

Application: Riverhead Charter School

Raymond Ankrum - rankrum@rcsli.org
2021-2022 Annual Report

Entry 1 School Info and Cover Page

Completed - Aug 1 2022

Instructions

Required of ALL Charter Schools

Each Annual Report begins with a completed School Information and Cover Page. The information is collected in a survey format within Annual Report portal. When entering information in the portal, some of the following items may not appear, depending on your authorizer and/or your responses to related items.

Entry 1 School Information and Cover Page

(New schools that were not open for instruction for the 2021-2022 school year are not required to complete or submit an annual report this year).

Please be advised that you will need to complete this cover page (including signatures) before all of the other tasks assigned to you by your school's authorizer are visible on your task page. While completing this cover page task, please ensure that you select the correct authorizer (**as of June 30, 2022**) or you may not be assigned the correct tasks.

BASIC INFORMATION

a. SCHOOL NAME

(Select name from the drop down menu)

RIVERHEAD CHARTER SCHOOL 800000036919

a1. Popular School Name

Riverhead Charter School

b. CHARTER AUTHORIZER (As of June 30th, 2021)

Please select the correct authorizer as of June 30, 2022 or you may not be assigned the correct tasks.

BOARD OF REGENTS

d. DISTRICT / CSD OF LOCATION

RIVERHEAD CSD

e. DATE OF INITIAL CHARTER

2/2001

f. DATE FIRST OPENED FOR INSTRUCTION

9/2001

c. School Unionized

Is your charter school unionized?

Yes

c. Name of Union

Provide the name of the union:

Riverhead Charter School Teachers Union

c. Date Unionized

Provide the date of unionization:

7/2009

f. APPROVED SCHOOL MISSION (Regents, NYCDOE, and Buffalo BOE authorized schools only)

MISSION STATEMENT

Our mission is to inspire today's learners to become tomorrow's leaders by setting high academic standards, promoting solution-orientated thinking, and embracing the cultural diversity of our community.

g. KEY DESIGN ELEMENTS (Regents, NYCDOE, and Buffalo BOE authorized schools only)

KEY DESIGN ELEMENTS (Briefly describe each Key Design Elements (KDE) as presented in the schools approved charter. KDEs are those general aspects of the school that are innovative or unique to the school's mission and goals, are core to the school's overall design, and are critical to its success.

KDE 1	<p>Focus on Quality of Instruction Based on Individual Student Needs:</p> <p>In addition to following the guidelines of the New York State Common Core and Next Generation Standards, RCS will guide instructional programming based on individual student needs. This instructional programming is based on a variety of data collection practices that are completed over the course of the school year. Diagnostic, formative and summative assessment data will be used to determine student need. Collaboration between instructional staff and leadership teams provides the structures used to guide instruction and support students based on their current learning needs.</p>
KDE 2	<p>High Expectations</p> <p>Clearly defined and measurable high expectations for academic achievement and strong character is at the core of RCS's instructional program. Students, parents, teachers, and staff create and reinforce a culture of high academic achievement and support. Student success and student growth is celebrated in collaboration with families. In addition, RCS will continue to implement a longer school day, a longer school year, and offer full day kindergarten in an effort to support all students in meeting these high expectations.</p>
KDE 3	<p>A Uniquely Affirming and Supportive School Culture:</p> <p>RCS maintains a diverse population, drawing from over a dozen school districts, reflecting the population of Eastern Long Island. Students will continue to receive classes in special areas such as physical education, art, world language, music, and technology. Morning meetings allow students an opportunity to lead and govern themselves at the elementary school, and advisory blocks are used to support middle school and high school students in applying the skills they have learned. School-wide celebrations (Black History month, Multicultural Night, Hispanic Heritage, etc.) are held</p>

annually with the goal of supporting the school community and enhancing school culture.

KDE 4

Deep Linkages to the Surrounding Community:
RCS students have regular opportunities to engage with the surrounding communities. They will participate in trips to local parks, museums, and historical sites. The students will partner with different organizations to explore, learn and collaborate on projects. The school will continue to partner with local colleges as well as Project Fit America. Students in grades Kindergarten through 5th grade will learn about respect and understanding of differences among all children. Students in grades 6-12 will be looking to apply these to a variety of learning opportunities and partnerships across the school community and within their local communities. The ultimate goal is to improve student cooperation, empathy and mutual respect as well as foster greater inclusion and connectedness. RCS was awarded a grant through Project Fit America and will receive ongoing training and collaboration through Peconic Bay Medical Center.

KDE 5

Integration of Technology within Classrooms
Technology is integrated into all classrooms at RCS through the use of document cameras, projectors, iPads, Apple TV and teacher assigned MacBooks. Students will continue to use technology in order to strengthen reading and mathematics skills, access digital content and resources, and conduct research. All students across the school community have access to a Chromebook and Google Classroom is implemented across the organization. RCS will continue to implement robotics and STEM specific programming into the curriculum and instructional design.

KDE 6

Continuous Development of Staff
RCS staff will continue to participate in continuous professional development throughout each school year. Professional development time equates to fourteen full-day sessions beyond the typical school day. Professional development is geared toward meeting the needs and staff and students, based on teacher feedback surveys, teacher observations and student data. Experts in a particular field of study, community members and/or RCS staff facilitate professional development sessions. RCS staff members that have

	attended outside professional development may turn key the session for the entire staff.
KDE 7	(No response)
KDE 8	(No response)
KDE 9	(No response)
KDE 10	(No response)

Need additional space for variables

No

h. SCHOOL WEB ADDRESS (URL)

www.riverheadcharterschool.org

i. Total Approved Charter Enrollment for 2021-2022 School Year (exclude Pre-K program enrollment)

787

j. Total Enrollment on June 30, 2022 (exclude Pre-K program enrollment)

730

k. Grades Served during the 2021-2022 School Year (exclude Pre-K program students)

Check all that apply

Grades Served

K, 1, 2, 3, 4, 5, 6, 7, 8, 9, 10

11. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION?

No

FACILITIES INFORMATION

m. FACILITIES

Will the school maintain or operate multiple sites in 2022-2023?

No, just one site.

RIVERHEAD CHARTER SCHOOL 800000036919

School Site 1 (Primary)

m1. SCHOOL SITES

Please provide information on Site 1 for the upcoming school year.

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 1	3685 Middle Country Rd.	631-369-5800	Riverhead	730	No

m1a. Please provide the contact information for Site 1.

	Name	Title	Work Phone	Alternate Phone	Email Address
School Leader	Raymond Ankrum	Superintendent	631-369-5800		rankrum@rcsli.org
Operational Leader	Nicola Graham	Chief Financial Officer	631-369-5800		ngraham@rcsli.org
Compliance Contact	Aimee LoMonaco	Board President	631-369-5800		alomonaco@rcsli.org
Complaint Contact	Samantha Camillery		631-369-5800		Scamillery@rcsli.org
DASA Coordinator	Patrick McKinney		631-369-5800		pmckinney@rcsli.org
Phone Contact for After Hours Emergencies	Raymond Ankrum			347-443-0535	

m1b. Is site 1 in public (co-located) space or in private space?

Private Space

IF LOCATED IN PRIVATE SPACE IN NYC OR IN DISTRICTS OUTSIDE NYC

m1d. Upload a current Certificate of Occupancy (COO) and the annual Fire Inspection Report for school site 1 if located in private space in NYC or located outside of NYC .

Certificate of Occupancy and Fire Inspection. Provide a copy of a current and non-expired certificate of occupancy (if outside NYC or in private space in NYC). For schools that are not in district space (NYC co-locations), provide a copy of a current and non-expired certificate of occupancy, and a copy of the current annual fire inspection results, which should be dated on or after July 1, 2021.

- **Fire inspection certificates must be updated annually. For the upcoming school year 2022-2023, the fire inspection certificate must be dated after July 1, 2021.**
- **If the fire inspection certificate is dated after the August 1, 2022 submission of the Annual Report, please submit the new certificate with the Annual Report entries due on November 1, 2022.**

Site 1 Certificate of Occupancy (COO)

[Certificate of Occupancy Admin and middle school.pdf](#)

Filename: Certificate of Occupancy Admin and middle school.pdf **Size:** 107.6 kB

Site 1 Fire Inspection Report

[22-23 Fire Alarm Certification of Inspection and Testing 3 bldgs.pdf](#)

Filename: 22-23 Fire Alarm Certification of Inspection and Testing 3 bldgs.pdf **Size:** 1.4 MB

CHARTER REVISIONS DURING THE 2021-2022 SCHOOL YEAR

n1. Were there any revisions to the school's charter during the 2021-2022 school year? (Please include approved or pending material and non-material charter revisions).

No

o. Has your school's Board of Trustee's approved a budget for the 2021-2022 FY?

Yes

ATTESTATIONS

p. Individual Primarily Responsible for Submitting the Annual Report. (To write type in a phone number with an extension, please use this format: 123-456-7890-3. The dash and number 3 at the end of the phone number refers to the individual's phone extension. Do not type in the work extension or the abbreviation for it - just the dash and the extension number after the phone number).

Name	Raymond Ankrum
Position	Superintendent
Phone/Extension	347-443-0535
Email	rankrum@rcsli.org

p. Our signatures (Executive Director/School Leader/Head of School and Board President) below attest that our school has reviewed, understands and will comply with the employee clearance and fingerprint requirements as outlined in Entry 10 and found in the [NYSED CSO Fingerprint Clearance Oct 2019 Memo](#). Click **YES** to agree.

Responses Selected:


Yes

q. Our signatures (Executive Director/School Leader/Head of School and Board President) below attest that all of the information contained herein is truthful and accurate and that this charter school is in compliance with all aspects of its charter, and with all pertinent Federal, State, and local laws, regulations, and rules. We understand that if any information in any part of this report is found to have been deliberately misrepresented, that will constitute grounds for the revocation of our charter. Click **YES** to agree and then use the mouse on your PC or the stylus on your mobile device to sign your name).

Responses Selected:

Yes

Signature, Head of Charter School

A large, stylized handwritten signature in black ink on a light gray background. The signature is highly cursive and elongated, starting with a large loop on the left and ending with a long, sweeping stroke on the right.

Signature, President of the Board of Trustees

A handwritten signature in black ink on a light gray background. The signature is more legible than the one above, starting with a large 'A.' followed by a cursive name that appears to be 'Lomax'.

Date

Aug 1 2022

Thank you.



Entry 3 Progress Toward Goals

Completed - Oct 31 2022

Instructions

Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY

The following tables reflect formatting in the online portal required for Board of Regents, NYCDOE, and Buffalo BOE authorized charter schools only. These charter schools should report all Progress Toward Charter Goals as per their currently approved charters no later than **November 1, 2022**.

PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.

Entry 3 Progress Toward Goals

PROGRESS TOWARD CHARTER GOALS

Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY

Complete the tables provided. List each goal and measure as contained in the school's currently approved charter, and indicate whether the school has met or not met the goal. Please provide information for all goals no later than November 2, 2022.

RIVERHEAD CHARTER SCHOOL 800000036919

1. ACADEMIC STUDENT PERFORMANCE GOALS

Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY

The following tables reflect formatting in the online portal required for Board of Regents, NYCDOE, and Buffalo BOE authorized charter schools only. These charter schools should report all Progress Toward Charter Goals as per their currently approved charters no later than **November 1, 2022**.

2021-2022 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Academic Goal 1	Exceed overall proficiency rates of local district on NYS ELA assessment	NYS 3-8 Assessment	Met	
Academic Goal 2	Exceed overall proficiency rates of local district on NYS Math assessment	NYS 3-8 Assessment	Met	
Academic Goal 3	Exceed overall proficiency rates of ELL students across local district on NYS assessment	NYS 3-8 Assessment	Met	
Academic Goal 4	Exceed overall proficiency rates of SWD students across local district on NYS assessment	NYS 3-8 Assessment	Met	
Academic Goal 5	Students will meet/exceed 90% growth using i-Ready Diagnostic Assessments across grades 3-10	i-Ready	Met	
Academic Goal 6				
Academic Goal 7				
Academic Goal 8				
Academic Goal 9				
Academic Goal 10				

2. Do have more academic goals to add?

No

4. ORGANIZATION GOALS

For the 2021-2022 school year, any organization goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as “N/A”.

2021-2022 Progress Toward Attainment of Organization Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Org Goal 1	To retain 80% of staff members as research skews to support employee retention as a key lever for school success.	Overall staff retention charted data, as well as exit interviews.	Met	
Org Goal 2	To acquire a site, rehabilitate and be ready for students on our September 2022 start date.	with space being at a premium, the measurement was to have students in seats, and we were able to do that by the date of school opening.	Met	
Org Goal 3	To Build a pipeline of leaders that would be ready to expand their capacity to lead when called for the challenge.	As we see leaders poached, we are poised to be in a position to have the next generation of leaders step up to the plate and assume leadership roles.	Met	
Org Goal 4	To Create more opportunities for stakeholder engagement post pandemic, to offer parents an opportunity to Re-center a sense of normalcy regarding	While the pandemic and covid-19 presents its dangers, we have slowly began to embark on a sense of normalcy.	Met	

	our schools and their dynamics.			
Org Goal 5				
Org Goal 6				
Org Goal 7				
Org Goal 8				
Org Goal 9				
Org Goal 10				
Org Goal 11				
Org Goal 12				
Org Goal 13				
Org Goal 14				
Org Goal 15				
Org Goal 16				
Org Goal 17				
Org Goal 18				
Org Goal 19				
Org Goal 20				

5. Do have more organizational goals to add?

No

6. FINANCIAL GOALS

2021-2022 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Partially Met	If not met, describe efforts the school will take to meet goal.
Financial Goal 1	Financial Condition: The school will remain in sound and stable financial condition as evidenced by performance on key financial indicators.	RCS engages with an annual credit rating performance that exceeds the avg. Additionally, auditors review our Net Assets, Liquidity Ratio, and Days in Cash, and view it as favorable.	Met	
Financial Goal 2	Financial Management: The school operates in a fiscally sound manner with realistic budgets pursuant to a long-range financial plan, appropriate internal controls and procedures, and in accordance with state law and generally accepted accounting practices.	Monthly financial meeting with school leaders and quarterly meetings with the board Financial committee to discuss the school's operation on conservative spending. Analyzing best practice from other charter schools with similar operating budgets.	Met	
Financial Goal 3	Board Oversight and Governance: The board of trustees provides competent stewardship and oversight of the school.	The Board receives monthly financial communication, reviews quarterly financial reports, and the external auditors presents their annual audited financial report to them ensuring the school's compliance with proper financial	Met	

		systems, controls and financial stability.		
Financial Goal 4	Adequate cash flow to sustain operations	Monthly review and planning of conservative revenue assumptions and expenses include contingency for unexpected events especially in winter months.	Met	
Financial Goal 5	Consistent operation within budget	Leaders reviews variance report on year to date Budget vs actual on a monthly basis. As adjustments are needed, we make the necessary adjustments.	Met	

7. Do have more financial goals to add?

No

Thank you.

Entry 4 - Audited Financial Statements

Completed - Oct 28 2022

Required of ALL Charter Schools

ALL SUNY-authorized charter schools must upload the financial statements and related documents in PDF format into the SUNY Epicenter system no later than **November 1, 2022**. SUNY CSI will forward to NYSED CSO. **SUNY-authorized charter schools** are asked to ensure that security features such as password protection are turned off.

ALL Regents, NYCDOE, and Buffalo BOE-authorized charter schools must upload final, audited financial statements to the [Annual Report Portal](#) no later than **November 1, 2022**. Upload the independent auditor's report, any advisory and/or management letter, and the internal controls report as one submission, combined into a PDF file, ensuring that security features such as password protections are removed from all school uploaded documents.

PLEASE NOTE: This task appears as visible and optional task in the online portal until August 1 2022 but will be identified as a required task thereafter and due on November 1, 2022. This is a required task, and it is marked optional for administrative purposes only.

[Riverhead Financials Final](#)

Filename: Riverhead_Financials_Final.pdf Size: 339.1 kB

Entry 4b – Audited Financial Report Template (BOR/NYC/BOE)

Completed - Oct 28 2022

[Instructions - Regents-Authorized Charter Schools ONLY](#)

Regents-authorized schools must download and complete the Excel spreadsheet entitled “Audited Financial Report Template” from the online portal or the [2021-2022 Annual Reports](#) webpage. Upload the completed file in Excel format and submit by **November 1, 2022**.

EDUCATION CORPORATIONS WITH MORE THAN ONE SCHOOL SHOULD COMPLETE THE EXCEL SPREADSHEET FOR THE EDUCATION CORPORATION AS A WHOLE, NOT FOR THE INDIVIDUAL SCHOOLS. PLEASE SUBMIT THE SAME EXCEL SPREADSHEET FOR EACH OF THE SCHOOLS.

PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.

[21-22 auditedfinancialreporttemplate-nysed](#)

Filename: 21-22_auditedfinancialreporttempl_8G1roZX.xlsx Size: 85.0 kB

Entry 4c – Additional Financial Documents

Incomplete

Instructions - Regents, NYCDOE and Buffalo BOE authorized schools must upload financial documents and submit by **November 1, 2022**. The items listed below should be uploaded, with an explanation if not applicable or available. For example, a “federal Single Audit was not required because the school did not expend federal funds of more than the \$750,000 Threshold.”

1. Advisory and/or Management letter
2. Federal Single Audit
3. CSP Agreed-Upon Procedure Report
4. Evidence of Required Escrow Account for each school^[1]
5. Corrective Action Plan for Audit Findings and Management Letter Recommendations

[1] Note: For BOR schools chartered or renewed after the 2017-2018 school year, the escrow account per school is \$100,000.

PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.

Entry 4d - Financial Services Contact Information

Completed - Oct 28 2022

Regents, NYCDOE, and Buffalo BOE authorized schools should enter financial contact information directly into the form within the portal by **November 1, 2022**.

Form for "Financial Services Contact Information"

1. School Based Fiscal Contact Information

	School Based Fiscal Contact Name	School Based Fiscal Contact Email	School Based Fiscal Contact Phone
	Nicola Graham	ngraham@rcsli.org	631-369-5800

2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm
	Ken Cerini	[REDACTED]	[REDACTED]	12

3. If applicable, please provide contact information for the school's outsourced financial services firm.

	Firm Name	Contact Person	Mailing Address	Email	Phone	Years With Firm
	Corporate Accounting Solutions, Inc	Mario Mejia	515 Broadhollow Road, Suite 800 Melville, NY 11747	[REDACTED]	[REDACTED]	10

Entry 5 – Fiscal Year 2022-2023 Budget

Completed - Oct 28 2022

SUNY-authorized charter schools should download the [2022-23 Budget and Quarterly Report Template and the 2022-23 Budget Narrative Questionnaire](#) from the SUNY website and upload the completed template into Epicenter. SUNY CSI will forward to NYSED CSO. **Due November 1, 2022.**

Regents, NYCDOE, and Buffalo BOE authorized charter schools should upload a copy of the school's FY22 Budget using the [2022-2023 Budget Template](#) in the portal or from the Annual Report website. **Due November 1, 2022.**

The assumptions column should be completed for all revenue and expense items unless the item is self-explanatory. Where applicable, reference the page number or section in the application narrative that indicates the assumption being made. For instance, student enrollment would reference the applicable page number in Section I, C of the application narrative.

PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.

[final-2022-2023-ar-budget-template](#)

Filename: final-2022-2023-ar-budget-templat_KshOaiX.xlsx Size: 36.1 kB

Entry 6 – Board of Trustees Disclosure of Financial Interest Form

Completed - Aug 1 2022

Due on August 1, 2022, each member of the charter school's Board of Trustees who served on a charter school education corporation governing one or more charter schools for any period during the 2021-2022 school year must complete and sign a [Trustee Disclosure of Financial Interest Form](#). Acceptable signature formats include:

- Digitally certified PDF signature (i.e., DocuSign)
- Manual signature (1. download to print, 2. manually sign, 3. scan signed document to PDF, and 4. upload into portal)

All completed forms must be collected and uploaded in .PDF format for each individual member. **The education corporation is responsible for completing the form for trustees who left the board during the reporting year.**

Forms completed from past years will not be accepted. **Only the latest version of the form** (updated in April, 2022) is acceptable.).

Trustees serving on an education corporation that governs more than one school are not required to complete a separate disclosure for each school governed by the education corporation. In the Disclosure of Financial Interest Form, trustees must disclose information relevant to any of the schools served by the governing education corporation.

[2021-22 Financial-disclosure-form signed](#)

Filename: 2021-22_Financial-disclosure-form_signed.pdf Size: 941.4 kB

Entry 7 BOT Membership Table

Completed - Aug 1 2022

Instructions

Required of ALL charter schools

ALL charter schools or education corporations governing multiple schools must complete the Board of Trustees Membership Table within the online portal. Please be sure to include and identify parents who are members of the Board of Trustees and indicate whether parents are voting or non-voting members.

Entry 7 BOT Table

1. SUNY-AUTHORIZED charter schools are required to provide information for VOTING Trustees only.
2. REGENTS, NYCDOE, and BUFFALO BOE-AUTHORIZED charter schools are required to provide information for all --VOTING and NON-VOTING-- trustees.

RIVERHEAD CHARTER SCHOOL 800000036919

Authorizer:

Who is the authorizer of your charter school?

Board of Regents

1. 2021-2022 Board Member Information (Enter info for each BOT member)

	Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2021-2022
1	Aimee LoMonaco		Chair	Health and Wellness Committee	Yes	3	07/01/2020	06/30/2023	11
2	David Edwards		Vice Chair	Academic Success Committee	Yes	2	07/01/2020	06/30/2023	12
3	Natasha Jeffries		Secretary	Academic Committee	Yes	2	07/01/2020	06/30/2023	9
4	Zenobia Hartfield		Trustee/Member	Fundraising Committee	Yes	4	07/01/2021	06/30/2024	9
5	Harry Histan		Trustee/Member	Building Committee	Yes	6	07/01/2019	06/30/2022	9
6	Maria Cintron		Treasurer	Fundraising Committee	Yes	1	07/01/2020	06/30/2023	12
7									
8									
9									

1a. Are there more than 9 members of the Board of Trustees?

No

2. INFORMATION ABOUT MEMBERS OF THE BOARD OF TRUSTEES

- 1. SUNY-AUTHORIZED charter schools provide response relative to VOTING Trustees only.
- 2. REGENTS, NYCDOE, and BUFFALO BOE-AUTHORIZED charter schools provide a response relative to all trustees.

a. Total Number of BOT Members on June 30, 2022	6
b.Total Number of Members Added During 2021-2022	0
c. Total Number of Members who Departed during 2021-2022	0
d.Total Number of members, as set in Bylaws, Resolution or Minutes	9

3. Number of Board meetings held during 2021-2022

12

4. Number of Board meetings scheduled for 2022-2023

12

Total number of Voting Members on June 30, 2022:

6

Total number of Voting Members added during the 2021-2022 school year:

0

Total number of Voting Members who departed during the 2021-2022 school year:

0

Total Maximum Number of Voting members in 2021-2022, as set by the board in bylaws, resolution, or minutes:

9

Total number of Non-Voting Members on June 30, 2022:

0

Total number of Non-Voting Members added during the 2021-2022 school year:

0

Total number of Non-Voting Members who departed during the 2021-2022 school year:

0

Total Maximum Number of Non-Voting members in 2021-2022, as set by the board in bylaws, resolution or minutes:

0

Board members attending 8 or fewer meetings during 2021-2022

0

Thank you.

Entry 8 Board Meeting Minutes

Completed - Aug 1 2022

Instructions - Required of Regents, NYCDOE, and Buffalo BOE Authorized Schools ONLY

Schools must upload a complete set of monthly board meeting minutes (July 2021-June 2022), which should match the number of meetings held during the 2021-2022 school year, as indicated in the above table. The minutes provided must be the final version approved by the school's Board of Trustees and may be uploaded individually or as one single combined file. Board meeting minutes must be submitted by **August 1, 2022**.

2021-2022 Board Minutes

Filename: 2021-2022_Board_Minutes.pdf Size: 1.7 MB

Entry 9 Enrollment & Retention

Completed - Aug 1 2022

Instructions for submitting Enrollment and Retention Efforts

Required of ALL Charter Schools

Describe the good faith efforts the charter school has made in 2021-2022 toward meeting targets to attract and retain the enrollment of Students with Disabilities (SWDs), English Language Learners (ELLs), and students who are economically disadvantaged. In addition, describe the school's plans for meeting or making progress toward meeting its enrollment and retention targets in 2022-2023.

Entry 9 Enrollment and Retention of Special Populations

Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2021-2022	Describe Recruitment Plans in 2022-2023
Economically Disadvantaged	<p>Many of our students come from low socio-economic backgrounds. We continue to meet students where they are and take them where we want them to go. We continuously analyze the experiences of our students, with the hopes of improving their overall experiences.</p>	<p>We continue to advertise via word of mouth. We scour the community, as well as provide opportunities for the community to engage and collaborate with our school. We will be intentional about building connections with Black and Latino clergy, as well as community leaders, who have connections with socio economically challenged communities.</p>
English Language Learners	<p>Our ENL population continues to increase yearly. Our school has become a popular destination for speakers of other languages due to the level of outreach we do to support students and families.</p>	<p>Our recruitment plan is to continue to be intentional about providing ENL students with a high-quality experience at our school. By doing this, parents will discuss how happy they are with our school, thus affording us the opportunity to engage other parents.</p>
Students with Disabilities	<p>Our goal and recruitment are centered on providing the best services to our students. We are building relationships with parents and having conversations in ways that are meaningful and from a place of care. Many families have a negative perception of special education services, so we are working to combat narratives that may be untrue in the communities we serve.</p>	<p>Continuing to build trusting relationships with students and families. Bolstering our program to offer additional services to students and families will be our central focus this year.</p>

Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2021-2022	Describe Retention Plans in 2022-2023
Economically Disadvantaged	Providing students and families quality education choices by building the relationship between home and school.	Post covid-19, relationship building with parents continues to be a driver for our retention plans.
English Language Learners	Creating an environment that is welcoming to all students has proven to be a value add as we look to increase our diverse student populations yearly.	Continuing to provide services that are intentional in nature, and build the capacity of our ENL learners.
Students with Disabilities	Providing robust options for parents as well as providing good instruction for students to meet yearly targets.	Expanding our programming to make it the least restrictive and also examine our practices to ensure we are collaborating with parents to provide needed services for students.

Entry 10 – Teacher and Administrator Attrition

Completed - Aug 1 2022

Form for "Entry 10 – Teacher and Administrator Attrition" Revised to Employee Fingerprint Requirements Attestation

A. TEACH System – Employee Clearance

Charter schools must ensure that all prospective employees^[1] receive clearance through [the NYSED Office of School Personnel Review and Accountability](#) (OSPRA) prior to employment. **This includes paraprofessionals and other school personnel who are provided or assigned by the district of location, or related/contracted service providers.** After an employee has been cleared, schools are required to maintain proof of such clearance in the file of each employee. For the safety of all students, charter schools must take immediate steps to terminate the employment of individuals who have been denied clearance. Once the employees have been terminated, the school must terminate the request for clearance in the TEACH system.

In the Annual Report, charter schools are asked to confirm that all employees have been cleared through the NYSED TEACH system; and, if denied clearance, confirm that the individual or employee has been removed from the TEACH system, and is not employed by the school.

^[1] Employees who must be cleared include, but are not limited to, teachers, administrative staff, janitors, security personnel and cafeteria workers, and other staff who are present when children are in the school building. **This includes paraprofessionals and other school personnel that are provided or assigned by the district of location, as well as related/contracted service providers.** See NYSED memorandum dated October 1, 2019 at <http://www.nysed.gov/common/nysed/files/programs/charter-schools/employeefingerprintoct19.pdf> or visit the NYSED website at: <http://www.highered.nysed.gov/tsei/ospra/fingerprintingcharts.html> for more information regarding who must be fingerprinted. Also see, 8 NYCRR §87.2.

B. Emergency Conditional Clearances

Emergency Conditional Clearances

Charter schools are **strongly discouraged** from using the emergency conditional clearance provisions for prospective employees. This is because the school must request clearance through NYSED TEACH, and the school's emergency conditional clearance of the employee terminates automatically once the school receives notification from NYSED regarding the clearance request. Status notification is provided for all prospective employees through the NYSED TEACH portal within 48 hours after the clearance request is submitted. Therefore, at most, a school's emergency conditional clearance will be valid for only 48 hours after approval by the board.

Schools are not permitted to renew or in any way re-establish a prospective employee's emergency conditional clearance after status notification is sent by NYSED through the TEACH portal.

Schools are asked to attest that they have reviewed and understand these requirements. More information can be found in the memo at [NYSED CSO Employee Clearance and Fingerprint Memo 10-2019](#).

Attestation

Responses Selected:

I hereby attest that the school has reviewed, understands, and will comply with these requirements.

Entry 11 Percent of Uncertified Teachers

Completed - Aug 1 2022

Instructions

Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY

The table below reflects the information collected through the online portal for compliance with New York State Education Law 2854(3)(a-1) for teaching staff qualifications. Uncertified teachers are those not certified pursuant to the State Certification Requirements established by the NYSED Commissioner of Education.

Enter the relevant full-time equivalent (FTE) count of teachers in each column. For example, a school with 20 full-time teachers and 5 half-time teachers would have an FTE count of 22.5.

Entry 11 Uncertified Teachers

School Name:

Instructions for Reporting Percent of Uncertified Teachers

Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools

The table below reflects the information collected through the online portal for compliance with New York State Education Law 2854(3)(a-1) for teaching staff qualifications. Uncertified teachers are those not certified pursuant to the State Certification Requirements established by the NYSED Commissioner of Education. Enter the relevant full-time equivalent (FTE) count of teachers in each column. For example, a school with 20 full-time teachers and 5 half-time teachers would have an FTE count of 22.5.

If more than one line applies to a teacher, please include in only one FTE uncertified category. Please do not include paraprofessionals, such as teacher aides.

CATEGORY A. 30% OR 5 UNCERTIFIED TEACHERS WHICHEVER IS LESS

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2022)	0
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2022)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2022)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2022)	0
Total Category A: 5 or 30% whichever is less	0.0

CATEGORY B. PLUS FIVE UNCERTIFIED TEACHERS IN MATHEMATICS, SCIENCE, COMPUTER SCIENCE, TECHNOLOGY OR CAREER AND TECHNICAL EDUCATION.

	FTE Count
i. Mathematics	0
ii. Science	0
iii. Computer Science	0
iv. Technology	0
v. Career and Technical Education	0
Total Category B: not to exceed 5	0.0

CATEGORY C: PLUS 5 ADDITIONAL UNCERTIFIED TEACHERS

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2022)	0
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2022)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2022)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2022)	0
Total Category C: not to exceed 5	0.0

TOTAL FTE COUNT OF UNCERTIFIED TEACHERS (Sum of Categories A, B AND C)

(Include teachers who do not fit in one of these categories or if did fit would exceed the numerical limits for that category)

	FTE Count
Total	0

CATEGORY D: TOTAL FTE COUNT OF UNCATEGORIZED, UNCERTIFIED TEACHERS

(Include teachers who do not fit in one of these categories or if did fit would exceed the numerical limits for that category)

	FTE Count
Total Category D	0

CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS

	FTE Count
Total Category E	0

CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	0

Thank you.



Entry 12 Organization Chart

Completed - Aug 1 2022

[Instructions](#)

Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY

Upload the 2021-2022 **Organization Chart**. The organization chart should include position titles and reporting relationships. Employee names should **not** appear on the chart.

[Attachment H Proposed Organizational Chart 21-22](#)

Filename: Attachment_H_Proposed_Organization_xVQIS4N.pdf Size: 137.9 kB

Entry 13 School Calendar

Completed - Aug 1 2022

[Instructions for submitting School Calendar](#)

Required of ALL Charter Schools

If the charter school has a tentative calendar based on available information and guidance at the time, please submit with the August 1, 2022 submission. Charter schools must upload a final school calendar into the portal and may do so at any time but no later than **September 15, 2022**.

School calendars must meet the [minimum instructional requirements](#) as required of other public schools "... *unless the school's charter requires more instructional time than is required under the regulations.*"

Board of Regents-authorized charter schools also are required to submit school calendars that clearly indicate the start and end date of the instructional year AND the number of instructional hours and/or instructional days for each month. See an example of a calendar showing the requested information. Schools are encouraged to use a calendar template and ensure there is a monthly tally of instructional days.

PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.

[Calendar 2021-22](#)

Filename: Calendar_2021-22.pdf Size: 98.1 kB

Entry 14 Links to Critical Documents on School Website

Completed - Aug 1 2022

[Instructions](#)

Required of ALL Charter Schools noting that SUNY-authorized charter schools are not required to submit item 5: Authorizer-approved DASA policy, and NYSED-Approved School Discipline Policy

By law, each charter school is required to maintain certain notices and policies listed on its website. Please insert the link from the school's website for each of the items:

1. Current Annual Report (i.e., 2021-2022 Annual Report);[\[1\]](#)
2. Board meeting notices, agendas and documents;
3. New York State School Report Card;
4. Authorizer-approved DASA Policy and NYSED-Approved School Discipline Policy **(For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)**;
5. District-wide safety plan, not a building level safety plan (as per the September 2021 [Emergency Response Plan Memo](#));
6. Authorizer-approved FOIL Policy; and
7. Subject matter list of FOIL records. (Example: See [NYSED Subject Matter List](#))

[\[1\]](#) Each charter school is required to make the Annual Report publicly available by August 1 and to post on their respective charter school website. Each school should post an updated and complete version to include accountability data and financial statements that are not or may not be available until after the August deadline (i.e., Report when financials have been submitted in November.)

Form for Entry 14 Links to Critical Documents on School Website

School Name: Riverhead Charter School

Required of ALL Charter Schools noting that SUNY-authorized charter schools are not required to submit item 4: Authorizer-approved DASA policy and NYSED-Approved School Discipline Policy

By law, each charter school is required to maintain certain notices and policies listed on its website. Please insert the link from the school's website for each of the items:

	Link to Documents
1. Current Annual Report (i.e., 2021-2022 Annual Report)	https://www.riverheadcharterschool.org/about-us/annual-audit-report/
2. Board meeting notices, agendas and documents	https://www.riverheadcharterschool.org/about-us/board-of-trustees/
3. New York State School Report Card	https://data.nysed.gov/profile.php?instid=800000036919
4. Authorizer-approved DASA Policy and NYSED-Approved School Discipline Policy (For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)	https://www.riverheadcharterschool.org/wp-content/uploads/2020/07/DASA-policies.pdf
5. District-wide safety plan, not a building level safety plan (as per the September 2021 Emergency Response Plan Memo)	https://www.riverheadcharterschool.org/wp-content/uploads/2021/12/Riverhead-Charter-School-Safety-Plan-2021.pdf
6. Authorizer-approved FOIL Policy	https://www.riverheadcharterschool.org/wp-content/uploads/2020/07/FOIL.pdf
7. Subject matter list of FOIL records. (Example: See NYSED Subject Matter List)	https://www.riverheadcharterschool.org/wp-content/uploads/2020/07/FOIL.pdf

Thank you.





RIVERHEAD

Charter School

RIVERHEAD CHARTER SCHOOL, INC.

*FINANCIAL STATEMENTS AND
INDEPENDENT AUDITORS' REPORT*

FOR THE YEARS ENDED JUNE 30, 2022 AND 2021



CERINI
& **LLP**
ASSOCIATES
CERTIFIED PUBLIC ACCOUNTANTS

Connected
to your business
goals
success

RIVERHEAD CHARTER SCHOOL, INC.

*FINANCIAL STATEMENTS AND
INDEPENDENT AUDITORS' REPORT
FOR THE YEARS ENDED JUNE 30, 2022 AND 2021
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Independent Auditors' Report

To the Board of Directors of
Riverhead Charter School, Inc.
3685 Middle Country Road
Calverton, New York 11933

Report on the Audit of the Financial Statements

Opinion

We have audited the accompanying financial statements of Riverhead Charter School, Inc. ("the School"), which comprise the statement of financials position as of June 30, 2022 and 2021, and the related statement of activities, functional expenses, and cash flows for the years then ended, and the related notes to the financial statements.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the School as of June 30, 2022 and 2021, and the results of its operations and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America ("GAAS") and Government Auditing Standards. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of School and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the School's ability to continue as a going concern for one year after the date that the financial statements are issued.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the School's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Cerini & Associates LLP

Bohemia, New York
August 11, 2022

RIVERHEAD CHARTER SCHOOL, INC.

STATEMENTS OF FINANCIAL POSITION
JUNE 30,

	2022	2021
ASSETS		
Current Assets:		
Cash and cash equivalents	\$ 11,145,909	\$ 13,400,225
Accounts receivable.....	2,106,068	765,732
Grants receivable.....	354,368	195,397
Prepaid expenses.....	121,113	56,016
	TOTAL CURRENT ASSETS	14,417,370
Property and equipment, net	17,095,167	16,241,118
Security deposit.....	259,900	239,900
Restricted cash	4,901,141	4,135,889
	TOTAL ASSETS	\$ 35,983,666
LIABILITIES AND NET ASSETS		
Current Liabilities:		
Current portion of bonds payable, net of unamortized bond issuance costs	\$ 319,075	\$ 309,076
Interest payable.....	559,565	568,715
Grant advances.....	64,747	-
Accounts payable and accrued expenses	1,560,702	1,322,793
	TOTAL CURRENT LIABILITIES	2,200,584
Bonds payable, net of current portion and unamortized bond issuance costs.....	18,311,780	18,630,855
	TOTAL LIABILITIES	20,831,439
Net Assets:		
Without donor restrictions.....	14,991,888	14,139,364
With donor restrictions	175,909	63,474
	TOTAL NET ASSETS	14,202,838
	TOTAL LIABILITIES AND NET ASSETS	\$ 35,983,666

The accompanying notes are an integral part of these financial statements.

