Evergreen Charter School
Virtual Meeting of the Board of Trustees
605 Peninsula Blvd, Hempstead, NY 11550
October 19, 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	**Excused**
Ms. Gladys Rodríguez	**Present**
Mr. Luis Ras	**Present**

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
Mr. Luis Tejada, HS 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 7:45 pm.

II. Superintendent's Report
By Dr. Elena Litescu

Benchmark 1 – Student Performance

- The data from the NYS ELA and Math exams was released from embargo, and it was analyzed and shared with faculty and curriculum consultants. This data had been used for forming RTI/AIS groups. The Fountas and Pinnell benchmark evaluations were completed for students up to 6th grade. The i-Ready diagnostic I is administered to all students K-9 grades.

- More than half of the 8th grade, 26 students, participate in a Regents level course. Middle School Students were selected to attend the accelerated Spanish track and they can earn HS credits. Many HS Seniors are near completion, and some even completed their credits needed to graduate HS.

Benchmark 2 – Teaching and Learning

- Lesson plans are submitted by all teachers weekly, and they are reviewed by the Directors of Instruction and Curriculum. Expectations shared with students at the beginning of the school year continue to be enforced, and restorative and discipline steps are implemented promptly when needed.

- Teachers are implementing the mini-workshop instructional model, ELA/Math/ENL consultants are providing support to teachers in implementing the curriculum with fidelity. The curriculum orders received incomplete at the beginning of the school year, were rectified and the missing materials were received. Staff is provided access to supplemental digital platforms.

- F&P testing concluded .Dolch testing for grades K-3 completed; i-Ready first diagnostic is still in progress.

- The I-ready resources are used to tailor group instruction to specific learning needs. After school enrichment, and the homework help programs started at the beginning of the month.

- The support provided to ELLs and SpEd students is closely monitored by the school administrators to ensure it is provided based on the requirements.

- Charity Michelle Harris, a children's book author hosted a virtual author visit for grades K-4. Mandarin Club sessions provided by Zoom started for students from grades 2-4. Enrichment activities have been added to the First Grade teachers pages on the ECS website.

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

- The MS launched a PBIS system per class. At the HS there is a high rate of compliance with the school's uniform policy, the classroom transitions have improved, and hallways are clear when classes are in session.

- A workshop will be hosted for families by Zoom on 10/18/23 at 7:00 pm (English) and 7:30 pm (Spanish) to discuss the restorative practices and the ECS student code of conduct.
  Purple Awards ceremonies recognizing students with best behavior during the month of September, will take place at Peninsula (10/13) and Front St (10/27).
  A calendar of events is distributed every month to all families.
  The MS Principal continues to send weekly the newsletter to families.
  Individual conferences were held with families in all buildings when was needed.
  Families are mainly supportive of the administrators' decisions applied to rectify their child's behavior in school.

- Storytime with Ms. Camilli will take place on Friday, 10/20/13.

- A Technology Parent Workshop will take place the week on 10/30/23.

- A variety of clubs and extracurricular activities were launched in all buildings. Front St (2-4 grades) is offering for the first time a Spanish Theater Club, and 26 students are enrolled.

There are two important soccer games:

- MS on the 24th and the HS on the 31st ; the more support the MS and HS teams get from the school's community, the better.

Benchmark 7: Organizational Capacity

- Administrative meetings took place weekly.

- School administrators provide feedback monthly to Chef Josh.

- Administrators will attend a refresher training on conducting classroom observations and providing effective feedback to faculty.

- Consultants continued to provide guidance and support to teachers on the ELA/Math/ENL curriculum implementation, and to the HS administrators on leadership best practices.
  Staff and families are encouraged to provide feedback through various channels, meetings in person, surveys, etc.

Benchmark 8: Mission and Key Design

- Spanish teachers provide extra support to students throughout the day and after school.

- The Spanish awards ceremony will take place three times a year in all buildings under the coordination of the building's administrators and Ms. Mesonero, the Director of the WLD.

