Evergreen Charter School
Virtual Meeting of the Board of Trustees
605 Peninsula Blvd, Hempstead, NY 11550
August 17, 2023

7:45 pm

The meeting was held at 605 Peninsula Boulevard
It was also held virtually.

Members:

Mr. Gil Bernardino	**Present**
Dr. Sarah Brewster	**Present**
Ms. Nancy Iglesias-Gillen	**Present**
Ms. Yvonne Mowatt	**Present**
Ms. Gladys Rodríguez	**Present**
Mr. Luis Ras	**Excused**

Also present:

Dr. Elena Litescu, 2-4 Principal, Superintendent
Ms. Lisett Knox, Director of Finance and Operations
Ms. Christine Weigand, Principal Lower Elementary
Dr. Frances Echevarria, Interim HS Principal
Mr. Matthew Chuchul, MS Principal
Mr. Nicolas Agosti, Director of Curriculum and Instruction
Mr. Carlos Pumar, Director of Curriculum and Instruction

Note: As always, the Board Meeting was conducted in English and Spanish.

I Call to Order by President Bernardino.

The meeting was called to order at 7:45 pm.

II Superintendent's Report

Benchmark 2 – Teaching and Learning

- The Data Team is working on the beginning of school year reports and tasks.
- The Annual report was submitted to the State.
- The Data Team organized and updated the student records for the new school year.The testing team for the School District is organizing and preparing for exams which will be administered during the 2023-2024 school year.
- AP programs are prepared to be launched in the new school year.
- The Admin Team has discussed and finalized logistics of upcoming PD's.
- Curriculum materials have been ordered.
- The DIAL Assessment (Developmental Indicators for Assessment) continues to be administered to the Incoming Kindergarten students. 2. The New York State Identification Test for English Language Learners (NYSITELL) will continue to be administered to the incoming kindergarten students in September. This is the State's formal English language proficiency assessment for initially identifying English Language Learners in New York State.
- Summer School for all students, except HS concluded on Thursday, August 3, 2023. The HS students attended the summer school until 7/28/23.

Benchmark 3: Culture, Climate, and Student and Family Engagement:

- Rosters per class and subjects were updated in Schooltool.
- Back-end in Schooltool was cleaned for the next school year. Attendance is closely monitored for Summer School.
- Kindergarten Orientations will take place on:

  Wednesday, August 16, 2023, from 6:30 pm -7:45 pm
  Thursday, August 17, 2023, from 9:15 am -10:30 am
  Thursday, August 17, 2023, from 4:00 pm -5:15 pm

- Teacher Meet and Greet will take place:
  At the MS and HS on Thursday, 8/31/23;
  At the ES and IS on Friday, September 1, 2023
  First Grade 9:00 am - 10:15 am
  Kindergarten 10:15 am - 11:30 am
  IS from 10:30 am – 12:00 pm

- Administration and staff members participated in August's Inclusivv Conversation on Age and Inclusion, Wednesday, August 16, 2023.

Benchmark 7: Organizational Capacity:

- Administrative meetings took place to update manuals and policies.
- Administration is working close with the facilities teams to ensure all buildings are ready to welcome staff and students on day one of school.
- The Professional Development for the new teachers is starting on 8/21/23, and returning teachers will return on 8/24/23. The PD will end on 9/1/23. The agenda and logistics of the training sessions were set and finalized.
- Lunch staff members will receive training on interacting with younger student population during the PD.
- Representatives of various curriculum, programs, and platforms were contracted to host training sessions during the Professional Development.

Benchmark 8: Mission and Key Design Elements:

- Workshop Model Digital Tool-box being created for teachers to reference and utilize.

Benchmark 9: Enrollment, Recruitment, and Retention:

- All buildings are fully staffed with one or two positions open.
- Recruitment continues to be a priority to fill the few positions that are still open for teachers.

III Questions and Comments from the Board of Trustees related to Principal and Director's reports:

Mr. Bernardino extended his thanks to the administrators for their efforts over the summer and their preparation plans for the start of the new school year.

IV Questions and Comments from the Public related to Principal and Directors reports:

None.

V Financial Report provided by Director of Finance and Operations Ms. Lisett Knox:

- Enrollment for the following school year 2023-2024 starting in September will be **1,100.**

- All new students coming in to start in September have completed the registration process. A second mandatory orientation meeting for new parents for students coming in at the kindergarten level took place last night August 16, 2023 and this afternoon.

- Billing 1 of 6 for tuition for the next school year 2023-2024 was mailed out on the 18th of July 2023 and we have already received payments from 6 out of 28 school districts. All regular tuition payments for 2022-2023 have been received with the exception of two that included additional tuition invoices sent out in June for new students who started that month.

- We are still pending to receive 4 small amounts owed from the state for meals served in May and June.

- We are currently working on preparing claims and expenditure reports for Titles I through IV for this school year and an expansion and ESSER grant.

- All financial reports from July 2022 through June 2023 for this fiscal year have been submitted to our Board of Directors and School Administrators.

VI Questions and Comments from the Board of Trustees related to the Financial Report:

There were none.

VII Questions and Comments from the Public related to the Financial Report:

There were none.

VIII Approval of Minutes

Resolved the Board of Trustees approved the minutes of July 25, 2023

Motion: Trustee Yvonne Mowatt
Second: Trustee Sarah Brewster
Vote: 5:0

IX Reading of the Resolutions:

The resolutions were read in English and Spanish. Resolutions were explained.