RIVERHEAD CHARTER SCHOOL, INC.

**STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2022**

	Without Donor Restrictions	With Donor Restrictions	Total
REVENUE AND SUPPORT:			
Tuition and program service income.....	\$ 13,759,515	\$ 112,435	\$ 13,871,950
Government grants	455,674	-	455,674
Investment income	8,516	-	8,516
Other income.....	49,655	-	49,655
	14,273,360	112,435	14,385,795
TOTAL SUPPORT AND REVENUE			
EXPENSES:			
Program services.....	12,173,212	-	12,173,212
Management and general.....	1,247,624	-	1,247,624
	13,420,836	-	13,420,836
TOTAL EXPENSES			
CHANGE IN NET ASSETS			
	852,524	112,435	964,959
Net assets, beginning of year.....	14,139,364	63,474	14,202,838
Net assets, end of year.....	\$ 14,991,888	\$ 175,909	\$ 15,167,797

The accompanying notes are an integral part of these financial statements.

RIVERHEAD CHARTER SCHOOL, INC.

**STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2021**

	<u>Without Donor Restricted</u>	<u>With Donor Restricted</u>	<u>Total</u>
REVENUE AND SUPPORT:			
Tuition and Program service income	\$ 11,989,934	\$ 14,920	\$ 12,004,854
Government grants	278,170	-	278,170
Investment income	48,726	-	48,726
Other income.....	45,293	-	45,293
	<hr/>	<hr/>	<hr/>
TOTAL SUPPORT AND REVENUE	12,362,123	14,920	12,377,043
EXPENSES:			
Program services.....	9,103,125	-	9,103,125
Management and general.....	1,015,914	-	1,015,914
	<hr/>	<hr/>	<hr/>
TOTAL EXPENSES	10,119,039	-	10,119,039
CHANGE IN NET ASSETS			
	2,243,084	14,920	2,258,004
Net assets, beginning of year.....	<hr/>	<hr/>	<hr/>
	11,896,280	48,554	11,944,834
Net assets, end of year.....	<hr/>	<hr/>	<hr/>
	\$ 14,139,364	\$ 63,474	\$ 14,202,838

The accompanying notes are an integral part of these financial statements.

RIVERHEAD CHARTER SCHOOL, INC.

**STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED JUNE 30, 2022**

	Program Services			Total	Management and General	Total
	No. of Positions	Regular Education	Special Education			
Personnel services costs						
Administrative staff personnel.....	24	\$ 1,076,411	\$ 38,314	\$ 1,114,725	\$ 654,056	\$ 1,768,781
Instructional personnel.....	82	4,695,209	167,124	4,862,333	-	4,862,333
Non-instructional personnel.....	2	90,034	3,205	93,239	10,203	103,442
Total salaries and staff.....	108	5,861,654	208,643	6,070,297	664,259	6,734,556
Fringe benefits and payroll taxes		2,039,551	72,597	2,112,148	231,128	2,343,276
Advertising.....		8,521	303	8,824	621	9,445
Occupancy.....		343,073	12,212	355,285	24,986	380,271
Contracted services.....		351,682	12,518	364,200	39,854	404,054
Travel and transportation.....		7,083	252	7,335	803	8,138
Supplies.....		268,227	9,547	277,774	30,396	308,170
Core curriculum.....		16,300	580	16,880	-	16,880
Telephone and communications.....		43,785	1,559	45,344	3,189	48,533
Repairs and maintenance.....		352,941	12,563	365,504	25,705	391,209
Equipment.....		7,462	266	7,728	543	8,271
Student meals.....		593,387	21,121	614,508	-	614,508
Depreciation and amortization.....		555,858	19,785	575,643	40,483	616,126
Interest expense, net of subsidized interest		1,064,767	37,900	1,102,667	77,547	1,180,214
Conferences.....		15,397	548	15,945	1,745	17,690
Recruitment.....		7,945	283	8,228	900	9,128
Insurance.....		91,931	3,272	95,203	6,695	101,898
Bad debt expense.....		-	-	-	84,577	84,577
Miscellaneous.....		125,241	4,458	129,699	14,193	143,892
		<u>\$ 11,754,805</u>	<u>\$ 418,407</u>	<u>\$ 12,173,212</u>	<u>\$ 1,247,624</u>	<u>\$ 13,420,836</u>

The accompanying notes are an integral part of these financial statements.

RIVERHEAD CHARTER SCHOOL, INC.

**STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED JUNE 30, 2021**

	Program Services			Management and General	Total	
	No. of Positions	Regular Education	Special Education			Total
Personnel services costs						
Administrative staff personnel.....	14	\$ 632,591	\$ 19,083	\$ 651,674	\$ 540,508	\$ 1,192,182
Instructional personnel.....	69	3,435,273	103,629	3,538,902	-	3,538,902
Non-instructional personnel.....	2	75,474	2,277	77,751	10,028	87,779
Total salaries and staff.....	85	4,143,338	124,989	4,268,327	550,536	4,818,863
Fringe benefits and payroll taxes		1,485,843	44,822	1,530,665	197,428	1,728,093
Advertising.....		2,366	71	2,437	171	2,608
Occupancy.....		147,345	4,445	151,790	10,675	162,465
Contracted services.....		293,323	8,848	302,171	38,974	341,145
Travel and transportation.....		-	-	-	-	-
Supplies.....		173,750	5,241	178,991	23,086	202,077
Core curriculum.....		8,010	242	8,252	-	8,252
Telephone and communications.....		41,787	1,261	43,048	3,027	46,075
Repairs and maintenance.....		264,093	7,967	272,060	19,133	291,193
Equipment.....		9,553	288	9,841	692	10,533
Student meals.....		198,956	6,002	204,958	-	204,958
Depreciation and amortization.....		546,288	16,479	562,767	39,577	602,344
Interest expense, net of subsidized interest		1,079,366	32,560	1,111,926	78,198	1,190,124
Conferences.....		7,792	235	8,027	1,035	9,062
Recruitment.....		3,274	99	3,373	435	3,808
Insurance.....		72,561	2,189	74,750	5,257	80,007
Bad debt expense.....		-	-	-	-	-
Miscellaneous.....		358,915	10,827	369,742	47,690	417,432
		<u>\$ 8,836,560</u>	<u>\$ 266,565</u>	<u>\$ 9,103,125</u>	<u>\$ 1,015,914</u>	<u>\$ 10,119,039</u>

The accompanying notes are an integral part of these financial statements.

RIVERHEAD CHARTER SCHOOL, INC.

**STATEMENTS OF CASH FLOWS
FOR THE YEARS ENDED JUNE 30,**

	2022	2021
CASH FLOWS FROM OPERATING ACTIVITIES:		
Change in net assets.....	\$ 964,959	\$ 2,258,004
<u>Adjustments to reconcile change in net assets to net cash</u>		
<u>provided by operating activities:</u>		
Depreciation and amortization.....	616,126	602,344
Amortization of bond issuance costs.....	15,924	15,925
Bad debt.....	84,577	-
<u>Changes in operating assets and liabilities:</u>		
Accounts receivable.....	(1,424,913)	954,243
Grants receivable.....	(158,971)	(63,555)
Prepaid expenses.....	(65,097)	(55,766)
Interest payable.....	(9,150)	(8,793)
Grant advances.....	64,747	-
Accounts payable and accrued expenses.....	237,909	78,888
NET CASH PROVIDED BY OPERATING ACTIVITIES	326,111	3,781,290
CASH FLOWS FROM INVESTING ACTIVITIES:		
Purchase of fixed assets.....	(1,470,175)	(25,448)
Security Deposit.....	(20,000)	(239,900)
NET CASH USED IN	(1,490,175)	(265,348)
CASH FLOWS USED IN FINANCING ACTIVITIES:		
Repayment of capital lease payable.....	-	(4,480)
Repayment of bonds payable.....	(325,000)	(315,000)
CASH USED IN FINANCING ACTIVITIES	(325,000)	(319,480)
NET CHANGE IN CASH	(1,489,064)	3,196,462
Cash, cash equivalents, and restricted cash, beginning of year.....	17,536,114	14,339,652
Cash, cash equivalents, and restricted cash, end of year.....	<u>\$ 16,047,050</u>	<u>\$ 17,536,114</u>
SUPPLEMENTAL CASH FLOW INFORMATION:		
Cash paid for interest	<u>\$ 1,353,926</u>	<u>\$ 1,414,263</u>
PRESENTATION OF CASH ON THE STATEMENTS OF FINANCIAL POSITION:		
Cash and cash equivalents.....	\$ 11,145,909	\$ 13,400,225
Restricted cash	<u>4,901,141</u>	<u>4,135,889</u>
Cash and cash equivalents, end of year	<u>\$ 16,047,050</u>	<u>\$ 17,536,114</u>

The accompanying notes are an integral part of these financial statements.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEARS ENDED JUNE 30, 2022 AND 2021**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

This summary of significant accounting policies of the Riverhead Charter School, Inc. (hereinafter “the School”) is presented to assist in understanding the School’s financial statements. These financial statements and notes are representations of the School’s management, which is responsible for the integrity and objectivity of the financial statements. These accounting policies conform to accounting principles generally accepted in the United States of America and have been consistently applied in the preparation of the financial statements.

Organization: The School is a not-for-profit organization that was incorporated under Article 56 of the Education Law on February 1, 2001 pursuant to a five-year provisional charter granted by the Education Department of the State of New York (“NYSED”). The School’s main objective is to offer students a true choice in public education, which promotes love of learning and local exploration. The School’s goal is to provide a rigorous community of learning, which is inviting and stimulating to staff and parents, as well as students. The School intends to reverse the current spiral of student failure and meet or exceed State and federal standards, to nurture the individual gifts of every student, and to prepare them for a rewarding community life. Through fiscal 2013, the School was approved to provide education to children in kindergarten through sixth grade. Effective September 2013, the School received approval to expand its program to seventh grade, and effective September 2014, to eighth grade. On March 2, 2017, the School received approval to expand its maximum enrollment to 787 students and has renovated its old school and administrative buildings to accommodate the extra classes. Effective September 2020, the School received approval to expand its program to ninth and tenth grades. The School’s charter has been renewed by the Education Department of the State of New York through June 30, 2027.

Income Tax Status: The School is exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code and is publicly supported, as described in section 509(a). The School is also exempt from certain State and local taxes. The School evaluated for uncertain tax positions and has determined that there were no uncertain tax positions for 2022 and 2021. The School files a Form 990 and is exempt from filing a New York state return. The 990 is subject to review and examination by federal taxing authorities.

Recent Accounting Pronouncements: During the year ended June 30, 2021, the School adopted the Financials Accounting Standards Board (“FASB”) Accounting Standards Update (“ASU”) No. 2018-08, Not-for-Profit Entities (Topic 958): Clarifying the Scope and the Accounting Guidance for Contributions Received and Contributions Made. ASU 2018-08 amends Accounting Standards Codification (“ASC”) 958, Clarifying the Scope and the Accounting Guidance for Contributions Received and Contributions Made. The amendments in this ASU were intended to assist entities in (1) evaluating whether (reciprocal) transactions subject to other guidance (i.e., ASC 606) and (2) determining whether a contribution(s) is conditional. The School has determined that there is no impact to the financial statements as a result of the adoption of this ASU.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEARS ENDED JUNE 30, 2022 AND 2021

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Basis of Accounting: The accompanying financial statements have been prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America. Revenue is recorded as earned and expenses are recorded when incurred.

Revenue Recognition and Receivables: Tuition revenue is recognized ratably across the period in which the related educational instruction is provided.

The School recognizes revenue from government grants and state aid as revenue when eligible costs are incurred, or services are provided. A receivable is recognized to the extent revenue earned exceeds cash advances. Conversely, deferred revenue and refundable advances are recorded when cash advances exceed support and revenue earned.

Performance obligations for all of the School's services are provided and consumed at a point in time, not over time, and therefore these types of fees allocated to performance obligations are not left unsatisfied or partially unsatisfied at the end of the reporting period.

Contributions and grants made to the School are recognized as revenue upon the receipt of cash or other assets or of unconditional pledges. Contributions are recorded as either with or without restriction depending on whether or not they are received with donor stipulations or time considerations as to their use. Furthermore, contributions received with restrictions are evaluated for donor intent as to whether such contributions must be maintained in perpetuity by the School or they can be expended at a future time or for a specific purpose stipulated by the donor. Contributions received whose restrictions expire within the same fiscal year are recorded as without restriction. Conditional contributions are recorded when the conditions have been met and, if received in advance, are recognized in the statements of financial position as funds received in advance. When a restriction expires (that is, when a stipulated time restriction expires or purpose restriction is satisfied), net assets are reclassified from assets with donor restrictions to net assets without donor restrictions and reported in the statements of activities as net assets released from restrictions.

Deferred Revenue: The School recognizes, as deferred revenue, any amounts received in advance for the following year's tuition.

Cash Equivalents: For the purposes of the financial statements, cash equivalents represent money market funds with financial institutions.

Advertising: The School uses advertising to promote its program activities among the public it serves. The production costs of advertising are expensed as incurred.

Use of Estimates: The presentation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from these estimates.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEARS ENDED JUNE 30, 2022 AND 2021

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Basis of Presentation: Financial statement presentation follows the recommendations of the Financial Accounting Standards Board, specifically for not-for-profit organizations. The School is required to report information regarding its financial position and activities according to two classes of net assets without donor restrictions and with donor restrictions.

Net assets without donor restrictions- Net assets that are not subject to donor-imposed stipulations.

Net assets with donor restrictions - Net assets subject to donor-imposed stipulations or other stipulations that may or will be met, either by action of the School and/or the passage of time. When a restriction expires, these net assets are reclassified annually to net assets without donor restrictions and reported in the statement of activities as net assets released from restrictions. Other donor restrictions are perpetual in nature, whereby the donor has stipulated the funds be maintained in perpetuity.

Donated Services: The School benefits from volunteer services in program and administrative duties from Board members and other volunteers. Even though these donated services are valuable to the School, and help to advance its mission, no amounts have been reflected in the financial statements for these contributed services inasmuch as such services do not meet the criteria for recognition in the financial statements under accounting principles generally accepted in the United States of America, nor do they create or enhance non-financial assets.

Expense Allocation: Directly identifiable expenses are charged to programs and supporting services. Expenses related to more than one function are allocated to programs and supporting services based upon management estimates. The most significant expense allocations used in the preparation of these financial statements are as follows:

Salaries	Level of effort
Payroll taxes and fringes	Based upon salaries
Occupancy related costs/Interest.....	Square footage used

Leased Employees: The School has a contract with Extensis Group, LLC. ("Extensis"), a professional employer organization for leased employees. Extensis provides comprehensive human resource services to the School and is responsible for personnel, administrative, and benefits management functions, as well as payroll processing. Since Extensis is the employer of record for all employees assigned to the School, they are included in the Extensis quarterly Internal Revenue Service ("IRS") Form 941, New York State Form NYS-45, and statutory New York State disability and workers compensation filings.

Property and Equipment: Property and equipment are stated at original cost. Those assets acquired by gift are carried at fair market value established at the date of acquisition.

Maintenance and repairs are charged to expense and betterments are capitalized. Depreciation expense is computed using the straight-line method over each asset's estimated useful life as follows:

Building.....	25 - 39 years
Building improvements	10 - 25 years
Equipment	3.5 - 5 years

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEARS ENDED JUNE 30, 2022 AND 2021

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Bond Issuance Costs: Bond issuance costs, net of accumulated amortization, are reported as a direct deduction from the face amount of the bond. Bond issuance costs are amortized on the straight-line basis over the term of the bond and are included in interest expense in the statements of functional expenses.

Subsequent Events: The School has evaluated events and transactions that occurred between July 1, 2022 and August 11, 2022 which is the date the financial statements were available to be issued, for possible disclosure and recognition in the financial statements.

NOTE 2 - INVESTMENTS

Investments are presented in the statements of financial position at fair value. A fair value hierarchy has been established based upon the observable inputs to the evaluation of an asset or liability as of the measurement date. The three-level valuation techniques are based upon observable and unobservable inputs. Observable inputs reflect market data obtained from independent sources, while unobservable inputs reflect market assumptions. These two types of inputs create the following fair-value levels (Level 1, 2, and 3):

- Level 1 instruments are valued using observable inputs that reflect quoted prices for identical assets or liabilities in active markets that the School has the ability to access at the measurement date. Level 1 assets include highly-liquid U.S. Treasury securities and exchange-traded equity securities.
- Level 2 instruments are valued using observable inputs, other than quoted prices included in Level 1, for the asset or liability or prices for similar assets and liabilities. Most debt securities and some preferred stocks are model-priced by vendors using observable inputs and are classified within Level 2. Also included in the Level 2 category are derivative instruments that are priced using models with observable market inputs, including interest rates, foreign currency, and certain credit swap contracts.
- Level 3 instruments are valued using valuations that are derived from techniques in which one or more of the significant inputs, are unobservable (including assumptions about risk). Level 3 securities include less liquid securities such as highly structured and/or lower quality, asset-backed securities ("ABS") and commercial mortgage-backed securities ("CMBS"), including ABS backed by sub-prime loans, and private placement debt and equity securities. Because Level 3 fair values, by their nature, contain unobservable market inputs, as there is no observable market for these assets and liabilities, considerable judgment is used to determine the Level 3 fair values. Level 3 fair values represent the School's best estimate of an amount that could be realized in a current market exchange absent actual market exchanges.

All of the investments held by the School, for the years ended June 30, 2022 and 2021, are in money markets accounts which are considered Level 1 investments because they are valued based on quoted prices for identical instruments in active markets.

RIVERHEAD CHARTER SCHOOL, INC.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEARS ENDED JUNE 30, 2022 AND 2021**

NOTE 3 - CONCENTRATIONS AND COMMITMENTS

From time to time, the School has cash on deposit with financial institutions in excess of Federal Deposit Insurance Corporation-insured limits. This includes both operating cash and restricted cash.

