Entry 1 School Information

Created: 06/17/2016
Last updated: 07/29/2016

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 authorizer are visible on your task page. While completing this task, please ensure that you select the correct authorizer or you may not be assigned the correct tasks.

Page 1

a. SCHOOL NAME AND BEDS#

(Select name from the drop down menu)

RIVERHEAD CS (REGENTS) 580602860032

b. CHARTER AUTHORIZER

(For technical reasons, please re-select authorizer name from the drop down menu).

Regents-Authorized Charter School

c. DISTRICT / CSD OF LOCATION

Riverhead

d1. SCHOOL INFORMATION

	PRIMARY ADDRESS	PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS
	3685 Middle Country Road Calverton, NY 11933	631-369-5800	631-369-6687	rankrum@rcsli.org

d2. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES

Contact Name	Raymond Ankrum

Title	Executive Director/Principal
Emergency Phone Number (###-###-####)	[redacted]

e. SCHOOL WEB ADDRESS (URL)

http://www.riverheadcharterschool.org

f. DATE OF INITIAL CHARTER

01/2001

g. DATE FIRST OPENED FOR INSTRUCTION

09/2001

h1. APPROVED SCHOOL MISSION (Regents, NYCDOE, and Buffalo BOE authorized schools only)

MISSION STATEMENT

Our mission is to embrace the cultural diversity of our community and foster the attainment of each student's full potential with the purpose of providing life-long skills for success. We set high academic standards of achievement, emphasize personal excellence and character development for out students.

h2. KEY DESIGN ELEMENTS (Regents, NYCDOE, and Buffalo BOE authorized schools only)

KEY DESIGN ELEMENTS (Brief description)

Variable 1	Project Based Learning and Community Based Projects RCS students have regular opportunities to engage with the surrounding communities. They enjoy trips to local parks, museums, and historical sites. The students partner with different organizations to explore, learn and collaborate on projects. The school will continue to partner Cornell Cooperative, Long Island University and Project Fit America.

Variable 2	Culture and Charter Education RCS maintains a diverse population, drawing from over a dozen school districts, reflecting the population of Eastern Long Island. Students receive classes in special areas such as special areas such as physical education, art, world language, music, and technology. Morning meetings allow students an opportunity to lead and govern themselves.
Variable 3	Differentiated and individualized instruction and co integrated classrooms RCS follows the guidelines of the New York State Common Core Standards. RCS has a longer school day and school year, offer full day kindergarten. Our instruction is driven based on data obtained throughout the school year.
Variable 4	Technology Integration Students use technology and multiple intelligence skills to complete final projects. Technology is incorporated into the classroom by use of document cameras, projectors, ipads, classroom computers and a MacBook for all teachers.
Variable 5	Continuous staff development Staff development is ongoing and based on the needs of the teachers and students.
Variable 6	Departmentalized Instruction beginning in grade 4 Teachers will focus on specific content and teacher all sections in that grade.
Variable 7	(No response)
Variable 8	(No response)
Variable 9	(No response)
Variable 10	(No response)

i. TOTAL ENROLLMENT ON JUNE 30, 2016

424

j. GRADES SERVED IN SCHOOL YEAR 2015-16

Check all that apply

Grades Served	K, 1, 2, 3, 4, 5, 6, 7, 8

k1. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION?

No

Page 2

l1. FACILITIES

Does the school maintain or operate multiple sites?

	No, just one site.

l2. SCHOOL SITES

Please list the sites where the school will operate for the upcoming school year.

	Physical Address	Phone Number	District/CSD	Grades Served at Site	School at Full Capacity at Site	Facilities Agreement
Site 1 (same as primary site)	3685 Middle Country Road Calverton, NY 11933	(631) 369-5800	RIVERHEAD CSD	K,1, 2, 3, 4,5, 6, 7, 8	No	Own
Site 2						
Site 3						

l2a. Please provide the contact information for Site 1.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Raymond Ankrum	[redacted]		[redacted]
Operational Leader	Nicola Graham	[redacted]		[redacted]
Compliance Contact	Fabiola Colas	[redacted]		[redacted]

Complaint Contact	Fabiola Colas	[redacted]		[redacted]

m1. Is the school or are the school sites co-located?

No

Page 3

n1. Were there any revisions to the school's charter during the 2015-16 school year? (Please include approved or pending material and non-material charter revisions).

No

o. Name and Position of Individual(s) Who Completed the 2015-16 Annual Report.

Raymond Ankrum, Executive Director/Principal

p. Our signatures 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. Check YES if you agree and then use the mouse on your PC or the stylist on your mobile device to sign your name).

Responses Selected:

Yes

Signature, Head of Charter School

.

Signature, President of the Board of Trustees

Date

(No response)

Thank you.

Entry 2 Link

Last updated: 06/17/2016

Page 1

1. NEW YORK STATE REPORT CARD

Provide a direct URL or web link to the most recent New York State School Report Card for the charter school (See https://reportcards.nysed.gov/).

(Charter schools completing year one will not yet have a School Report Card or link to one. Please type "URL is not available" in the space provided).

http://data.nysed.gov/profile.php?instid=800000036919

Entry 3 Progress

Created: 07/21/2016

Last updated: 07/29/2016

Page 1

PROGRESS TOWARD CHARTER GOALS

The following tables reflect formatting in the online portal required for Board of Regents-authorized charter schools and NYCDOE-authorized charter schools only. Schools should list Progress Toward Charter Goals by August 1, 2016. If the goals are based on student performance data that the school will not have access to before August 1, 2016 (e.g., the NYS Assessment results), explain this in the "2015-2016 Progress Toward Attainment of Goal" column. The information can be updated when available. Please complete and submit no later than November 1, 2016.

1. ACADEMIC STUDENT PERFORMANCE GOALS

2015-16 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Partially Met, or Not Met	If Not Met, Describe Efforts School Will Take
Academic Goal 1	75% of students enrolled in RCS for 3 or more years will perform at 75% proficient on the NY state Math and ELA exams.	State Data		
Academic Goal 2	RCS will out perform the local district assuming that students have been at RCS for 3 or more years respectfully.	State Data		
Academic Goal 3				
Academic Goal 4				

Academic Goal 5				
Academic Goal 6				
Academic Goal 7				
Academic Goal 8				

2. Do have more academic goals to add?

(No response)

2015-16 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Partially Met, or Not Met	If Not Met, Describe Efforts School Will Take
Academic Goal 9				
Academic Goal 10				
Academic Goal 11				
Academic Goal 12				
Academic Goal 13				
Academic Goal 14				
Academic Goal 15				
Academic Goal 16				

3. Do have more academic goals to add?

(No response)

2015-16 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Partially Met, or Not Met	If Not Met, Describe Efforts School Will Take
Academic Goal 17				
Academic Goal 18				

Academic Goal 19				
Academic Goal 20				
Academic Goal 21				
Academic Goal 22				
Academic Goal 23				
Academic Goal 24				
Academic Goal 25				
Academic Goal 26				
Academic Goal 27				
Academic Goal 28				
Academic Goal 29				
Academic Goal 30				

Page 2

4. ORGANIZATIONAL GOALS

2015-16 Progress Toward Attainment of Organizational Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met, Partially Met, or Not Met	If Not Met, Describe Efforts School Will Take
Org Goal 1	To reach our maximum enrollment of 280 students and to establish wait lists	maximum enrollment was reached and wait lists were established	Goal - met	
Org Goal 2	Increase the number of board members and expand board member skills.	variety of board member skills and areas of expertise	Goal - met	
Org Goal 3				
Org Goal 4				
Org Goal 5				

5. Do you have more organizational goals to add?

(No response)

2015-16 Progress Toward Attainment of Organizational Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met, Partially Met, or Not Met	If Not Met, Describe Efforts School Will Take
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				

6. FINANCIAL GOALS

2015-16 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met, Partially Met, or Not Met	If Not Met, Describe Efforts School Will Take
Financial Goal 1	to improve revenue receives management	school's financial position has strengthened - school has created strong liquidity ratios and cash reserve to ensure the school's sustainability.	goal - met... RCS improved its average days for collection from 27 to 20	
			goal - met.. RCS	

Financial Goal 2	to minimize debt	school's financial position has strengthened	improved its liquidity ratio from 1.78 to 3.55	
Financial Goal 3	to increase cash flow for operations	school's financial position has strengthened - using conservative financial management practices	goal - met.. RCS improved its days in cash reserves from 389 to 469	
Financial Goal 4				
Financial Goal 5				

Entry 4 Expenditures per Child

Created: 06/17/2016
Last updated: 07/29/2016

Page 1

Financial Information

This information is required of ALL charter schools. Provide the following measures of fiscal performance of the charter school in Appendix B (Total Expenditures and Administrative Expenditures Per Child):

1. Total Expenditures Per Child

To calculate **'Total Expenditures per Child'** take total expenditures (from the unaudited 2015-16 Schedule of Functional Expenses) and divide by the year end FTE student enrollment. (Integers Only. No dollar signs or commas).

Note: The information on the Schedule of Functional Expenses on pages 41–43 of the Audit Guide can help schools locate the amounts to use in the two per pupil calculations: http://www.p12.nysed.gov/psc/AuditGuide.html

Line 1: Total Expenditures	5650709
Line 2: Year End FTE student enrollment	412
Line 3: Divide Line 1 by Line 2	13715

2. Administrative Expenditures per Child

To calculate **'Administrative Expenditures per Child'** To calculate "Administrative Expenditures per Child" first *add* together the following:

1. Take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the unaudited 2015-16 Schedule of Functional Expenses)

2. Any contracted administrative/management fee paid to other organizations or corporations

3. Take the total from above and divide it by the year-end FTE enrollment. The relevant portion that

must be included in this calculation is defined as follows:

Administrative Expenditures: Administration and management of the charter school includes the activities and personnel of the offices of the chief school officer, the finance or business offices, school operations personnel, data management and reporting, human resources, technology, etc. It also includes those administrative and management services provided by other organizations or corporations on behalf of the charter school for which the charter school pays a fee or other compensation. Do not include the FTE of personnel whose role is to directly support the instructional program.

Notes:
The information on the Schedule of Functional Expenses on pages 41–43 of the Audit Guide can help schools locate the amounts to use in the two per pupil calculations: http://www.p12.nysed.gov/psc/AuditGuide.html.
Employee benefit costs or expenditures should not be reported in the above calculations.

Line 1: Relevant Personnel Services Cost (Row)	685890
Line 2: Management and General Cost (Column)	0
Line 3: Sum of Line 1 and Line 2	685890
Line 5: Divide Line 3 by the Year End FTE student enrollment	1665

Thank you.

Financial A

School Name:

Date:
Latest Audit Period (through June 30):

Audit Supplemental Data Request Form

for Regents-Authorized Charter Schools

Riverhead Charter School

July 29, 2016

2016

FILL IN GRAY CELLS

Riverhead Charter School

STATEMENTS OF FINANCIAL POSITION

FOR THE YEARS ENDED JUNE 30,

	2016	2015
ASSETS		
CURRENT ASSETS		
Cash and cash equivalents	$5,611,566	$6,712,110
Grants and contracts receivable	87,932	98,218
Accounts receivables	347,497	233,084
Inventory	-	-
Prepaid Expenses	-	13,492
Contributions and other receivables	-	-
Other	-	-
TOTAL CURRENT ASSETS	$6,046,995	$7,056,904
OTHER ASSETS		
Investments	$2,000,789	$59,463
Property, Plant and Equipment, Net	17,662,100	18,007,009
Restricted Cash	3,006,611	3,341,516
OTHER ASSETS	$22,669,500	$21,407,988
TOTAL ASSETS	$28,716,495	$28,464,892
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES		
Accounts payable and accrued expenses	$460,091	$714,491
Accrued payroll and benefits	408,846	676,574
Refundable Advances	-	-
Dreferred Revenue	-	-
Current maturities of long-term debt	-	-
Short Term Debt - Bonds, Notes Payable	-	-
Other - Interest Payable	140,359	612,336
TOTAL CURRENT LIABILITIES	$1,009,296	$2,003,401
LONG-TERM DEBT, net current maturities	$20,835,000	$21,105,000
TOTAL LIABILITIES	$21,844,296	$23,108,401
NET ASSETS		
Unrestricted	$6,872,199	$5,356,491
Temporarily restricted	-	-
TOTAL NET ASSETS	$6,872,199	$5,356,491
TOTAL LIABILITIES AND NET ASSETS	$28,716,495	$28,464,892
Check	-	-

