

**RIVER CITY SCIENCE ACADEMY
GOVERNING BOARD MEETING
Minutes**

Thursday, October 03, 2024
5:30 pm

Board members present: Mr. Emre Mese, Dr. Sakhavat Mammadov, Mr. Fatih Kurt, Mr. Serkan Dogan

Staff members present: Dr. Dogan Tozoglu, Executive Director; Yasin Jason Kurt, Business Manager; Sel Buyuksarac, Parent Representative.
Michelle Martinez, Auditor, King&Walker CPA

1. The meeting was called to order by Mr. Mese at 5:30 pm.

2. Public Remarks

There were no public remarks

3. Approval of agenda items

Motion to approve agenda items by Mr. Mese and seconded by Mr. Kurt. Approved unanimously.

4. Approval of last board meeting minutes

Mr. Mese informed the Board that the minutes from the previous meeting had been shared in advance and invited members to provide any corrections or amendments.

Motion to approve the last board meeting minutes by Mr. Mese and seconded by Mr. Kurt. Approved unanimously.

5. Approval of 2023-24 SY school audits

Mrs. Martinez, the auditor, presented the highlights from the 2023-24 school year audits. She reported that all schools had received clean audits with no findings, indicating that each school is performing well financially. She highlighted the two reports included at the end of each school's audit:

Report on Internal Control over Financial Reporting and Compliance – This report would note any material weaknesses or significant deficiencies in internal controls, if present. Mrs. Martinez confirmed there were no issues to report for any school. Management Letter – Required by the Auditor General, this letter would include any additional findings, suggestions, or comments. Mrs. Martinez confirmed that there were no items to report in this section for any school. Additionally, Mrs. Martinez noted that, due to the significant federal funding received by the schools, a combined Federal single audit is required. This audit will be completed in the upcoming months.

Motion to approve 2023-24 SY school audits by Mr. Mese and seconded by Mr. Kurt. Approved unanimously.

6. Approval of rent amendments

Dr. T. presented rent appraisal reports for each campus to the Board. The appraisals showed that current rent amounts are significantly below market value. There have not been any rent adjustments made before. In light of the capital outlay funds received by the schools, the business office team proposed a rent of \$1,675 per student, which remains well below market rates.

Motion to approve rent amendments by Mr. Mese and seconded by Mr. Kurt. Approved unanimously.

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7. Approval of finance committee meeting minutes

Mr. Mese informed the Board that the Finance Committee had convened over the summer. Dr. T. provided a summary of the agenda items discussed and approved by the committee, including the year-end budget and initial budget for the new fiscal year. In total, the committee reviewed and approved five items. Minutes from the committee meeting were shared with Board members, and approval was requested.

Motion to approve financial committee meeting items and minutes by Mr. Mese and seconded by Mr. Dogan. Approved unanimously.

8. Approval of out-of-field teachers

Dr. T. presented a report on out-of-field teachers at each RCSA campus, listing their certification areas alongside the out-of-field areas. The majority of these teachers require ESOL certification. The schools are planning to offer in-house ESOL courses through the Schultz Center to support these teachers.

Motion to approve out-of-teachers by Mr. Mese and seconded by Mr. Kurt. Approved unanimously.

9. Approval of annual school performance goals

Dr. T. informed the Board that, under the new charter contracts, each school is required to establish annual performance goals based on school grade categories as part of its deliverables. Mr. K., RCSA's Director of Academics, collaborated with school leadership teams to finalize these goals and presented them to the Board. In the following year, an analysis will be conducted to assess whether each goal was achieved, with rationale provided for each outcome.

Motion to approve annual school performance goals by Mr. Mese and seconded by Mr. Kurt. Approved unanimously.