Restricted cash consisted of the following as of June 30,:

	<u>2022</u>	<u>2021</u>
Debt service reserve fund	\$ 2,020,776	\$ 2,020,675
Excess bond funds	2,704,552	1,939,439
Charter dissolution account	75,813	75,775
Repair and Replacement fund	100,000	100,000
Total Restricted cash	<u>\$ 4,901,141</u>	<u>\$ 4,135,889</u>

During fiscal 2022, approximately 91% of the School's total support and revenue was comprised of tuition income from several Eastern Suffolk County school districts, the largest of which were: Riverhead Central School District (67%), William Floyd School District (14%), Longwood Central School District (9%), South Country Central School District (3%), and other school districts (7%). The remaining 9% was primarily comprised of revenue related to the School's Student Meal Program (5%), grants from the Education Department of the State of New York (3%), and other income (1%).

During fiscal 2021, approximately 95% of the School's total support and revenue was comprised of tuition income from several Eastern Suffolk County school districts, the largest of which were: Riverhead Central School District (69%), William Floyd School District (12%), Longwood Central School District (11%), South Country Central School District (3%), and other school districts (5%). The remaining 5% was primarily comprised of revenue related to the School's Student Meal Program (2%), grants from the Education Department of the State of New York (2%), and other income (1%).

The School has entered into a collective bargaining agreement with its teachers and teacher assistants through the Teachers' Association. The current agreement expires on June 30, 2026 and provides for raises of 3% each year.

NOTE 4 - PROPERTY AND EQUIPMENT

Property and equipment consisted of the following at June 30:

	<u>2022</u>	<u>2021</u>
Land	\$ 794,457	\$ 794,457
Construction in Progress	1,389,460	-
Building	19,302,821	19,302,821
Building improvements	1,160,012	1,160,012
Equipment	667,570	586,855
Total cost	<u>23,314,320</u>	<u>21,844,145</u>
Less accumulated depreciation and amortization	(6,219,153)	(5,603,027)
Net property and equipment	<u>\$ 17,095,167</u>	<u>\$ 16,241,118</u>

RIVERHEAD CHARTER SCHOOL, INC.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEARS ENDED JUNE 30, 2022 AND 2021**

NOTE 5 - ACCOUNTS AND GRANTS RECEIVABLE

Accounts receivable consisted of the following as of June 30,:

	<u>2022</u>	<u>2021</u>
Tuition receivable from school districts	\$ 1,710,426	\$ 567,556
NYSED	321,804	119,255
Subsidized interest receivable	73,838	78,512
Total accounts receivable.....	<u>\$ 2,106,068</u>	<u>\$ 765,732</u>

Grants receivable of \$354,368 and \$195,397 at June 30, 2022 and 2021, respectively, were due from various school districts for reimbursable expenses incurred before year-end.

The School uses the allowance method to determine uncollectible accounts and grants receivable. The allowance for doubtful accounts is based primarily on the School’s collection efforts and management’s analysis of specific outstanding balances. The School does not impose interest or finance charges on overdue receivable balances. Collectability is assessed on an individual account basis, and uncollectible accounts are written off against the allowance after approval by the School Board. As of June 30, 2022 and 2021, no allowance has been recorded.

NOTE 6 - GRANTOR RESTRICTIONS

Financial awards from governmental entities in the form of grants are subject to special audit. Such audits could result in claims against the School for disallowed costs or noncompliance with grantor restrictions. No provision has been made for any liabilities that may arise from such audits since the amounts, if any, cannot be determined at this date.

NYSED requires all charter schools to maintain \$75,000 in a separate account to cover the cost of a potential closure should the School’s charter not be renewed. This amount has to be maintained even when the Charter is renewed and has accordingly been included, along with accumulated interest, in restricted cash on the School’s statements of financial position at June 30, 2022 and 2021. See Note 3.

NOTE 7 - BONDS PAYABLE

On August 22, 2013, the School issued education revenue bonds through the Riverhead IDA Economic Job Development Corporation in the amount of \$21,105,000 to fund the construction of a 50,000 square foot two-story building and related infrastructure to be used as a school building to replace modular buildings located on the School’s six-acre campus.

The bonds are comprised of \$16,105,000 of Series A tax-exempt bonds (“Series A Bonds”) with maturities ranging from August 1, 2015 through August 1, 2048, bearing interest between 3% and 7.04% and \$5,000,000 of Series B federally taxable qualified school construction bonds (“Series B Bonds”) that bear interest at 7.65% and mature on August 1, 2034. Interest on the bonds are payable semi-annually on February 1st and August 1st of each year, commencing February 1, 2014. In addition, the School is required to meet certain financial and reporting covenants, which includes a deadline for filing the School’s audited financial statements within 45 days of the end of its fiscal year.

RIVERHEAD CHARTER SCHOOL, INC.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEARS ENDED JUNE 30, 2022 AND 2021**

NOTE 7 - BONDS PAYABLE (Continued)

Pursuant to the bond agreement, the proceeds of the loan were utilized as follows:

	Series A Tax-Exempt	Series B Taxable	Total
Financing building construction.....	\$ 9,200,000	\$ 4,900,000	\$ 14,100,000
Repayment of Edison Debt.....	3,195,164	-	3,195,164
Debt service reserve fund	1,502,925	500,000	2,002,925
Fund Capital interest through			
February 15, 2015	1,545,978	-	1,545,978
Original Issue Discount	182,411	-	182,411
Issuance costs	627,630	145,492	773,122
Total	<u>16,254,108</u>	<u>5,545,492</u>	<u>21,799,600</u>
Paid directly by the School.....	<u>(149,108)</u>	<u>(545,492)</u>	<u>(694,600)</u>
Funded through bond issuance	<u>\$ 16,105,000</u>	<u>\$ 5,000,000</u>	<u>\$ 21,105,000</u>

Any excess bond funds at the completion of the projects will be used for the early retirement of debt as determined by the Trustee. As of June 30, 2022 and 2021, there were \$506,970 and \$506,944 of excess bond funds available, respectively.

The bonds are secured by all of the assets of the School and provide for a lien on gross revenue, a mortgage on the property, and a guarantee by the School. The debt service reserve fund outlined above, must be maintained by the School with the Custodian until all obligations have been repaid. The Series B Bonds provide for direct interest subsidy payments from the US Treasury at the lesser of the tax credit rate at the time of issuance or the 7.65% issuance rate. The bond provided for interest only payments until 2016, at which time the principal is being repaid over the life of the bond based upon specific payment amounts as outlined in the bond agreement.

The bond retirements pursuant to the bond agreement are as follows for the years ending June 30:

2023.....	\$ 335,000
2024.....	350,000
2025.....	365,000
2026.....	380,000
2027.....	395,000
Thereafter	<u>17,205,000</u>
Total before debt issuance costs	19,030,000
Less: unamortized debt issuance costs.....	<u>(399,145)</u>
Total	<u>\$ 18,630,855</u>

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEARS ENDED JUNE 30, 2022 AND 2021**

NOTE 7 - BONDS PAYABLE (continued)

The School can redeem the Series A Bonds at any time subsequent to August 1, 2023 without penalty. The maturities of the outstanding debt at that time are \$1,630,000 at August 1, 2033, \$7,295,000 at August 1, 2043, and \$6,330,000 at August 1, 2048. Early redemption of the Series B Bonds can occur subsequent to August 1, 2018 at a premium commencing at 103.5% at August 1, 2018, decreasing to no premium at August 1, 2023. The School must maintain certain financial ratios pursuant to the bond agreement.

Interest expense incurred for the year ended June 30, 2022 and 2021 on the Series 2013 Bonds totaled \$1,360,701 and \$1,382,592, respectively. As of June 30, 2022, the School reported interest earned on unspent bond proceeds and Federal Subsidy interest income of \$26 and \$180,487, respectively. As of June 30, 2021, the School reported interest earned on unspent bond proceeds and Federal Subsidy interest income of \$26 and \$192,468, respectively. Federal Subsidy interest was offset against interest expense on the statements of functional expenses for the years ended June 30, 2022 and 2021.

Additionally, the IDA requires the School to maintain a Repair and Replacement Fund of \$100,000 in a separate account for as long as the bonds are outstanding. The Repair and Replacement Fund will only be used to pay capital related expenses incurred for maintenance and betterment of the project. Withdrawals from the fund require approval of the Trustee and must meet certain criteria as outlined in the loan agreement. As of June 30, 2022 and 2021 no funds had been drawn against this fund.

NOTE 8 - WITH DONOR RESTRICTIONS

The School's net assets with donor restrictions as of June 30, 2022 and 2021 are to fund the School's National School Lunch Program which is in excess of percentage allowed in the amount of \$175,909 and \$63,474, respectively.

NOTE 9 - RETIREMENT PLANS

The School participates in the New York State Teachers' Retirement System (TRS) and New York State and Local Employees' Retirement System (ERS) (the Systems), which are cost-sharing multiple employer public employee retirement systems. The Systems offer a wide range of plans and benefits which are related to years of service and final average salary, as well as vesting of retirement, death and disability benefits. TRS is administered by the New York State Teachers' Retirement Board and provides benefits to plan members and beneficiaries as authorized by the Education Law and the Retirement and Social Security Law of the State of New York. TRS issues a publicly available financial report that contains financial statements and required supplementary information. ERS provides retirement benefits as well as death and disability benefits. New York State Retirement and Social Security Law governs obligations of employers and employees to contribute and provide benefits to employees.

No employee contribution is required for those whose service began prior to July 1976. The Systems require employee contributions of 3% of salary for the first 10 years of service for those employees who joined the System from July 1976 through December 2009. Participants whose service began on or after

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEARS ENDED JUNE 30, 2022 AND 2021**

NOTE 9 - RETIREMENT PLANS (Continued)

January 1, 2010 through March 31, 2012 are required to contribute 3% (ERS) or 3.5% (TRS) of compensation throughout their active membership in the Systems. Participants whose service began on or after April 1, 2012 are required to contribute a percentage ranging from 3% to 6% each year, based on their level of compensation.

For ERS, the Comptroller annually certifies the rates used, expressed as a percentage of the wages of participants, to compute the contributions required to be made by the School to the pension accumulation fund. The contribution rates for ERS vary depending on the participant's tier. The ERS average contribution rate was 16.2% and 14.6% as of June 30, 2022 and 2021, respectively.. For the years ended June 30, 2021 and 2020, required contributions for ERS were \$83,285 and \$67,075, respectively. Pursuant to Article 11 of the Education Law, rates are established annually for TRS by the New York State Teachers' Retirement Board at an actuarially determined rate. The rate is 9.8% and 9.53% of the annual covered payroll as of June 30, 2022 and 2021, respectively. For the years ended June 30, 2022 and 2021, the required contributions for TRS totaled \$492,784 and \$415,929, respectively.

NOTE 10 - LITIGATION

From time to time the School is subject to certain claims or litigation in the normal course of its operations. The School is not aware of any claims as for the years ended June 30, 2022 and 2021.

NOTE 11 - AVAILABILITY AND LIQUIDITY

The following represents the School's financial assets at:

	June 30, 2022	June 30, 2021
Cash and cash equivalents	\$ 16,047,050	\$ 17,536,114
Accounts receivable	2,106,068	765,732
Grants receivable	354,368	195,397
	18,507,486	18,497,243
Less restricted cash	(4,901,141)	(4,135,889)
Financial assets available to meet general expenditures over the next twelve months	\$ 13,606,345	\$ 14,361,354

The School's goal is generally to maintain financial assets to meet 90 days of operating expenses (approximately \$3,200,000 net of non-cash expenses).

*NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEARS ENDED JUNE 30, 2022 AND 2021*

NOTE 12 - FINANCIAL IMPACTS OF COVID-19

As a result of the spread of the COVID-19 coronavirus, economic uncertainties have arisen, which may negatively impact operating results. The School is anticipating that there will be no decline in its tuition revenue and as such, it is not anticipated that the impact of the COVID-19 pandemic will have a significant long-term impact on the School's financial position or operations.

As a result of the American Rescue Plan and Secondary School Emergency Relief ("ARP ESSER") Act of 2021 the School has budgeted \$727,591 for funds to help the School to safely reopen. The funding allows for expenses that reduce the pandemic's impact on students and schools, these expenses need to be incurred by September 30, 2023. During the year ended June 30, 2022, the School utilized \$269,785 of this funding which is included in government grants on the Statement of Activities.

OTHER FINANCIAL INFORMATION

**Report On Internal Control over Financial Reporting and On
Compliance and Other Matters Based On an Audit of
Financial Statements Performed In Accordance
With Government Auditing Standards**



Independent Auditor's Report

To the Board of Directors
Riverhead Charter School, Inc.
3685 Middle Country Road
Calverton, New York 11933

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Riverhead Charter School, Inc. (hereinafter "the School"), which comprise the statement of financial position as of June 30, 2022, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated August 11, 2022.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the School's internal control over financial reporting ("internal control") to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, we do not express an opinion on the effectiveness of the School's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the School's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the School's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion.

The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of This Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance, and the result of that testing, and not to provide an opinion on the effectiveness of the School's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the School's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Corin & Associates LLP

Bohemia, New York
August 11, 2022

*SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED JUNE 30, 2022*

Section I - Findings of Financial Statement Audit

There were no findings and questioned costs for the year ended June 30, 2022.

*SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED JUNE 30, 2022*

Section II - Prior Audit Findings of Financial Statement Audit

There were no findings and questioned costs for the year ended June 30, 2021.

**Disclosure of Financial Interest by a Current
or Former Trustee**

Trustee Name:

AIMEE LOMONACO

Name of Charter School Education Corporation:

RIVERHEAD CHARTER SCHOOL

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Parent Rep, Trustee, Vice President, President

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes No

If Yes, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes No

If Yes, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

None

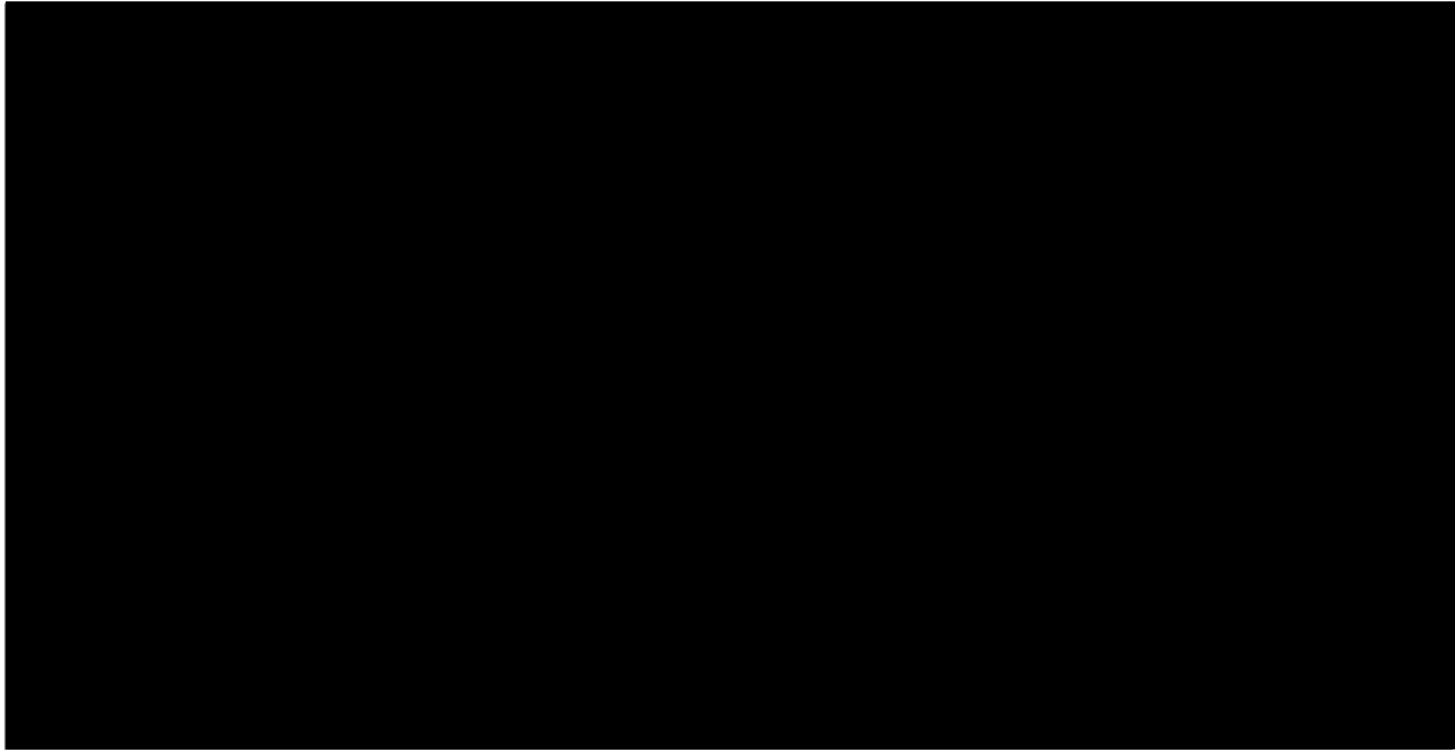
Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

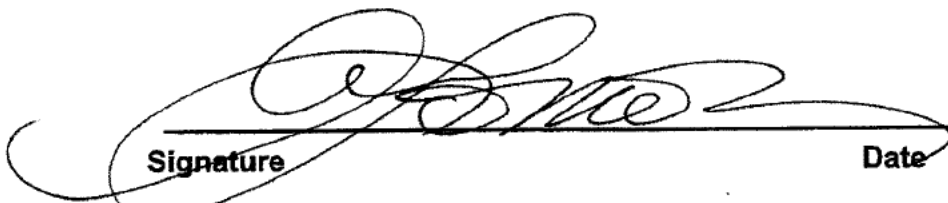
7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

None

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.



