

BOARD OF TRUSTEES  
**BOARD MEETING MINUTES –November 18<sup>th</sup>, 2025**

On November 18<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 6:05 P.M.

A motion was made by Washington 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, Washington, Arroyo, Burden, Chien, Garner, Vanderburg, Williams)

ADDITIONAL ATTENDEES-Steven Martir (Counsel to the Board); Arlise Carson, CAO; Nicole Griffin, 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, on behalf of the entire board. Chair commented on the Executive Director Finance/Operations request for approval to apply to the NYS Black Legislative Taskforce Grant. Trustee Washington referred to the grant application for the board’s consideration. The Grant request, approved by the board, would provide an opportunity to apply for funding to be utilized for after-school and summer school programs. The Chair commended Trustee Washington for directing the grant request to the board. In addition, a request was made by community outreach organization for a Roosevelt community-based cultural celebration to be hosted at 111 Pleasant. The request was presented to the board.

**Ratifying & Confirming Resolution**

**Adopted: November 18<sup>th</sup>, 2025**

A motion was made by Trustee Williams that the Minutes from October 28<sup>th</sup>, 2025, Board Meeting be approved as written. The motion was seconded by Trustee Vanderburg and unanimously approved.

**Adopted: November 18<sup>th</sup>, 2025**

**BE IT RESOLVED** that the Roosevelt Children’s Academy Charter School Board of Trustees on November 18<sup>th</sup>, 2025, Teleconference Board Meeting on behalf of the Roosevelt Children’s Academy Charter School authorized unanimously a Ratifying & Confirming Resolution adopting October 28<sup>th</sup>, 2025, Board Meeting Minutes as written. The motion carried. After which the school reports were presented.

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

Noes: 0 Absent: 0 Abstentions: 0

## Roosevelt Children's Academy Charter School BUDGET UPDATE Tuesday November 18<sup>th</sup>, 2025

Current Assets Deposit Accounts (Chase Bank, Bethpage CU, Well Fargo & City National Bank)

1) *as of October 31, 2025 (10/2025 vs. 10/2024)*

2) A/R Aging Summary by School District **as of November 18, 2025**

3) Updated Enrollment Analysis **\_Fiscal 2024 - 2025 as of November 18, 2025**

4) 2025 - 2026 Budget vs. Actual as of **November 30, 2025**

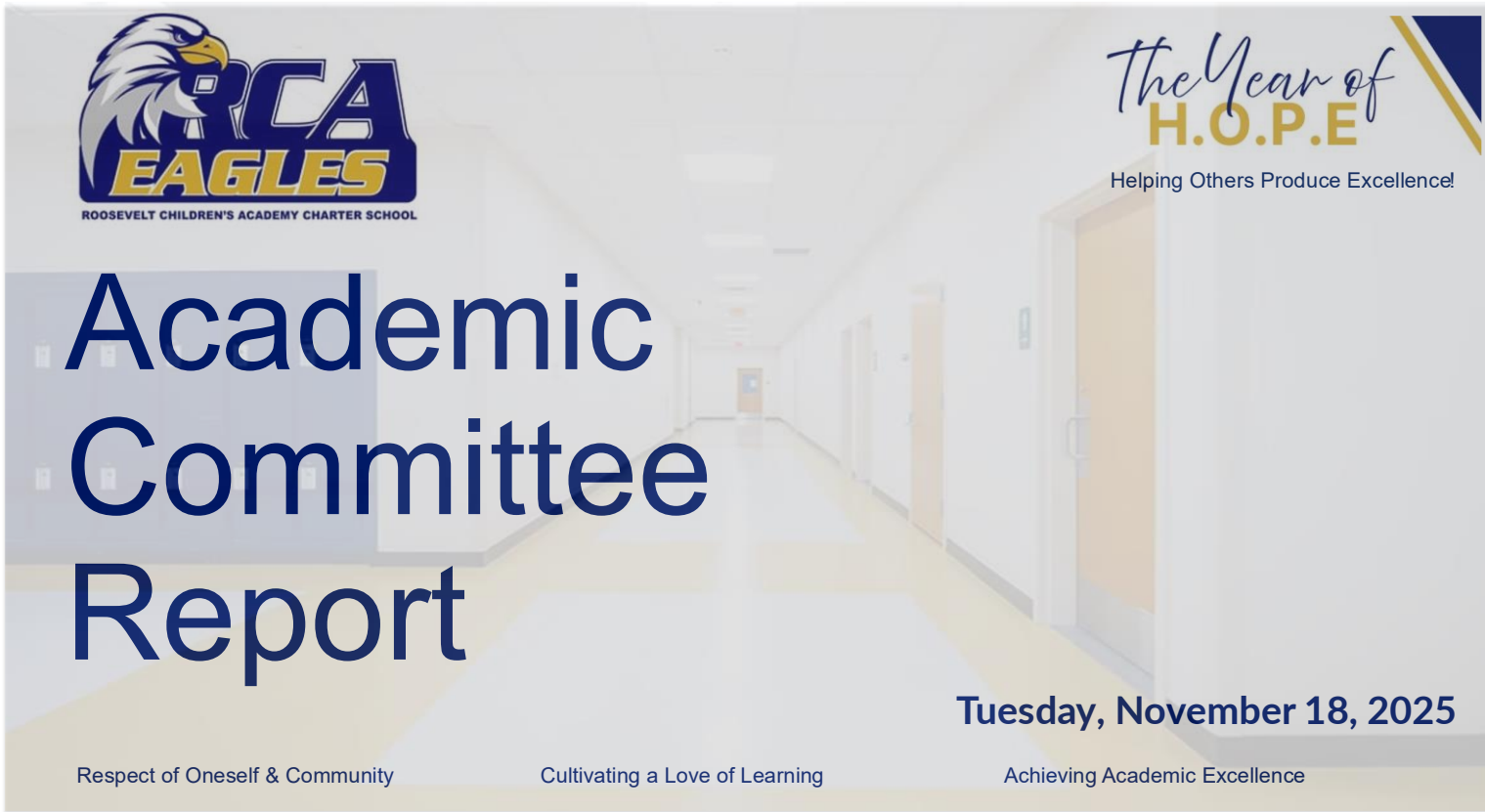
### **RCA UNAUDITED FINANCIAL STATEMENTS as of 11-30-2025**