FILL IN GRAY CELLS

Riverhead Charter School

STATEMENTS OF ACTIVITIES

FOR THE YEARS ENDED JUNE 30,

	2016			2015
	Unrestricted	Temporarily Restricted	Total	Total
REVENUE, GAINS AND OTHER SUPPORT				
State & Local Operating Revenue	$6,776,267	$-	$6,776,267	$5,854,060
Federal - Title and IDEA	84,675	-	84,675	98,218
Federal - Other	23,445	-	23,445	-
State and City Grants	-	-	-	-
Contributions and private grants	-	-	-	-
After school revenue	8,996	-	8,996	-
Other	-	-	-	-
Food Service/Child Nutrition Program	231,170	-	231,170	210,526
TOTAL REVENUE, GAINS AND OTHER SUPPORT	$7,124,553	$-	$7,124,553	$6,162,804
EXPENSES				
Program Services				
Regular Education	$4,634,374	$-	$4,634,374	$4,575,094
Special Education	142,823	-	142,823	167,238
Other Programs	10,377	-	10,377	-
Total Program Services	$4,787,574	$-	$4,787,574	$4,742,332
Supporting Services				
Management and general	$847,607	$-	$847,607	$816,337
Fundraising	15,528	-	15,528	27,423
TOTAL OPERATING EXPENSES	$5,650,709	$-	$5,650,709	$5,586,092
SURPLUS / (DEFICIT) FROM SCHOOL OPERATIONS	$1,473,844	$-	$1,473,844	$576,712
Contributions				
Foundations	$-	$-	$-	$-
Individuals	-	-	-	-
Corporations	-	-	-	-
Fundraising	33,500	-	33,500	88,338
Interest income	4,749	-	4,749	3,344
Miscellaneous income	3,615	-	3,615	16,160
Net assets released from restriction	-	-	-	-
TOTAL SUPPORT AND OTHER REVENUE	$41,864	$-	$41,864	$107,842
CHANGE IN NET ASSETS	$1,515,708	$-	$1,515,708	$684,554
NET ASSETS BEGINNING OF YEAR	$5,356,491	$-	$5,356,491	$4,671,937
PRIOR YEAR/PERIOD ADJUSTMENTS	-	-	-	-
NET ASSETS - END OF YEAR	$6,872,199	$-	$6,872,199	$5,356,491

New York State Education Department

Request for Proposals to Establish Charter Schools Authorized by the Board of Regents

2015-16 Budget & Cash Flow Template

General Instructions and Notes for New Application Budgets and Cash Flows Templates

1	Complete ALL SIX columns in BLUE
2	Enter information into the **GRAY** cells
3	Cells containing **RED** triangles in the upper right corner in columns B through G contain guidance on that particular item
4	Funding by School District information for all NYS School district is located on the State Aid website at https://stateaid.nysed.gov/charter/. Refer to this website for per-pupil tuition funding for all school districts. Rows may be inserted in the worksheet to accomodate additional districts if necessary.
5	The Assumptions column should be completed for all revenue and expense items unless the item is self-explanatory. Where applicable, please 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.

Riverhead Charter School

PROJECTED BUDGET FOR 2016-2017

July 1, 2016 to June 30, 2017

Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Total Revenue	7,211,368	220,000	-	-	-	7,431,368
Total Expenses	7,081,421	-	-	-	-	7,081,421
Net Income	129,947	220,000	-	-	-	349,947
Actual Student Enrollment	414	20				-
Total Paid Student Enrollment	-	-				-

Assumptions

DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable

		PROGRAM SERVICES			SUPPORT SERVICES			
		REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
REVENUE								
REVENUES FROM STATE SOURCES								
Per Pupil Revenue	**CY** Per Pupil Rate							
Riverhead CSD	*$16,426.00*	3,767,118	52,214	-	-	-	3,819,332	
William Floyd UFSD	*$14,519.00*	1,324,008	24,243	-	-	-	1,348,251	
Longwood CSD	*$14,730.00*	725,052	38,386	-	-	-	763,438	
South Country CSD	*$16,031.00*	299,478	47,298	-	-	-	346,776	
Other Districts	*$15,762.00*	409,812	57,859	-	-	-	467,671	
		6,525,468	**220,000**				**6,745,468**	
Special Education Revenue		-	-	-	-	-	-	
Grants								
Stimulus		-	-	-	-	-	-	
Other		-	-	-	-	-	-	
Other State Revenue		-	-	-	-	-	-	
TOTAL REVENUE FROM STATE SOURCES		**6,525,468**	**220,000**				**6,745,468**	
REVENUE FROM FEDERAL FUNDING								
IDEA Special Needs		-	-	-	-	-	-	assume no grant
Title I		89,000	-	-	-	-	89,000	budgeted flat to this year
Title Funding - Other		10,000	-	-	-	-	10,000	Title 1A, budgeted flat to this year
School Food Service (Free Lunch)		-	-	-	-	-	-	assume no grant
Grants								
Charter School Program (CSP) Planning & Implementation		-	-	-	-	-	-	
Other		-	-	-	-	-	-	
Other Federal Revenue		20,000	-	-	-	-	20,000	REAP grant
TOTAL REVENUE FROM FEDERAL SOURCES		**119,000**					**119,000**	
LOCAL and OTHER REVENUE								
Contributions and Donations, Fundraising		30,000	-	-	-	-	30,000	
Erate Reimbursement		6,000	-	-	-	-	6,000	
Interest Income, Earnings on Investments,		5,000	-	-	-	-	5,000	
NYC-DYCD (Department of Youth and Community Developmt.)		-	-	-	-	-	-	
Food Service (Income from meals)		260,000	-	-	-	-	260,000	
Text Book		-	-	-	-	-	-	
Other Local Revenue		265,900	-	-	-	-	265,900	
TOTAL REVENUE FROM LOCAL and OTHER SOURCES		**566,900**					**566,900**	
TOTAL REVENUE		**7,211,368**	**220,000**				**7,431,368**	
								List exact titles and staff FTE"s (Full time eqiuilivalent)
EXPENSES								
ADMINISTRATIVE STAFF PERSONNEL COSTS	No. of Positions							
Executive Management	1.00	165,000	-	-	-	-	165,000	Executive Director/ Principal
Instructional Management	-	-	-	-	-	-	-	
Deans, Directors & Coordinators	5.00	310,750	-	-	-	-	310,750	Coordinator
CFO / Director of Finance	1.00	85,000	-	-	-	-	85,000	Director of Finance
Operation / Business Manager	1.00	46,750	-	-	-	-	46,750	Operations Manager
Administrative Staff	3.00	131,250	-	-	-	-	131,250	2 Administrative Assistant and HR/ Personnel Manager
TOTAL ADMINISTRATIVE STAFF	**11**	**738,750**					**738,750**	
INSTRUCTIONAL PERSONNEL COSTS								
Teachers - Regular	28.00	1,305,612	-	-	-	-	1,305,612	
Teachers - SPED	2.00	89,086	-	-	-	-	89,086	
Substitute Teachers	2.00	46,250	-	-	-	-	46,250	
Teaching Assistants	-	-	-	-	-	-	-	
Specialty Teachers	10.00	491,083	-	-	-	-	491,083	Math, Science, Social studies, World Language, Art, Music, Theatre, Gym

Riverhead Charter School

PROJECTED BUDGET FOR 2016-2017

July 1, 2016 to June 30, 2017

Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Total Revenue	7,211,368	220,000	-	-	-	7,431,368
Total Expenses	7,081,421	-	-	-	-	7,081,421
Net Income	129,947	220,000	-	-	-	349,947
Actual Student Enrollment	414	20				-
Total Paid Student Enrollment	-	-				-

Assumptions

DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable

		PROGRAM SERVICES			SUPPORT SERVICES			
		REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
Aides	1.00	23,125	-	-	-	-	23,125	
Therapists & Counselors	1.00	50,075	-	-	-	-	50,075	Social Worker
Other	1.00	28,120	-	-	-	-	28,120	
TOTAL INSTRUCTIONAL	**45**	**2,033,351**					**2,033,351**	
NON-INSTRUCTIONAL PERSONNEL COSTS								
Nurse	-	-	-	-	-	-	-	
Librarian	-	-	-	-	-	-	-	
Custodian	1.00	35,200	-	-	-	-	35,200	
Security	-	-	-	-	-	-	-	
Other	-	-	-	-	-	-	-	
TOTAL NON-INSTRUCTIONAL	**1**	**35,200**					**35,200**	
SUBTOTAL PERSONNEL SERVICE COSTS	**57**	**2,807,301**					**2,807,301**	
PAYROLL TAXES AND BENEFITS								
Payroll Taxes		280,519	-	-	-	-	280,519	
Fringe / Employee Benefits		358,233	-	-	-	-	358,233	
Retirement / Pension		458,440	-	-	-	-	458,440	
TOTAL PAYROLL TAXES AND BENEFITS		**1,097,192**					**1,097,192**	
TOTAL PERSONNEL SERVICE COSTS		**3,904,493**					**3,904,493**	
CONTRACTED SERVICES								
Accounting / Audit		64,000	-	-	-	-	64,000	
Legal		82,000	-	-	-	-	82,000	
Management Company Fee		-	-	-	-	-	-	
Nurse Services		-	-	-	-	-	-	
Food Service / School Lunch		238,008	-	-	-	-	238,008	
Payroll Services		-	-	-	-	-	-	
Special Ed Services		-	-	-	-	-	-	
Titlement Services (i.e. Title I)		-	-	-	-	-	-	
Other Purchased / Professional / Consulting		77,456	-	-	-	-	77,456	
TOTAL CONTRACTED SERVICES		**461,464**					**461,464**	
SCHOOL OPERATIONS								
Board Expenses		15,500	-	-	-	-	15,500	
Classroom / Teaching Supplies & Materials		32,450	-	-	-	-	32,450	
Special Ed Supplies & Materials		-	-	-	-	-	-	
Textbooks / Workbooks		35,550	-	-	-	-	35,550	
Supplies & Materials other		4,900	-	-	-	-	4,900	
Equipment / Furniture		2,500	-	-	-	-	2,500	
Telephone		23,035	-	-	-	-	23,035	
Technology		49,216	-	-	-	-	49,216	
Student Testing & Assessment		40,000	-	-	-	-	40,000	
Field Trips		7,200	-	-	-	-	7,200	
Transportation (student)		-	-	-	-	-	-	
Student Services - other		750	-	-	-	-	750	
Office Expense		8,000	-	-	-	-	8,000	
Staff Development		13,620	-	-	-	-	13,620	
Staff Recruitment		1,500	-	-	-	-	1,500	
Student Recruitment / Marketing		-	-	-	-	-	-	
School Meals / Lunch		-	-	-	-	-	-	
Travel (Staff)		5,000	-	-	-	-	5,000	
Fundraising		10,000	-	-	-	-	10,000	
Other		18,750	-	-	-	-	18,750	
TOTAL SCHOOL OPERATIONS		**267,971**					**267,971**	

Riverhead Charter School

PROJECTED BUDGET FOR 2016-2017

July 1, 2016 to June 30, 2017

Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Total Revenue	7,211,368	220,000	-	-	-	7,431,368
Total Expenses	7,081,421	-	-	-	-	7,081,421
Net Income	129,947	220,000	-	-	-	349,947
Actual Student Enrollment	414	20				-
Total Paid Student Enrollment	-	-				-

	PROGRAM SERVICES			SUPPORT SERVICES			Assumptions
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable
FACILITY OPERATION & MAINTENANCE							
Insurance	80,500	-	-	-	-	80,500	
Janitorial	16,204	-	-	-	-	16,204	
Building and Land Rent / Lease	1,452,406	-	-	-	-	1,452,406	Bond Interest Payment
Repairs & Maintenance	158,893	-	-	-	-	158,893	
Equipment / Furniture	-	-	-	-	-	-	
Security	-	-	-	-	-	-	
Utilities	109,490	-	-	-	-	109,490	
TOTAL FACILITY OPERATION & MAINTENANCE	1,817,493					1,817,493	
DEPRECIATION & AMORTIZATION	630,000	-	-	-	-	630,000	
DISSOLUTION ESCROW & RESERVES / CONTIGENCY	-	-	-	-	-	-	
TOTAL EXPENSES	7,081,421					7,081,421	
NET INCOME	129,947	220,000	-	-	-	349,947	Net Income - Bond Principal Payment of $280,000= $69,947 Net Income

ENROLLMENT - *School Districts Are Linked To Above Entries*	REGULAR EDUCATION	SPECIAL EDUCATION	TOTAL ENROLLED
Riverhead CSD	239	8	247
William Floyd UFSD	84	2	86
Longwood CSD	46	4	50
South Country CSD	19	4	23
Other Districts	26	2	28
TOTAL ENROLLMENT	414	20	434
REVENUE PER PUPIL	17,419	11,000	-
EXPENSES PER PUPIL	17,105	-	-

RIVERHEAD CHARTER SCHOOL, INC.