 7/29/22
Signature Date

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

last revised 04/2022

**Disclosure of Financial Interest by a Current
or Former Trustee**

Trustee Name:

David Edwards

Name of Charter School Education Corporation:

Riverhead Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Vice President

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes No

If Yes, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes No

If Yes, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

None

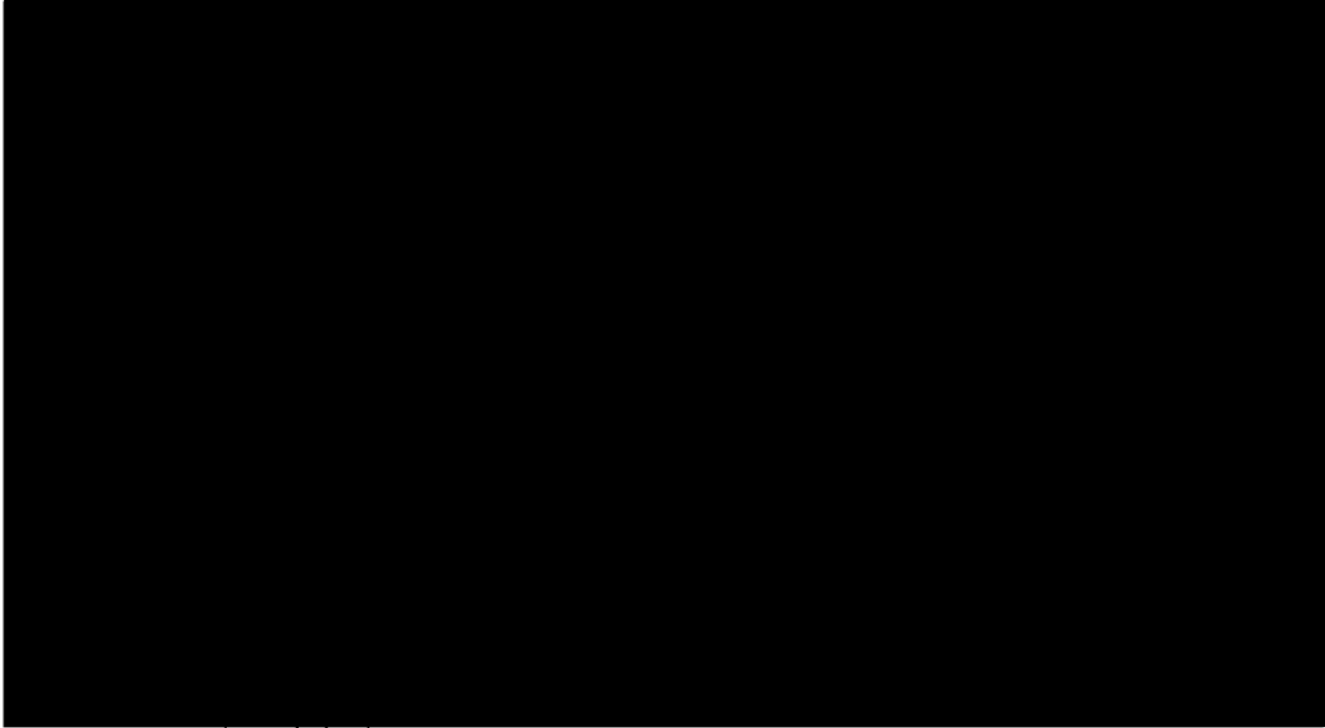
Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

None

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

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A handwritten signature in black ink, consisting of several overlapping loops and a long horizontal stroke extending to the right.

07/27/2022

Signature

Date

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

last revised 04/2022

**Disclosure of Financial Interest by a Current
or Former Trustee**

Trustee Name:

Maria Cintron

Name of Charter School Education Corporation:

Riverhead Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Treasurer

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

Daughter

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

None

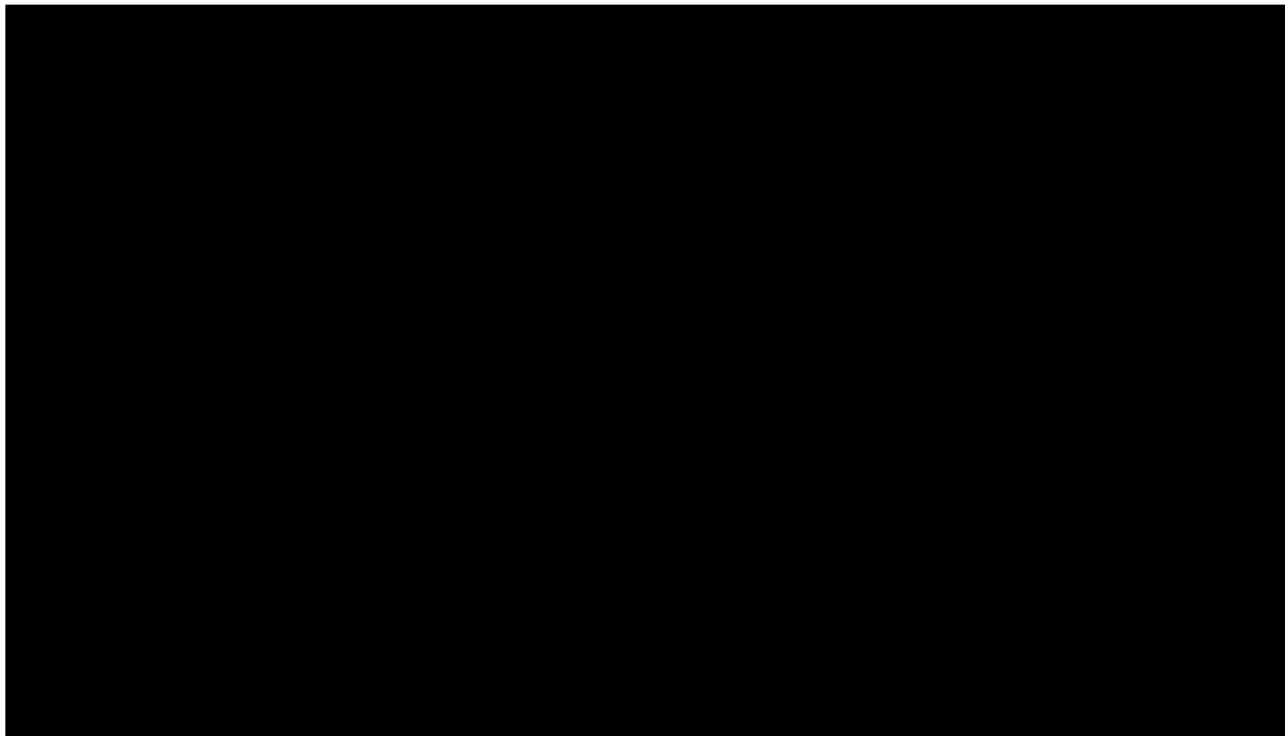
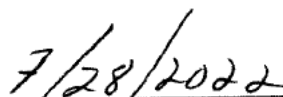
Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

None

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

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A handwritten signature in black ink, appearing to read "Maria Cintron", is written over a horizontal line.A handwritten date "7/28/2022" is written in black ink over a horizontal line.

Signature

Date

Acceptable signature formats include:

- Digitally certified PDF signature
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last revised 04/2022

**Disclosure of Financial Interest by a Current
or Former Trustee**

Trustee Name:

Natasha Jeffries

Name of Charter School Education Corporation:

Riverhead Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Trustee
Secretary

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes No

If Yes, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes No

If Yes, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

None

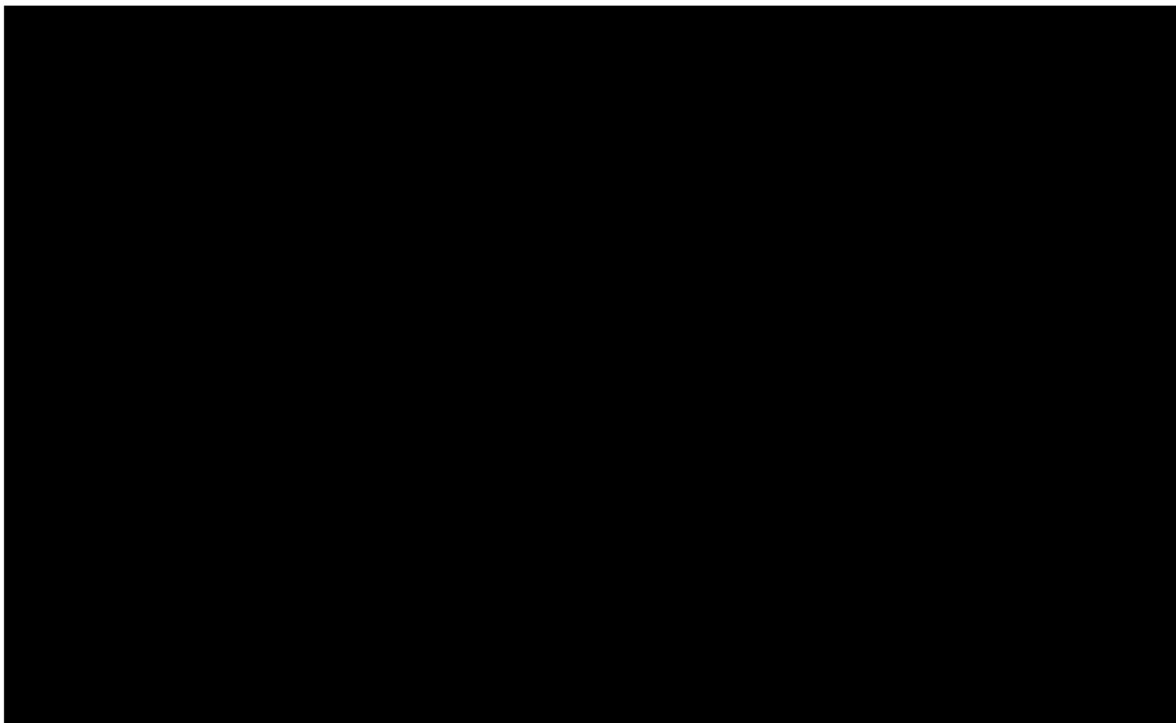
Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

None

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

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 07/29/2022

Signature Date

Acceptable signature formats include:

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last revised 04/2022

**Disclosure of Financial Interest by a Current
or Former Trustee**

Trustee Name:

Harry Hestand

Name of Charter School Education Corporation:

Riverhead Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Board Member

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

None

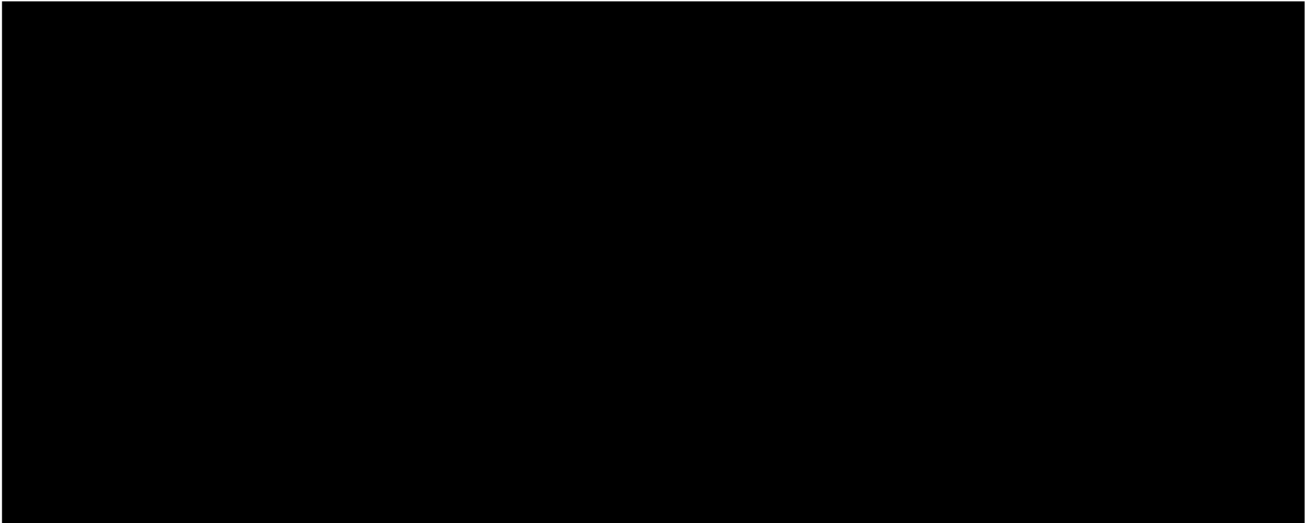
Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

None

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

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Home Address:

Signature Harry Hutter **Date** 7/29/22

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last revised 04/2022

**Disclosure of Financial Interest by a Current
or Former Trustee**

Trustee Name:

Zenobia Hartfield

Name of Charter School Education Corporation:

Riverhead Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Previously Board President now a Board Member

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

None

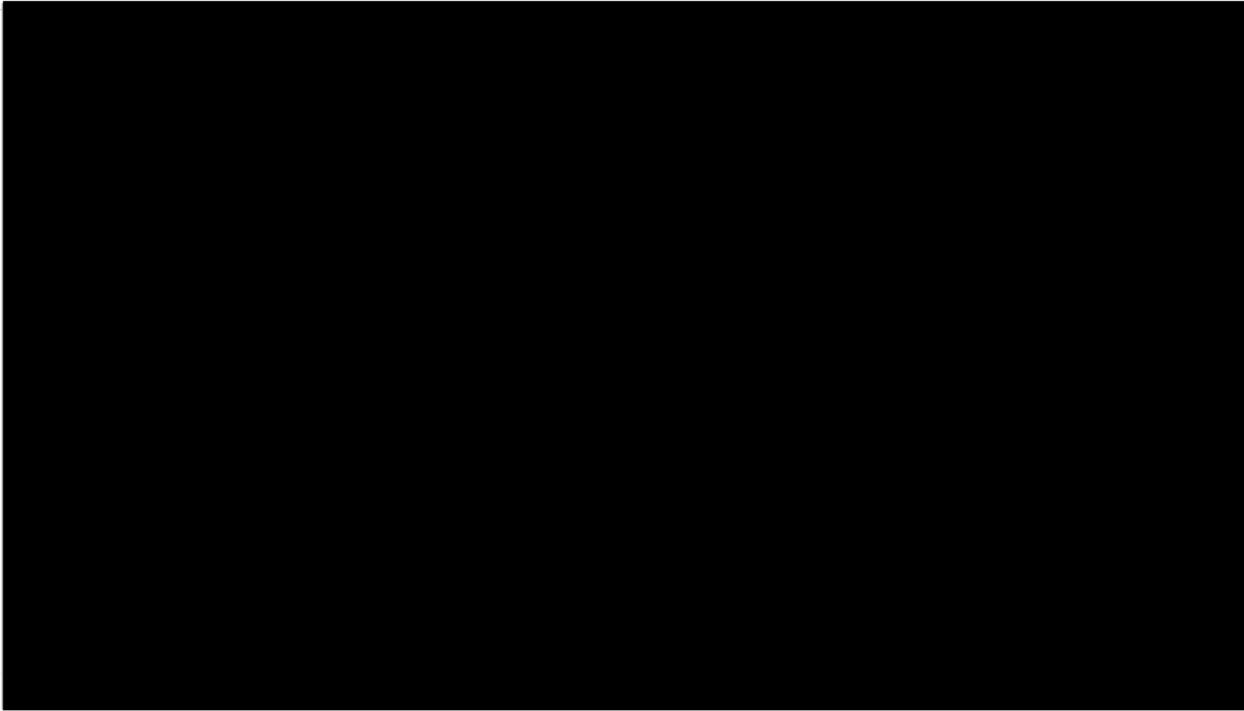
Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

None

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

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Zandra Hartfield

Signature 07 | 26 | 2022

Date

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APPROVED
8/12/2021



Riverhead Charter School
3685 Middle Country Road
Calverton, NY 11933
Phone (631) 369-5800
Elementary Fax (631) 369-6687
Middle School Fax (631) 727-7193
Administration Office Fax (631) 727-7193
www.riverheadcharterschool.org

Board of Trustees

Aimee LoMonaco, Board President
David Edwards, Vice President
Harry Hestand, Treasurer
Natasha Jeffries, Secretary
Zenobia Hartfield, Trustee
Maria Cintron, Trustee

Superintendent
Raymond Ankrum

Principal K-9
Patrick McKinney

Interim AP
Nicholas Timpone

Director of Finance
Nicola Graham

Riverhead Charter School Board of Trustees

Minutes

Special Board of Trustees Meeting Minutes

Date and Time

Thursday July 29, 2021 at 6:30pm

RCS Mission Statement

Our mission is to inspire today's learners to become tomorrow's leaders by setting high academic standards, promoting solution-oriented thinking and embracing the cultural diversity of our community.

Trustees Present:

Aimee LoMonaco (Remote), David Edwards (Remote), Harry Hestand, Natasha Jeffries (Remote), Zenobia Hartfield (Remote), Maria Cintron (Remote)

Guests Present

Raymond Ankrum (Remote)

I. Opening Items

Record Attendance and Guests

Call the Meeting to Order

Aimee LoMonaco called a meeting of the board of trustees of Riverhead Charter School to order on July 29, 2021 at 6:35 PM. The Riverhead Charter School Board of Trustees meeting began with the pledge of allegiance

Approve Minutes

Harry Hestand made a motion to approve minutes with revisions from the Board Meeting June 23, 2021.

Maria Cintron seconded the motion.

The board **VOTED** unanimously to approve the motion.

Public Comment

II. Academic Excellence

Superintendent, Mr. Raymond Ankrum

- Briefed the board on the ongoing summer school and robotics camp



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Board of Trustees

Aimee LoMonaco, Board President
David Edwards, Vice President
Harry Histan, Treasurer
Natasha Jeffries, Secretary
Zenobia Hartfield, Trustee
Maria Cintron, Trustee

Superintendent
Raymond Ankrum

Principal K-9
Patrick McKinney

Interim AP
Nicholas Timpone

Director of Finance
Nicola Graham

- Gave an update on RCS buildings and facilities
- Advised the board on progress of inspections of Sound Avenue school building
- Presented options for High school facilities and encouraged to have a meeting, that would involve board members, to discuss these matters further.

III. Development

IV. Facility

V. Finance

Director of Finance and Operations Report, Ms. Nicola Graham

- Presented and discussed financial dashboard

VI. Governance

VII. Other Business

Harry Histan made a motion to approve the information submitted in the Application for Charter Renewal for the next term period 7/1/2022-6/30/2027.
Zenobia Hartfield seconded the motion.
The board VOTED unanimously to approve the motion.

Harry Histan made a motion to retain contractual services with Corporate Accounting Solutions for internal accounting services.
Maria Cintron seconded the motion.
The board VOTED unanimously to approve the motion.

Harry Histan made a motion to retain contractual services with Lamb and Barnowsky as general counsel.
Zenobia Hartfield seconded the motion.
The board VOTED unanimously to approve the motion.

Harry Histan made a motion to retain contractual services with Cerini & Associates, LLP as our external auditors.
David Edward seconded the motion.
The board VOTED unanimously to approve the motion.



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Board of Trustees

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David Edwards, Vice President
Harry Histan, Treasurer
Natasha Jeffries, Secretary
Zenobia Hartfield, Trustee
Maria Cintron, Trustee

Superintendent
Raymond Ankrum

Principal K-9
Patrick McKinney

Interim AP
Nicholas Timpone

Director of Finance
Nicola Graham

Harry Histan made a motion to retain contractual services with Whitson's as our school meal provider.

Maria Cintron seconded the motion.

The board VOTED unanimously to approve the motion.

VIII. Closing Items

Adjourn meeting

Harry Histan made a motion to adjourn the meeting at 7:46pm

Maria Cintron seconded the motion.

The board VOTED unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:38 PM.

