

**RIVER CITY SCIENCE ACADEMY
GOVERNING BOARD MEETING**

Minutes

7565 Beach Blvd
Jacksonville, FL 32216
Thursday, June 3, 2021
5:30 pm

-- Board members present--

Mrs. Elizabeth Dorrian, Mrs. Tanja Boswell, Mr. Baybars Bakay, Mr. Shahriyar Mammadov (Mr. Yar)

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

1. Meeting called to order by Mrs. Dorrian at 5:35pm.

2. Public remarks

None

3. Approval of agenda items

Motion to approve by Mrs. Dorrian and seconded by Mrs. Boswell. Approved unanimously.

4. Approval of last board meeting minutes

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

5. Election of Board members and officers

After serving many years for RCSA, Mrs. Dorrian stated that it's time for her to have a break from RCSA Board due to her schedule and other commitments. She mentioned she would be leaving the board effective June 30th of this fiscal year. All other board members expressed their gratitude for her services to the board and schools. Then, the board moved on to the election process for the chair position.

Mrs. Dorrian nominated the current vice president, Mr. Mammadov, aka Mr. Yar to the President of RCSA. The other Board members concurred. With this change, vice president position needed to be filled. Mrs. Dorrian nominated Mrs. Boswell to be the vice president of RCSA Board. The other members concurred and there were no other discussions.

Mrs. Dorrian moved the approval of Mr. Yar to become the President and Mrs. Boswell to Vice President of RCSA and seconded by Mr. Bakay. Approved unanimously.

The other action related to board members was to fill two vacancies on the board with Mrs. Dorrian's leave. Mrs. Dorrian explained the Board members to fill out vacant positions. There were two great candidates presented to the Board by Dr. T and Mrs. Dorrian: Chief Burton, current Assistant Chief - Zone Commander Patrol Division of JSO and Dr. Mammadov, Assistant Professor at College of Education and Human Services Valdosta State University (He does not have any relationship with Mr. Yar; they just have a common last name). Mrs. Dorrian nominated Dr. Mammadov and Chief Burton for RCSA Board membership.

Motion to approve Dr. Mammadov and Chief Burton to become RCSA Board members by Ms. Dorrian and seconded by Mrs. Boswell. Approved unanimously.

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6. Approval of FRS resolution and agreement for RCSA Intracoastal

Dr. T. and Mr. Ozturk explained the process and the agreement to participate Florida Retirement System (FRS) for RCSA Intracoastal campus employees. Currently, all RCSA Schools are part of FRS.

Motion to approve FRS resolution and agreement for RCSA Intracoastal by Ms. Dorrian and seconded by Mr. Bakay. Approved unanimously.

7. Approval of CIPA policy for RCSA Intracoastal

Dr. T. explained and presented the CIPA policy for RCSA Intracoastal.

Motion to approve CIPA policy for RCSA Intracoastal by Ms. Dorrian and seconded by Mrs. Boswell. Approved unanimously.

8. Approval of partnership and contract with YMCA and Boys and Girls Club

Dr. T. presented and explained the partnership and contract between RCSA Elementary campus and YMCA for summer camp; and between RCSA MH and Boys and Girls Club for summer camp and after school programs.

Motion to approve partnership and contract with YMCA and Boys and Girls Club by Ms. Dorrian and seconded by Mrs. Boswell. Approved unanimously.

9. Approval of asset disposal

Mr. Ozturk explained and presented the items to be disposed and/or transferred back to the district.

Motion to approve asset disposal by Mrs. Dorrian and seconded by Mr. Yar. Approved unanimously.

10. Approval of Strategic Plan Development contract

Dr. T. explained the strategic plan process as RCSA campuses grow. RCSA had a strategic road map plan which expires soon. Now it's time to transition and create a five-year strategic plan. RCSA will work with Community Development Professionals to develop and create the five-year strategic plan.

Motion to approve Strategic Plan Development contract by Mrs. Dorrian and seconded by Mr. Bakay. Approved unanimously.

11. Approval of transportation contract

Mr. Ozturk presented and explained the renewal of the transportation contract. There were no significant changes.

Motion to approve transportation contract by Mrs. Dorrian and seconded by Mr. Bakay. Approved unanimously.