FINANCIAL STATEMENTS AND INDEPENDENT AUDITORS' REPORT

FOR THE YEARS ENDED JUNE 30, 2016 AND 2015

CERINI & ASSOCIATES LLP
CERTIFIED PUBLIC ACCOUNTANTS

Connected to your business goals success

FINANCIAL STATEMENTS AND
INDEPENDENT AUDITORS' REPORT
FOR THE YEARS ENDED JUNE 30, 2016 AND 2015
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CERINI & ASSOCIATES LLP
CERTIFIED PUBLIC ACCOUNTANTS

INDEPENDENT AUDITORS' REPORT

To the Board of Directors of
Riverhead Charter School, Inc.
Calverton, New York

Report on the Financial Statements

We have audited the accompanying financial statements of Riverhead Charter School, Inc. (a not-for-profit corporation, "the School"), which comprise the statements of financial position as of June 30, 2016 and 2015, and the related statements of activities, functional expenses, and cash flows for the years then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes 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.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audits to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditors consider internal control relevant to the School's preparation and fair presentation of the financial statements 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, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the School as of June 30, 2016 and 2015, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Cerini & Associates LLP

Bohemia, New York
October 18, 2016

STATEMENTS OF FINANCIAL POSITION
JUNE 30,

	2016	2015
ASSETS (Notes 4 and 7)		
Current Assets:		
Cash and cash equivalents (Note 3)	$ 7,935,447	$ 6,712,110
Investments (Note 2)	59,708	59,463
Prepaid expenses	20,109	13,492
Accounts receivable, net (Notes 5 and 6)	349,017	233,084
Grants receivable, net (Notes 5 and 6)	90,504	98,218
TOTAL CURRENT ASSETS	8,454,785	7,116,367
Property and equipment, net (Notes 4 and 7)	17,632,313	18,007,009
Restricted cash (Notes 6 and 7)	2,774,163	3,341,516
TOTAL ASSETS	$ 28,861,261	$ 28,464,892
LIABILITIES AND NET ASSETS		
Current Liabilities:		
Accounts payable and accrued expenses	$ 892,872	$ 1,391,065
Deferred revenue	57,397	-
Current portion of capital lease payable	13,440	-
Current portion of bonds payable (Note 7)	280,000	270,000
Interest payable	608,808	612,336
TOTAL CURRENT LIABILITIES	1,852,517	2,273,401
Capital lease payable, net of current portion	44,800	-
Bonds payable, net of current portion (Note 7)	20,555,000	20,835,000
TOTAL LIABILITIES	22,452,317	23,108,401
Commitments and contingencies (Notes 3, 4, 5, 6, 7, 8, and 9)		
Net Assets:		
Unrestricted	6,309,312	5,290,434
Temporarily restricted (Note 8)	99,632	66,057
TOTAL NET ASSETS	6,408,944	5,356,491
TOTAL LIABILITIES AND NET ASSETS	$ 28,861,261	$ 28,464,892

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

STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2016

	Unrestricted	Temporarily Restricted	Total
REVENUE AND SUPPORT:			
Tuition and program service income (Notes 3, 5, and 8)	$ 6,997,003	$ 33,575	$ 7,030,578
Government grants (Notes 3 and 6)	129,967	-	129,967
Investment income (Note 2)	4,749	-	4,749
Other income (Notes 3 and 7)	38,099	-	38,099
TOTAL SUPPORT AND REVENUE	7,169,818	33,575	7,203,393
EXPENSES:			
Program services	5,360,019	-	5,360,019
Management and general	790,921	-	790,921
TOTAL EXPENSES	6,150,940	-	6,150,940
CHANGE IN NET ASSETS	1,018,878	33,575	1,052,453
Net assets, beginning of year	5,290,434	66,057	5,356,491
Net assets, end of year	$ 6,309,312	$ 99,632	$ 6,408,944

STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2015

	Unrestricted	Temporarily Restricted	Total
REVENUE AND SUPPORT:			
Tuition and program service income (Notes 3, 5, and 8).....	$ 6,019,667	$ 44,919	$ 6,064,586
Government grants (Notes 3 and 6).....	98,218	-	98,218
Investment income (Note 2).....	3,344	-	3,344
Other income (Notes 3 and 7).....	104,498	-	104,498
TOTAL SUPPORT AND REVENUE	6,225,727	44,919	6,270,646
EXPENSES:			
Program services.....	4,769,755	-	4,769,755
Management and general.....	816,337	-	816,337
TOTAL EXPENSES	5,586,092	-	5,586,092
CHANGE IN NET ASSETS	639,635	44,919	684,554
Net assets, beginning of year.....	4,650,799	21,138	4,671,937
Net assets, end of year.....	$ 5,290,434	$ 66,057	$ 5,356,491

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

STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED JUNE 30, 2016 (WITH COMPARATIVE TOTALS FOR 2015)

	Program Services					Totals	
	No. of Positions	Regular Education	Special Education	Total	Management and General	2016 Total	2015 Total
Personnel services costs							
Administrative staff personnel	9	$ 121,725	$ 6,775	$ 128,500	$ 336,978	$ 465,478	
Instructional personnel	42	1,791,824	270,783	2,062,607	-	2,062,607	
Non-instructional personnel	3	23,190	3,710	26,900	4,020	30,920	
Total salaries and staff	54	1,936,739	281,268	2,218,007	340,998	2,559,005	2,272,072
Fringe benefits and payroll taxes		646,106	93,833	739,939	113,759	853,698	948,514
Advertising		287	16	303	47	350	3,401
Occupancy		80,666	4,489	85,155	13,092	98,247	125,487
Contracted services		213,731	11,895	225,626	34,688	260,314	171,815
Travel and transportation		9,275	516	9,791	1,505	11,296	190,575
Supplies		76,135	4,237	80,372	12,356	92,728	84,556
Core curriculum		7,032	391	7,423	-	7,423	5,106
Telephone and communications		10,675	594	11,269	1,733	13,002	22,953
Repairs and maintenance		98,593	5,487	104,080	16,001	120,081	122,660
Equipment		4,237	236	4,473	-	4,473	3,768
Student meals		208,459	11,602	220,061	-	220,061	165,607
Depreciation and amortization		468,609	26,080	494,689	76,054	570,743	363,625
Interest expense, net (Note 7)		1,005,742	55,974	1,061,716	163,229	1,224,945	989,766
Conferences		16,335	909	17,244	2,651	19,895	15,629
Recruitment		160	9	169	26	195	571
Insurance		50,103	2,788	52,891	8,131	61,022	42,841
Bad debt expense		-	-	-	2,529	2,529	-
Miscellaneous		25,398	1,413	26,811	4,122	30,933	57,146
		$ 4,858,282	$ 501,737	$ 5,360,019	$ 790,921	$ 6,150,940	$ 5,586,092

STATEMENTS OF CASH FLOWS
FOR THE YEARS ENDED JUNE 30,

	2016	2015
CASH FLOWS FROM OPERATING ACTIVITIES:		
Change in net assets	$ 1,052,453	$ 684,554
Adjustments to reconcile change in net assets to net cash provided by operating activities:		
Depreciation and amortization	570,743	363,625
Bad debt	2,529	-
Changes in operating assets and liabilities:		
Prepaid expenses	(6,617)	3,674
Accounts receivable	(118,462)	52,399
Grants receivable	7,714	(33,368)
Restricted cash	567,353	6,340,694
Accounts payable and accrued expenses	(498,193)	(964,262)
Interest payable	(3,528)	(3,529)
Deferred revenue	57,397	(7,321)
Net cash provided by operating activities	1,631,389	6,436,466
CASH FLOWS USED IN INVESTING ACTIVITIES:		
Purchase of fixed assets	(128,752)	(4,590,726)
Purchase of investments	(245)	(37)
Cash used in investing activities	(128,997)	(4,590,763)
CASH FLOWS USED IN FINANCING ACTIVITIES:		
Repayment of capital lease payable	(9,055)	-
Repayment of bonds payable	(270,000)	-
Cash used in financing activities	(279,055)	-
Net change in cash	1,223,337	1,845,703
Cash and cash equivalents, beginning of year	6,712,110	4,866,407
Cash and cash equivalents, end of year	$ 7,935,447	$ 6,712,110
SUPPLEMENTAL CASH FLOW INFORMATION:		
Financed acquisition of equipment	$ 67,295	$ -
Cash paid for interest	$ 730,570	$ 739,038

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

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. For 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 commencing September 2014, to eighth grade. The School's charter has been renewed by the Education Department of the State of New York through June 30, 2017.

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 2016 and 2015.

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. Tax returns for the years ended June 30, 2016, 2015, 2014, and 2013 are open for examination by federal taxing authorities.

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: The School recognizes revenue on government and private grants when reimbursable expenditures under qualified programs are expended. Grants are typically fully expended within a one-year cycle. Tuition income is earned as education is provided to students enrolled at the School.

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 and fundraising events among the public it serves. The production costs of advertising are expensed as incurred.

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

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.

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 three classes of net assets: unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets.

Unrestricted net assets – Net assets that are not subject to donor-imposed stipulations.

Temporarily restricted net assets – Net assets subject to donor-imposed stipulations that may or will be met, either by action of the School and/or passage of time.

Permanently restricted net assets – Net assets subject to donor-imposed stipulations that must be maintained permanently by the School. Generally, the donors of these assets would permit the School to use all or part of the income earned on any related investments for general or specific purposes. The School had no permanently restricted net assets at June 30, 2016 and 2015.

Comparative totals: The statement of functional expenses for the year ended June 30, 2016 includes certain prior year summarized comparative information in total. Such information does not always include sufficient detail to constitute a presentation in conformity with accounting principles generally accepted in the United States of America ("U.S. GAAP"). Accordingly, such information should be read in conjunction with the School's audited financial statements for the year ended June 30, 2015, from which the summarized comparative information was derived.

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.

Contributions: Contributions are recognized when the donor makes a promise to give to the School that is, in substance, unconditional. Contributions that are restricted by the donor are reported as increases in unrestricted net assets if the restrictions expire in the fiscal year in which the contributions are recognized. All other donor-restricted contributions are reported as increases in temporarily or permanently restricted net assets depending on the nature of the restrictions. When a restriction expires, temporarily restricted net assets are reclassified to unrestricted net assets.

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

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.

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
Bond issuance costs	20 years

Subsequent Events: The School has evaluated events and transactions that occurred between July 1, 2016 and October 18, 2016, 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.

NOTE 2 – INVESTMENTS (*continued*)

- 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 are in certificates of deposit ("CD's") which are considered Level 2 investments because they are valued based on quoted prices for similar instruments in active markets.

NOTE 3 - CONCENTRATIONS AND COMMITMENTS

From time to time, the School has cash on deposit with a financial institution in excess of Federal Deposit Insurance Corporation-insured limits.

During fiscal 2016, approximately 94% 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 (55%), William Floyd School District (20%), Longwood Central School District (13%), South Country District (6%), and other school districts (6%). The remaining 6% was primarily comprised of revenue related to the School's Student Meal Program (3%), grants from the Education Department of the State of New York (2%), and other income (1%).

During fiscal 2015, approximately 93% 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 (51%), William Floyd School District (22%), Longwood Central School District (12%), South Country District (5%), and other school districts (10%). The remaining 7% was primarily comprised of revenue related to the School's Student Meal Program (3%), grants from the Education Department of the State of New York (2%), and other income (2%).

Effective July 1, 2008, the School entered into a collective bargaining agreement with its teachers and teacher assistants through the Teachers Association. The agreement, which expired on June 30, 2009, provided for merit-based increases for teachers and teachers assistants of 3% for fiscal 2009. On July 9, 2013 the School entered into a new collective bargaining agreement which expired on June 30, 2014. The School has not reached a new collective bargaining agreement as of the report date. During the year ended June 30, 2016, the School's staff voted to dissolve the teachers' union, however, the vote is sealed as jurisdiction between the New York State Public Employment Relations Board and the National Labor Relations Board is determined. Jurisdiction had not been determined as of the report date.

NOTE 4 - PROPERTY AND EQUIPMENT

Property and equipment consisted of the following at June 30:

	2016	2015
Land	$ 794,457	$ 794,457
Building	17,432,111	16,957,428
Building improvements	1,137,312	1,137,312
Equipment	426,847	350,484
Bond issuance costs	539,811	539,811
Total cost	20,330,538	19,779,492
Less accumulated depreciation and amortization	(2,698,225)	(2,127,483)
Construction in progress	-	355,000
Net property and equipment	$ 17,632,313	$ 18,007,009

During fiscal 2014, the School commenced construction of a school building to house all of its students. As outlined in Note 7, the School secured bond financing in the amount of $21,105,000 to cover the cost of the construction and other related costs. In conjunction with this financing, the School incurred $539,811 of bond issuance costs that are being amortized over the life of the bond issuance.

During the year ended June 30, 2015, the School incurred $4,258,634 of construction costs, including $236,781 of capitalized interest, which is net of $1,479 and $248,000 of interest income and federal subsidy interest, respectively. There was no additional interest capitalized as of June 30, 2016.

During 2002, the School purchased equipment with federal Public Charter Schools Program grant funds. Pursuant to the contract, the New York State Education Department has the right to reclaim equipment purchased with these funds if the program in conjunction with which they are used is terminated. These assets were fully depreciated as of June 30, 2016 and 2015.

