

**RIVER CITY SCIENCE ACADEMY
GOVERNING BOARD MEETING**

Minutes

7565 Beach Blvd
Jacksonville, FL 32216
Thursday, May 12, 2022
5:30 pm

-- Board members present—

Mr. Shahriyar Mammadov (Mr. Yar), Mrs. Tanja Boswell, Mr. Baybars Bakay, Dr. Sakhavat Mammadov

Staff members present: Dr. Dogan Tozoglu, Executive Director, Cihan Ozturk, Business Manager, Sel Buyuksarac, Parent Representative,

1. Meeting called to order by Mr. Yar at 5:30 pm.
2. Public remarks
None
3. Approval of agenda items
Motion to approve by Mr. Yar and seconded by Mrs. Boswell. Approved unanimously.
4. Approval of last board meeting minutes
Motion to approve last board meeting minutes by Mr. Yar and seconded by Mrs. Boswell.
Approved unanimously.
5. Approval of transportation contract
Dr. T informed the Board about the updates on the transportation contract for Elementary and Middle-High campuses. Due to bus and driver shortages, we had to survive with five buses in 2021-22SY. The Schools will continue with the current number of buses, and the company will make adjustments to the routes to serve at maximum capacity.
Motion to approve transportation contract by Mr. Yar and seconded by Mr. Bakay.
Approved unanimously
6. Approval of updated pay scale and proposed increases for staff
Dr. T. and Mr. Ozturk presented proposed pay scale updates and informed the Board about current teacher and other staff shortage trends. There were not significant differences from the prior scale. Major changes were to increase base salary and give an additional \$1,000 increase to returning full-time staff.
Motion to approve updated pay scale and proposed increases for staff by Mr. Yar and seconded by Mr. Bakay. Approved unanimously
7. Approval of payment for change orders for RCSA Intracoastal construction
Dr. T. reminded the Board about change orders that were approved during RCSA Intracoastal campus construction. The amount due will be in July to be paid from the LLC account. The School would pay it back once it stabilizes its enrollment and starts getting capital outlay funding.
Motion to approve payment for change orders for RCSA Intracoastal construction by Mr. Yar and seconded by Mrs. Boswell. Approved unanimously

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8. Approval of financial committee to finalize year-end budget and prepare 2022-23FY budget
Mr. Ozturk, Dr. T., and Mr. Bakay will continue serving on the financial committee to finalize the year-end budget and work on upcoming school year budgets.
Motion to approve financial committee to finalize year-end budget and prepare 2022-23FY budget by Mr. Yar and seconded by Mr. Bakay. Approved unanimously.
9. Approval of auditor engagement for 21-22FY Audits
Dr. T. and Mr. Ozturk informed the Board about fiscal year-end audit engagement with King and Walker auditor group.
Motion to approve auditor engagement for 21-22FY Audits by Mr. Yar and seconded by Mrs. Boswell. Approved unanimously.
10. School project updates and approvals for MH and Elementary campuses
Dr. T. informed the Board about school projects related to the Mandarin campus. The construction timeline goes on as planned for the Gym. Construction will start as soon as School closes. He also presented summer projects for Elementary and Middle-High site projects related to safety and security, gates, resurfacing, fencing, and exterior paint jobs. The Schools will prioritize the urgent items.
Motion to approve MH and Elementary campus projects and authorize executive director to proceed by Mr. Yar and seconded by Mr. Bakay. Approved unanimously
11. Approval to cancel June 2nd board meeting
There won't be any outstanding agenda items for the June 2nd meeting.
Motion to approve to cancel June 2nd board meeting by Mr. Yar and seconded by Mr. Bakay. Approved unanimously
12. Approval of asset disposals
Mr. Ozturk presented lists of assets to be disposed of from RCSA campuses.
Motion to approve assets disposals by Mr. Yar and seconded by Mrs. Boswell. Approved unanimously
13. Review of Financials and approval of midyear budgets
Mr. Ozturk presented financials as of the end of April for each RCSA Campuses (Middle-High, Elementary, Innovation, Mandarin, Intracoastal). The deficit on the Intracoastal financials is expected due to its initial year; however, schools have significant savings to eliminate any shortfall; and we will move funding from the LLC account to close any shortfall for the Intracoastal campus. The Schools also started getting ESSER reimbursements from the district. Currently, there is no area of concern.
Motion to approve financials by Mr. Yar and seconded by Mr. Bakay. Approved unanimously
14. Employee handbook update
Dr. T. informed the Board about employee handbook updates. There were some COVID and dress code-related items that needed to be updated.

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15. RCSA Back office update

Dr. T. reminded the Board about the structural changes in the back office in the last couple of years. As a starter, our business and HR departments moved into their new location at the Innovation campus. Dr. T. also presented position changes for the back office on the Organizational Chart.

16. RCSA Southeast possible site presentation

Dr. T. informed the Board about a possible opportunity and site for the RCSA Southeast campus. Dr.T. and Sel will continue to work with the developer on this site and complete due diligence.

17. RCSA System accreditation update

Dr.T. thanked the Board and staff for the successful System Accreditation site visit. He informed the Board that the lead evaluator was very pleased with our preparation and systems during her exit presentation. We expect to receive the final accreditation letter towards the end of the school year.

18. RCSA District site visit updates

Dr. T. Inofrmed the Board about District spring site visits for all campuses. The Schools had great site visits and were able to make any corrections on any outstanding site visit items. All schools were in incompliance with their final reports. He thanked entire teams for their diligent work.

19. Closure of the Meeting

The meeting was adjourned at 6:45 pm.

Respectfully submitted,



Mr. Baybars Bakay,
Board Secretary