12. Approval of contract extension for executive director

Mrs. Dorrian informed the board that, executive director, Dr. T's contract would be expiring this school year. She mentioned it's time to renew his contract for another five-year term. Board members expressed their appreciation for his services since the inception.

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Motion to approve contract extension to another 5-year term for Dr. T and give authorization to Board President to finalize on behalf of the board by Mrs. Dorrian and seconded by Mrs. Boswell. Approved unanimously.

13. Approval updated pay scale and proposed increases for staff

Dr. T and Mr. Ozturk presented current scales, proposed increases, proposed base salaries and changes on the salary scale. Basically, the proposal was to increase new teacher base salary to \$45,000; to provide additional \$1,700 increase, which is the difference between prior and new base salary, to full time returning teachers who received an increase from teacher salary allocation fund this year in addition to their yearly increases; To provide 7% increase to 2020-21SY base salary for any other full time returning staff who did not receive any improvements from teacher allocation fund, in addition to regular annual increases; To provide 2% increase to 2020-21SY base salary for any full time returning staff who has \$70K or more yearly salary and did not receive any improvements from teacher allocation fund, in addition to regular annual increases. Mr. Yar suggested to consider adding additional stipend or bonuses and give incentives for academic coaches like science or math Olympiad, or robotics when they bring placements from competitions. Dr. T. suggested in the past the Board had given bonuses for SO coach for the State Championship, and he would bring those achievements again to the attention of the board whenever happens for upcoming years.

Motion to approve updated pay scale and proposed increases for staff by Mrs. Dorrian and seconded by Mr. Bakay. Approved unanimously.

14. Approval of lease amendments with River City Edu Management, LLC

Dr. T. and Mr. Ozturk explained the amendments for school leases as of new fiscal year with River City Edu Management, LLC. It will be tied to student number, \$1250 per students based on ten-day student count for the year.

Motion to approve the lease amendments effective July 1st and authorize Board President and/or Dr. T to finalize by Mrs. Dorrian and seconded by Mr. Bakay. Approved unanimously.

15. Approval of change orders for RCSA Intracoastal construction

Dr. T. informed the board about the change orders, about half million dollar, for RCSA Intracoastal construction. He mentioned instead of making those improvements after the construction was done, it would be wise to get it done as part of the construction, such as playground upgrade, turf field, electronic switches for basketball hoops, additional canopy extension, etc which has been done for the other campuses after the fact. The construction company agreed to do make those changes without receiving any payment till the end of fiscal year.

Motion to approve change orders for RCSA Intracoastal construction and authorize Board President or Dr. T to execute agreements by Mrs. Dorrian and seconded by Mr. Bakay. Approved unanimously.

16. Approval of transferring unrestricted funds from other RCSA schools to RCSA Intracoastal to purchase initial furniture, fixture, technology items, and curriculum for RCSA Intracoastal campus

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Dr. T. and Mr. Ozturk informed the board that RCSA Intracoastal became eligible to receive start up grant in the amount of \$600,000. The grant will help to purchase furniture, fixture, computer and technology devices, curriculum etc. However, the grant is processed as reimbursement and could be short. In order not to have any delay ordering those items, Dr. T. asked the board to authorize them to transfer unrestricted funds from other RCSA campuses up to \$900,000 as needed to open the campus flawless. The amount will not create any cash flow or budget problems on the other schools.

Motion to approve transferring unrestricted funds from other RCSA schools to RCSA Intracoastal and authorize Board President or Dr. T to execute the process by Mrs. Dorrian and seconded by Mr. Bakay. Approved unanimously.

17. Approval of financial committee to finalize yearend budget and prepare 2021-22FY budget.

Board assigned Mr. Bakay, Dr. T., and Mr. Ozturk as the members of financial committee to finalize yearend budget and prepare 2021-22FY budget.

Motion to approve financial committee by Mrs. Dorrian and seconded by Mr. Yar. Approved unanimously.

18. Approval of engagement letters for 20-21FY Audits

Dr. T. presented audit engagement letters for 20-21FY audit with King&Walker CPA.

Motion to approve financial committee by Mrs. Dorrian and seconded by Mr. Bakay. Approved unanimously.

19. Review of school financials

Mr. Ozturk presented school financials for each campus. Each campus does not have any issues in terms of their financials and will finish the year with positive fund balances.