NOTE 5 - ACCOUNTS AND GRANTS RECEIVABLE

As of June 30, 2016, accounts receivable consists of tuition receivable from various Long Island-based public school districts. Of the tuition receivable, 17% and 55% of the net balance is due from South Country Central School District as of June 30, 2016 and 2015, respectively. The School has the ability to petition NYSED for monies overdue from the various school districts.

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 both June 30, 2016 and 2015, accounts receivable included a balance of approximately $63,000 which is due from two school districts who are disputing their balance and have not paid as of June 30, 2016. As such, the School has set up an allowance for doubtful accounts for these receivables.

NOTE 5 - ACCOUNTS AND GRANTS RECEIVABLE (*continued*)

Furthermore, grants receivable of $90,504 and $98,218 at June 30, 2016 and 2015, respectively, were due from various school districts for reimbursable expenses incurred before year-end. A reserve for $25,000 was established at June 30, 2015 to cover potential uncollectible amounts. No such reserve was established at June 30, 2016.

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 reflected as restricted cash on the School's statements of financial position at June 30, 2016 and 2015.

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.

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	16,254,108	5,545,492	21,799,600
Paid directly by the School	(149,108)	(545,492)	(694,600)
Funded through bond issuance	$ 16,105,000	$ 5,000,000	$ 21,105,000

NOTE 7 – BONDS PAYABLE (*continued*)

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, 2016 and 2015 there were $569,852 and $1,161,749 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 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 provides for interest only payments until 2016, at which time the principal will be 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:

2017	$	280,000
2018		285,000
2019		295,000
2020		305,000
2021		315,000
Thereafter		19,355,000
Total	$	20,835,000

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, 2016 on the Series 2013 Bonds totaled $1,466,080. Additionally, the School reported interest earned on unspent bond proceeds and Federal Subsidy interest income of $340 and $241,135, respectively. Federal Subsidy interest was offset against interest expense on the statement of functional expenses as of June 30, 2016.

Interest expense incurred for the year ended June 30, 2015 on the Series 2013 Bonds totaled $1,237,766, of which $236,781 was capitalized as outlined in Note 4. Additionally, the School reported interest earned on unspent bond proceeds and Federal Subsidy interest income of $1,479 which was offset against capitalized interest and $248,000 which was offset against interest expense on the statement of financial position and the statement of functional expenses, respectively, for financial statement reporting purposes.

In July of 2015, the Standard and Poor's rating on the School's Series 2013 IDA bonds was downgraded from a BBB- to a BB+ with a negative CreditWatch/outlook. Subsequent to year end, the CreditWatch/outlook was updated from negative to stable.

NOTE 8 – TEMPORARILY RESTRICTED NET ASSETS

The School's temporarily restricted net assets as of June 30, 2016 and 2015 are for the purpose of funding the National School Lunch Program in the amount of $99,632 and $66,057, respectively.

NOTE 9 – LITIGATION

From time to time the School is subject to certain claims or litigation in the normal course of its operations. Management became aware of several claims brought against the School during the year ended June 30, 2015, of which eight were still outstanding as of June 30, 2016. Management is of the opinion that any claims are either without merit or that the present insurance coverage is sufficient to meet the financial obligations, if any, arising out of such claims or litigation. All construction related claims were resolved during fiscal 2016.

OTHER FINANCIAL INFORMATION

CERINI & ASSOCIATES LLP
CERTIFIED PUBLIC ACCOUNTANTS

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, 2016, 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 October 18, 2016.

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 opinions 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.

Cerini & Associates LLP

Bohemia, New York
October 18, 2016

SCHEDULE OF FINDINGS AND QUESTIONED COSTS FOR THE YEAR ENDED JUNE 30, 2016

Section I – Findings of Financial Statement Audit

There were no findings and questioned costs for the year ended June 30, 2016.

Section II – Prior Audit Findings of Financial Statement Audit

Findings #: 2015-001 **Student Billing**

Condition & Criteria:
The School bills public School districts based upon information input into billing files maintained by management. We noted several instances during the audit where incorrect student enroll start and end dates were being used to calculate tuition in the final invoices sent to the districts. Districts were both over-billed and under-billed throughout the school year, resulting in a net decrease to basic tuition revenue of $50,278 and a net increase to special education revenue of $22,649. This issue arose because attendance records were not properly reconciled to the district billing file. Additionally, we noted that billing invoices are sent to districts without being reviewed.

Questioned costs: None

Effect:
Failure to reconcile attendance records to final district invoices resulted in incorrect billing by the School.

Cause:
The School does not have a control in place where attendance records and final billing files are reviewed for accuracy.

Auditors' Recommendation:
The School should ensure that school districts are billed correctly for the students enrolled and/or services provided, to avoid over/under billing. Overbilling may be corrected by refunding the money but if under billing is not detected, this will create a loss of revenue for the School. Further, we recommend that a formal review process be put in place for billings. Such a procedure will provide the School with much stronger internal controls over its billing system as well as ensure accuracy for billings provided to the districts. Furthermore, we recommend that the person reviewing the district billings is someone other than the preparer.

Management's Response:
We agree with the auditors' recommendation, and the Director of Finance has implemented a new procedure to improve the situation for student billings. This procedure includes a staff member confirming attendance with the use of the E-school attendance software and student files against student billings. In addition, student billings will be reviewed and reconciled once a year prior to last billing for the current school academic year. The procedure was implemented on October 15, 2015 for October 2015 billings and will be performed each billing period thereafter.

Fiscal 2016 Status: There were no billing errors noted during the fiscal 2016 audit. This finding has been resolved.

Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee

Trustee Name:

Zenobia Hartfield

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Riverhead Charter School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative). President

2. Is the trustee an employee of any school operated by the Education Corporation?
   ____**Yes** ✓**No**

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

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?
   ____**Yes** ✓**No**

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

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

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 yourself
none			

Please write "None" if applicable. Do not leave this space blank.			

5. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, 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) governed 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) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are 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, write **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
Please write "None" if applicable. Do not leave this space blank. None				

Zendria Hartfield 7/27/16

Signature Date

Please note that 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. Personal contact information provided below will b

Business Telep

Business Addre

E-mail Address

Home Telephon

Home Address: _____

Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee

Trustee Name:

AIMEE LoMONACO

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Riverhead Charter School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative). TRUSTEE, parent Rep, Vice president

2. Is the trustee an employee of any school operated by the Education Corporation?
   ____**Yes** ✓ **No**

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

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?
   ____**Yes** ✓ **No**

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

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

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Please write "None" if applicable. Do not leave this space blank.				

Signature _____ Date 7/28/16

Please note that 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. Personal contact information provided below will be [redacted]

Business Telepho[redacted]

Business Addres[redacted]

E-mail Address: [redacted]

Home Telephone: [redacted]

Home Address: [redacted]

Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee

Trustee Name:

Susan Heintz

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Riverhead Charter School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).

   Secretary

2. Is the trustee an employee of any school operated by the Education Corporation?
   ____**Yes** ✓ **No**

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

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?

   ____**Yes** ✓ **No**

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

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

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Please write "None" if applicable. Do not leave this space blank.				

Signature Susan Heintz Date 7/

Please note that 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. Personal contact information provided below will be redacted.

Business Telephone: _____

Business Address: [redacted]

E-mail Address: [redacted]

Home Telephone: [redacted]

Home Address: [redacted]

Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee

Trustee Name:

Harry Histand

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Riverhead Charter School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).

2. Is the trustee an employee of any school operated by the Education Corporation?
   ____**Yes** ✓ **No**

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

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?
   ____**Yes** ✓ **No**

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

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

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None			

Please write "None" if applicable. Do not leave this space blank. None			

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Please write "None" if applicable. Do not leave this space blank. None				

Signature Harry Hustad Date 7-27-16

Please note that 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. Personal contact information provided below will be redacted.

Business Telephone: [redacted]

Business Address: [redacted]

E-mail Address: [redacted]

Home Telephone: [redacted]

Home Address: [redacted]

Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee

Trustee Name:

Jane MacArthur

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Riverhead Charter School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).

   Trustee

2. Is the trustee an employee of any school operated by the Education Corporation?
   ____**Yes** X **No**

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

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?
   ____**Yes** X **No**

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

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

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5. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, 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) governed 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) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are 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, write **None**.

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Please write "None" if applicable. Do not leave this space blank.				

Signature 7.27.16 Date

Please note that 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. Personal contact information provided below will be redacted.

Business Telephone: _____

Business Address: [redacted]

E-mail Address: [redacted]

Home Telephone: [redacted]

Home Address: [redacted]

Entry 9 BOT Table

Created: 06/20/2016

Last updated: 06/22/2016

Page 1

1. Current Board Member Information

	Trustee Name	Email Address	Position on the Board	Committee Affiliations	Voting Member? (Y/N)	Area of Expertise, and/or Additional Role at School (parent, staff member, etc.)	Number of Terms Served and Length of Each (Include election date and term expiration)
1	Zenobia Hartfield	[redacted]	Chair/Board President	Fundraising	Yes	Legal Representative	2nd Term, length 3 years, 2016-2019
2	Aimee Lomonaco	[redacted]	Vice Chair/Vice President	Finance and Heath	Yes	Health Representative	1st Term, Length 3 years, 2014-2017
3	Susan Heintz	[redacted]	Secretary	Compliance/Policy and Fundraising	Yes	Community	7th Term, 3 Years, 2016-2019
4	Harry Histand	[redacted]	Treasurer	Treasurer and Business	Yes	Building and Finance	5th Term, 3 Years, 2016-2019
5	Jane Macarthur	[redacted]	Trustee/Member		Yes	Fundraising	1st Term, 3 Years, 2015-2018
6	Patricia Harsch	[redacted]	Trustee/Member	Finance	Yes	Finance	1st Term, 3 Years, 2016-2019
7							
8							

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20							

2. Total Number of Members on June 30, 2015

6

3. Total Number of Members Joining the Board 2015-16 School Year

1

4. Total Number of Members Departing the Board during the 2015-16 School Year

1

5. Number of Voting Members 2015-16, as set by the by-laws, resolution or minutes

6

6. Number of Board Meetings Conducted in the 2015-16 School Year

11

7. Number of Board Meetings Scheduled for the 2016-17 School Year

11

Thank you.

Minutes

Riverhead Charter School Board of Trustees

Board Meeting

Wednesday Jun 17, 2015 @ 6:30 PM at RCS Board Room

Board Members Present
Aimee Lomonaco, Harry Histand, Jane MacArthur, Joy Rankin

Board Members Absent
Susan Heinz , Zenobia Hartfield

Guests Present
Lindsay Finter

I. Opening Items

Call the Meeting to Order
Aimee Lomonaco called a meeting of the board of trustees of Riverhead Charter School Board of Trustees to order on Wednesday Jun 17, 2015 @ 6:42 PM at RCS Board Room.

Approve Minutes from May 2015
J. MacArthur made a motion to approve minutes from the Board Meeting on 05-13-15.
Harry Histand seconded the motion.
The board **VOTED** unanimously to approve the motion.

Public Comment
Parents of 7 chidren who ride the Acme bus, represented by Tara Astromovich, commented that they had received a letter stating the bus would no longer be available for the upcoming school year and inquired as to why that decision was made and if there was anything that could be done to keep the bus to keep their children at RCS. RCS parent Josie Ward addressed the board regarding the current theater teacher, stating she was sharing adult conversations regarding the circumstances of her job which parents feel is not appropriate for children or the school environment. RCS Parent Shena Hobson also spoke about theater teacher stating it was negatively effecting her children in their learning environment. RCS Teacher Anthony Dohrenwend addressed the board stating that he and the rest of the RCS staff present were in attendance in support of Principal Raymond Ankrum, he feels RCS is a very positive learning environment and he never feels bullied.

Public Comment (2)
RCS Parent Lilia Salcedo and her daughter spoke in favor of the theater teacher, asking the board to consider the effects on students of removing a teacher during the school year.

II. Governance

Committee Reports

No finance committee report. Fundraising committee- trustee Ms. Jane MacArthur reviewed with the board current grants that have been requested by RCS. A grant from the Gardner Foundation to fund field trips to Long Island historical sites was received and Ms. MacArthur spoke with the head of the foundation who seemed positive that RCS would be receiving some money. Ms. MacArthur stated she will follow up later in the week. Ms. MacArthur also stated there were 2 other grants applied for, one for library books which a response wouldn't arrive back until November, and one for ESL curriculum materials, both of which she will keep the board aware of any progress.

Board Membership/Recruitment

Trustee Ms. Jane MacArthur advised the board that she introduced Mr. Ankrum and board president Zenobia Hartfield to a potential candidate for board trustee at the recent RCS Talent Show. Ms. MacArthur will follow up with him to coordinate an interview for the position. Vice President Ms. Aimee Lomonaco also mentioned she had a potential candidate for trustee which she was speaking with to see if it would fit his schedule. Trustee Ms. Joy Rankin also mentioned she may have a potential candidate as well. The Board stressed the importance of diversifying their roster with different concentrations such as finance, education, and legal backgrounds.

