

**RIVER CITY SCIENCE ACADEMY  
GOVERNING BOARD MEETING**

**Minutes**

**7565 Beach Blvd**

**Jacksonville, FL 32216**

**Thursday, June 4, 2020**

5:30 pm Online meeting via Zoom

**-- Board members present--**

**Marilyn Young, Elvan Aktas, Elizabeth Dorrian, Tanja Boswell**

**Staff members present: Dogan Tozoglu, Executive Director, Cihan Ozturk, Business Manager, Sel Buyuksarac, Parent Representative, Mr. A. Kuvatov, Asst. Principal RCSA M/H, Mr. A. Akgul, Principal RCSA Mandarin High School, Mr. C. Ozdil, RCSA M/H Graduation Coach**

1. Meeting called to order by Ms. Dorrian at 5:33p.
  
2. Public remarks  
None
  
3. Approval of agenda items  
Motion to approve by Ms. Dorrian and seconded by Ms. Young. Approved unanimously.
  
4. Approval of last Board meeting minutes.  
Motion to approve by Ms. Dorrian and seconded by Mr. Aktas. Approved unanimously.
  
5. Approval of MH Principal Position  
Dr. T. explained the current RCSA MH Principal, Mr. Oz, will be leaving with the ending of the current school year in June 2020. Mr. Kuvatov, the current Assistant Principal for 7 years at RCSA MH was recommended for the position of Principal. Mr. Kuvatov answered questions by Board members about the position and his experience after which the Board agreed on the recommendation.  
Motion to approve the recommendation of Mr. Kuvatov to Principal of RCSA MH by Ms. Dorrian and seconded by Ms. Young. Approved unanimously.
  
6. Approval of asset disposal

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Dr. T reviewed the assets to be disposed of at this time which consisted of one broken chair.

Motion to approve asset disposal by Ms. Dorrian and seconded by Ms. Boswell. Approved unanimously.

7. Approval of Board Committees summer work

Dr. T. requested the Board's assistance to serve on a financial committee to finalize financial activities and serve on an employee handbook committee during the summer of 2020. Ms. Young volunteered to assist on the employee handbook committee and Ms. Dorrian will continue to serve on the financial committee.

Motion to approve the financial and employee handbook committees for summer activities by Ms. Dorrian and seconded by Mr. Aktas. Approved unanimously.

8. Approval of moving expense for new hires

Dr. T. explained a new program to help recruit employees coming in from outside of the state and the U.S. to work at RCSA. The program would offer a relocation stipend up to \$2,000 if the prospective employee needed to relocate greater than 400 miles from RCSA.

Board members discussed options to ensure recipient is committed to staying at RCSA such as including a statement in their offer letter that the stipend was dependent on their remaining employed for at least one year, otherwise the stipend would be deducted from their final paycheck..

Motion to approve the moving expense stipend with repayment conditions to be determined by RCSA Administration made by Ms. Dorrian and seconded by Ms. Boswell. Approved unanimously.

9. Approval of Financials

Mr. Ozturk presented the financial records as of May 31, 2020 for each campus. All 4 schools are currently reporting surpluses for the 2019-2020 school year.

Motion to approve the financials by Ms. Dorrian and seconded by Ms. Boswell. Approved unanimously.

10. Approval of design-build agreement for new charter

Dr. T. explained RCSA's applications for opening additional K-8 campuses in Jacksonville were approved by the Duval County School Board. The targeted sites are the Southeast and Intracoastal areas of Jacksonville.

A proposed site for the Intracoastal campus was identified on San Pablo Road. Summit Construction Management Group ("Summit") the developer for the RCSA

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Mandarin campus, prepared a proposal for purchase and construction of the new campus.

Dr. T. presented a draft of the Design Build Agreement for the purchase and construction cost for the Intracoastal site location to the Board for review. Financial resources for the Intracoastal campus are being researched with a targeted opening for the 2021-22 SY. The Southeast location is to be deferred to open until 2022-23 SY with no site selected at this time.