5) Statement of Financial Position Summary Report **as of November 30, 2025**

6) Statement of Cash Flows For the **Period Ending November 30, 2025**

7) Statement of Activities Summary Report For the **Period Ending November 30, 2025**

8) Statement of Financial Performance Analysis For the **Period Ending November 30, 2025**



The slide features a background image of a school hallway. In the top left corner is the RCA Eagles logo, which includes an eagle head and the text "RCA EAGLES" and "ROOSEVELT CHILDREN'S ACADEMY CHARTER SCHOOL". In the top right corner is the "The Year of H.O.P.E." logo with the tagline "Helping Others Produce Excellence!". The main title "Academic Committee Report" is written in large, dark blue font on the left side. The date "Tuesday, November 18, 2025" is positioned in the bottom right. At the bottom, three mission statements are listed: "Respect of Oneself & Community", "Cultivating a Love of Learning", and "Achieving Academic Excellence".

**RCA EAGLES**  
ROOSEVELT CHILDREN'S ACADEMY CHARTER SCHOOL

*The Year of*  
**H.O.P.E.**  
Helping Others Produce Excellence!

# Academic Committee Report

Tuesday, November 18, 2025

Respect of Oneself & Community      Cultivating a Love of Learning      Achieving Academic Excellence



The slide has a dark blue background with a white diamond shape in the center. The number "01" is at the top, followed by the text "ACADEMIC PERFORMANCE" in large, dark blue, all-caps font.

01  
ACADEMIC  
PERFORMANCE

01

# RCA ACADEMIC INITIATIVE

ES

## Strategic Planning – 2526SY

### Steps Toward Improvement

- S1: Identify the Barriers: Access, Gather & Interpret the Data
- S2: Analyze & triangulate data to create overarching SMART goals that support our accountability plan
- S3: Act (Execute Action Plans with Fidelity)
- S4: Evaluate, Revise, Refine, Redo (E3R)



01

# RCA ACADEMIC INITIATIVE

ES

## RCA Goal Setting

### Strategic Alignment



Prioritized Goal and Focus	Scheduled a week after the last quarter’s end and a week into the new quarter
<b>iREADY ELA and Math Proficiency Goals: 5-Tier Levels</b>	<b>(Completion Date: Friday, October 31, 2025)</b>
NYS ELA and Math Proficiency Goals	<b>(Completion Date: Friday, January 16, 2026)</b>
NYS Science Proficiency Goals	<b>(Completion Date: Friday, January 16, 2026)</b>
Quarterly Writing Goals Using the NGSS	Identify and understand the top two writing deficits per grade which must be addressed in the SMART Goal.
Social Studies Proficiency Goals	Middle School Only
Cultural Goals:	Calendar of Events can be used for both Staff and Students (i.e. Whole year/Every Two Months/Etc.)

