

**RIVER CITY SCIENCE ACADEMY
GOVERNING BOARD MEETING**

Minutes

7565 Beach Blvd
Jacksonville, FL 32216
Thursday, December 9, 2021
5:30 pm

-- Board members present--

Mr. Shahriyar Mammadov (Mr. Yar), Mrs. Tanja Boswell, Mr. Baybars Bakay
Staff members present: Dr. Dogan Tozoglu, Executive Director, Cihan Ozturk,
Business Manager, Sel Buyuksarac, Parent Representative,
Auditor present: Mrs. Michelle Martinez, King&Walker CPA

1. Meeting called to order by Mr. Yar at 5:35 pm.

2. Public remarks

None

3. Approval of agenda items

Motion to approve by Mr. Yar and seconded by Mr. Bakay. Approved unanimously.

4. Approval of last board meeting minutes

Motion to approve last board meeting minutes by Mr. Yar and seconded by Mr. Bakay.
Approved unanimously.

5. Approval holiday gift card for staff

Mr. Ozturk and Dr. T informed the Schools have a tradition to get holiday gift for staff before winter break. Last year it was a \$100 amazon card for staff. This year the Schools will continue with this tradition.

Motion to approve holiday gift card by Mr. Yar and seconded by Mr. Bakay. Approved unanimously

6. Approval of COVID absence waiver for staff

Dr. T. informed the Board that due to COVID related cases, some staff had to be quarantined and missed school work day; and these absences have been deducted from employee sick days and negatively impacted them. Some districts have started waiving COVID related mandatory absences. School leaderships suggested RCSA Schools implement a similar practice to bust employee morale. Mr. Ozturk and Dr. T. recommended waiving any COVID related absences so that this does not cause any negative balances on employee sick days effective beginning of the school year; implement this to the end of this school year.

Motion to approve COVID absence waiver for staff by Mr. Yar and seconded by Mr. Bakay.
Approved unanimously

7. Approval of 990

RCSA Auditor Mrs. Michelle Martinez presented and summarized the 990 for the River City Science Education Services Inc which included LLC. She confirmed we don't need to report a separate file for LLC as it is part of this 990.

Motion to approve 990 by Mr. Yar and seconded by Mr. Bakay. Approved unanimously

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8. Approval of single audit reports

RCSA Auditor Mrs. Martinez gave the summary of RCSA Schools single audit and Obligated group audit. Single audit consisted of all RCSA Schools. The Obligated group audit excluded Middle High campus but included LLC. She highlighted both audit reports to the Board. The obligated group financials meet and exceed the thresholds of having cash on hand min of 45 days, it was 158 days; and dept service coverage ratio of 1.10, it was 1.62 for the Obligated group. Everything looks great and there were no issues.

Motion to approve single and obligated group audit reports by Mr. Yar and seconded by Mr. Bakay. Approved unanimously.

9. Approval of asset disposal

Mr. Ozturk presented asset disposal items from the schools. Some of these items were related to furniture fixture and some technology equipment purchased with CSP funds.

Motion to approve asset disposal report by Mr. Yar and seconded by Mr. Bakay. Approved unanimously.

10. Teacher of the year recognition

Mr. Ozturk explained the Board that each school had different practices recognizing their teacher of the year school winners. Dr. T. stated for the record that he wanted to abstain from this discussion as his wife was the elementary school winner and then made the district semifinalists list by the district TOY selection committee. Mr. Ozturk gave an example of one school giving a \$1,000 bonus while others giving gift cards, etc. He asked this to be consistent and extended to the other campus winners. The Board approved \$1,000 bonus to be given to all TOY winners from now on.

Motion to approve teacher of the year bonus by Mr. Yar and seconded by Mr. Bakay. Approved unanimously.

11. Review of Financials

Mr. Ozturk presented financials as of end of November for each RCSA Campuses (Middle-High, Elementary, Innovation, Mandarin, Intracoastal). The current deficit for the Intracoastal is projected to be dissolved toward the end of year. We are still working on several different grant reimbursements that will positively reflect the school budgets. Currently there is no area of concern.

12. Admin evaluations

Dr. T. informed the Board that he does the principal evaluations; and it's time to his evaluation to be done by the Board. The Board suggested he does his own evaluation first and share it with the Board, and then each board member would do their own evaluation and results could be averaged.

13. Federal Grant Updates

The Schools received another ESSER grant (ESSER III) from the state and submitted the applications. The Schools have finished ESSER I funding, and working on finishing up ESSER II funding. These have about 2 to 3 years cycle. We started getting reimbursements for Title-I, Title II, Title IV. CSP is about the finish. We had some of our

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PFEP expenses and will reimburse them soon. We just received another ESSER fund announcement from the state and are working on submitting our applications to that.

14. RCSA SIP Update

The Schools are in the process of getting the mid-year data so they can see where they are at on their SIP goals; by next board meeting schools would have some numbers to share. Schools are working so hard making sure classrooms have a teacher every day and students get quality instruction. They already started providing targeted interventions to students who are in need. With the start of second semester, Saturday study sessions will start.

15. Strategic Planning Update

We gathered feedback from school teams on the draft version of the strategic plan and incorporated it. We will receive the second draft before winter break and will work on finalizing it.

16. Closure of the Meeting

The meeting was adjourned at 6:15 pm.

Respectfully submitted,



Mr. Baybars Bakay,
Board Secretary