Evergreen Charter School
Virtual Meeting of the Board of Trustees
605 Peninsula Blvd, Hempstead, NY 11550
February 28, 2024

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	**Excused**
Ms. Yvonne Mowatt	**present**
Ms. Gladys Rodríguez	**Present**
Mr. Luis Ras	**Present**

Also present:

Dr. Elena Litescu, 2-4 Principal, Superintendent
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
Mr. Luis Tejada, HS Dean
Mr. Shaun Skariah, Director of Special Education
Ms. Maria Spagnuolo, Dean

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

I. Call to Order
By President Mr. Gil Bernardino

The meeting was called to order at 8:00 pm.

II. Superintendent's Report
By Dr. Elena Litescu

Benchmark 1 – Student Performance

- The Second i-Ready Diagnostic for Reading and Math was completed and scores were shared with each student's family. The Fountas & Pinnell Benchmark assessments were completed.

- The 2nd Intermediate assessments were administered at the middle school for both ELA and math. For ELA, students performed better in grades five and six and for math, they performed better in grades five and eight. Students' progress continues to be tracked on the student academic tracker, including ENL hours.

- ELA Regents exam for 11th grade students was administered.

- The Guidance Counselor visited the ES and delivered a presentation on college and career planning to our younger students.

- Out of the 35 high school seniors, 21 students have received acceptance letters from multiple colleges and universities and had been awarded scholarships.

- The guidance counselors and the school social worker at the high school are working alongside with the Dean of students. To organize and plan senior events.

- The Student Council will participate in organizing fundraising events for the graduating class.

Benchmark 2 – Teaching and Learning

- Parent meetings took place to discuss excessive tardiness and absences.

- Teachers grade books in school tone are aligned to the same weight as the following: 20% homework, 20% class work, and 60% major assessments.

- Administration, faculty meetings, lead teachers, grade level meetings, department meetings, and support and special teachers meetings were held.

- The first round of the announced Formal Classroom Observations are in process with an anticipated completion date of Friday, March 8, 2024.

- The Administration will attend an *Imagine Learning* presentation for the *Language and Literacy Curriculum* on Tuesday, February 27, 2024.

- Sue Morris (Math Consultant) and Pam Kinnon (ELA Consultant) provided Professional Development to support teachers with best practices for guided reading, writing and poetry. They analyzed the data gathered after the ELA and Math practice exams and adjusted instructional pacing accordingly.

- Students continue to participate in Mandarin club, Spanish Theatre Club, After School and Test Prep, Regents Prep, Before and After School Academy, Saturday School, Homework Help, Spanish Club, Art Club, and Social Club. (Please see the attached Extracurricular Program/Club Attendance Report).

- Students participated in "*100 Days of School*" activities on Tuesday, February 6, 2024.

- Students and staff continue to celebrate *Black History Month* activities.

- Read Across America initiatives including Day/Character Day will take place throughout March.

- Staff and students will attend a special ECS birthday morning assembly on March 15, 2024.

- Groups are rearranged based on the 2nd i-Ready diagnostic scores, the ELA and Math practice exam scores, and the F&P evaluations, to launch the second half of the school year.

- interventions and support, such as Response to Intervention (RTI) , English as a New Language (ENL) , and Enrichment Reading groups, that continue to meet weekly.

- Child Study Meetings continue to take place.

- Annual reviews for SWD are held with the public school district CSE.

- Support groups and RTI groups continue to meet at their scheduled times in all four buildings.

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

- Attendance continues to be monitored and parent meetings are scheduled to discuss excessive tardiness and absences, in all four buildings.

- Attendance letters were sent home.

- A special Evergreen District Birthday Celebration will take place during morning assembly on Friday, March 15, 2024.

- The week before the winter break. A successful Spirit Week took place at the middle school.

- A school emergency response team was formed.