- The K-1 school is launching a Hydroponic Program in all classrooms.
- Ecology is the main focus of study for the eight graders in the Living Environment class.
- The hydroponic program will incorporate nutrition and healthy eating habits.
- Breakfast and lunch periods are running smoothly in all buildings.
- The salad bar at the HS is in high demand. The School District's Chef is seeking options to provide the same to the MS students.
- The celebration of the Hispanic Heritage Month that started on September 15th continued this month with decorated bulletin boards, MA displaying the Hispanic culture by including videos, presentations made by various classes, and a live performance in all four buildings, by the HS Orchestra led by Mr. Rincon.
- Various teachers collaborated cross-curriculum to include learning activities HHM oriented. For example, Social Studies and Graphic Design, PE and Literacy, and the Technology teachers encouraged students to research influential and impactful Hispanic innovators.

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

There were none.

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

None.

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

Benchmark 4: Financial Condition

- We have received payments for billing 1 of 6 from 20 out of 27 school districts.
- Billing 2 of 6 was processed and sent out October 10, 2023.
- All regular tuition payments for 2022-2023 have been received with the exception of two, for additional tuition invoices sent out in June for new students who started that month. A final notice will be sent out next week.

- We are still pending to receive 4 small amounts owed from the state for meals served in May and June of the previous school year. There has been a delay submitting the claims for meals served to students in the month of September due to having to submit a new food program application including all buildings which were approved already.

- Las month we had a total of $1,015.00 accumulated in past due student late pick up fees from the previous school year. The outstanding total now from last year is $810.00 and the total past due for last month is $95.00. Invoices are sent monthly to parents.

- All expenditure reports for last year's approved Title grants I, II, IV, ESSER 2 and an Expansion were completed and submitted to NYSED for reimbursements with the exception of ESSER 3 which period ends 9/30/2024. We have already received all funds for Titles I, II, IV and ESSER 2. Expenditure reports for Title III are being submitted this week. All applications for Titles I through IV for this school year 2023-2024 have been submitted and an approval was already received.

Benchmark 5: Financial Management

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

- We are in the process of finalizing our yearly fiscal audit. Audited financials will be presented in the next two weeks.

Benchmark 9: Enrollment

- We currently have 1,090 students enrolled and attending our school and we have 10 students going through the registration process to complete full enrollment of 1,100 students.

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

Trustee Bernardino thanked Ms. Knox and the fiscal team for their effort. Evergreen has a positive audit and this reflects on the hard work of the business department and all staff.

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

There were none.

VIII. Additional Reports

By Vice President Dr. Sarah Brewster

Benchmark 6: Oversight and Governance:

- Auditors met with the financial committee to review the audit.
- Financials are reviewed regularly. Also the Members of the Executive Committee review items for construction including bond requisitions.
- Board and Administrator training including Charter School Conference, Gestalt, Somos and other relevant training opportunities are being reviewed and planned.

Benchmark 10; Legal Compliance

- The Board continues to hold meetings monthly.

IX. Approval of Minutes

Resolved the Board of Trustees approved the minutes September 26, 2023

Motion: Trustee Nancy Iglesias
Second: Trustee Yvonne Mowatt
Vote: 6:0

X. Reading of the Resolutions:

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

XI. Questions and comments from the public related to resolutions:

There were none.

XII. Voting of the Resolutions:

Proposal Area:

Benchmark II: Teaching and Learning (include professional development, curriculum)

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

a. Mrs. Narduzzi is requesting approval to attend a conference " Supporting students with Dyslexia in your learning environment" on October 11th,2023 via zoom from 9 am- 3 pm to help those students who may have dyslexia and at the same time train other staff member in working with these students.

b. Mrs. Narduzzi is requesting approval to attend a conference " Phonological Awareness" on October 26,2023 via zoom from 10 am – 1 pm that will benefit the ELA RTI and Special Education team to properly teach phonics.

c. Mrs. Narduzzi is requesting approval to attend a conference " Strategies for Academic Success: ELLs" on November 3rd, 2023 via zoom from 9 am- 12 pm to learn real -life examples and experience hand-on activities to help teachers and students.