10. Approval of teacher supply fund distribution

Dr. T. informed the Board that, as a tradition, RCSA provides teachers with a \$100 Amazon card at the beginning of each school year for classroom supplies and other needs. Additionally, eligible teachers receive a \$325 state-funded teacher supply allocation, provided they hold certification and were hired before September 1st. RCSA Business Department proposed distributing these state funds as Amazon cards rather than issuing individual checks, which would streamline the process. Minimal negative feedback was received from teachers regarding this change. The Business Department requested Board approval for this revised distribution method.

Motion to approve teacher supply fund in the form of Amazon cards by Mr. Mese and seconded by Mr. Kurt. Approved unanimously.

11. Approval of teacher salary allocation plan

Dr. T. presented and explained the teacher salary allocation plan report submitted to both the district and the state. He noted that the total cost to sustain the salary increases has, to date, significantly exceeded the funding provided.

Motion to approve teacher salary allocation plan by Mr. Mese and seconded by Mr. Kurt. Approved unanimously.

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12. Approval of preliminary enrollment projection for 2025-26SY

Dr. T. presented the current student enrollment numbers for this fiscal year, along with projected enrollment for the 2025-26 school year. RCSA Southeast anticipates a significant increase in enrollment as a new school. This is part of school deliverables to the district.

Motion to approve preliminary enrollment projection by Mr. Mese and seconded by Mr. Dogan. Approved unanimously.

13. Approval of asset disposal

Dr. T. shared the asset disposal items from each campus which were mainly broken furniture fixture and outdated technology items.

Motion to approve asset disposal by Mr. Mese and seconded by Mr. Dogan. Approved unanimously.

14. Academic overview and school performances

Dr. T. and Mr. K. presented the Board with the academic standings of each RCSA campus, including grades and performance metrics across each grade level. They proudly reported that all RCSA schools received an "A" grade, including the brand-new RCSA Southeast campus in its first year. Test scores across RCSA schools were significantly higher than both district and state averages.

15. School updates

Dr. T. provided the board with the followings:

Kickoff Event and School Updates

A kickoff event was held at the University of North Florida (UNF) to welcome all campus employees for the new school year. The event featured multiple presentations and distinguished guests, including US Congressmen and their staff, Jax Sherrif and representatives from JSO, city council members, and DCPS school board members, and community partners. Overall, it was a highly successful event.

All schools have started the year smoothly, achieving full staffing and a flawless opening. Engagement programs such as picnics, curriculum nights, principal breakfasts, home visits, and fall festivals are already underway.

School clubs and after-school activities, including weekend programs, have also commenced successfully.

Our alumni events have also kicked off with a welcome dinner at the beginning of the school year.

Testing

The first round of PM1 state testing has been completed without any issues. Targeted interventions are being implemented to ensure continued student growth.

Enrollment

All school campuses have been proactive in their recruitment efforts and are close to meeting their enrollment targets.

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FLDOE Chancellor's Leadership Academy

Our three school principals, along with Mr. K., have been accepted into the FLDOE Chancellor's Leadership Academy, a distinguished accomplishment. We look forward to learning from leaders and schools across the state and sharing our own experiences.

Additionally, we expect to host leaders from Leadership Jacksonville to showcase our schools. We are also applying for Character School designations for our two campuses and for the overall system.

16. Title I updates

Dr. T. informed the Board that the RCSA Middle High campus has submitted its Title I school plans and is currently awaiting final approval. Parent activities and school-wide initiatives have already begun to be implemented.

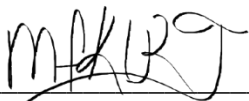
17. Charter School Growth Fund update

Dr. T. informed the Board about the progress of the Charter School Growth Fund. Several meetings and in-depth conversations have taken place as part of the due diligence process, and thus far, everything appears to be positive. A site visit from the Growth Fund team is scheduled for the end of October.

18. Closure of the Meeting

Mr. Mese moved to adjourn the meeting, Mr. Kurt seconded, and the meeting was adjourned at 7:15 pm.

Respectfully submitted,



Mr. Fatih Kurt, Board Secretary