- Safety drills continue to be scheduled.
- A workshop for parents will be hosted by the Derner clinic on February 28th. remotely.
- "Read and Move" with Mr. Levitan took place on Friday, February 9, 2024. Forty families attended.
- Spanish Awards Ceremonies were scheduled in all four buildings.
- Kindergarten Parent University Workshop *"Kindergarten Math Adventures"* presented by Ms. Manning took place on, February 13, 2024, an additional morning workshop will take on Wednesday, February 28, 2024, at 8:45 am.
- Parent Teacher Conferences were scheduled this month in all four schools.
- The Purple Awards ceremonies were scheduled in ES and IS.
- Two new clubs will be launched at K-1, a Kindness Club and Garden Club. These clubs will service as enrichment and take place during the school day.
- Various SEL initiatives are scheduled throughout the week in all school buildings.

Benchmark 7: Organizational Capacity

- Meetings were held as scheduled to communicate updates, initiatives, goals etc.
- Spanish teachers will attend workshops provided by Institute of Cervantes.
- An SEL refresher training was provided by the Sanford-Harmony representative.
- Bi-weekly PD training takes place every Thursday at the MS.
- Sue Morris (Math Consultant) and Pam Kinnon (ELA Consultant) continue to provide professional development.

Benchmark 8: Mission and Key Design

- Spanish Awards Ceremonies were scheduled in all four buildings.
- There are preparations for the school's garden at Peninsula.
- Ms. Weigand and Ms. Camilli attended The Whole Kids Foundation 2024 Garden Grant Q&A Webinar on Thursday, February 15, 2024 to prepare for the grant application submission on March 1, 2024.

- The second hydroponic planting took place at Peninsula on Friday, February 16, 2024.

- Black History Month celebrations took place in all four buildings throughout February.

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

There were none.

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

None.

V. Director Finance and Operations Report
By Ms. Lisett Knox

Benchmark 4: Financial Condition

- Tuition billing 4 of 6 was sent out this month on the 15th. 20 out of 27 school districts are up to date with payments and 5 are late. The districts that are late paying are Floral Park, Hempstead, Lynbrook, Rockville Centre and Wyandanch.

- A final notice has been sent to the Roosevelt school district for past due tuition balances owed to our school for the school years 21-22 and 22-23 totaling $10,183.70. Yesterday I was informed they will pay in the next check run.

- All claims for meals served from September through January totaling $452,120.00 have been submitted and we have received to date exactly that amount in reimbursement.

- The past due parent balances from parents for late student pickups amount to $240.00.

- Lisett is currently working on a budget for part two of our expansion grant to submit to Grants Finance in NYSED.

Benchmark 5: Financial Management

- All financial reports up to December 2023 including bank reconciliations have been submitted to our Board of Directors and School Administrators.

- All renewal applications for property tax exemption were submitted in December to the Incorporated Village of Hempstead and to Nassau County Department of Assessment and we are awaiting a response from them.

Benchmark 9: Enrollment

We currently have 1100 students enrolled and attending our school.

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 January 24, 2024

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.

XII. Voting of the Resolutions:

Proposal Area:

Benchmark I: Student Performance

1. **Be it therefore resolved,** the Board of Trustees approves the following proposals under Student Performance:

    a. Mr. Agosti is requesting approval for an after school Math Tutoring Program for the 6th grade students.

    b. Mr. Agosti is requesting approval for a Test Prep Incentive to the classes that perform the highest in the test prep assessments.

Motion: Gladys Rodriguez
Second: Yvonne Mowatt

Vote: 5:0
Proposal Area:

Benchmark 2: Teaching and Learning

2. **Be it therefore resolved,** the Board of trustees approves the following proposals under Teaching and learning:

    a. Mr. Levitan is requesting approval to attend the "Ride the Wave to Wellness" Conference on March 22, 2024.

    b. Dr. Litescu is asking approval for one day professional development hosted by CT3 for MS & HS teachers on Classroom management best practices.