Motion for approval of Dr. T. to pursue the purchase and construction of the Intracoastal campus, the total of which shall not exceed \$14.25 million, made by Ms. Dorrian and seconded by Mr. Aktas. Approved unanimously.

11. Approval of mediation under the dispute resolution process to access Clever system

Dr. T. explained- RCSA schools have to create passwords and user names for all online platforms used by staff and students. A software program called the Clever system enables single user sign on for all user information to be saved in one location so all online platforms can talk with Clever and get updates daily. Dr. T. expressed this would be more manageable and accurate than the current manual system of individual tracking and reporting of each online program that requires creating of user name and password. The District School Board refused RCSA's request to be included in the Clever software system. RCSA has involved its legal counsel and has requested to have a mediation to try to resolve the dispute with the District and avoid taking formal legal action.

The Board encouraged RCSA to attempt further discussions before moving forward to mediation in an attempt to resolve the dispute amicably and without a formal legal proceeding.

Motion to approve RCSA to attend mediation with the District to resolve the Clever system dispute in the event all other attempts are unsuccessful made by Ms. Dorrian and seconded by Mr. Aktas. Approved unanimously.

12. Threat Assessment Policy and Procedure review

Dr. T. presented the required Threat Assessment Policy and Procedure for RCSA. The State of Florida template was used to development the RCSA Policy and Procedure. Each campus is working with the District and local law enforcement and will submit the required forms and certifications to the District for review.

Motion to approve submitting the Threat Assessment Policy and Procedure for review by the District by Ms. Dorrian and seconded by Ms. Boswell. Approved unanimously.

13. Payroll Protection Plan (PPP) approval and update

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Dr. T. discussed uncertainty, risks, and expected cuts on revenues due to the Coronavirus pandemic impacting Florida Economy. He explained there are expectations about possible budget cuts at State level which will impact the education budget as well. There is also an expectation about loss of students to virtual school programs or home schooling that will impact the revenue of the schools. Dr. T. cautioned additional expenses to upgrade current infrastructure and school operations, to purchase technology, material and supplies, and to hire additional personnel, etc. to be in compliance with district and state guidelines related to COVID are anticipated. RCSA has kept all employees to date even though there has been an uncertainty.

In response, RCSA has sought a federal Payroll Protection Plan (PPP) loan and was approved for \$2.8 million for use with payroll (75% of loan value), lease and utility expenses. (25% of loan value). RCSA is monitoring updates on the PPP when they are available.

Mr. Aktas and Ms. Young expressed concerns who suggested to only use the PPP funds when absolutely necessary due to contingencies and emerging issues and to have an accounting professional involved. Mr. Aktas emphasized maintaining documentation related to use of loan funds and their connection with the pandemic.

Board members requested RCSA to notify them of use of the PPP funds prior to allocation and invited the participation of the RCSA Accounting professionals to discuss any proposed fund allocations from the PPP loan.

Motion to approve the application for the PPP loan so long as allocation of funds occurs following Board notification made by Ms. Dorrian and seconded by Mr. Aktas. Approved unanimously.

**14. SIP Monitoring**

Dr. T. presented the School Improvement Plan (SIP) goals for increasing learning gains, increasing graduation rates, and incident rate decreases all were on target for the 2019-2020 SY.

**15. Title-I, PFEP, and Title II and Title IV updates**

Dr. T. explained RCSA's Title I compliance is 100% for the 2019-2020 plans and all Title I, PFEP, Title II and Title IV plans for the 2020-2021 school year were submitted to the District for review.

**16. School Opening Plans and updates**

Dr. T. discussed RCSA Administration is meeting with each RCSA campus's Principals and monitoring opening plans for the 2021-22 SY with the district, state and federal school authorities. RCSA will align with the District plans and will tailor as needed for each RCSA campus.

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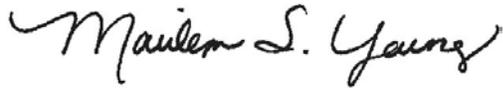
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17. Charter application updates

Previously presented with the new campus agenda item No.10.

18. Meeting adjourned 7:00pm.

Respectfully submitted,



Respectfully submitted,

Marilyn Young, Board Secretary