III. Academic Excellence

Executive Director Report

Mr. Raymond Ankrum was not present so Ms. Maile Madigan and Ms. Laura Arcuri reported on academic excellence. Ms. Madigan and Ms. Arcuri recapped recent events at RCS including the talent show, field day, a book fair, and discussed upcoming important dates such as Kindergarten and 8th Grade graduations. They also reviewed the new school wide discipline program ROYAL- Respecting Others Yourself the Arts and the Learning environment. They also stated that RCS has began a new benefits program with the help of Director of Finance Ms. Lisa Savino and Human Resources Ms. Jennifer Pinola which enables RCS staff to have more options in terms of benefits also saving the school money.

IV. Facility

Building Project Update

This was moved to Executive Session discussion.

V. Finance

Director of Finance Report-Lisa Savino

This was moved to Executive Session Discussion.

VI. Executive Session

Approval of Contract Goals

H. Histand made a motion to enter Executive Session at 7:31pm.
Jane MacArthur seconded the motion.
The board **VOTED** unanimously to approve the motion.
J. MacArthur made a motion to approve Director of Finance Lisa Savino's contract with future review of specific goals.
Harry Histand seconded the motion.
The board **VOTED** unanimously to approve the motion.

Employment Concerns
A. Lomonaco made a motion to leave Executive Session at 10:08pm.
Jane MacArthur seconded the motion.
The board **VOTED** unanimously to approve the motion.

VII. Closing Items

Adjourn Meeting
H. Histand made a motion to adjourn the meeting at 10:18pm.
Jane MacArthur 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 10:18 pm.

Respectfully Submitted,
Lindsay Finter

REGULAR MEETING

RIVERHEAD CHARTER SCHOOL BOARD OF TRUSTEES MINUTES

DATE: July 8th, 2015

PLACE: RCS Board Room

Riverhead Charter School

Calverton, NY 11933

TIME: 6:36 pm

MEMBERS PRESENT:	MEMBERS PRESENT VIA GO MEETING	MEMBERS ABSENT
Mrs. Aimee LoMonaco	Ms. Zenobia Hartfield	Ms. Susan Heintz
Mr. Harry Histand		
Ms. Jane Macarthur		
Ms. Joy Rankin		

STAFF PRESENT:	OTHERS PRESENT:
Mr. Raymond Ankrum, Principal	Ms. Laura Arcuri - Dean of Students
Ms. Lisa Savino, Director of Finance	Ms. Kaitlyn Kosirowski - Board Clerk Candidate
	Ms. Sharon Berlin Esq
	Mr. Matthew Mehner Esq
	Mr. Richard Shane Esq

PLEDGE

I. **OPENING ITEMS:**

APPROVAL OF CONSENT AGENDA (Including meeting minutes)

Ms. Jane Macarthur made a motion to accept the June 17th, 2015 meeting minutes. Seconded by Trustee Ms. Joy Rankin. carried 4/0/0

II. **GOVERNANCE:**

A. BOARD PROTOCOL

Ms. Zenobia Hartfield reviewed board procedure regarding email usage and decision making related to such correspondence, wherein email is used for scheduling and informational use only.

B. BOARD RECRUITMENT

Ms. Jane Macarthur has identified a potential trustee candidate, with a background in finance, who is interested and available to join the board as early as September. Ms. Macarthur will request a resume and follow up at next meeting.

C. BOARD TRAINING

Trustees to identify available dates in August/September to schedule work sessions and board training, dates to be determined at august meeting.

D. BOARD CLERK

Candidate Kaitlyn Kosirowski presented resume and interviewed with board for open position as board clerk.

E. MISCELLANEOUS

Trustee Mrs. Aimee LoMonaco made a motion to proceed with anonymous survey of RCS faculty and staff, using a third party survey company to distribute survey in a neutral manner, for a cost of no more than $ 300.00 provided that survey company could ensure password protection and prevention of multiple log on attempts by users. Seconded by Trustee Mr. Harry Histand. carried 4/0/0

III. ACADEMIC EXCELLENCE

A. Executive Director Report:

Executive Director Mr. Raymond Ankrum provided update on current staffing for 2015-16 school year and advises that all positions have been filled except for one RTI vacancy, and that a candidate had been identified. Mr. Ankrum also informed the board that staff attrition is at 93%, compared to approximately 45% from the previous year. Mr. Ankrum reports that Kindergarten and 8th grade graduation ceremonies have been held, and additionally administration had accompanied several groups of 8th graders on orientations to their district high schools in anticipation of beginning 9th grade in the fall. Mr. Ankrum discussed 8th grade algebra regents and reports that (5) RCS 8th grader took the exam and all passed. Mr. Ankrum advised board that when seeking potential candidates for trustee positions there should be a focus on a finance background.

IV. FACILITY

Building project update

Director of Finance Ms. Savino and Mr. Ankrum met with Deluxe Corp to discuss completion of HVAC system pending agreement of financial settlement. An outside HVAC contractor has been retained and on site to make necessary repairs and complete work on behalf of Deluxe. Resolution to follow after discussion and review with attorneys. Punch list items near completion for final certificate of occupancy.

V. FINANCE

Director of Finance, Ms. Lisa Savino, presented the finance report to the board. Ms. savino stated that first district billings went out june 1 for 2015-16 school year and next billing would be completed August 1st, 2015. Reconciliation billing and IDEA flow through billing for 2014-15 school year sent out July 1st and 6th respectively. Ms. Savino stated that the year end audit would be scheduled for the week of September 21st, 2015.

VI. EXECUTIVE SESSION

Trustee Mr. Harry Histand made motion to enter executive session, seconded by trustee Mrs. Aimee LoMonaco. carried 4/0/0

Session entered to discuss personnel issues and matters of attorney client privilege.

RESOLUTIONS:

Trustee Mrs. Aimee LoMonaco made a motion to resolve to authorize Lamb & Barnosky LLP to retain a consultant to provide services in connection with Lamb & Barnosky's retainer with The Riverhead Charter School, at the cost of $300/hr. Seconded by Trustee Mr. Harry Histand.

(Trustee Ms Joy Rankin leaves meeting at 8;42 pm)

ADJOURNMENT

Trustee Mr. Harry Histand made a motion to adjourn the meeting at 9:19 pm. Seconded by Trustee Ms. Jane Macarthur. carried 4/0/0

RCS Board Report
July 8, 2015

July is usually a light month for school leaders, as the school year has just commenced, and we eagerly await the results on the NYS Common Core Assessment. That said my report will be brief and to the point.

Staffing: To date, we are fully staffed minus one teacher. The one vacancy that we are looking to fill is an RTI vacancy. We are looking for a candidate with a math background, which can continuously push our students providing them with one on one instruction, and small group instruction. We have candidate for the position, however the position may not be filled until the beginning of next school year.

Rationale: We like to see teachers teach in front of students. This will give us the best analysis for who may or may not be a good fit in our teaching environment.

Staff Attrition: In recent years, (or for every year for that matter) staff attrition has been atrocious at RCS. Last year, staff attrition was at about 45%. This was year three of my educational plan. I knew with at least two hiring classes that we would be able to properly address staff attrition and we have. This year, we had 41 teachers on staff, and out of the 41 teachers, 38 have been invited back for another year. 38/41= 93% One of the three teachers, Mrs. Laurie B is moving to SC. Her first order of business in SC according to her is to have them take down the confederate flag. She will be greatly missed, as she was our school Historian.

Academics:

We had our Kindergarten graduation, as well as our 8th grade graduation. I went on several tours with the 8th graders as they visited their new high schools. I was skeptical two years ago, however in viewing their maturity, and their eagerness to conquer the world, I feel like we did an excellent job with preparing our students for high school. I'd like to extend kudos to the 8th grade teachers for all of their hard work.

Algebra Regents: 5 of our 8th graders took and passed the High School Algebra Regents exam. I've read several articles and blogs, and teachers and students were frustrated with the level of difficulty of the exam, however our students persevered, and made great advancements of the exam.

Support Staff Initiative:

I have implemented a new support staff initiative. Every Monday by 10 am, support staff personnel with provide members of the academic senior leadership team, Maile, Laura, and I with a weekly synopsis of what's occurring for the week. Last year, admittedly, there was a huge disconnect between academic and operations. I

take full responsibility for this disconnect, and will work harder at making sure that these two important factions are equally aligned.

We will have summer training, and team building exercises that incorporate all staff members, and we will build on the concept of team at RCS.

Board Training:

The board is in need of extensive training. There's too much flying by the seat of our pants. There is a certain way that a board must conduct themselves in the eyes of the public. The battles that occur behind closed doors are one thing, but the way the public perceives the board is a whole other thing.

Things to consider are as follows:

1. Make sure that you are accountable for your own actions, and be ready to defend your position. A general rule for me, I don't say anything about anyone that I wouldn't say to his or her face.
2. Remember that this is a board of trustees, and not a political campaign, the lives of children are at stake, so your questions and or suggestions should be based on how to improve things for students, and not based on how you would vote at the ballot box. If further clarification is needed, please ask.
3. Please don't let your emotion cloud your judgment and lead you to false and/or erroneous speculation. Accusations without merit affect everyone. Think critically about your approach, and how it may turn off others.
4. There have to be protocols in place for addressing and approaching certain situations as board members.

Board Recruitment:

Every month we talk about recruiting new board members. We are at our cap for parents, as that can create its own unique set of challenges. We are in need of a finance person, and it is important that we put together a plan in order to address the need.

REGULAR MEETING

RIVERHEAD CHARTER SCHOOL BOARD OF TRUSTEES MINUTES

DATE: August 26, 2015

PLACE: RCS Board Room

Riverhead Charter School

Calverton, NY 11933

TIME: 7:45 pm

MEMBERS PRESENT:	MEMBERS ABSENT
Mrs. Aimee LoMonaco	Ms. Joy Rankin
Mr. Harry Histand	Ms. Zenobia Hartfield
Ms. Jane Macarthur	
Ms. Susan Heintz	

STAFF PRESENT:	OTHERS PRESENT:
Mr. Raymond Ankrum, Principal	Ms. Sharon Berlin Esq
Ms. Laura Arcuri - Dean of Students	Mr. Matthew Mehner Esq
Ms. Kaitlyn Kosirowski – Interim Board Clerk	Mr. Richard Shane Esq

PLEDGE

I. OPENING ITEMS:

II. EXECUTIVE SESSION:

Trustee Mr. Harry Histand made motion to enter executive session, seconded by trustee Mrs. Aimee LoMonaco at 7:46 pm- carried 4/0/0

Session entered to discuss personnel issues and matters of attorney client privilege.

At 9:59 pm, Trustee Mr. Harry Histand made motion to come out of executive session, seconded by Trustee Mrs. Aimee LoMonaco- carried 4/0/0

III. RESOLUTIONS:

Trustee Mrs. Jane MacArthur made a motion use Corporate Solutions for all financial matters in the interim until a new Director of Finance is hired. Seconded by Trustee Mrs. Aimee LoMonaco- carried 4/0/0

ADJOURNMENT

Trustee Mr. Harry Histand made a motion to adjourn the meeting at 10:03 pm. Seconded by Trustee Ms. Sue Heintz. carried 4/0/0

Riverhead Charter School Board of Trustees

Minutes

Board Meeting

Date and Time
Wednesday October 14, 2015 at 6:30 PM

Location
RCS Board Room

Board Members Present
Aimee Lomonaco, Harry Histand, Jane MacArthur, Joy Rankin, Zenobia Hartfield (remote)

Board Members Absent
Susan Heinz

Guests Present
Deana Fortunato, Jessica Farmer, Kaitlyn Kosiorowski, Laura Arcuri, Nicola Graham, Raymond Ankrum, Shannon Ruffner

I. Opening Items

A.Record Attendance and Guests

B.Call the Meeting to Order
Zenobia Hartfield called a meeting of the board of trustees of Riverhead Charter School Board of Trustees to order on Wednesday Oct 14, 2015 @ 6:34 PM at RCS Board Room.
Jane MacArthur arrived late. Jane entered at 6:35pm.

C.Approve Minutes- September 2015 Minutes
J. Rankin made a motion to approve minutes from the Board Meeting on 09-09-15.
Jane MacArthur seconded the motion.
The board **VOTED** unanimously to approve the motion.

D.Public Comment
Ms. Jessicar Farmer and Ms. Shannon Ruffner discussed an upcoming Multicultural night at RCS. Families and staff are encouraged to make a dish from their culture to share with the RCS community.