Respectfully Submitted,

Natasha Jeffries



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Board of Trustees

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David Edwards, Vice President
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Natasha Jeffries, Secretary
Zenobia Hartfield, Trustee
Maria Cintron, Trustee

Superintendent
Raymond Ankrum

Principal K-9
Patrick McKinney

Interim AP
Nicholas Timpone

Director of Finance
Nicola Graham

Riverhead Charter School Board of Trustees

Minutes

Board Meeting

Date and Time

Thursday August 26, 2021 at 6:30pm

RCS Mission Statement

Our mission is to inspire today's learners to become tomorrow's leaders by setting high academic standards, promoting solution-oriented thinking and embracing the cultural diversity of our community.

Trustees Present:

Aimee LoMonaco (Remote), David Edwards (Remote), Natasha Jeffries (Remote), Zenobia Hartfield (Remote), Maria Cintron (Remote)

Guests Present

Raymond Ankrum (Remote), Nicola Graham

I. Opening Items

Record Attendance and Guests

Call the Meeting to Order

Aimee LoMonaco called a meeting of the board of trustees of Riverhead Charter School to order on August 26, 2021 at 6:32 PM. The Riverhead Charter School Board of Trustees meeting began with the pledge of allegiance.

Approve Minutes

Public Comment

II. Academic Excellence

Superintendent, Mr. Raymond Ankrum

- Informed the board about contingency plan which involves creating more classroom space at elementary school, while Sound Ave school building is being worked on
- Stated that administration already held several informative meetings with parents and more upcoming meetings are already scheduled.
- Recapped Staff PD and concluded to be successful.
- NYS ELA/MATH test scores will be released soon and will be further discussed at next meeting.



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Board of Trustees

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David Edwards, Vice President
Harry Histand, Treasurer
Natasha Jeffries, Secretary
Zenobia Hartfield, Trustee
Maria Cintron, Trustee

Superintendent
Raymond Ankrum

Principal K-9
Patrick McKinney

Interim AP
Nicholas Timpone

Director of Finance
Nicola Graham

- Reminded about first day of school and stated that remote options will only be provided to families with medical exemptions.

III. Development

IV. Facility

V. Finance

Director of Finance and Operations Report, Ms. Nicola Graham

- Presented and discussed financial dashboard
- Informed the board about successful completion of annual fire alarm inspection and testing and annual fire hydrant testing in each of RCS buildings
- Reported the mailing of reconciliation of tuition billing 2021-22 to be complete
- Summed up with a successful closeout with Dept. of Health with regards to abandonment of septic tanks

VI. Governance

VII. Other Business

VIII. Closing Items

Adjourn meeting

David Edwards made a motion to adjourn the meeting at 7:50 pm

Natash Jeffries seconded the motion.

The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:50 PM.

Respectfully Submitted,

Lilla Debowski



Riverhead Charter School

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Board of Trustees

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David Edwards, Vice President
Harry Histand, Treasurer
Natasha Jeffries, Secretary
Zenobia Hartfield, Trustee
Maria Cintron, Trustee

APPROVED
9/23/2021

Superintendent
Raymond Ankrum

Principal K-9
Patrick McKinney

Interim AP
Nicholas Timpone

Director of Finance
Nicola Graham

Riverhead Charter School Board of Trustees

Minutes

Special Board of Trustees Meeting Minutes

Date and Time

Thursday August 12, 2021 at 6:30pm

RCS Mission Statement

Our mission is to inspire today's learners to become tomorrow's leaders by setting high academic standards, promoting solution-oriented thinking and embracing the cultural diversity of our community.

Trustees Present:

Aimee LoMonaco (Remote), David Edwards (Remote), Natasha Jeffries (Remote), Maria Cintron (Remote)

Guests Present

Raymond Ankrum (Remote), Nicola Graham, Ken Cerini (Remote), Theodore Campbell (Remote)

I. Opening Items

Record Attendance and Guests

Call the Meeting to Order

Aimee LoMonaco called a meeting of the board of trustees of Riverhead Charter School to order on August 12, 2021 at 6:37 PM. The Riverhead Charter School Board of Trustees meeting began with the pledge of allegiance

Approve Minutes

David Edards made a motion to approve minutes with revisions from the Board Meeting July 29, 2021.

Natasha Jeffries seconded the motion.

The board **VOTED** unanimously to approve the motion.

Public Comment

II. Academic Excellence



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Board of Trustees

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David Edwards, Vice President
Harry Histand, Treasurer
Natasha Jeffries, Secretary
Zenobia Hartfield, Trustee
Maria Cintron, Trustee

Superintendent
Raymond Ankrum

Principal K-9
Patrick McKinney

Interim AP
Nicholas Timpone

Director of Finance
Nicola Graham

Superintendent, Mr. Raymond Ankrum

- Briefed the board about the return of Middle and High School principal to campus and new Elementary School principal starting work on campus
- Announced class dividers will be removed from classrooms for this school year
- Students and staff will continue to wear masks in school and keeping three feet social distance.

III. Development

IV. Facility

V. Finance

Ken Cerini and Theodore Campbell from Cerini & Associates, RCS external auditor, presented the Annual Audit Financial Report for the year ended June 30, 2021.

Director of Finance and Operations Report, Ms. Nicola Graham

- Presented and discussed financial dashboard

VI. Governance

VII. Other Business

Natasha Jeffries made a motion to approve the Annual Audit Financial Report.

David Edwards seconded the motion.

The board **VOTED** unanimously to approve the motion.

VIII. Closing Items



Riverhead Charter School
3685 Middle Country Road
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www.riverheadcharterschool.org

Board of Trustees

Aimee LoMonaco, Board President
David Edwards, Vice President
Harry Histand, Treasurer
Natasha Jeffries, Secretary
Zenobia Hartfield, Trustee
Maria Cintron, Trustee

Superintendent
Raymond Ankrum

Principal K-9
Patrick McKinney

Interim AP
Nicholas Timpone

Director of Finance
Nicola Graham

Adjourn meeting

David Edwards made a motion to adjourn the meeting at 7:38pm

Natasha Jeffries seconded the motion.

The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:38 PM.

Respectfully Submitted,

Lilla Debowski



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 Harry Histan, Trustee

Superintendent Operations
 Raymond Ankrum

Principal K-5
 Dermoth Mattison

Principal 6-10
 Dr. Patrick McKinney

Director of Finance and
 Nicola Graham

Riverhead Charter School Board of Trustees

Minutes

Board Meeting

Date and Time

Thursday September 30, 2021 at 6:30pm

RCS Mission Statement

Our mission is to inspire today's learners to become tomorrow's leaders by setting high academic standards, promoting solution-oriented thinking and embracing the cultural diversity of our community.

Trustees Present:

Aimee LoMonaco (Remote), David Edwards (Remote), Natasha Jeffries (Remote), Zenobia Hartfield (Remote), Maria Cintron (Remote)

Guests Present

Raymond Ankrum (Remote), Nicola Graham

I. Opening Items

Record Attendance and Guests

Call the Meeting to Order

Aimee LoMonaco called a meeting of the board of trustees of Riverhead Charter School to order on September 30, 2021 at 6:37 PM. The Riverhead Charter School Board of Trustees meeting began with the pledge of allegiance.

Approve Minutes

Public Comment

II. Academic Excellence

Superintendent, Mr. Raymond Ankrum

- Recapped the beginning of the new school year and reminded that only students with religious exemption will have the remote options.
- Informed the board about goals to develop better documentation system pertaining to staff observations and feedback cycles.
- Announced that HR Director position is currently open with an ad out and is being held for perfect candidate.



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Natasha Jeffries, Secretary
Zenobia Hartfield, Trustee
Harry Histan, Trustee

**Superintendent
Operations**
Raymond Ankrum

Principal K-5
Dermoth Mattison

Principal 6-10
Dr. Patrick McKinney

**Director of Finance and
Operations**
Nicola Graham

- Mr. Ankrum assured the board and restated how communication with parents is being improved. Outreach to families who withdrew from RCS has also been increased.
- Briefed that board on NYS test scores along with concerns and goals for the upcoming school year.
- Informed the Board about the positive outcomes of his meeting with RCSD superintendent Dr. Augustine
- Announced the successful re-opening of after school program offered to all RCS families.
- Lastly, but not least, discussed the initial hiccups with students bussing including a bus accident involving RCS student bus.

III. Development

IV. Facility

- Ms. Nicola Graham informed the board that the playground area where septic tanks were dug up has been repaired for students

V. Finance

Director of Finance and Operations Report, Ms. Nicola Graham

- Presented and discussed financial dashboard.
- Reported completion on filing of 2020 IRS Form 5500-SF with IRS for 403-B Plan electronically
- Reported renewal of contractual services with Whitson's Food Service
- Presented current enrollment

VI. Governance

VII. Other Business

VIII. Closing Items

Adjourn meeting

David Edwards made a motion to adjourn the meeting at 7:40 pm

Natasha Jeffries seconded the motion.

The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:40 PM.

Respectfully Submitted,

Lilla Debowski



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Principal K-5
Dermoth Mattison

Principal 6-10
Dr. Patrick McKinney

Director of Finance and Operations
Nicola Graham

Riverhead Charter School Board of Trustees

Minutes

Board Meeting

Date and Time

Thursday, November 18, 2021 at 6:30pm

RCS Mission Statement

Our mission is to inspire today's learners to become tomorrow's leaders by setting high academic standards, promoting solution-oriented thinking and embracing the cultural diversity of our community.

Trustees Present

Aimee LoMonaco, Harry Histan, David Edwards (Remote), Natasha Jeffries (Remote), Zenobia Hartfield (Remote), Maria Cintron (Remote).

Guest Present

Raymond Ankrum (Remote), Nicola Graham (Remote), Dr. Patrick McKinney, Nick Timpone.

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

David Edwards called a meeting of the board of trustees of Riverhead Charter School to order on November 18, 2021 at 6:39 PM. The Riverhead Charter School Board of Trustees meeting began with the pledge of allegiance.



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Harry Hestand, Trustee

Superintendent
Raymond Ankrum

Principal K-5
Dermoth Mattison

Principal 6-10
Dr. Patrick McKinney

Director of Finance and Operations
Nicola Graham

C. Approve Minutes

Zenobia Hartfield made a motion to approve minutes of the September 30, 2021 Board Meeting.

David Edward seconded the motion.

The board **VOTED** unanimously to approve the Minutes motion of September 30, 2021.

D. Public Comment

II. Academic Excellence

A. Superintendent, Mr. Raymond Ankrum

- Informed that students from RCSD will be eligible for a College Scholarships.
- Update about the suggestions and decisions taken in The Fundraising Committee.
- Presented the Academic Performance and 2020-2021 Assessment Scores.
- Informed about the Vaccination Policy implemented for the NYC to District and Charter School. Based on the recommendations of the Superintendent, the RCS board will enact policy that requires all teachers and staff be vaccinated. Effective July 2022.

III. Finance

A. Director of Finance and Operation Report, Ms. Nicola Graham

- Informed and discussed Financial & Operation Dashboard.
- All cash accounts are healthy.
- Enrollment reflected a student count of 755.
- Reported Cash Disbursements (October 2021)
- Presented Exhibit A Form of Certificate for Annual Filing of Certain Institution Operating Covenants.
- Presented Historical and Future Projected Enrollment by grade level.
- Reported Preliminary (Unaudited) 1st Qtr Balance Sheet and Profit Loss (July 2021 - September 30, 2021). The performance for 1st Quarter was total budgeted revenue 3,346,678. Total recognized revenue 3,405,141. Total budgeted expense 2,897,379. Actual expense 2,699,917. Overall, on target for revenues and spending budgeted expenses.



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Harry Histand, Trustee

Superintendent
Raymond Ankrum

Principal K-5
Dermoth Mattison

Principal 6-10
Dr. Patrick McKinney

Director of Finance and Operations
Nicola Graham

IV. Development Resolutions

- Motion to accept the Superintendent job description.
David Edwards made the first motion.
Maria Cintron seconded.
The superintendent's job description was approved by the board who **VOTED** unanimously.
- Motion to adopt the Riverhead Charter School Safety Plan for 2021-2022 with the proposed revisions of adding the Covid 19 Safety Protocols. Impending Public Forum to make corrections as needed.
David Edwards made the motion.
Maria Cintron seconded the motion.
The board **VOTED** unanimously to approve the motion.

V. Facility

VI. Governance

VII. Other Business

VIII. Closing Items

A. Enter Executive Session
N/A

B. Exit Executive Session
N/A



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Raymond Ankrum

Principal K-5
Dermoth Mattison

Principal 6-10
Dr. Patrick McKinney

Director of Finance and Operations
Nicola Graham

C. Adjourn Meeting

Harry Histan made a motion to adjourn the meeting at 8:04 PM.

Maria Cintron seconded the motion.

The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:04 PM.

Respectfully Submitted,

Diana M. Salcedo Gomez.



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Harry Hstand, Trustee

Superintendent
Operations

Raymond Ankrum

Principal K-5

Dermoth Mattison

Principal 6-10

Dr. Patrick McKinney

Director of Finance and

Nicola Graham

Riverhead Charter School Board of Trustees

Minutes

Board Meeting

Date and Time

Thursday, December 16, 2021 at 6:30pm

RCS Mission Statement

The Mission of Riverhead Charter School is to create a school environment that fosters the development of academic skills, intellectual habits and character traits necessary for students to maximize their potential in high school, college and the world beyond.

Trustees Present

Aimee LoMonaco, Harry Hstand, David Edwards, Zenobia Hartfield, Maria Cintron.

Guest Present

Raymond Ankrum, Nicola Graham, Dr. Patrick McKinney, Nick Timpone, Dermoth Mattison.

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

Aimee LoMonaco called a meeting of the board of Trustees of Riverhead Charter School to order on December 16, 2021 at 5:11 p.m. The Riverhead Charter School Board of Trustees meeting began with the pledge of allegiance.



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Board of Trustees

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Zenobia Hartfield, Trustee
Harry Histan, Trustee

<u>Superintendent Operations</u>	<u>Principal K-5</u>	<u>Principal 6-10</u>	<u>Director of Finance and Operations</u>
Raymond Ankrum	Dermoth Mattison	Dr. Patrick McKinney	Nicola Graham

C. Approve Minutes

Maria Cintron made the motion.

Zenobia Hartfield seconded the motion.

The board **VOTED** unanimously to approve the Minutes motion of November 18, 2021.

D. Public Comment

II. Academic Excellence

A. Superintendent, Mr. Raymond Ankrum

Academy Report by Principal 6-10, Principal K-5 and the Academic Director:

- **Patrick McKinney** presented SY21-22 Riverhead Charter School Performance Metrics.
- **Dermoth Mattison** presented the Stop Drop DATA #1. Grade 3 to 8 Math.

Patrick McKinney and Nick Timpone explained PART 3 of the presentation (Teacher observations Round 1) which included:

- Goals for August 2021 to 2022.
- HEDI Score Overview.
- Teacher improvement plans.
- Shifting DCI Support to enhance TIPs.
- Areas of Challenge (Number of D and I).
- Targeted PD.

III. Finance

A. Director of Finance and Operation Report, Ms. Nicola Graham

- Presented Financial & Operation Dashboards.
- All cash accounts are healthy.
- Discussed Cash Disbursements for November 2021 in detail.
- Enrollment reflected a student count of 755.



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Board of Trustees

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Zenobia Hartfield, Trustee
Harry Histan, Trustee

<u>Superintendent Operations</u>	<u>Principal K-5</u>	<u>Principal 6-10</u>	<u>Director of Finance and</u>
Raymond Ankrum	Dermoth Mattison	Dr. Patrick McKinney	Nicola Graham

IV. Development

V. Facility

- Aimee LoMonaco talked about an estimate date to start the constructions of the Sound Avenue building. Once they get the building permit, the construction would start in March. It estimates to finish the construction by September.

- Aimee LoMonaco proposed to consider a naming ceremony of the current Middle School building to rename it the Susan Heinz Middle School.

- Resolution:

To approve the motion to accept and submit a non-material revision to the current Charter. The proposed revision is a lease regarding occupying additional student space on Sound Avenue (Northville Schoolhouse) in order to achieve and maintain educational continuity for our high school students.

Zenobia Hartfield made the motion.

Maria Cintron seconded the motion.

The board **VOTED** unanimously approved.

VI. Governance

VII. Other Business

VIII. Closing Items

A. Enter Executive Session

N/A



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Zenobia Hartfield, Trustee
Harry Histan, Trustee

<u>Superintendent Operations</u> Raymond Ankrum	<u>Principal K-5</u> Dermoth Mattison	<u>Principal 6-10</u> Dr. Patrick McKinney	<u>Director of Finance and</u> Nicola Graham
--	--	---	---

B. Exit Executive Session

N/A

C. Adjourn Meeting

Maria Cintron made a motion to adjourn the meeting at 6:22 PM.

Zenobia Hartfield seconded the motion.

The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:22 PM.

Respectfully Submitted,

Diana M. Salcedo Gomez.

APPROVED
2/17/22



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Superintendent

Operations
Raymond Ankrum

Principal K-5

Dermoth Mattison

Principal 6-10

Dr. Patrick McKinney

Director of Finance and

Nicola Graham

Riverhead Charter School Board of Trustees

Minutes

Board Meeting

Date and Time

Wednesday, January 26, 2022 at 6:30pm

RCS Mission Statement

Our mission is to inspire today's learners to become tomorrow's leaders by setting high academic standards, promoting solution-oriented thinking and embracing the cultural diversity of our community.

Trustees Present

Aimee LoMonaco (Remote), Harry Histan, David Edwards (Remote), Zenobia Hartfield (Remote), Maria Cintron (Remote), Natasha Jeffries (Remote).

Guest Present

Raymond Ankrum (Remote), Nicola Graham, Dr. Patrick McKinney (Remote), Nick Timpone (Remote), Dermoth Mattison (Remote).

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

Aimee LoMonaco called a meeting of the board of Trustees of Riverhead Charter School to order on January 26, 2022 at 6:41 p.m. The Riverhead Charter School Board of Trustees meeting began with the pledge of allegiance.

C. Approve Minutes

Maria Cintron made the motion.

Natasha Jeffries made the second motion.

The board **VOTED** unanimously to approve the Minutes motion of December 16, 2022.



