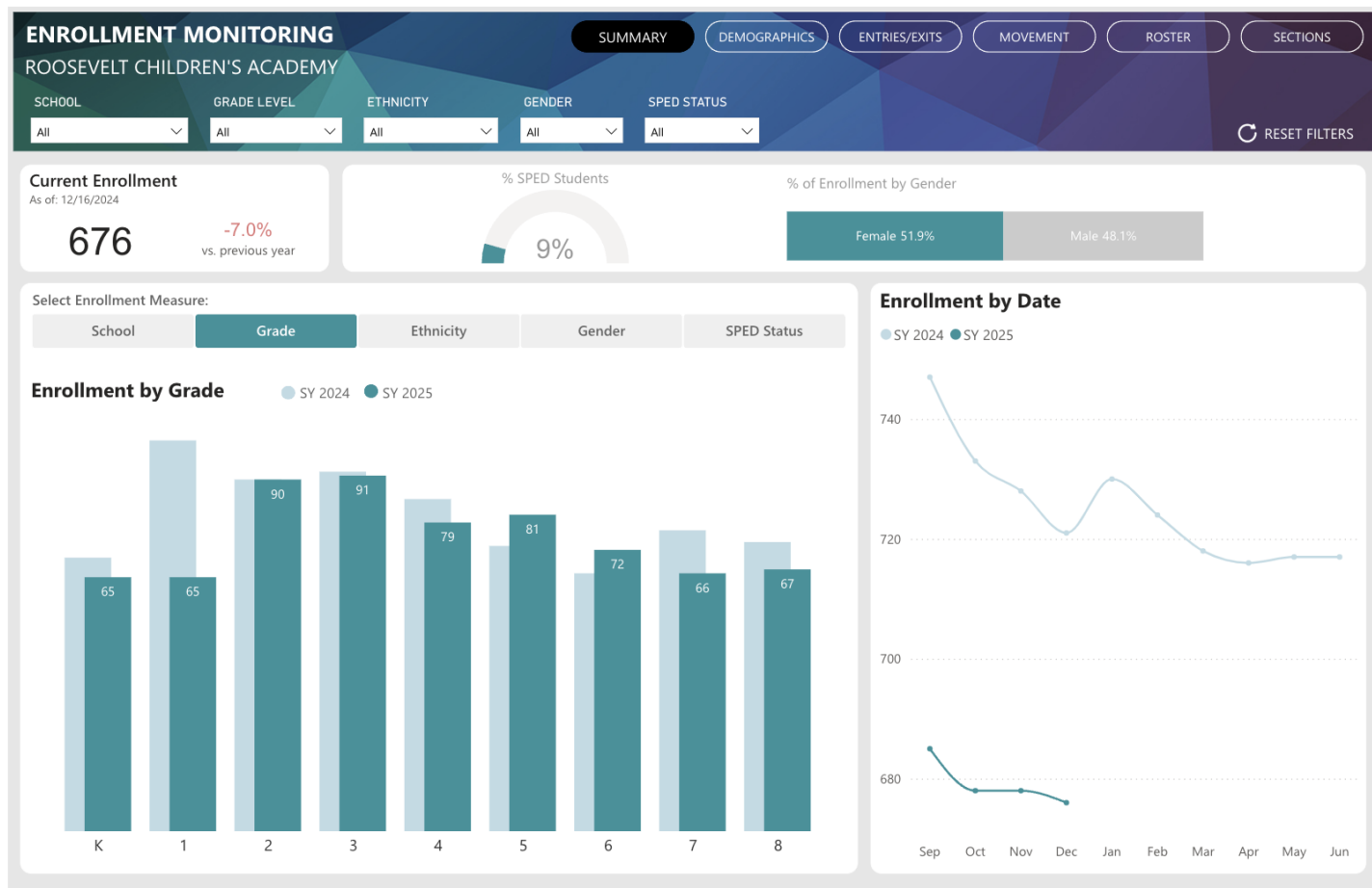


IV. Discipline



V. RCA Enrollment





VI. Other Updates

**Middle School**

- Town Hall Meetings:
  - First meeting held on *Nov 22*, honored Dean's List recipients and reviewed expectations.
  - *27% of students* achieved a GPA of 90%+ in Q1; they will be recognized at the next meeting.
- Spirit Week: Week of *Dec 16* for staff and students.
- Winter Formal: *Dec 19* (2nd annual).
- Staff Potluck & Secret Santa: *Dec 20*
- Annual Food Drive: 9 large boxes of food were donated today

New Behavior Management Tool

- We've purchased Minga, a behavior management and digital hall pass system to implement in the new year
  - Behavior Management:
    - Creates a school-wide behavior economy where students earn points (Eagle Bucks) for desired behaviors.
    - Automates messages to parents for *positive* and *negative* behaviors.
    - Students can redeem Eagle Bucks for small prizes at the end of each quarter.
  - Digital Hall Pass:
    - Allows better management of students out of class and in hallways.
    - Generates reports to help identify areas where individualized interventions are needed.