II. Governance

A.Review and Approve Board Policy and Procedure

Mrs. Zenobia Hartfield made note that updated board policies are due by November 1, 2015 Mrs. Aimee LoMonaco discussed updates to board policies 1.4 and 1.5. 1.4 was about board policy- summarized to "guide discretionary action of those to whom is delegates authority." "Policies become effective upon formal adoption as recorded in the minutes". Mrs. Aimee LoMonaco also discussed updates to board policies 1.4.1 summarizing counseling all on developments of board policies. Proposals for changes can be made to the board by anyone in the community. In case of an emergency the executive director may make decisions on matters no addressed by board policy. Any proposed changes must be placed on the board agenda for two consecutive meetings. In case of an emergency a new or modified policy may be adopted by a majority vote.

Mrs. LoMonaco discussed updated to board policy 1.5 Meetings of the Board of Trustees, 1.5.1 through 1.54. 1.5.1 Regular meetings are to take place on the second Wednesday of every month September through June. The public is to made aware of meetings through the school website and postings at the school. 1.5.2. 4 different board meetings may take place, regular, special, work session and executive session. All meetings except executive session are open to the public. All meetings are to be held in the RCS board room unless appropriate measures are taken to notify the public of the change. Current communication allows members of the board to be present remotely. 1.5.3 Minutes of each board meeting are to be recorded be an appointed board clerk, and are available to be viewed by the public upon request at the schools main office. 1.5.4

Executive session may begin by a majority vote during all board meetings, to discuss matters such as personal issues. investigations, violation of laws. No final action may take place during executive session.

A. Lomonaco made a motion to approve board policies 1.4- Board Policies and 1.5 Meetings of the Board of Trustees.

Harry Histand seconded the motion.

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

Mrs. Zenobia Hartfield discussed 1.3 Internal Operations, 1.3.1 through 1.3.8. Mrs. Hartfield questions if its okay to submit policies without the Board of Directors part. Mr. Ankrum said it was okay to submit.

J. MacArthur made a motion to adopt board policy 1.3 Internal Operations.

Aimee Lomonaco seconded the motion.

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

Mrs. Jane MacArthur slightly discussed Board policy 1.1 Overview and role of the board to provide governance and oversite. It was discussed to hold on 1.1 until next work session.

B.Board Retreat/Training

Ms. Zenobia Hartfield presented to the board a board retreat and board training. General cost of $12,500 or $2,500 per session. A full day retreat at the cost of $3,500. Ms. Hartfield suggests to the board to start with the full day board retreat.

A. Lomonaco made a motion to contract Paul O'Neill for a board retreat at the cost of $3,500.

Jane MacArthur seconded the motion.

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

C.Chapter 1- Board Structure

Mrs. Jane MacArthur presented information regarding board training on bi-laws and how bi-laws are meant to be an umbrella to provide structure, and to keep them general so situations aren't locked into those policies. Problems when it comes to a board are, being too small, burnt out board members, board members with their own personal agenda. Mrs. MacArthur suggested the attorneys review

and discuss the bi-laws before setting forth. Mrs. MacArthur discussed creating term limits for all trustees and recommended putting this into the bi-laws. Mrs. MacArthur also discusses having policies to support each bi-law set forth. Policies are to be specific and Bi-laws are to be general.
Joy Rankin left early. Ms. Rankin exited the board meeting at 8:21 pm.

III. Academic Excellence

A. Executive Director Report

Mr. Raymond Ankrum advised the board of two classroom teacher resignations, one in third grade and one in fifth grade. A hire was made for the fifth grade position and an RTI teacher was shifted to the third grade position. Mr. Ankrum advised that an email and a letter was sent home to inform students and families of the change. A meet the teacher night to be held on October 21st for these two classes. Mrs. Deana Fortunato presented to the board an academic update including the new middle school model for grades 6-8. The middle school model has been developed to help students better transition to high school. RCS has moved away from the original reading program ans has started a reader workshop model, this was launched in Oct for all classes. RCS will continue to use Fountas and Pinnell to access students reading levels along with aimsweb for both reading and math. Senior Administration held PLP meetings with all educators to help set them up for success for the school year.
Mrs. Laura Arcuri presented that RCS is at a 98.5% uniform compliance.Most infractions are sneakers and socks, she has implemented a system where a letter is sent home to the parent regarding the uniform infraction and a signature is required from the parent acknowledging the infraction. Suspensions are at a zero both in and out of school. There has been zero fights at RCS in the past two years. Mr. Ankrum suggested an incentive for teachers in testing grades. For teachers who perform 18-20 on the HEDI chart to receive a bonus. Board informed that because of teacher contract a cash bonus cannot be given but suggested the bonus to be items from class wishlist.

IV. Facility

A. Building Project Update

Mr. Raymond Ankrum presented that the HVAC system is the final piece needed to receive the final Certificate of Occupancy. The HVAC system is not balanced, the heat and cooling system do not working properly throughout the building. In September the Fire Marshall was on the roof and found a lot of issues and out of compliance. Fire gym doors will be arriving from Stalco within the coming days. Windows throughout the building leak, the installer has been notified and will be back to fix.

V. Finance

A. Capital Markets Advisors- Continuing Services Agreement

Capital Market Advisers assisted with the bond for the school and with EMMA filing. Capital Market Advisers will continue to work with RCS on the current bond situations and will speak on behalf of RCS. Proposal was put forth to keep Capital Market Advisers for another year at the cost of $6,000. Payments will be made quarterly at $1,500 in January, April, July and October.
A. Lomonaco made a motion to to contract Capital Market Advisers for another year at the cost of $6,000.
Joy Rankin seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Director of Finance Report

Ms. Nicola Graham discussed account balances for Riverhead Charter School. Cash receipts, billing, payroll and bank reconciliation not entered for July through August. Ms. Graham found that billing to the districts was overstated and that Riverhead Charter School approximately owes back $50,000 to school districts. Ms. Graham found that students who were accepted but never attended were being included in the billing even though they should not have been. Special Education students were not billed at a proper rate and the rate RCS owes back may increase or decrease depending on the numbers. Ms. Graham has implemented new policies bills, opening mail and cash holding. More people will be involved so there is more of a paper trail.

VI. Executive Session

A. Litigation Update

H. Histand made a motion to enter executive session at 8:51pm, to discuss a Litigation update.
Aimee Lomonaco seconded the motion.
The board **VOTED** unanimously to approve the motion.

VII. Closing Items

A. Adjourn Meeting

H. Histand made a motion to to adjourn the board meeting at 9:08pm.
Aimee Lomonaco 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 9:08 PM.

Respectfully Submitted,
Kaitlyn Kosiorowski

Special Meeting: Work Session

RIVERHEAD CHARTER SCHOOL BOARD OF TRUSTEES MINUTES

DATE: October 31st, 2015

PLACE: RCS Board Room
Riverhead Charter School
Calverton, NY 11933

TIME: 8:10 am

MEMBERS PRESENT:	MEMBERS ABSENT
Ms. Zenobia Hartfield	
Mrs. Aimee LoMonaco	
Ms. Susan Heintz	Ms. Joy Rankin
Ms. Jane Macarthur	Mr. Harry Histand

STAFF PRESENT:

Mr. Raymond Ankrum, Principal

Ms. Nicola Graham, Director of Finance

Ms. Laura Acuri,

PLEDGE

GOVERNANCE:

Trustees reviewed, and revised as needed, RCS policy and procedures 1.0-1.3 inclusive, in accordance with the charter and by laws.

RESOLUTIONS:

Trustee Mrs. Aimee LoMonaco made a motion to resolve to adopt RCS policy and procedures 1.0-1.3. Trustee Heinz seconded. carried 4/0/0

Meeting adjourned at 12:00 pm

Board Members--

I want to start off by saying thank you for all that you do for the students, staff, and parents of the Riverhead Charter School. If this were an easy job, everyone would do it. As a school, we appreciate the thought, and care that goes into being a voluntary board member. We are lucky to have your skill set, and passion for want to do what's best for students. Thank you.

More board members:

We talk about this every month, we need more board members. Where do we go from here?

-- SWAT Analysis-- be prepared to discuss some of the major takeaways from this activity, and determine next steps. Let's work on some definitive days for a senior leadership, followed by a staff retreat. It's imperative that we set these dates in the November/December board meeting. Save for work session?

-- Follow up with the state-- Susan M. Sent a message to Zenobia and I stating that our state report for 11/1 was late, when in fact it was not. Zenobia sent a follow up email, which Susan never responded to. Can we please sent a follow up email, so that we know that our submission was in fact on time? This email should come from the board.

Board Committees:

Can we identify what committees exist? Can we set dates for these committees to meet? Can we plan for another work session prior to the December board meeting, setting a preliminary date?

Excellent school visits:

We recently visited the following schools:

Roanoke Elementary School

Peconic Community Day School

The Ross School

Neighborhood Charter School (Harlem)

We will be visiting more schools in December, and will update the board accordingly. If board members would like to attend, or are interested in attending board meetings of charter schools in NYC, please let me know, and I can reach out to my contacts and set it up.

In December-- I want to invite the school leaders from Peconic Bay Community School to come and speak to the board about the possibilities of starting a Not for profit 503 (C). This has become best practice in the charter and private school world. We will also do our own independent research in order to ask informed questions regarding the topic at hand.

Revenue Streams:

What are the board's thoughts on renting the space in the front as a revenue stream? Are there any limitations?

Do we want to grow the school out? High school?

1) Survey parents to see if there is a need.
2) Visit schools that have done it.
3) Possibly bring in project managers to assist in writing an expansion.
4) Possibly thinking about doing it in-house, but this comes at a cost. Evaluating this and doing a cost analysis.

Look at the current space in the old building to see exactly how we would grow organically.

Reserve funds:

According to Cerino, we have over 5 million dollars in reserve. This money is collecting zero interest. We need to invest this money immediately. We've been talking about this for years, and nothing has been done. I minor investment could pay the salaries of teachers and/or administrators which will be needed as we grow.

Investing the reserve money in low risk stocks and bonds. Right now we currently have over 5 million just sitting, its time to invest.

Our school is growing, this means our staffing model needs to change tremendously to reflect. In December, we will present a new staffing model for the 2016-17 school year.

Immediate Needs:

Assistant Principal

Human Resource Generalist

Dean of Students and Families

Full-time Sped Coordinator-- job descriptions

Parent Coordinator-- job descriptions

Bonus Updates:

Pending reimbursement for fall 2014: two classes at Queens college. One class required a published article, I am currently in the process of submitting my final draft for publishing, so I should have the transcripts with grades for the January board meeting.

Pending reimbursement: bonus for 2014-15-- board needs to flush out what surveys and what metrics will be used to determine what metrics were met, and which were not met.

School Enrollment bonus: board needs to determine disbursement dates for this bonus.

September? December? March? June?

Riverhead Charter School Board of Trustees

Minutes

Board Meeting

Date and Time
Wednesday November 18, 2015 at 6:30 PM

Location
Riverhead Charter School Board Room

Board Members Present
Harry Histand, Jane MacArthur, Joy Rankin, Susan Heinz, Zenobia Hartfield (remote)

Board Members Absent
Aimee Lomonaco

Guests Present
Deana Fortunato, Kaitlyn Kosiorowski, Laura Arcuri, Raymond Ankrum

I. Opening Items

A.Record Attendance and Guests

B.Call the Meeting to Order
Zenobia Hartfield called a meeting of the board of trustees of Riverhead Charter School Board of Trustees to order on Wednesday Nov 18, 2015 @ 6:30 PM at Riverhead Charter School Board Room.
Jane MacArthur arrived late. Mrs. MacArthur arrived at 6:41pm.
Meeting started with the pledge of allegiance.

C.Approve Minutes- October 2015 Board Meeting and Work Session
S. Heinz made a motion to approve minutes from the Board Meeting on 10-14-15.
Harry Histand seconded the motion.
The board **VOTED** unanimously to approve the motion.
S. Heinz made a motion to approve minutes from the October Worksession on 10-31-15.
Jane MacArthur seconded the motion.
The board **VOTED** unanimously to approve the motion.

D.Public Comment

II. Academic Excellence

A. Executive Director Report

Mr. Raymond Ankrum discussed bringing in more board members. Mr. Harry Histand suggested a posting on the Riverhead Library site. Mr. Ankrum suggested having a work session before the December 2015 board meeting, to discuss getting more board members, SWOT, a retreat with the leadership team, small training for board members to be together as a board. Mrs. Jane MacArthur suggested to beging having 1 work session a month starting in January 2016. Mr. Ankrum discussed that the state report was reporting as late, when in fact the report was not sent late. Ms. Hartfield to follow up for a confirmation email that the report was sent on time. Mr. Ankrum asked about board committees, what they are, who they are, when they are and how they are. Finance- H.Histand, Fundraising- A.LoMonaco, Goverance- S.Histand.

Mr. Ankrum discussed the recent school visit that the administration team attended. Roanoke visit helped direct RCS fo the project fit grant. The grant was approved and the equipment will be going outside near the playground. Peconic Day School in Aqueboque, very interesting ways in Kindergarten and 1st grade. Peconic Day School is interested in the North building and will be looking at it to possibly rent. Mr. Ankrum also has a commercial real estate company coming in to look at the Administration building to possibly rent out for an office space.