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<u>Superintendent Operations</u> Raymond Ankrum	<u>Principal K-5</u> Dermoth Mattison	<u>Principal 6-10</u> Dr. Patrick McKinney	<u>Director of Finance and</u> Nicola Graham
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D. Public Comment

II. Academic Excellence

A. Superintendent, Mr. Raymond Ankrum

- **Presented a January's report:**
 - Riverhead Charter School started the new year remote. Student were able to attend their class due to they were equipped with laptops.
 - We also distributed tests for scholars to test in.
 - Staff going above and beyond to keep the school safe.
 - Analyzing the data from the huge sample size of our students, and the sample size of staff members we were at a rate of 6% positive students and 14% positive staff.
 - After Christmas break (Monday, January 10, 2022) the school started with a good number of staff on quarantine.
 - We still have about 17% of staff members that are not vaccinated.
 - Students centered campaign: The school started a campaign that focuses on listening to scholars. Mr. Ankrum interviewed a group of our 10th graders to ask how they felt about virtual instruction vs. in person learning.
 - RCS will be able to fill most vacancies in-house.
 - For middle school principal opening, RCS may need a headhunter as Mr. Ankrum would like this position to have a diverse array of candidates.
 - As the school grow and evolve, presentation among staff and school leadership matters.

III. Finance

A. Director of Finance and Operation Report, Ms. Nicola Graham

- Presented Financial & Operation Dashboards.
- All cash accounts are healthy.
- Discussed Cash Disbursements for December 2021 in detail.
- Enrollment reflected a student count of 733.



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Harry Histan, Trustee

<u>Superintendent Operations</u> Raymond Ankrum	<u>Principal K-5</u> Dermoth Mattison	<u>Principal 6-10</u> Dr. Patrick McKinney	<u>Director of Finance and</u> Nicola Graham
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IV. Development

A. Resolutions:

- The Board of Trustees made a motion to approve the Vaccination Policy subject to RCS collective bargaining Union for consideration and negotiation.
David Edwards made the motion.
Maria Cintron seconded motion.
The school board **VOTED** 3-2 to approve the motion of January 26, 2022.
- The Board of Trustees made a motion to approve and submit the Sixth Renewal Charter Agreement.
Harry Histan made the motion.
Zenobia Hartfield seconded the motion.
The board **VOTED** unanimously to approve the motion of January 26, 2022.

V. Facility

VI. Governance

VII. Other Business

VIII. Closing Items

A. Enter Executive Session
N/A

B. Exit Executive Session
N/A



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Raymond Ankrum	Dermoth Mattison	Dr. Patrick McKinney	Nicola Graham

C. Adjourn Meeting

Zenobia Hartfield made a motion to adjourn the meeting at January 26, 2022.

Harry Histand seconded the motion.

The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:33 PM.

Respectfully Submitted,

Diana M. Salcedo Gomez.



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 Operations

Raymond Ankrum

Principal K-5

Dermoth Mattison

Principal 6-10

Dr. Patrick McKinney

Director of Finance and

Nicola Graham

Riverhead Charter School Board of Trustees

Minutes

Board Meeting

Date and Time

Thursday, February 17, 2022 at 6:30pm

RCS Mission Statement

Our mission is to inspire today's learners to become tomorrow's leaders by setting high academic standards, promoting solution-oriented thinking and embracing the cultural diversity of our community.

Trustees Present

Aimee LoMonaco (Remote), Harry Histan, David Edwards (Remote), Maria Cintron (Remote), Natasha Jeffries (Remote).

Guest Present

Raymond Ankrum (Remote), Nicola Graham, Dr. Patrick McKinney (Remote), Nick Timpone (Remote), Dermoth Mattison (Remote).

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

Aimee LoMonaco called a meeting of the board of Trustees of Riverhead Charter School to order on February 17, 2022 at 6:35 p.m. The Riverhead Charter School Board of Trustees meeting began with the pledge of allegiance.

C. Approve Minutes

Harry Histan made the motion.

Maria Cintron made the second motion.

The board **VOTED** unanimously to approve the Minutes motion of January 26, 2022.



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<u>Superintendent Operations</u>	<u>Principal K-5</u>	<u>Principal 6-10</u>	<u>Director of Finance and</u>
Raymond Ankrum	Dermoth Mattison	Dr. Patrick McKinney	Nicola Graham

D. Public Comment

II. Academic Excellence

A. Superintendent, Mr. Raymond Ankrum

• **Presented a January's report:**

- Regarding an easement to Edwards Ave, the Superintendent had a meeting with the private owners, who disagree in "creating additional traffic through the road". For that reason, it is necessary to think in a solution (next step).
- The proposed Edward's Avenue extension would have the roads nearest to the light between Edwards and Middle Country.
- The work will start approximately in Spring 2023.
- We have a good number of internal and external candidates for Elementary and Middle School Principal.
- We are pushing back teacher recruitment to May.
- Stop drop and test happens twice a year. Our February iteration of SDAT – gives us an accurate depiction of how our students will perform on NYS ELA/Math 3-8 assessments. We will share the preliminary data with the board in March Meeting.
- Considering we are high school now, there are other tests to consider, i.e., Regents tests in those core subjects. We will be providing data on Regent's score projections as well.
- The Teacher's Union doesn't endorse the Vaccination policy but will not obstruct the implementation.

III. Finance

A. Director of Finance and Operation Report, Ms. Nicola Graham

- Presented Financial & Operation Dashboards.
- Discussed about the 4th installation of District Tuition billing for January/February 2022.
- Sent W-2's out to staff via Extensis (Electronically or mailed).
- Paid semi-annual Bond payment due 2/1/2022.
- Sent Form 8038-CP to recoup \$95,274 for Qualified School Construction Bond interest payment.
- All cash accounts are healthy.
- Enrollment update reflected a student count of 733.
- Discussed Cash Disbursements for January/February in detail.



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<u>Superintendent Operations</u>	<u>Principal K-5</u>	<u>Principal 6-10</u>	<u>Director of Finance and</u>
Raymond Ankrum	Dermoth Mattison	Dr. Patrick McKinney	Nicola Graham

- Statement of Financial Position: Balance Sheet as of December 31, 2021. Preliminary (Unaudited).
- Financial Performance: 2nd Quarter Profit and Loss. October 2021 through December 2021. Preliminary (unaudited).
- Year to Date Financial Variance: The Approved Budget for fiscal 2021-2022 presented as of December 2021 reflected \$6.9 million in revenue and year to date recognized \$7.2 million. Total budgeted expenses as of December 2021 reflected \$6.6 million and year to date spending was \$6.1 million. Overall, on target for projections in revenues and expenses.

IV. Development

- Aimee LoMonaco announced the National Charter Schools Conference for this year will be held June 19-22 at the Walter E Washington Convention Center in Washington D.C.
- Maria Cintron and David Edwards will help Mrs. LoMonaco to connect and reach out to One Step at a Time Consulting to reinvigorate their sessions.

V. Facility

- **Update on the construction of the high school on Sound Avenue (Northville Schoolhouse).**
 - The Board President, the Superintendent and the Director of Finance and Operations had designed a work session to compile documentation requirements of the new building.
 - The new building will have innovative spaces, movable furniture and comfortable classrooms. The building will have RCS logo colors.
 - The Planning Board approved our site plan.
 - The Director of Finance and Operations is working with the architects on getting documents together on request for bids.
 - The Board of Trustees will work with all stakeholders on the school name.

VI. Governance

VII. Other Business



Riverhead Charter School
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www.riverheadcharterschool.org

Board of Trustees

Aimee LoMonaco, Board President
David Edwards, Vice President
Maria Cintron, Treasurer
Natasha Jeffries, Secretary
Zenobia Hartfield, Trustee
Harry Histand, Trustee

<u>Superintendent Operations</u> Raymond Ankrum	<u>Principal K-5</u> Dermoth Mattison	<u>Principal 6-10</u> Dr. Patrick McKinney	<u>Director of Finance and</u> Nicola Graham
---	---	--	--

VIII. Closing Items

A. Enter Executive Session

N/A

B. Exit Executive Session

N/A

C. Adjourn Meeting

Harry Histand made a motion to adjourn the meeting at February 17, 2022.

David Edwards seconded the motion.

The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:28 PM.

Respectfully Submitted,

Diana M. Salcedo Gomez.

APPROVED
3/17/2022



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Superintendent
Operations
Raymond Ankrum

Principal K-5
Dermoth Mattison

Principal 6-10
Dr. Patrick McKinney

Director of Finance and
Nicola Graham

Riverhead Charter School Board of Trustees

Minutes

Board Meeting

Date and Time

Thursday, March 17, 2022 at 6:30pm

RCS Mission Statement

Our mission is to inspire today's learners to become tomorrow's leaders by setting high academic standards, promoting solution-oriented thinking and embracing the cultural diversity of our community.

Trustees Present

Harry Histand, David Edwards (Remote), Maria Cintron (Remote), Zenobia Hartfield (Remote), Natasha Jeffries (Remote).

Guest Present

Raymond Ankrum (Remote), Nicola Graham, Dr. Patrick McKinney (Remote), Nick Timpone (Remote), Dermoth Mattison (Remote).

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

David Edwards called a meeting of the Board of Trustees of Riverhead Charter School to order on March 17, 2022 at 6:54 p.m. The Riverhead Charter School Board of Trustees meeting began with the pledge of allegiance.

C. Approve Minutes

Harry Histand made the motion.

Maria Cintron made the second motion.

The board **VOTED** unanimously to approve the Minutes motion of February 17, 2022.



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Operations

Raymond Ankrum

Principal K-5

Dermoth Mattison

Principal 6-10

Dr. Patrick McKinney

Director of Finance and

Nicola Graham

D. Public Comment

II. Academic Excellence

A. Superintendent, Mr. Raymond Ankrum

• **Presented a March's report:**

- Riverhead Charter School had its first dress rehearsal in ELA.
- The Elementary School Principal, Mr. Mattison, informed about the Progress of Elementary School in the ELA rehearsal.
It is very impressive to see on the third grade in particular, because they were studying remotely during 2 years. They did an amazing job in their last assessment.
- The High School Principal, Mr. McKinney, communicated the progress of the High School, where they are using different strategies, assessments and the platform Iready to improve the student's skills.
- The Director of Academics, Mr. Timpone, explained how the scores are projected on the NYS ELA.
Mr. Timpone also informed how impressive the students are doing even during the pandemic time, where the students learning was interrupted. He also informed about the great progression from 3rd to 8th grades when increasing scores.
Finally, Mr. Timpone talked about the strong ENL and RTI team the school has now.
- Regard to the Principal open position, the school have a robust set of applicants that are both internal and external. Everyone will go through the process and the best candidate for the job will be selected.
- Teacher recruitment strategy: appeal to more folks with Charter School experience but commute to the city. (Our recruitment strategy remains the same).
We may need to do other things to ensure the candidate pool is representative of all of our students.
- The union doesn't endorse the Covid-19 Vaccination Policy but will not obstruct its implementation.
- As of early March, the state adjusted the mask mandate in school. Mask are currently optional and up to each school's discretion.



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---	---	--	--

- We have solid and firm commitment from both Suffolk Community College and Syracuse University to offer advanced college classes to our students in the fall 2022.
- Regards to the pandemic, The Riverhead Charter School have taken an action by implementing:
 - Consist, effective, test prep.
 - Reintroduction of the SGI, ENL, and resource room departments.
 - Consistent Instructional coaching from DCI'S.
 - Consistent grade level data meeting and academic department data meetings.

III. Finance

A. Director of Finance and Operation Report, Ms. Nicola Graham

- Presented Financial & Operation Dashboards.
- All cash accounts are healthy.
- Enrollment update reflected a student count of 733.
- Explained:
 - Enrollment 2021-2022 and Projected Enrollment for 2022-2023 FY
 - 2020-2021 Returning Enrollment for 21-22 FY
 - Lottery accepted Enrollment for 21-22 FY
 - Budgeted Enrollment for 21-22
 - Current Enrollment for 21-22
 - Projected Average class size 21-22
 - Current students: 733
 - Not returning Total: 11
 - Returning students for 22-23: 722.
- Discussed Cash Disbursements for February 2022 in detail.
- Informed about the Compliance calendar:
 - Annual Financial Compliance Report with Riverhead IDA Economic Development Corp.
 - Served 15 days of breakfast & lunch in February (Winter Break 2/21-2/25).
 - Intent to return update.
 - 98% of students returning
 - Lottery ceremony will be on April 12, 2022.



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Superintendent
Operations

Raymond Ankrum

Principal K-5

Dermoth Mattison

Principal 6-10

Dr. Patrick McKinney

Director of Finance and

Nicola Graham

IV. Development

V. Facility

• Resolution:

The board approved the request for competitive building for renovating Northville Schoolhouse.

Harry Histan made the motion.

Maria Cintron seconded the motion.

The board **VOTED** unanimously approved.

VI. Governance

VII. Other Business

VIII. Closing Items

A. Enter Executive Session

N/A

B. Exit Executive Session

N/A

C. Adjourn Meeting



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--	--	---	---

Harry Histand made a motion to adjourn the meeting at March 17, 2022.

Zenobia Hartfield seconded the motion.

The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:40 PM.

Respectfully Submitted,

Diana M. Salcedo Gomez.

APPROVED
5/25/2022



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**Superintendent
Operations**

Raymond Ankrum

Principal K-5

Dermoth Mattison

Principal 6-10

Dr. Patrick McKinney

Director of Finance and

Nicola Graham

Riverhead Charter School Board of Trustees

Minutes

Board Meeting

Date and Time

Thursday, April 14, 2022 at 6:30pm

RCS Mission Statement

Our mission is to inspire today's learners to become tomorrow's leaders by setting high academic standards, promoting solution-oriented thinking and embracing the cultural diversity of our community.

Trustees Present

Aimee LoMonaco (Remote), David Edwards (Remote), Maria Cintron (Remote), Zenobia Hartfield (Remote), Natasha Jeffries (Remote).

Guest Present

Raymond Ankrum, Nicola Graham (Remote), Dr. Patrick McKinney (Remote), Nick Timpone (Remote), Dermoth Mattison (Remote).

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

Aimee LoMonaco called a meeting of the Board of Trustees of Riverhead Charter School to order on April 14, 2022 at 6:36 p.m. The Riverhead Charter School Board of Trustees meeting began with the pledge of allegiance.

C. Approve Minutes

David Edwards made the motion.

Maria Cintron made the second motion.

The board **VOTED** unanimously to approve the Minutes motion of March 17, 2022.



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---	---	--	--

D. Public Comment

II. Academic Excellence

A. Superintendent, Mr. Raymond Ankrum

• Presented a March's report:

- Riverhead Charter School had its first dress rehearsal in ELA.
- The Elementary School Principal, Mr. Mattison, informed about the Progress of Elementary School in the ELA rehearsal.
It is very impressive to see on the third grade in particular, because they were studying remotely during 2 years. They did an amazing job in their last assessment.
- The High School Principal, Mr. McKinney, communicated the progress of the High School, where they are using different strategies, assessments and the platform Iready to improve the student's skills.
- The Director of Academics, Mr. Timpone, explained how the scores are projected on the NYS ELA.
Mr. Timpone also informed how impressive the students are doing even during the pandemic time, where the students learning was interrupted. He also informed about the great progression from 3rd to 8th grades when increasing scores.
Finally, Mr. Timpone talked about the strong ENL and RTI team the school has now.
- Regard to the Principal open position, the school have a robust set of applicants that are both internal and external. Everyone will go through the process and the best candidate for the job will be selected.
- Teacher recruitment strategy: appeal to more folks with Charter School experience but commute to the city. (Our recruitment strategy remains the same).
We may need to do other things to ensure the candidate pool is representative of all of our students.
- The union doesn't endorse the Covid-19 Vaccination Policy but will not obstruct its implementation.
- As of early March, the state adjusted the mask mandate in school. Mask are currently optional and up to each school's discretion.
- We have solid and firm commitment from both Suffolk Community College and Syracuse University to offer advanced college classes to our students in the fall 2022.
- Regards to the pandemic, The Riverhead Charter School have taken an action by implementing:



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Raymond Ankrum

Principal K-5
Dermoth Mattison

Principal 6-10
Dr. Patrick McKinney

**Director of Finance and
Operations**
Nicola Graham

- Consist, effective, test prep.
- Reintroduction of the SGI, ENL, and resource room departments.
- Consistent Instructional coaching from DCI'S.
- Consistent grade level data meeting and academic department data meetings.

III. Finance

A. Director of Finance and Operation Report, Ms. Nicola Graham

- Presented Financial & Operation Dashboards.
- All cash accounts are healthy.
- Enrollment update reflected a student count of 733.
- Explained:
 - Enrollment 2021-2022 and Projected Enrollment for 2022-2023 FY
 - 2020-2021 Returning Enrollment for 21-22 FY
 - Lottery accepted Enrollment for 21-22 FY
 - Budgeted Enrollment for 21-22
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 - Current students: 733
 - Not returning Total: 11
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- Discussed Cash Disbursements for February 2022 in detail.
- Informed about the Compliance calendar:
 - Annual Financial Compliance Report with Riverhead IDA Economic Development Corp.
 - Served 15 days of breakfast & lunch in February (Winter Break 2/21-2/25).
 - Intent to return update.
 - 98% of students returning
 - Lottery ceremony will be on April 12, 2022.

IV. Development



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--	--	---	---

V. Facility

- Resolution:

The board approved the request for competitive building for renovating Northville Schoolhouse.

Harry Histand made the motion.

Maria Cintron seconded the motion.

The board **VOTED** unanimously approved.

VI. Governance

VII. Other Business

VIII. Closing Items

A. Enter Executive Session

N/A

B. Exit Executive Session

N/A

C. Adjourn Meeting

Maria Cintron made a motion to adjourn the meeting at April 14, 2022.

David Edwards seconded the motion.

The board **VOTED** unanimously to approve the motion.



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Harry Histan, Trustee

**Superintendent
Operations**

Raymond Ankrum

Principal K-5

Dermoth Mattison

Principal 6-10

Dr. Patrick McKinney

Director of Finance and

Nicola Graham

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:28 PM.

Respectfully Submitted,

Diana M. Salcedo Gomez.



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Dermoth Mattison

Principal 6-10

Dr. Patrick McKinney

Director of Finance and

Nicola Graham

Riverhead Charter School Board of Trustees

Minutes

Board Meeting

Date and Time

Wednesday, May 25, 2022 at 6:30pm

RCS Mission Statement

Our mission is to inspire today's learners to become tomorrow's leaders by setting high academic standards, promoting solution-oriented thinking and embracing the cultural diversity of our community.

Trustees Present

Aimee LoMonaco (Remote), David Edwards (Remote), Maria Cintron (Remote), Harry Histan.

Guest Present

Raymond Ankrum (Remote), Nicola Graham, Dr. Patrick McKinney (Remote), Dermoth Mattison (Remote).

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

Aimee LoMonaco called a meeting of the Board of Trustees of Riverhead Charter School to order on May 25, 2022 at 6:40 p.m. The Riverhead Charter School Board of Trustees meeting began with the pledge of allegiance.

C. Approve Minutes

Maria Cintron made the motion.

David Edwards made the second motion.

The board **VOTED** unanimously to approve the Minutes motion of April 14, 2022.