20. School project updates and RCSA Intracoastal principal appointment

Dr. T. presented updates regarding ongoing campus construction projects. Construction projects are going as scheduled; the team are receiving min bi-weekly updates and meeting with the developers to go over the progress. RCSA does not expect any shortfalls that would hinder any of the projects at this point. Dr. T. Informed the board that Mrs. Megan Jackson, dean of students at MH campus, has been promoted to be the principal of RCSA Intracoastal campus. She has been doing excellent job so far and being very proactive hiring her staff and recruiting students to be ready for 2021-22SY. She is almost done gathering his team and finalizing the enrollment.

21. Update on new executive order and action plan

Dr. T. presented and explained the executive order 2021-EO-02 regarding school accountability, school grades, school options, promotions, graduation, student performance in educator evaluations, opt-in and opt-out process, etc. The Board recommended to use highly effective rating when it comes to salary calculations specific to this year for all staff as we went through a very challenging year. New CDC guidelines is in place, Dr. T mentioned that, the Schools plan to open full face to face since there would not be any flexibility; and masks will be optional. He added they would monitor the updates from the State and District to plan accordingly.

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22. RCSA System accreditation

Dr. T. mentioned all current schools have been accredited by Cognia (formerly AdvancED). The Schools already had renewals in the past and keep getting renewal schedules. It looks like at least one of the schools has renewal visits every other year. There is an option for System Accreditation for corporations. If the corporation gets system accreditation, it will cover all current schools as well as any new schools. Leadership team has started the process and working on it to get system accreditation candidacy. At some point during this process board members involvement will be needed.

23. FLDOE Education Commissioner Letter and recognitions

Even though RCSA Schools had a very challenging year like all other schools across the nation, they kept continuing to rise. This year Mandarin and MH campuses were recognized as State Character School by character.org which they were the only schools from the North Florida region. The Schools needed to meet certain standards to get this title. All staff worked very hard to on this process. DCPS School board recognized RCSA for this achievement. Schools also received many recognitions and proclamations from elected officials and the City. Commissioner also sent us a letter recognizing our successes. RCSA Innovation campus had a very successful accreditation renewal visit and it was renewed by Cognia. These are all outside agencies and sides making the recognition; and it's great to see the Schools are getting those recognitions meeting all their standards.

24. Sales Surtax Disbursement update

RCSA and other charter schools had several meetings with the district about Sales Tax Disbursement. The District has already started calculating and making payments based on each school's share. The amount is calculated based on student number for each school. This fund is treated same as capital outlay fund coming from the state. The Schools are required to submit quarterly reporting.

25. Alyssa's Alert update

The new law requires all schools to have an alert system connected directly and report JSO 911 in case of any school shooting, intruders, or any suspicious activity that would endanger lives. RCSA has been working very closely with JSO, school district and FLDOE to stay in compliance. State announced a vendor list that we could work since it is completely reimbursable to the entities on the State contractor list. RCSA has been working with Raptor for many years for visitor systems; and Raptor is on the State contractor list. RCSA will continue working with them and getting add-ons to our current system to meet the requirements.

26. Mediation schedule with insurance reps for the Middle-High roof

RCSA MH has been working with an attorney to claim roof replacement from the insurance company for the prior roof damages. The meditation is set to June 21st. The attorney feels very positive and strong about our case. Dr. T. will have preliminary meeting with the attorney to set our parameters.

27. Title-I, PFEP, Title II, Title IV, and grant updates

All grants are up to date. RVSA MH are finishing PFEP digital compliance uploads and requirements for this year. MH is eligible again to receive Title I funds for upcoming school

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year and all plans have been submitted. New Title IV plans have been approved. Title II plans have also been submitted and waiting for approval. Schools have finished ESSER I funding, and working on the reimbursements and plans for ESSER II funding. ESSER I and ESSER II are Coronavirus Response and Relief Supplemental Appropriations Act (CRRSA) coming from the State.

28. RCSA SIP update

Dr. T. presented the Board the progress on meeting the goals targeted at School Improvement Plan. Overall, we are on track on our SIP goals. School leadership teams have started working on the new SIP for upcoming school year.

29. Closure of the Meeting

Adjourned at 7:05 pm.

Respectfully submitted,



Mr. Baybars Bakay,
Board Secretary