01

# RCA ACADEMIC INITIATIVES



## RCA Goal Setting

### Strategic Alignment

Q2’s Goal: Completion by Friday, November 21<sup>st</sup>: Goal for Q2 (November 14, 2025 – February 2, 2026)

Q3’s Goal: Completion by Tuesday, February 10<sup>th</sup>: Goal for Q3 (February 3, 2026 – April 22, 2026)

Q4’s Goal: Completion by Wednesday, April 29<sup>th</sup>: Goal for Q3 (April 23, 2026 - June 26, 2026)

### Real Time Goals

[Elementary School Academic Goals Link](#)

[Middle School Academic Goals Link](#)

01

# RCA ACADEMIC INITIATIVES



## RCA Goal Setting: Elementary


### Strategic Alignment

Q2’s Goal: Completion by Friday, November 21<sup>st</sup>: Goal for Q2 (November 14, 2025 – February 2, 2026)

Grade	Subject	Goal	Data Set(s) Used
2	Reading iREADY	By January 9, 2026, (24%) of students in (Grade 2) will be proficient in Early On Grade Level in Reading. <i>(Currently at ---% = 13 Students) (----% = 17 Students)</i>  By January 9, 2026, (15%) of students in (Grade 2) will be proficient in Mid, or Above Grade Level in Reading. <i>(Currently at ----% = 7 Students) (---% = 10 Students)</i>	iREADY DIBELS GR Data RTI
	Math iREADY	By January 9, 2026, (12%) of students in (Grade 2) will be proficient in Early On Grade Level in Math. <i>(Currently at ----% = 5 Students) (----% = 8 Students)</i>  By January 9, 2026, (6%) of students in (Grade 2) will be proficient in Mid, or Above Grade Level in Math. <i>(Currently at ----% = 1 Student) (----% = 4 Students)</i>	iREADY DIBELS GR Data RTI
	Writing	<b>Q2:</b> Students will write an informative text that introduces a topic and uses facts to develop points. Students will write narratives with more descriptive details about actions, thoughts, and feelings. <b>Q3:</b> Students will use a concluding statement or section to provide a sense of closure in opinion and informative writing. <b>Q4:</b> Students will conduct shared research to answer questions and gather information from provided sources.	

01

RCA ACADEMIC INITIATIVE



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### RCA Goal Setting: Middle School Strategic Alignment

**Q2’s Goal: Completion by Friday, November 21<sup>st</sup>: Goal for Q2 (November 14, 2025 – February 2, 2026)**

Grade	Subject	Goal	Data Set(s) Used
8	Reading iREADY	<p>By January 9, 2026, ---% of students in Grade 8 will be proficient at <i>Early On Grade Level</i> in Reading. <i>(Currently at ---% = 19 students) (---% = 20 students)</i></p> <p>By January 9, 2026, ---% of students in Grade 8 will be proficient at <i>Mid or Above Grade Level</i> in Reading. <i>(Currently at ---% = 13 students) (---% = 14 students)</i></p> <p><b>Teachers will:</b></p> <ul style="list-style-type: none"> <li>Implement the Next Generation Learning Standards</li> <li>Implement the Gradual Release Model for reading and writing</li> <li>Build students’ knowledge through complex literary and informational texts</li> <li>Engage students in daily close reading activities</li> <li>Provide individual support in reading development utilizing a small group structure for both Tier I and Tier II interventions.</li> </ul> <p><b>TA’s will:</b></p> <ul style="list-style-type: none"> <li>Provide guided reading instruction to 6-star students and monitor their data</li> <li>Ensure that each student is passing assigned lessons at least at a 75% pass rate</li> </ul>	iREADY GR Data RTI

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### RCA Goal Setting: Middle School Strategic Alignment