Motion: Sarah Brewster
Second: Luis Ras
Vote: 5:0

Benchmark 3: Culture and Climate and Family Engagement

3. **Be it therefore resolved,** the Board of trustee approves the following proposal under Culture, Climate, Student/Family Engagement (include activities to meet student/family needs, trips)

    a. Dr. Echevarria/HS Student Council are proposing a STEM trip to Six Flags. Dates proposed: April 25th or April 27th, 2024.

    As a requisite, there will be a meting to review safety, security and behavior expectations for the trip.

    b. Dr. Litescu is asking approval to have a guest speaker hosting a DEI workshop on 3/22/24 for MS & HS students.

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

Benchmark 7: Organizational Capacity

4. **Be it therefore resolved**, the Board of trustees approves the following proposals under Organization Capacity

    The Board of Trustees approves the following new staff:
    (Some of these were approved earlier this month. This resolution ratifies their approval).

Name	Position	Building	Effective
Sabato L. Torres	Math Teacher	Fulton	02/07/2024
Maria Serrano De Hernandez	Kitchen Helper	Peninsula	02/26/2024
Sheyla Y. Santana Escoto	Admissions Clerk	28 Richardson Pl	TBD
Ariel Trelles	FT Custodian	Fulton St	TBD
Jhovani Franco	Spanish Teacher Assistant	Fulton	TBD
Lydia Fraga	Spanish Teacher	Peninsula	TBD
Luis Denicola	Physical Education Teacher		TBD
Jean Anne Totah	Permanent Substitute		TBD

Employee Position and Salary Changes:

Name	Current Position	New Position	Effective
Berkys A. Ramirez Diaz	Custodian	Teacher Assistant	02/26/2024
Mayra Alvarracin	Spanish Teacher	Interim Director World Language	02/26/2024
Joan Soares	Teacher	PT Teacher	TBD

Motion: Luis Ras
Second: Sarah Brewster
Vote: 5:0

Benchmark 10: Legal Compliance

5. **Be it therefor resolved**, The Board of trustees approves the Members of the Executive Committee to negotiate, extend and execute the following leases:

   94 Fulton Stret, Hempstead, NY
   Through December 2024 with an option to extend month by month.

   120 Greenwich Street, Hempstead, NY
   Through December 2024 with an option to extend month by month.

Motion: Yvonne Mowatt
Second: Luis Ras
Vote: 5:0

XIII. Special Education Report
By Mr. Shaun Skariah, Director of Special Education

- We currently have 127 students with disability and 14 students with 504 plans. Annual reviews are being held with all students.

XIV. Additional Reports
By Vice President Dr. Sarah Brewster

Benchmark 6: Oversight and Governance:

- We are working on our upcoming application to renew our charter school. Administrators, instructional and related staff, Consultants, Fiscal staff and the Board will be participating in this process. All will be working together to review, give input, and prepare for this submission.

Benchmark 10: Legal Compliance

- The school has been reviewing options to renew 2 of its leases on a month-to-month basis for next year as our plan is to move these students to our new school location.

School Hearing:

The school hearing was held on February 12, 2024, at the Hempstead ABGS Middle School. Evergreen representatives ended up leaving the hearing early in protest of the treatment received from representatives from the district.

Board representatives sent an account of the report to the state.

School Construction:

Construction continues to be on schedule. This past month framing has begun. We are looking to install windows next month. The goal is to get the building enclosed and watertight. The building is scheduled to be completed by January 2025. Administrators were able to get a tour of the facility space.

Nassau Music Educators Association:

Trustee Brewster stated that several students were selected to participate in the All-County Music Festival held in early January. This is an exciting event that features youth musicians from all schools across the county. Students learn several pieces over a few weeks and perform them.

XV. Old Business/New Business

Students attending the meeting had some questions. They asked about websites that are currently blocked with our security software. Administrators will review this for the buildings. Seniors in attendance also asked about senior activities. An activity was approved at the Board meeting with the understanding that all participants and coordinators develop a safety plan to ensure for the safety of all attending. Participants also asked about ACT/SAT and preparation and tests.

XVI. Adjournment

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

Meeting adjourned at: 9:23

Minutes submitted by:

Gladys Rodriguez
Secretary