X Questions and comments from the public related to resolutions:

There were none.

XI Voting of the Resolutions:

Benchmark Area: Teaching and Learning:

1. **Be it therefore resolved,** that the Board of Trustees approves the following proposals under Teaching and Learning that include professional development:

   a. Christine Weigand is requesting approval to offer the Kindergarten and First Grade students the Saturday school program for the 2023-2024 school year.
   b. Christine Weigand is requesting approval for Dan Levitan to provide professional development to the lunch aids during the week of August 28,2023.

Motion: Trustee Sarah Brewster
Second: Trustee Gladys Rodriguez
Vote: 5:0

Benchmark Area: Culture and Climate

2. **Be it therefore resolved, that the Board of Trustees approves the following proposals under Culture ,Climate, Student/Family Engagement:**

   a. Dr. Elena Litescu is requesting approval for the sports practice and games for the 2023-2024 school year.
   b. Lisa Camilli is requesting approval to host Storytime with Ms. Camilli for the 2023-2024 school year.

Motion: Trustee Nancy Iglesias
Second: Trustee Yvonne Mowatt
Vote: 5:0

Benchmark Area: Organizational Capacity

3. **Be it therefore resolved, that the Board of Trustees approves the following proposals under Organizational Capacity:**

   a. (Some of these were approved earlier this month. This resolution ratifies their approval).

Name	Position	Building	Effective
Burke Tomaselli	Social Studies Teacher	Fulton	8/21/2023
Rosalia Gattuso	4th Grade Teacher	Front St.	8/21/2023

Brandon W. Friend	Full-time Custodian	Loretto	8/18/2023
Sashane Hall	MS Math Teacher	Loretto	8/21/2023
Issac Sahoye	Full-time custodian	Loretto	TBD
William Diakakis	Facilities Supervisor	Front St.	TBD
Maegan Liebegott	3rd Grade Teacher	Front St.	8/21/2023
Linda Shipley	HS Guidance Counselor	Fulton	8/21/2023
Catherine Krueger	HS ENL Teacher	Fulton	8/21/2023
Erroll Johnson	Staff Accountant	Richardson Pl	TBD
Matthew Ackerman	AIS/Math Teacher	Front St.	8/21/2023
Nanci Graff	K-1 Special Education Teacher	Peninsula	8/21/2023
Priscilla Princz-Sitzman	5th Grade Math Teacher	Loretto	8/21/2023
Christopher Ramirez	HS Music Teacher	Fulton	8/21/2023
Maximillian Smith	Part-Time Custodian	Loretto	TDB

b. Christine Weigand is requesting approval for the following staff members to be in the role of Lead Teachers for the 2023-2024 school year at Peninsula.
   Kindergarten- Angelica Martinez
   First Grade- Ashley Richards
   Special Subject Area Teachers- Dan Levitan
   Support Teacher- Shanice Manning

c. Dr Litescu is requesting approval for the following staff members from Middle School to be in the role of Lead/Mentor Teachers for the 2023-2024 school year.
   5th grade- Ms. Reyes
   6th grade- Ms. Alvarracin
   7th/8th grade- Mr. Feltman
   Special Support- Ms. Smith

d. Dr Litescu is requesting approval for the following staff members from High School to be in the role of chairpersons for the 2023-2024 school year.
   ELA-Joanne Cimler
   Social Studies- Alexander Eichhorn
   Specials- Pedro Rincon
   Math- Chris Gehring

Motion: Trustee Gladys Rodriguez
Second: Trustee Yvonne Mowatt
Vote: 5:0

Resolutions:

4. **Be it therefore resolved** that the Board of Trustees approves a modification to its charter to increase its enrollment in order to ensure that existing students can continue their education at Evergreen through the end of its existing charter term.

   Currently, Evergreen currently enrolls 1,100 students from kindergarten through twelfth grade.

   a. **Unless this cap is changed, the 125 students currently enrolled in our fourth grade will not be able move up to fifth grade. This is because we only have 75 student spaces at the fifth-grade level due to our current enrollment cap.**

   b. **Similarly, we have 75 seventh graders who will move to eighth grade next year. Under our existing enrollment cap we only have 50 spaces available at the eighth grade level.**

   We seek to increase our enrollment from 1,1000 students to 1,175 to ensure that existing students can continue their education at Evergreen through the end of our current charter term.

   See chart:
   Remaining Charter Term

	23-24	24-25
Kindergarten	125	125
First	125	125
Second	125	125
Third	125	125
Fourth	125	125
Fifth	75	125
Sixth	75	75
Seventh	75	75
Eighth	50	75
Ninth	50	50
Tenth	50	50
Eleventh	50	50
Twelfth	50	50
Total	**1100**	**1175**

Motion: Trustee Nancy Iglesias
Second: Trustee Yvonne Mowatt
Vote: 5:0

XII. Old/ New Business: Old/New Business

Trustee Brewster provided a report about school construction. We continue to be on schedule. They are preparing the towers for the stairs and elevators. We expect steel at the end of September and Cross laminated timber to be delivered as well.

Mr. Bernardino wished everyone a good start to the new school year.

XIII. Adjournment

Motion: Trustee Yvonne Mowatt
Second: Trustee Nancy Iglesias
Vote: 5:0

Meeting adjourned at: 8:22 pm

Minutes submitted by:

Gladys Rodriguez
Secretary