**Q2’s Goal: Completion by Friday, November 21<sup>st</sup>: Goal for Q2 (November 14, 2025 – February 2, 2026)**

Grade	Subject	Goal	Data Set(s) Used
8	Social Studies	<p>By January 2026, 60% of Grade 8 students will increase their unit assessment scores by at least 5 percentage points from the pre-assessment.</p> <p><b>Teachers will:</b></p> <ul style="list-style-type: none"> <li>Administer a pre-assessment at the start of the unit.</li> <li>Teach content-aligned lessons using NYS standards.</li> <li>Provide daily close-reading instruction of complex historical texts</li> <li>Provide small-group instruction for students scoring below 70%</li> <li>Track student scores weekly in a data tracker.</li> <li>Conduct a mid- assessment midway through the unit</li> <li>Conduct a post-assessment at the end of the unit to measure growth</li> </ul>	<p><i>Types of data sets will be added here.</i></p>

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RCA ACADEMIC INITIATIVE



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## RESPONSE TO INTERVENTION DATA – 2526SY

### 2025-2026 SY ~ Exit Protocol

**Breakdown**

- Total Number/Possible Exit/Possible Adding**

CYCLE	KINDER	FIRST	SECOND	THIRD	FOURTH	FIFTH	SIXTH	SEVENTH	EIGHTH
1 (Sept. 29)	0	28/1/8	35/2/6	33/1/3	8-ELA 10-M (3-ELA & M)	15-E 11-M (6-ELA & M)	8-ELA 13-M (3-ELA & M)	10-ELA 9-M (3 ELA & M)	9-ELA 6-M (2 ELA & M)

**RTI Cycles: (8 Weeks)**

- Cycle 1: September 29, 2025 – November 21, 2025**
  - Progress Monitoring Data and Exit Review Date: November 17<sup>th</sup> – 21<sup>st</sup>
- Cycle 2: December 1, 2025 – February 6, 2025: 8.5 Weeks**
  - Kindergarten Intervention Begins

**Cycle 1**  
**Total Students: 195**  
**Elem.: 114**  
**MS: 81**

01

# RCA ACADEMIC INITIATIVE

ES

## RESPONSE TO INTERVENTION DATA – 2526SY 2025-2026 SY ~ Exit Protocol

Careful review of student progress will be considered during Exit Review Meeting from RTI

- Reading Fluently with decent comprehension
- Being able to apply a strategy with minimal support
- May have visual steps that they use
- Look back at the skill on iREADY and see if they have met that 80% mark
- If the intervention is not working, referral process will be followed with fidelity and student will be considered for more extensive services
- Exit Assessment:
- Goal Oriented
- Passage Reading: Accuracy – Skills Based according to the goal: Something within our program to enter and exit

02

## SCHOOL CULTURE

02

# School Culture

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## 1<sup>st</sup> Quarter Deans List Celebration!



Elementary School – Nov. 14th

Middle School – Nov. 21st

Our 1st Quarter Dean's Celebration will be on Friday, November 21st. This recognition goes to those students who have achieved an 85% or above in their Core subjects and have followed our RCA behavioral expectations for Q1.

- Academic Average of 85% or Above for the Subject Area Submitted
- Students must have good behavior as
- Student must be in good standing with the cell phone policy



03

# PERSONNEL UPDATES

03

# RCA PERSONNEL UPDATES

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### ➤ Vacancies

- **Elementary**
  - ICT Teacher
- **Middle School**
  - Permanent Substitute Teacher
  - TA (5<sup>th</sup> and 6<sup>th</sup> Grades)
  - Leave Replacement – Teacher

# 04 NEW BUSINESS

## 04 RCA NEW BUSINESS

*The Year of H.O.P.E.*  
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- High School Expansion Update
  - Friday, November 14, 2025
  - Presentation to the HS Expansion Committee
    - Community Analysis
    - Budget Projections
    - Educational Program
    - Curriculum Development

### Upcoming Dates

- Nov. 13<sup>th</sup> ~ Q1 Report Cards Available
- Nov. 14<sup>th</sup> ~ Deans List Celebration for Elementary Students
- Nov. 20<sup>th</sup> ~ Thanksgiving Feast for Students and Harvest Festival (6 p.m.)
- Nov. 21<sup>st</sup> ~ Deans List Celebration for Middle School Students
- Nov. 12<sup>th</sup> – 24<sup>th</sup> ~ Holiday Food Drive
- Nov. 25<sup>th</sup> ~ Noon Dismissal
- Nov. 26<sup>th</sup> – 28<sup>th</sup> ~ Thanksgiving Recess



## Q&A



**Ratifying & Confirming Resolution**

**Adopted: November 18<sup>th</sup>, 2025**

**BE IT RESOLVED** that the Roosevelt Children's Academy Charter School Board of Trustees in November 18<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 Vanderburg for the acceptance of the COO/CFO report. The motion was seconded Arroyo. The motion carried.

