

**RIVER CITY SCIENCE ACADEMY
GOVERNING BOARD MEETING**

Minutes

7565 Beach Blvd

Jacksonville, FL 32216

Wednesday, July 31, 2013

6:30 pm at RCSA Media Center

-- Board members present--

Enes Calik, Tonja Boswell, Ahmet Birdal, Elizabeth Dorrian, Elvan Aktas

1. Call to order
2. Approval of agenda items
3. Approval of last board meeting (June 2013) minutes
4. Approval of RCSA Employee Handbook
5. Approval of RCSA Employees
6. Approval of RCSA parent student handbook
7. Approval of Cleaning Services
8. Approval of Teacher Evaluation System
9. Approval of 2013-14 Budget
10. Discussion on Financials
11. Public Remarks
12. RCSA-I Start-up update
13. Board meeting dates
14. Audit update
15. RCSA-Innovation update
16. Enrollment update
17. Closure of the meeting

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Meeting Minutes

1. The Board meeting was called to order at 6:30 p.m.

2. Approval of the agenda items

Motion: Approve the agenda items (Mr. Calik)
Second: Mr. Birdal
Vote: Yea – 5
No – 0

3. Approval of the last board meeting minutes

Motion: Approve June 2013 meeting minutes (Mr. Calik)
Second: Mrs. Boswell
Vote: Yea – 5
No – 0

4. Approval of RCSA Employee Handbook

Dr. T presented the board RCSA Employee Handbook. He informed the Board that the handbook was reviewed by the school's legal counsel.

Motion: Approve RCSA Employee Handbook (Mr. Calik)
Second: Mrs. Dorrian
Vote: Yea – 5
No – 0

5. Approval of RCSA Employees

Dr. T presented the board 2013-14 school year RCSA Employees and their salary schedules. Initial \$1000 increase per employee was reflected. Once the teacher salary increase by the State in place, salaries will be adjusted for eligible employees. He informed the Board that he is still looking for one LA and one Journalism/Drama teacher.

Motion: Approve RCSA Employees (Mr. Calik)
Second: Mr. Aktas
Vote: Yea – 5
No – 0

6. Approval of RCSA parent student handbook

Dr. T presented the board RCSA parent student handbook. The handbook is the same with some changes in dress code in high school. High school students are allowed to wear jeans this year with uniform top.

Motion: Approve RCSA parent student handbook (Mr. Calik)
Second: Mrs. Boswell
Vote: Yea – 5
No – 0

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7. Approval of Cleaning Services

Dr. T informed the Board that there were several quotes received for the cleaning services. Based on the price and services offered, the best deal was given by Acts 2:44 Group, LLC.

Motion: Approve Cleaning Services with Acts:2:44 Group (Mr. Calik)
Second: Mr. Birdal
Vote: Yea – 5
No – 0

8. Approval of Teacher Evaluation System

Dr. T informed the Board that RCSA was using district evaluation system, CAST, for teachers. All administrators have gone through the training at the district. Dr. T recommended to the board that currently it would be better to use CAST system for RCSA-Middle-High, RCSA-Innovation and RCSA Elementary since the teachers and administrators are familiar to the system. He mentioned that the School can always change it, if desired, use another one like Florida Charter Consortium's evaluation.

Motion: Approve Teacher Evaluation System, CAST (Mr. Calik)
Second: Mrs. Boswell
Vote: Yea – 5
No – 0

9. Approval of 2013-14 Budgets

Dr. T presented the board 2013-14 fiscal year budget for RCSA-Innovation, RCSA Elementary and RCSA Middle-High based on current projections. He told them the budget will be revised after October count when the final FTE numbers come out.

Motion: Approve 2013-14 Budgets (Mr. Calik)
Second: Mrs. Dorrian
Vote: Yea – 5
No – 0

10. Discussion on Financials

Dr. Tozoglu presented the financials to the Board for RCSA-Innovation, Elementary and Middle/High school. He informed the Board that the adjustments for the budget based on last counts has been made for the year end. The other financials presented included all revenue, profit lost, bank statements, actual versus current financials with the new district format. There were not any unpaid bills, liability, or cash flow issues.

Motion: Approval of Financials (Mr. Calik)
Second: Mrs. Boswell
Vote: Yea – 5
No – 0

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11. Public remarks

There were no public remarks.

12. RCSA-I Start-up update

Dr. T. Informed the Board that RCSA-I Start-up award letter has been released. All paperwork for the start-up budget was uploaded to the state website. The School will be able to receive the funds and start making claims.

13. Board Meeting dates

The Board was agreed to meet on the following dates: September 18, 2013; December 11, 2013; March 19, 2014; June 11, 2014.

14. Audit Update

Dr. T. informed the board that CPA has started the audit process for both RCSA Elementary and RCSA Middle-High. All documentation and files have been submitted and it is expected to be finished within 2 weeks.

15. RCSA-Innovation update

Dr. T. informed the board that RCSA-Innovation building is secured and went through fire and health inspections. All teachers and staff have been hired. Furniture-fixture and textbooks were ordered and the school is ready for the first day.

16. Enrollment Update

Dr. T. informed the board that; RCSA Elementary is at 350; RCSA Middle high is at 830; and RCSA-Innovation is at 150 in terms of enrollment numbers.

17. Closure of the meeting – Mr. Calik moved to adjourn the meeting. Mr. Birdal 2nd the motion. The meeting adjourned at 7:40 p.m.

I acknowledge that these minutes reflect the business of the Board of Directors meeting of July 31, 2013.