Mr. Ankrum discussed that Cerini said the reserve fund is not earning any interest. The board member will discuss with Nicole Graham a collective plan to invest the money elsewhere. Ms. Graham spoke with the bank regarding this money and found that the rates are currently low and the money could earn about $4,000 yearly in interest. Mrs. Jane MacArthur suggested looking into Callable CD's.

Mr. Ankrum discussed a new staffing model due to the growth at RCS. Mr. Ankrum mention 3 positions which he is requesting immediate placing. HR Generalist, Full time Special Education Coordinator and a part time Parent Coordinator. Mr. Ankrum will develop information for these positions.

III. Finance

A. Director of Finance Report

Ms. Nicola Graham discussed her 30/60/90 plan and how she was moving along with this. She discussed how she is building relationships with staff, she has contacted NYSED and Extensis and is moving along with those. She is working on and learning the dynamics of RCS. Ms. Graham discussed the cash accounts, and cash dispersement amount for October 2015 in the amount of $286,803. Ms. Graham completed the annual financial statement on October 30, 2015. Ms. Graham is currently working on November and December tuition billing. Ms. Graham is working on each account to fix any issues that may be.

Ms. Graham discussed issues with new teachers and their medical insurance. New teachers are receiving bills from doctors, in turn resulting in lapse of insurance when they should have had insurance 30 days after hire date. Some teachers are being charged NYC taxes. Extensis is stating they never received the paperwork and that HR did not file the necessary information.

Ms. Graham discussed events that have taken place at RCS. Multicultural committee raised $53 at their event from 50/50 raffles. The book fair earned $4,00 and the Color run earned $8,000.

Ms. Graham informed the board of a recent resignation. The custodian put in his two weeks notice, his last day will be November 30, 2015. The custodian resigned after receiving a work checklist of items that must be completed on a daily and weekly basis.

IV. Other Business

A. Ted Sklar Invoices

J. MacArthur made a motion to Approve the Ted Sklar Invoice for the amount of $1,240.
Susan Heinz seconded the motion.
The board **VOTED** unanimously to approve the motion.
J. MacArthur made a motion to Approve the Ted Sklar invoice in the amount of $1,180.
Harry Histand seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. PR Firm Retention

Ms. Zenobia Hartfield discussed the opportunity to contract a PR Firm, to promote the good and counteract the bad. Angela Cambria is the women who was previously reach out to regarding RCS contracting a PR firm. RCS provided that a budget of $10,000 was available. Ms. Hartfield will reach out to Ms. Cambri again regarding the RCS budget for a PR firm and see what they can do with that amount. The PR firm would also be used to advocate for parents. Downfall to a PR firm is the cost.

V. Executive Session

A. Litigation Update

H. Histand made a motion to enter executive session at 7:13pm.
Susan Heinz seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Contracts

H. Histand made a motion to exit executive session at 7:29PM.
Joy Rankin seconded the motion.
The board **VOTED** unanimously to approve the motion.

VI. Closing Items

A. Adjourn Meeting

H. Histand made a motion to Adjourn the November board meeting at 7:31PM.
Susan Heinz 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 7:31 PM.

Respectfully Submitted,
Kaitlyn Kosiorowski

Riverhead Charter School Board of Trustees

Minutes

Board Meeting

Date and Time
Wednesday January 13, 2016 at 6:30 PM

Location
Riverhead Charter School

Board Members Present
Harry Histand, Jane MacArthur, Joy Rankin, Susan Heinz, Zenobia Hartfield (remote)

Board Members Absent
Aimee Lomonaco

Guests Present
Deana Fortunato, Kaitlyn Kosiorowski, Laura Arcuri, Raymond Ankrum

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

Zenobia Hartfield called a meeting of the board of trustees of Riverhead Charter School Board of Trustees to order on Wednesday Jan 13, 2016 @ 6:40 PM at Riverhead Charter School.
Opened the meeting with the Pledge of Allegiance.

C. Approve Minutes

Susan Heinz arrived late.

S.Heintz arrived at 7:12PM.

H. Histand made a motion to approve December 2015 minutes.
Joy Rankin seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Academic Excellence

A. Executive Director Report

Mr. Ankrum discussed the upcoming state visit. Mr. Ankrum will prepare the board information for their visit with the state. Mr. Ankrum gave suggestions for the

board to know test score data and how RCS our performed Riverhead. Grades 3 and 5 did not show growth with their test scores last year. Mr. Ankrum also suggested the board speak in one voice and discuss all the great things the board is doing, for example, the board retreat with Paul O'Niell. Professional Developments and webinars.
Mr. Ankrum also discussed Advocacy day in Albany on February 2, 2016. Charter schools go to Albany to advocate for fair funding for schools. Teachers, students and families attend, to come together.
An inspection of the North building was held on 1/13/2016. The cost for repairs is the responsibility of RCS, the building needs a lot of improvements and updates. Estimated cost is over $50,000.

III. Finance

A.Director of Finance Report

Ms. Graham discussed cash balances in all RCS accounts as of date. Ms. Graham discussed that all districts were billed for district billing as of December 1, 2015. The annual building inspection report was submitted. Ms. Graham discussed she had a meeting with Will and Mario from Stalco and they went over a punch list of projects that are holding back the permanent CO (smoke doors, and landscape). RCS received an extension to a temporary CO until May 27, 2016. Ms. Graham will reach out to Michael Heller regarding who is responsible for completing the landscape. RCS is waiting on a letter from transportation for the dedication in the front of the building.

IV. Governance

A.Board Retreat with Paul O'Neill

Board retreat went well with Mr. Paul O'Niell. Power point was provided for board members who were unable to attend. Mr. O'Niell suggested getting a page document flagging talk points for the state visit. He also mention taking a moment to let the state know the great things about the school, "bring out the good not the bad". Board members be prepared to discuss where the school stands with the current litigation, prepare information for questions. Mr. O'Niell that the board speaks with once voice and has a specified spokes person.

Mrs. Jane MacArthur mentioned that the retreat was good and she would like to have Mr, O'Niell to come back for additional training.
Ms. Joy Rankin mentioned that she felt the retreat was incitement.

B.Public Relations Service

Public Relations firm has been paid and Ms. Hartfield will be having a conversation with Angela regarding a plan of action.

V. Executive Session

A.Litigation Update

Mr. Harry Histand made a motion to enter executive session to discuss the litigation update at 7:51PM. Ms. Joy Rankin second the motion vote was carried 4-0.

Mr. Harry Histand made a motion to leave executive session at 8:11PM. The motion was second by Mrs. Jane MacArthur.

VI. Closing Items

A.Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:15 PM.

Respectfully Submitted,
Kaitlyn Kosiorowski
H. Histand made a motion to adjourn the January 2016 Board of Trustees meeting at 8:15PM.
Jane MacArthur seconded the motion.
The board **VOTED** unanimously to approve the motion.

Executive Director's Report. January 2016

Advocacy Day-- we are planning on taking a bus load of students to Albany to participate in Charter School Advocacy Day. It's a day in which charter schools advocate for equal per pupil funding. It's gives us a chance to connect with other charter schools from throughout the state, to share best practices, etc... Event occurs 2/2/16 in Albany, NY.

Upcoming state visit:

In prep for the state visit, we've done the following:
- made sure that the state will be able to see project based learning in action.
- posted mission statements all over the school, and challenged the teachers and the students to live by the mission.
- implemented our school wide R.O.Y.A.L initiative. Respect others, yourselves, Arts, and Learning.
- refocused the middle school, to make it a 6-8, as opposed to it being run like a K-8. We are getting our students ready for high school, and the rigor and results prove that our approach is working.

Update on renting the two buildings:

North building: inspection tomorrow at noon.

2800.00 per month for School.
1800.00 per month for admin offices.

A significant amount of funds need to be invested in the building to bring it back to code. We'll know more after the inspection.

Past and Upcoming Events:

Night out on RCS was a huge success with families. We borrowed this idea from Kiddie Academy. From 6-9 pm cheap babysitting, so families can go out and enjoy each other. It's just another way to keep our families engaged. (Past event)

Community Food Pantry: designed and developed by Ms. Werner. We now have a full service food pantry to help families in need. It goes to our commitment to turn our school into a community school. (Ongoing)

School tours and open house dates have been set up for the upcoming recruitment season. Our goal is to have a waiting list in k of 100, and every other grade to have a waiting list of 25+.

1/18 MLK Day

1/19 State Visit Begins. Teacher Focus group 3:30-4:30 pm. The board should send out an email to the teachers thanking them for their hard work, and wishing them good luck on the upcoming state visit.

1/22 Music Field trip to NYC--

1/25 Quarterly Exams begin

1/30 first RCS Open House

2/5 Parent Teacher Conferences

2/6 Pancake Breakfast Fundraiser Applebees

2/10 Stop, drop, and test data

2/11 Honor roll ceremony

2/12 special someone dance

2/26 Black History Month Program

Executive session:

Bonus payouts need to be approved.

Enrollment bonus: measured by the amount of students over 395 enrollment. Broken up into quarters, based on 185 day calendar.

Day 1-46. 420 students. 3750.00
Day 47-82. 416 students. 3150.00.

Board needs to improve payout of 6900.00 re: student enrollment bonus.

Tuition reimbursement for 2014-15 school year. The board approved me taking 2 classes at Queens college CUNY. Both we doctoral level courses. I recently completed the 2nd class, as one of the pre-requisites was to publish a scholarly article in an educational journal. My submission was approved on 1/10.

That said, I am submitting the official transcript for one class grade B or better. Next board meeting, I will submit the official transcript with the other class (grade updated). Total payout is 1326.67. This will be the same payout next month when the 2nd grade is submitted.

The board must also discuss my bonus for 2014-15, as well as my annual review.

Riverhead Charter School Board of Trustees

Minutes

Board Meeting

Date and Time
Wednesday February 10, 2016 at 6:30 PM

Location
RCS Board Room

Board Members Present
Aimee Lomonaco, Harry Histand, Jane MacArthur, Susan Heinz, Zenobia Hartfield (remote)

Board Members Absent
Joy Rankin

Guests Present
Deana Fortunato, Kaitlyn Kosiorowski, Laura Arcuri, Raymond Ankrum, Shannon Ruffner

I. Opening Items

A.Record Attendance and Guests

Missing. Ms. Joy Rankin
Meeting was started with the Pledge of Allegiance.

B.Call the Meeting to Order

Zenobia Hartfield called a meeting of the board of trustees of Riverhead Charter School Board of Trustees to order on Wednesday Feb 10, 2016 @ 6:41 PM at RCS Board Room.

C.Approve January 2016 Meeting Minutes

J. MacArthur made a motion to approve January 2016 minutes.
Susan Heinz seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Public Comment

A.Public Comment

Ms. Shannon Ruffner invited all board members to the RCS Annual Black History Month Celebration on February 25, 2016 from 6:00-7:30pm.

V. Governance

A.De-Brief SED Visit

Ms. Lomonaco discussed the state visit. State saw the trending of test scores before the common core, and how RCS is on an upward trend although a slow moving upward trent. The state asked about how RCS is dealing with the lawsuits. They mentioned that the teacher turn over is getting better, and they have heard no recent complaints. The state is happy with the board training. The questions the process for evaluating the director of finance and also asked when we will be bringing in a new HR person. The state looked at the mission statement and made note that its different in the charter. The also said there should be no surprises on the report.

B.Board on Track Membership

S. Heinz made a motion to continue the Board on Track membership from 4/1/16 until 3/31/17 at the costs of $9,995.
Aimee Lomonaco seconded the motion.
The board **VOTED** unanimously to approve the motion.

C.Paul O'Neill Engagement Letter

The board recognized the letter as a contract to bring Paul O'Niell on as their representative and retain him. Board agreed to not sign this letter.

D.Board Member Interview

S. Heinz made a motion to bring on Patricia Harsch as a new board member pending fingerprint clearance.
Aimee Lomonaco seconded the motion.
The board **VOTED** unanimously to approve the motion.

E.Sklar Invoice- Outstanding Balance

$2,400 was mailed to Ted Sklar. A balance of $220.00 is owed.
A. Lomonaco made a motion to pay the remaining balance of $220.00 to Ted Skalr.
Susan Heinz seconded the motion.
The board **VOTED** unanimously to approve the motion.

VI. Executive Session

A.Executive Director Evaluation

A. Lomonaco made a motion to Enter Executive Session at 8:16pm.
Susan Heinz seconded the motion.
The board **VOTED** unanimously to approve the motion.

B.Personnel Matters

H. Histand made a motion to Exit Executive Session at 8:51pm.
Susan Heinz seconded the motion.
The board **VOTED** unanimously to approve the motion.

