

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

Monday, December 12, 2022  
5:30 pm

**Board members present:** Mr. Shahriyar Mammadov (Mr. Yar), Mr. Baybars Bakay, Dr. Sakhavat Mammadov

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

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

2. Public Remarks

None

3. Approval of agenda items

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

4. Approval of last board meeting minutes

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

5. Approval of Single Audit report and 990

Single audit and 990 were presented to the Board by Dr. T. There were no findings or management letters on the audit report.

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

6. Approval of board resolutions and fund transfer

Board resolutions included the followings:

- a. Consideration of Reimbursement Resolution by River City Education Services, Inc., on behalf of River City Edu Management, LLC, for reimbursement out of bond proceeds for costs incurred in connection with purchase and construction of school facility for River City Science Academy Southeast.
- b. Consideration of Approving Resolution by River City Education Services, Inc., on behalf of River City Edu Management, LLC, authorizing purchase of property and entering into design-build contract for construction of a facility for River City Science Academy Southeast.
- c. Consideration of financing proposal for financing purchase and construction of facility for River City Science Academy Southeast

Board also authorized the executive director and director of finance to transfer funds to LLC to cover the acquisition cost of the land and initial soft costs for the construction up to \$5M, which will be used towards project cost as down payments for the total project cost. The transfer amounts from other campus money market accounts (Mandarin, Innovation, Elementary, Middle-High) will be considered as donations to LLC. The amounts will be determined for each campus by the business office.

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Motion to approve board resolutions and fund transfer to LLC by Mr. Yar and seconded by Mr. Bakay. Approved unanimously

7. Approval of Teacher Recognition Fund Plans

Our Middle High, Elementary, Mandarin, and Intracoastal campuses received Florida School Recognition Funds for their A ratings for the 2021-2022 school year. The money would be used for faculty and staff bonuses, distributed evenly among the employees at the four schools. To be eligible for the bonus, an employee must have been hired on or before February 18, 2022, worked full-time during the 21-22 school year, worked for one of the four awarded campuses, and returned to one of our five campuses for the 22-23 school year. To determine the bonus amount for each School's faculty and staff members, we divided the funds equally by taking the award amount and dividing it by the number of eligible employees. Furthermore, to find the bonus amount for our shared employees (those who work for multiple schools, or all five schools), we used the average of the individual bonus for each School.

Motion to approve Teacher Recognition Fund Plans by Mr. Yar and seconded by Mr. Bakay. Approved unanimously

8. Approval of holiday gift card

Like every year, Dr. T. requested approval for \$100 amazon gift card for staff as a token of staff appreciation for the holiday season.

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

9. Approval of reading portfolio materials and plan

Dr. T. explained the changes on the 3<sup>rd</sup>-grade portfolio process this year. Schools have the flexibility to create the portfolio materials and assessments this year with the board approval. Our instructional teams worked together and created the plan and materials to be used across the campuses.

Motion to approve reading portfolio materials and plan by Mr. Yar and seconded by Mr. Bakay. Approved unanimously.

10. Approval of asset disposal and processing of unused and outdated items

Mr. Ozturk presented the Board about disposal assets and process

Motion to approve reading portfolio materials and plan by Mr. Yar and seconded by Mr. Bakay. Approved unanimously.

11. Approval of the contract School Improvement Plans

Dr. T. presented the Board school improvement plans (SIP) for each campus. The plans include targeted goals and strategies for this school year.

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

12. Review of Financials

Mr. Ozturk presented and reviewed financials for each campus. There were no outstanding issues.

13. RCSA Innovation renewal update

Dr. T. informed the Board about the renewal site visit for the Innovation campus. The site visit went very well and there were no outstanding issues. Site visit team was very pleased with the School and presentations. We are expecting to get a 15-year extension for our charter.

14. Bond closing update

Dr. T. informed the Board that we had successfully closed the bond closing in November. This was the second piece (2022B) of the 2022 main bond that we initiated back in March (2022A) last year.

15. RCSA Southeast project update

Dr. T. updated the Board about the southeast project. All permits have been submitted to the city; and expecting to get approval by the new year. DOT is asking for additional requirements in which the GC has been working on to remedy. Dr. T. has been working with our financial advisor on financing to get alternative options. Depending on the outcomes and direction from the financial advisor, the School will evaluate the options or continue looking into additional revenues. Meanwhile, the land will probably be closed using school funds since financing will likely not be finalized by the land contract deadline.

16. Closure of the Meeting

The meeting was adjourned at 6:22 pm.

Respectfully submitted,



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Mr. Baybars Bakay,  
Board Secretary