Ayes: 8 Trustee (Tuggle, Washington, Arroyo, Burden, Chien, Garner, Vanderburg, Williams)  
Noes: 0 Absent: 0 Abstentions: 0

**Adopted: November 18<sup>th</sup>, 2025**

**BE IT RESOLVED** that the Roosevelt Children's Academy Charter School Board of Trustees in November 18<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 CAO Academic report. A motion was made by Trustee Vanderburg for the acceptance of the CAO Academic reports. Being that there were no further discussions the motion was seconded by Trustee Arroyo. The motion carried.

Ayes: 8 Trustee (Tuggle, Washington, Arroyo, Burden, Chien, Garner, Vanderburg, Williams)  
Noes: 0 Absent: 0 Abstentions: 0

**Adopted: November 18<sup>th</sup>, 2025**

**BE IT RESOLVED** that the Roosevelt Children's Academy Charter School Board of Trustees in November 18<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 approving the acceptance of the Proposal For NYSBLT Grantee Funding Application 2025-2026. The school year ends June 27, 2025. A motion was made by Trustee Arroyo to approve the adoption of the Revised IT Policy. The motion was seconded by Trustee Burden and unanimously approved. The motion carried.

Ayes: 8 Trustee (Tuggle, Washington, Arroyo, Burden, Chien, Garner, Vanderburg, Williams)  
Noes: 0 Absent: 0 Abstentions: 0

**Adopted: November 18<sup>th</sup>, 2025**

**BE IT RESOLVED** that the Roosevelt Children's Academy Charter School Board of Trustees in November 18<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 approving the acceptance of the Proposal For Community based organization Partnership. The partnership is approved for the **SY 2025-2026**. The school year ends June 26, 2026. A motion was made by Trustee Washington to approve the adoption of the MPC Partnership. The motion was seconded by Trustee Vanderburg and unanimously approved. The motion carried.

Ayes: 7 Trustee (Tuggle, Washington, Arroyo, Burden, Chien, Garner, Vanderburg)  
Noes: 0 Absent: 0 Abstentions: 1

**Adopted: November 18<sup>th</sup>, 2025**

**BE IT RESOLVED** that the Roosevelt Children's Academy Charter School Board of Trustees in November 18<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 accept 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 Arroyo approving the adoption of the resolution approving the personnel action items. The motion was seconded by Garner and unanimously approved. The motion carried.

**1) New Hire - as of Tuesday October 28, 2025**

Nandy Cauvil\_Dean of Students\_11-03-2025  
Dr. Danielle Satterfield-William \_ Director of SPED \_12-01-2025  
Taurean Cole \_ Teacher Assistant \_ 11-06-2025  
Phylis Tetreaut \_ SPED Teacher \_ 11-17-2025  
Tali Trezza \_ SPED ICT Teacher \_ 12-01-2025  
Carlton Smith\_ Teacher Assistant\_ 12-01-2025

**2) Open Position - as of Tuesday October 28 2025**

Ayes: 8 Trustee (Tuggle, Washington, Arroyo, Burden, Chien, Garner, Vanderburg, Williams)  
Noes: 0 Absent: 0 Abstentions: 0

**PARENT REPORT:**

**PG commented** on status of planning for the upcoming Parent Group meetings. The PG acknowledged participation in the EOC Advisory group. The PG provides resources and strategies for family engagement to the group. In addition as a participant in the group, this will also present opportunities for the PG to work with partners from local district schools (i.e. Roosevelt, Hempstead et al), and to expand community and family-base services offered by the EOC to RCA families.

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

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

**EXECUTIVE SESSION: NONE**

**ADJOURN. The Board meeting ended at approximately 6:45 P.M. with a motion to adjourn made by Trustee Burden. The motion was seconded by Trustee Garner. The motion was passed unanimously without debate.**

Respectfully Submitted by,

*Ella Portero*

Ella Portero, Secretary to the Board