Student Government Initiatives

- Participated in their first community event on *Nov 23* at Transfiguration Church in Freeport: assisted and dined at the Thanksgiving Feast.
- Hosted a *Penny War* fundraiser and the winners were the 6<sup>th</sup> grade class! They will receive a pizza party complements of Mr. Jamel Vanderburg.

Staff-Led Activities

- School Counselor Mrs. McGrath:
  - Organized a gift giveaway for students/families in need.
  - Arranged a door decorating contest; winners earn bragging rights and a pizza party.
  - Launching the *Student Work Study Program* soon.



### **Elementary School**

- Polar Express Day - *Tuesday, December 17<sup>th</sup>*
- Toy & Coat Drive - *Thursday, December 19<sup>th</sup>*
- Holiday Concert - *Thursday, December 19<sup>th</sup>*
- Staff Engagement: Ugly Sweater Day - *Wednesday, December 18<sup>th</sup>*
- Staff Breakfast Potluck - *Friday, December 20<sup>th</sup>*
- Secret Santa *Friday - December 20<sup>th</sup>*
- After-School Enrollment: 148 students currently enrolled.
- Saturday School Test Prep: Begins *Saturday, January 4<sup>th</sup>* for Grades 3 & 4.

### **Personnel Updates**

- Looking to fill two vacancies at the middle school:
  - Permanent Substitute
  - 6<sup>th</sup> Grade Math Teacher
- No vacancies at the Elementary School
- Staff wide Spark Survey administration is Complete with a response rate of 70%
  - Reports and recommendations to come in the New Year.

**Ratifying & Confirming Resolution**

**BE IT RESOLVED** that the Roosevelt Children's Academy Charter School Board of Trustees in the December 17<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 DWashington for the acceptance of the COO/CFO report. The motion was seconded by Williams. The motion carried.

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

Noes: 0 Absent: 0 Abstentions: 0

**Adopted: December 17<sup>th</sup>, 2024**

**BE IT RESOLVED** that the Roosevelt Children's Academy Charter School Board of Trustees in the December 17<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 Vanderburg for the acceptance of the Executive/Principal reports. Being that there were no further discussions the motion was seconded by Trustee Williams. The motion carried.

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

Noes: 0 Absent: 0 Abstentions: 0

**Adopted: December 17<sup>th</sup>, 2024**

**BE IT RESOLVED** that the Roosevelt Children's Academy Charter School Board of Trustees in the December 17<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 contract between Dominic Gallo and Roosevelt children's Academy Charter School for purchase of real property located at 160-166 Babylon Turnpike, Roosevelt, Town of Hempstead, Nassau County, New York, for the purpose of executing a purchase contract of Five Million Dollars (\$5,000,000.00) for the Roosevelt Children's Academy Charter School. A motion was made by DWashington for the acceptance of the Dominic Gallo contract, for real property located at 160-166 Babylon Turnpike, Roosevelt, Town of Hempstead, Nassau County, New York, for the purpose of executing a purchase contract for Roosevelt Children's Academy for five million dollars (\$5000,000.00). The motion was accepted by Trustee Burden and unanimously approved. The motion carried. **BE IT Further Resolved** that Philip Leconte, the COO/CFO, is authorized to sign the inscribed contract on behalf of the Roosevelt Children's Academy Charter School.

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

Board of Trustees Board Meeting Minutes – Tuesday, December 17<sup>th</sup>, 2024

**PARENT REPORT: NONE**

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

**ADJOURN.** The Board meeting ended at approximately 6:50 P.M. with a motion to adjourn made by Trustee Washington. The motion was seconded by Trustee Vanderburg. The motion was passed unanimously without debate.

Respectfully Submitted by,

*Ella Portero*

Ella Portero, Secretary to the Board