d. Mrs. Narduzzi is requesting approval to attend a conference "Supporting ELLs in Learning Environment" on November 8th, 2023 online course from 9 am – 3 pm to guide staff into working with ELLs in the classroom and small groups.

e. Mrs. Narduzzi is requesting approval to attend a conference " Using a FBA/BIP to support student needs" on November 14,21,28 and December 5 and 12th online course from 10 am-12 pm to work will staff members to implement the BIP for this child and evaluate future students.

f. Mrs. Narduzzi is requesting approval to attend a conference " Working with Families to Improve student outcomes" on November 29th, 2023 online course from 10 am – 1 pm to bring those practices to Evergreen.

g. Mrs. Narduzzi is requesting approval to attend " Differentiated Instruction" on November 29, 2023 online course from 9 am – 12 pm to utilize the strategies learned with my groups of students.

h. Mrs. Narduzzi is requesting approval to attend a conference " Alternatives to suspension " on December 14 and 21st, 2023 online course from 10 am – 12 pm to help to apply these strategies to our school to hope to lower negative impacts on students.

i. Mrs. Narduzzi is requesting approval to attend a conference " Test Accommodations- SWD" on January 5th, 2024 online course from 10 am – 12 pm to facilitate the use of testing accommodations for SWD.

j. Alexander Eichhorn is requesting approval to attend a conference " Social Studies Coordinator Network meetings BOCES" on October 25th, February 14th and May 15th @ Wheatley heights, NY from 8:30 am – 11 :30 am to benefits from new developments in regent exam testing and extend learning opportunities and programs to benefit student learning and achievement.

k. Alexander Eichhorn is requesting approval to attend a conference "Using a Lens: Literacy, creativity and Documentation" on November 7th, 2023 @ Intrepid sea, air and space Museum in NY from 9:30 am – 3 pm to enhance students primary source analysis skills and improve news/media literacy in the social studies classroom.

l. Alexander Eichhorn is requesting approval to attend a conference " Coming together : shared lessons from Intrepid and WWII Museum " in NY from 9 am – 3:30 pm to gain new strategies & classroom materials for teaching about propaganda and news literacy and also new topics and resources covering WWII.

Motion: Trustee Nancy Iglesias
Second: Trustee Gladys Rodriguez
Vote: 5:0

<u>Benchmark III:</u> Culture, Climate, Student/Family Engagement (include activities to meet student/family needs, trips)

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

a. Nathalie Bolanos is requesting approval to host a "fire safety assembly" on November 3rd, 2023 where volunteer firefighters will teach grades 2-4 how to identify fire hazards, how to prevent fires and how to practice a fire escape plan. After the assembly, students will be able to go into the fire trucks and learn about the different functions.

Motion: Trustee Gladys Rodriguez
Second: Trustee Nancy Iglesias
Vote: 5:0

Benchmark VII: Organization Capacity (include new staff here, improvement of systems and protocols)

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

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

Name/Nombre	Position/Titulo	Building/Edificio	Effective/Efectivo
Josephine Castiglia	Nurse	Loretto	10/16/2023
Jason Maund	Social Studies/Science	Loretto	10/30/2023

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

4. **Be it therefore resolved that the Board of Trustees authorizes a school trip for the high school students to watch the Long Island Soccer Championship game where Evergreen's Varsity Soccer team will play.**

Motion: Nancy Iglesias
Second: Gladys Rodriguez
Vote: 5:0

XIII. Old/ New Business:

Trustee Brewster provided a report about school construction. Steel installation will begin shortly. The Cross laminated timber will be installed with the steel. Contractors have been working on Saturdays to make up for the delays with the rain. The contractors are continuing to build the cement stair and elevators towers. We are at the third level. We should be finished with the towers in a few more weeks and then we can start the installation of steel. Cross laminated timber has been delivered.

A Parent asked about uniforms for the volleyball team. These have been ordered.

XIV. Adjournment:

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

Meeting adjourned at: 9:03 pm

Minutes submitted by:

Gladys Rodriguez
Secretary