VII. Closing Items

A.Adjourn Meeting

H. Histand made a motion to adjourn the meeting.
Aimee Lomonaco seconded the motion.

Riverhead Charter School Board of Trustees

Minutes

Board Meeting

Date and Time
Wednesday March 9, 2016 at 6:30 PM

Location
RCS Board Meeting

Board Members Present
Aimee Lomonaco, Harry Histand, Joy Rankin, Susan Heinz, Zenobia Hartfield (remote)

Board Members Absent
Jane MacArthur

Guests Present
Anthony Cavalluzzo, Brendan Bryne, Catherine Rodriguez, Crystal Zachary, Deana Fortunato, Donna Scocca, Kaitlyn Kosiorowski, Kerri McMullen Smith, Laura Arcuri, Liz Vaiana Cavanagh, Nicole Graham, Officer Nancy Ward, Raymond Ankrum, Roseann Moscatelli, Scott Wurm, Sheena Hobson, Stefanie Werner, Steve Traum, Wayne Bassey

I. Opening Items

A.Record Attendance and Guests
Ms. Hartfield joined the board meeting at 7:00pm
Ms. Joy Rankin left the board meeting early at 9:02pm

B.Call the Meeting to Order
Aimee Lomonaco called a meeting of the board of trustees of Riverhead Charter School Board of Trustees to order on Wednesday Mar 9, 2016 @ 6:36 PM at RCS Board Meeting.

C.Approve February 2016 Meeting Minutes
Minutes approved with a revision on the second page from not vague to vague.
A. Lomonaco made a motion to approve minutes from the Board Meeting on 02-10-16.
Susan Heinz seconded the motion.
The board **VOTED** unanimously to approve the motion.

D.Public Comment
Mrs. Kerri McMullen Smith let the board know that she has a child in 6th grade, since her son has been at RCS he has had a huge turnaround. She believes his teachers are great.

reevaluated after the 8 week cycle. The new RTI model will have clear standards on entering and exiting a student. The goal is to make sure RCS is providing all services to students.

Mr. Ankrum discussed that there was clarification on the mission statement. Mr. Ankrum suggested that parents and students contribute to a new mission statement for the upcoming charter renewal. Mr. Ankrum thanked the board for being so welcoming to those who attended the board meeting. Mr. Ankrum was excited to see 2 interviews for a RCS Board Trustee position. Mr. Ankrum suggested to the board to utilize the board on track training's and webinars.

Mr. Ankrum talked about the new PR firm that RCS hired. Angela is doing a great job, any bad press about RCS has now moved to page 2 in a google search.

Mr. Ankrum discussed the grant that RCS received from Gold Rod Research Group. Ms. Werner took ownership of writing this grant. The grant was for RCS to receive Robotics to start a new program.

Mr. Ankrum made note that RCS is applying for another grant and the paperwork is in the process.

The 2016-2017 RCS is capped at 414 students. With this cap the growth will not look how it has looked in the past. With a 414 cap RCS will only be able to bring in 1 class of Kindergartners. Which is a disservice to the community. Mr. Anrkum suggested writing a letter to the board of regents letting them know that RCS cannot grow with the cap of 414 students.

3/1 Mr. Ankrum met with the Stony Brook advisory board of teacher standards.
3/4- Teachers and RCS DCI went on the 2nd visit to Roosevelt Children's Academy.
3/15 and 3/16- Stop, drop and test
Mr. Ankrum met with Lee Zeldon and its educational task force.

Mr. Ankrum suggested the board use the Board on Track tool to self assess.

Mr. Ankrum would like to do an opt in movement at RCS.

III. Finance

A.Director of Finance Report

Ms. Nicola Graham discussed the account balances and where money is tied up and where money is available.
Aftercare profit and loss reports. 29 students at $15 a day. The aftercare program profited $429.50 for the month of February. The program is not intended to make a profit and monies will be used to purchase supplies for the program. After next marking period stats will be taken on how the students in aftercare are progressing.
Ms. Graham made note that RCS does not owe any money to Ted Sklar, RCS was being billed at the wrong rate. RCS is current with Ted Sklar.
Ms. Graham submitted the March and April tuition billing. Ms. Graham also submitted the quarterly disclosure report.
Ms. Graham discussed the grant RCS received for the robotics program. The grant is a partial grant an RCS must match the amount received. The robotics program is set to be implemented in grades 3-8.

D. Exit Executive Session

H. Histand made a motion to exit executive session at 9:20pm.
Susan Heinz seconded the motion.
The board **VOTED** unanimously to approve the motion.

VII. Closing Items

A. Adjourn Meeting

H. Histand made a motion to adjourn the meeting at 9:21pm.
Susan Heinz 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 9:21 PM.

Respectfully Submitted,
Kaitlyn Kosiorowski

Riverhead Charter School Board of Trustees

Minutes

Board Meeting

Date and Time
Wednesday April 20, 2016 at 6:30 PM

Location
RCS Board Room

Board Members Present
Aimee Lomonaco, Harry Histand, Jane MacArthur, Joy Rankin, Zenobia Hartfield (remote)

Board Members Absent
Susan Heinz

Guests Present
Deana Fortunato, Gianni Reddick, Greg Fischer, Kaitlyn Kosiorowski, Laura Arcuri, Raymond Ankrum, Shannon Ruffner

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 Board of Trustees to order on Wednesday Apr 20, 2016 @ 6:41 PM at RCS Board Room.
Meeting began with the pledge.

C.Approve March 2016 Meeting Minutes
A. Lomonaco made a motion to approve minutes from the Board Meeting on 03-09-16.
Joy Rankin seconded the motion.
The board **VOTED** to approve the motion.

D.Public Comment
Greg Fischer attended the board meeting to introduce himself as he is running for Riverhead School board. He wants to make the community known that he will always be available. To also make the public aware of the mismanagement of money and audits do not comply with the certified payroll laws. Mr. Fischer discussed labor laws and Riverhead using laborers for work instead of hiring legal companies.

Ms.Graham showed auditors proper way to calculate the sped numbers. Ms. Graham discussed that the auditors didnt have the proper spreadsheets for the capital project. Ms. Graham expressed that she feels comfortable moving the auditors to semi annually. The bond payment is going down and assets are going up. Ms. Graham did a recap on the proposed budget. Mr. Histand suggested setting a time to meet and discuss the budget with the finance committee.

IV. Other Business

A.Human Resources Generalist

2 Interviews were conducted for HR Generalist position. Ms. Fabiola Colas and Mr. Edward Anderson.

B.Ted Sklar- Invoices

A. Lomonaco made a motion to to approve the March 22, 2016 Ted Sklar invoice in the amount of $8,265 at the $300 an hour rate.
Harry Histand seconded the motion.
The board **VOTED** unanimously to approve the motion.
Ted Sklar invoice dated 3/14/16 is billed at $400 an hour rate when it should be a $300 an hour rate. This invoice needs to be corrected before it can be approved for payment.

V. Executive Session

A.Enter Executive Session

A. Lomonaco made a motion to enter executive session at 8:34pm.
Harry Histand seconded the motion.
The board **VOTED** unanimously to approve the motion.

B.Personal Matters

C.Exit Executive Session

H. Histand made a motion to exit executive session at 9:03pm.
Aimee Lomonaco seconded the motion.
The board **VOTED** unanimously to approve the motion.

VI. Closing Items

A.Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:05 PM.

Respectfully Submitted,
Kaitlyn Kosiorowski

Recruitment and Retention Efforts -

At the beginning of the year a teacher committee is formed which discusses recruitment ideas and specific locations. A spreadsheet is created culminating in contact information for local organizations, such as libraries, daycares, sports leagues, etc., through which we may recruit new students. Riverhead Charter School provides informational materials, in both English and Spanish, for prospective families to review. Partnerships have been formed with local Head Starts, allowing teachers to attend a parent workshop in order to provide information to families about RCS. Throughout our recruitment efforts, we highlight our Special Education, ELL, and Response to Intervention programs in order to provide parents with an understanding of the inclusive nature of our school community and our ability to support the needs of all students.

At RCS, we offer an ICT (integrated co-teaching) classroom setting at every grade level to support students with disabilities and those who may need additional support. We have full time English Language Learner teachers using both the push in and pull out models to meet the specific needs of students who require such services . Our social worker is able to provide resources and support to our economically disadvantaged students and families as well.

Entry 12 Teacher and Administrator Attrition

Created: 06/17/2016
Last updated: 06/22/2016

Report changes in teacher and administrator staffing.

Page 1

Instructions for completing the Teacher and Administrator Attrition Tables

The following tables reflect formatting in the online portal required for Regents authorized charter schools. Schools should provide, for teachers and administrators only, the full time equivalent (FTE) of staff on June 30, 2015; the FTE for added staff from July 1, 2015 through June 30, 2016; and the FTE for any departed staff from July 1, 2015 through June 30, 2016 using the two tables provided.

2015-16 Teacher Attrition Table

	FTE Teachers on June 30, 2015	FTE Teachers Departed 7/1/15 – 6/30/16	FTE Teachers Filling Vacant Positions 7/1/15 – 6/30/16	FTE Teachers Added in New Positions 7/1/15-6/30/16	FTE of Teachers on June 30, 2016
	39	12	12	3	41

2015-16 Administrator Position Attrition Table

	FTE Administrative Positions on June 30, 2015	FTE Administrators Departed 7/1/15 – 6/30/16	FTE Administrators Filling Vacant Positions 7/1/15 – 6/30/16	FTE Administrators Added in New Positions 7/1/15-6/30/16	FTE Administrative Positions on June 30, 2016
	4	2	2	0	4

Thank you

Entry 13 Uncertified Teachers

Last updated: 07/21/2016

Page 1

The table below is reflective of the information collected through the online portal for compliance with New York State Education Law 2854(3)(a-1) for teaching staff qualifications. 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 column applies to a particular teacher, please select one column for the FTE count.

Staff Qualifications (June 30, 2016)

Note: Columns should sum to the FTE count of Teachers on June 30, 2016, and each teacher should be in only one column.

1. FTE Count of Uncertified Teachers (6-30-15)	0
2. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (6-30-15)	0
3. FTE count of uncertified teachers who are tenured or tenure track college faculty (6-30-15)	0
4. FTE count of uncertified teachers with two years of Teach for America experience (6-30-15)	0
5. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (6-30-15)	0
6. FTE count of uncertified teachers who do not fit into any of the prior four categories	0
Total	0.0

Thank you.

Riverhead Charter School
Organizational Chart 2015-2016

Riverhead Charter SCHOOL YEAR CALENDAR 2016-2017 -

August

M	T	W	T	F	
1	2	3	4	5	
8	9	10	11	12	
15	16	17	18	19	3
22	23	24	25	26	
29	30	31			

SEPTEMBER

M	T	W	T	F	
			1	2	
5	6	7	8	9	
12	13	14	15	16	21
19	20	21	22	23	
26	27	28	29	30	

OCTOBER

M	T	W	T
3	4	5	6
10	11	12	13
17	18	19	20
24	25	26	27
31			

NOVEMBER

M	T	W	T	F	
	1	2	3	4	
7	8	9	10	11	
14	15	16	17	18	19
21	22	23	24	25	
28	29	30			

DECEMBER

M	T	W	T	F	
			1	2	
5	6	7	8	9	
12	13	14	15	16	17
19	20	21	22	23	
26	27	28	29	30	

JANUARY

M	T	W	T
2	3	4	5
9	10	11	12
16	17	18	19
23	24	25	26
30	31		

FEBRUARY

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

MARCH

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

APRIL

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

MAY

M	T	W	T	F	
1	2	3	4	5	
8	9	10	11	12	
15	16	17	18	19	22
22	23	24	25	26	
29	30	31			

JUNE

M	T	W	T	F	
			1	2	
5	6	7	8	9	
12	13	14	15	16	17
19	20	21	22	23	
26	27	28	29	30	

HOLIDAYS

August	25	New Teacher Orientation
August	29-	Kindergarten Orientation 1/2 days
September	5	Labor Day
September	6	First day of school 1-8
October	3-4	Rosh HaShana
October	10	Columbus Day
October	11-12	Yom Kippur
November	11	Veterans Day
November	24-25	Thanksgiving Recess
Dec 26 - Jan 2		Winter Recess

- staff begins PD
- K orientation 1/2 day
- Parent conf 1/2 day
- Professional Development 1/2
- 1/2 day
- 1/2 day last days of school

January	16	Martin Luther King's Birthday
February	20-24	Mid Winter Recess
April	10-14	Spring Recess
May	30	Memorial Day
June	24	Last day of school

* If 0 snow days used, NO School on 4/17, 5/26, 5/30
* If 1 snow day used, NO School on 5/30 and 5/26
* If 2 snow days used, NO School on 5/26
* If 3 snow days used, calendar unchanged
* If 4 snow days used, SCHOOL ON 2/24
* If 5 snow days used, SCHOOL ON 2/23

Total Days (minus 3 built-in snow days)= 185

F
7
14
21
28

16 -

F
6
13
20
27

20 -

15 -

day