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--	--	---	--

D. Public Comment

II. Academic Excellence

A. Superintendent, Mr. Raymond Ankrum

- **Presented an April's report:**
 - Trustees and guest presented made a minute of silence for the students and families impacted at Robb Elementary School in Uvalde, Texas.
 - Mr. Ankrum attended an advocacy day in Washington, DC in order to "advocate for stand up for Charter Schools".
 - Mr. Ankrum is working with the National Parents Union to bring in programming to help parents advocate better for policies.
 - The Superintendent talked about find a 3rd intentional way to raise money to offset what may or may not happen on the federal days.
 - The school will be engaging in philanthropic development, a more robust fundraising plan and initiative, as well as annual giving days.
 - We will be posting for a Development Director.
 - The school needs a Social Media Coordinator to help us to increase our visibility in the community. That will help to increase sponsorship opportunities while creating more volunteer opportunities for companies to partner with the school.
 - Mr. Ankrum talked about The Annual National Charter School conference. It will be held in D.C.
 - The Superintendent communicated some strategies to have a stabilized Board.
 - ✓ Set up sessions to begin working collaboratively on a strategic plan that captures the Board's vision for the next five years.
 - ✓ Set up a new year of training initiatives to move us in the right direction.
 - Congratulations to The Riverhead Charter School for receiving its second consecutive five-year renewal. The highest distinction set by NY State Board of Regents.



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--	--	---	---

III. Finance

A. Director of Finance and Operation Report, Ms. Nicola Graham

- Presented Financial & Operation Dashboards.
 - All cash accounts are healthy.
 - Enrollment update reflected a student count of 732.
 - Discussed Cash Disbursements for April 2022 in detail.
 - Informed about the compliance calendar:
 - ✓ Submitted Quarterly Financial Statement as required for continuing Disclosure Reports with Bond Trustee due 5/15.
 - Presented Fiscal Year 2022-23 Proposed Annual Budget
 - ✓ **Informed Current year Budget vs actual performance with E/O/Y projections (Revenues):**
 - ❖ Discussed 3rd Qtr Actual and Year to Date (July – March) Actual. Total FY YTD Actual Income: \$10,600,786
 - ❖ Full year FY Projection for 6/30.
 - ❖ Informed 2021-2022 Approved Budget. TOTAL income: \$14,840,096.
 - ❖ Year to Date Variance is 97% favorable.
 - ✓ **Current year actual performance with E/O/Y projections (Expenses):**
 - ❖ Presented 3rd Qtr Actual and Year to Date (July-March) Actual. Total FY YTD Expenses: \$9,603,407
 - ❖ Discussed Remaining months' projections. Total FY projections for 6/30
 - ❖ Informed 2021-2022 Approved Budget. Total Income: \$14,326,531.
 - ❖ Year to Date Variance is 93% favorable.
 - ✓ Presented Projected Enrollment 2022-23 FY.
 - ❖ Proposed Student Enrollment Budget: 825
 - ✓ Budget Presentation for Fiscal Year 2022/2023:
 - Total revenue: 16,646,240.
 - Total expenses: 15,773,643.
 - Revenues Less Expenses (Net Profit): 872,597.



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--	--	---	---

- First Motion:

The Board approved the motion to accept 2022-23 Proposed Annual Budget.

David Edwards made the motion.

Maria Cintron seconded the motion.

The board **VOTED** unanimously approved the motion.

IV. Development

V. Facility

- Mrs. LoMonaco update about Sound Avenue building.
 - ✓ Every Tuesday there are meeting's update on the status of the project.
 - ✓ The actual design was shared to the Board and the school thru Dojo. It is sensitive to the historic building, but it is also modern, Mrs. LoMonaco expressed.
- Dr. McKinney shared a student's feedback about the new building. "They are super excited" expressed the high school students.

VI. Governance

- The board will discuss the Vaccination Policy the next Board Meeting before to accept a motion.

VII. Other Business



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--	--	---	--

VIII. Closing Items

A. Enter Executive Session

N/A

B. Exit Executive Session

N/A

C. Adjourn Meeting

Harry Histan made a motion to adjourn the meeting at May 25, 2022.

Maria Cintron seconded the motion.

The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:34 PM.

Respectfully Submitted,

Diana M. Salcedo Gomez.

APPROVED
7/27/2022



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Director of Finance and
Nicola Graham

Riverhead Charter School Board of Trustees

Minutes

Board Meeting

Date and Time

Wednesday, June 15, 2022 at 6:30pm

RCS Mission Statement

Our mission is to inspire today's learners to become tomorrow's leaders by setting high academic standards, promoting solution-oriented thinking and embracing the cultural diversity of our community.

Trustees Present

Aimee LoMonaco (Remote), David Edwards (Remote), Maria Cintron (Remote), Harry Histand, Zenobia Hartfield (Remote), Natasha Jeffries (Remote).

Guest Present

Raymond Ankrum (Remote), Nicola Graham, Dr. Patrick McKinney (Remote), Nick Timpone (Remote), Samantha Camillery (Remote), Taylor Henninger (Remote), Katherine Gang (Remote).

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

Aimee LoMonaco called a meeting of the Board of Trustees of Riverhead Charter School to order on June 15, 2022 at 6:35 p.m. The Riverhead Charter School Board of Trustees meeting began with the pledge of allegiance.

C. Approve Minutes

Maria Cintron made the motion.

David Edwards made the second motion.

The board **VOTED** unanimously to approve the Minutes motion of May 25, 2022.



Riverhead Charter School
3685 Middle Country Road
Calverton, NY 11933
Phone (631) 369-5800
Elementary Fax (631) 369-6687
Middle School Fax (631) 727-7191
Administration Bldg. Fax (631) 727-7193
www.riverheadcharterschool.org

Board of Trustees

Aimee LoMonaco, Board President
David Edwards, Vice President
Maria Cintron, Treasurer
Natasha Jeffries, Secretary
Zenobia Hartfield, Trustee
Harry Histan, Trustee

<u>Superintendent Operations</u> Raymond Ankrum	<u>Principal K-5</u> Dermoth Mattison	<u>Principal 6-10</u> Dr. Patrick McKinney	<u>Director of Finance and</u> Nicola Graham
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D. Public Comment

II. Academic Excellence

A. Superintendent, Mr. Raymond Ankrum

• **Presented May's report:**

- Mr. Ankrum presented the new RCS Sr. Leadership Team. Ms. Camillery and Mrs. Henninger will be the new Elementary Co-principal. Mrs. Williams will be the new Director of special Education K-12. Mrs. Gang will be the new Middle School Principal. Dr. McKinney will continue as a High School Principal. Mr. Timpone will continue being the Director of Academics K-11. Ms. Graham will be the Chief Financial Officer.
- Mr. Ankrum announced the date of Kindergarten graduation and step up ceremony of 5th grade.
- Mr. Ankrum talked about The Annual National Charter School conference. It will be held in D.C.

III. Finance

A. Director of Finance and Operation Report, Ms. Nicola Graham

- Presented Finance & Operation Dashboards.
 - All cash accounts are healthy.
 - Discussed Cash Disbursements for May 2022 in detail.
 - Informed about the compliance calendar:
 - ✓ Served 20 days of Breakfast & Lunch in May.
 - ✓ Issued 6th installation of District Tuition Billing for May/June.
 - ✓ Enrollment target: 850 max and 730 current enrollment.
- The building renovation for Sound Avenue was in the amount of \$2,671,601,00.
- The proposed change order 001 for building renovation at Sound Avenue is \$7,170,50 which is less than the credit for performance bond \$32,983.00.



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Raymond Ankrum

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Dr. Patrick McKinney

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Nicola Graham

IV. Development

V. Facility

- Mrs. LoMonaco update about Sound Avenue building. They have weekly meeting's update on the status of the project.

First Motion:

The Board approved the motion to accept Park East Contract change order 001 in the amount of \$7,170.50.

Zenobia Harfield made the motion.

Maria Cintron seconded the motion.

The board **VOTED** unanimously approved the motion.

VI. Governance

VII. Other Business



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Operations**
Raymond Ankrum

Principal K-5
Dermoth Mattison

Principal 6-10
Dr. Patrick McKinney

Director of Finance and
Nicola Graham

VIII. Closing Items

A. Enter Executive Session
N/A

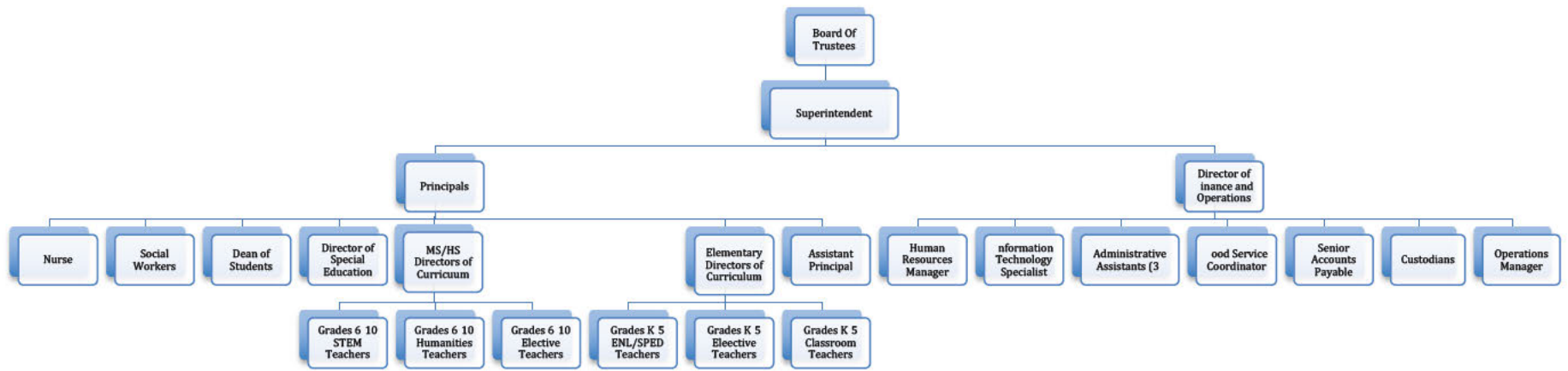
B. Exit Executive Session
N/A

C. Adjourn Meeting
Harry Hstand made a motion to adjourn the meeting of June 15, 2022.
David Edwards seconded the motion.
The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:14 PM.

Respectfully Submitted,

Diana M. Salcedo Gomez.



Riverhead Charter SCHOOL YEAR CALENDAR 2021-2022

August				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
{30}	{31}			

SEPTEMBER				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

OCTOBER				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

NOVEMBER				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

DECEMBER				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

JANUARY				
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

FEBRUARY				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28				

MARCH				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

APRIL				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

MAY				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

JUNE				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

DATES TO REMEMBER		
August	30-31	Superintendent's Conference Day
September	1	First Day for All Students
September	6	Labor Day
September	7-8	Rosh Hashanah
September	16	Yom Kippur
October	11	Columbus Day
November	11	Veterans' Day
November	25-26	Thanksgiving Recess
Dec. 24 - Dec. 31		Winter Recess
January	17	Martin Luther King's Birthday
February	21-25	Mid Winter Recess
April	15-22	Spring Recess
May	30	Memorial Day
June	20	Juneteenth Observed
June	24	Last Day of Student Attendance and School

	staff begins PD
	Parent conf 1/2 day
	Professional Development 1/2 day
	1/2 day
	Superintendent's Conference Day

* 185	Instructional Days
* 2	Supt. Conf. Day (8/30 8/31)
187	Total Days

- * If 0 snow days used NO School on 5/27 and 4/14
- * If 1 snow day used NO School on 5/27
- * If 2 snow days used calendar unchanged
- * If 3 snow days used School in Session for Students on 4/22

**TOWN OF RIVERHEAD
OFFICE OF THE FIRE MARSHAL**
201 Howell Avenue, Riverhead, New York 11901
631-727-3200 x 601

ANNUAL CERTIFICATION of INSPECTION and TESTING
(Pursuant to Section 231-13C Town of Riverhead Code)
FIRE ALARM SYSTEM

CAUTION: Notify all occupants and any agencies who might respond before testing system.
Failure to do so may result in legal action against the inspector.

PLEASE PRINT ALL INFORMATION

Name of Premises/**B**usiness: Riverhead Charter School (Middle School)
Address of Premises: 3685 Middle Country Rd. Calverton, NY 11933
Fire District: Riverhead Name of Owner or Agent present: Lilla Debowski

Is Occupancy **HAZARD CLASSIFICATION** same as previous test?: Yes
Type of System: Manual/Automatic Does System report to Central Station: Yes
(Manual, Automatic, Voice Evacuation, etc.)
Name of Central Station: Rapid Response Phone: [REDACTED] UL Listed? Yes

List all deficiencies noted: None

Were **all** deficiencies noted above corrected? N/A If not, why: _____

Name of Inspecting Firm: Star Fire Protection
Address of Inspecting Firm: 224-50 Braddock Ave Queens Village, NY 11428
NYS Alarm License Number: 12000266749 Expiration Date: 11/17/22
Phone Number of Inspecting Firm: 718-217-1900 Date of Inspection: _____

CERTIFICATION: I, an employee of the Inspecting Firm listed above, do hereby certify that the Alarm System described above was inspected in accordance with the applicable portions of **NFPA 72 (2016 version)**. This Certification does not imply that items requiring daily, weekly, monthly or quarterly inspection or testing were performed at the specified intervals, but does imply that all such items were inspected or tested and appear to function as noted in this certification at the time of inspection. I certify that this inspection has been properly conducted and all of the above statements are true and correct to the best of my knowledge.

Prasen Paulose  07/29/22
PRINT name of Inspector SIGNATURE of Inspector Date

File Form with original signature to the Fire Marshal Office at above address.
ANY FALSE STATEMENT MADE HEREIN IS PUNISHABLE AS A MISDEMEANOR

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OFFICE OF THE FIRE MARSHAL**
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PLEASE PRINT ALL INFORMATION

Name of Premises/**Business**: Riverhead Charter School (Administration Building)
Address of Premises: 3685 Middle Country Rd Calverton, NY 11933
Fire District: Riverhead Name of Owner or Agent present: Lilla Debowski

Is Occupancy **HAZARD CLASSIFICATION** same as previous test?: Yes
Type of System: Manual/Automatic Does System report to Central Station: Yes
(Manual, Automatic, Voice Evacuation, etc.)
Name of Central Station: Rapid Response Phone: [REDACTED] UL Listed? Yes

List all deficiencies noted: None

Were **all** deficiencies noted above corrected? N/A If not, why: _____

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Presen Panlose
PRINT name of Inspector


SIGNATURE of Inspector

07/29/22
Date

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FIRE ALARM SYSTEM

CAUTION: Notify all occupants and any agencies who might respond before testing system.
Failure to do so may result in legal action against the inspector.

PLEASE PRINT ALL INFORMATION

Name of Premises/**Business**: Riverhead Charter School (Elementary School)
Address of Premises: 3685 Middle Country Rd. Calverton, NY 11933
Fire District: Riverhead Name of Owner or Agent present: Lilla Debowski

Is Occupancy **HAZARD CLASSIFICATION** same as previous test?: Yes

Type of System: Manual/Automatic Does System report to Central Station: Yes
(Manual, Automatic, Voice Evacuation, etc.)

Name of Central Station: Rapid Response Phone: [REDACTED] UL Listed? Yes

List all deficiencies noted: None

Were **all** deficiencies noted above corrected? N/A If not, why: _____

Name of Inspecting Firm: Star Fire Protection

Address of Inspecting Firm: 222-40 Braddock Ave Queens Village, NY 11428

NYS Alarm License Number: 12000266749 Expiration Date: 11/17/22

Phone Number of Inspecting Firm: 718-217-1900 Date of Inspection: _____

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Presen Pawlase  07/29/22
PRINT name of Inspector SIGNATURE of Inspector Date

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**BUILDING DEPARTMENT
TOWN OF RIVERHEAD
Suffolk, New York**

Application # 2476
Permit # 18-0025
Owner: Riverhead Charter School
Location: 3685 Middle Country Rd, Calverton, NY
SCTM # 600-99.-2-9.1

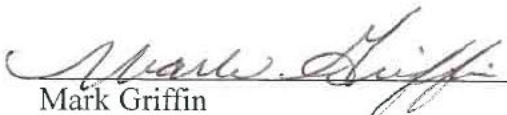
CERTIFICATE OF COMPLIANCE

No: 002728

Date:08/30/2018

THIS CERTIFIES that the building(s) located at the premises above, conforms substantially to the approved plans and specifications heretofore filed in this office with Building - Zoning Permit No. 18-0025 , dated 01/12/2018, and conforms to all of the applicable provisions of the law. The work for which this is issued is:

Com-Alteration installation of a Orion LULA elevator in school building


Mark Griffin
Building Inspector



**BUILDING DEPARTMENT
TOWN OF RIVERHEAD
Suffolk, New York**

Application # 2088
Permit # 17-1044
Owner: Riverhead Charter School
Location: 3685 Middle Country Rd, Calverton, NY
SCTM 600-99.-2-9.1

CERTIFICATE OF OCCUPANCY

No: 027499

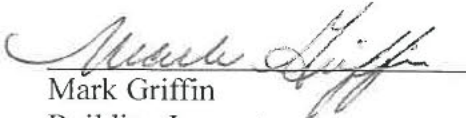
Date:08/30/2018

THIS CERTIFIES that the building(s) located at the premises above, conforms substantially to the approved plans and specifications heretofore filed in this office with Building - Zoning Permit No. 17-1044 , dated 11/21/2017, and conforms to all of the applicable provisions of the law. The occupancy for which this is issued is:

Com-Alteration renovation of administration building for the Charter School

Construction Type: *VB*

Occupancy Classification: *B*


Mark Griffin
Building Inspector



**BUILDING DEPARTMENT
TOWN OF RIVERHEAD
Suffolk, New York**

Application # 2089
Permit # 17-1046
Owner: Riverhead Charter School
Location: 3685 Middle Country Rd, Calverton, NY
SCTM 600-99.-2-9.1

CERTIFICATE OF OCCUPANCY

No: 027500

Date:08/30/2018

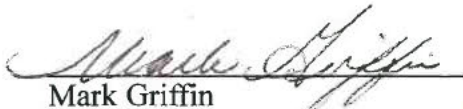
THIS CERTIFIES that the building(s) located at the premises above, conforms substantially to the approved plans and specifications heretofore filed in this office with Building - Zoning Permit No. 17-1046 , dated 11/21/2017, and conforms to all of the applicable provisions of the law. The occupancy for which this is issued is:

Riverhead Charter School- interior alterations including upgrades and exterior repairs

Com-Alteration

Construction Type: *VB*

Occupancy Classification: *E*



Mark Griffin
Building Inspector