Evergreen Charter School
Virtual Meeting of the Board of Trustees
605 Peninsula Blvd, Hempstead, NY 11550
September 27, 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	**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 Mr. Gil Bernardino, President

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

II Superintendent's Report
By Dr. Elena Litescu, Superintendent

Benchmark 1 – Student Performance

- The First set of evaluations for the school year started to be administered in all buildings, i.e. i-Ready Diagnostic for K-12 grades, F&P evaluations for K-6 students, etc.
  The data from the NYS ELA and Math exams is embargoed. While it cannot be shared publicly, it will be used for forming RTI/AIS groups. The Guidance Counselors started the College Application process for the HS seniors.

- At the MS, 26 out of the 50 students in 8th grade are enrolled in an advanced Science class, Living Environment, which will culminate with the students taking the Regents exam.

Benchmark 2 – Teaching and Learning

- All the gradebooks have a uniform weighting for K-8 and 9-12 grades.

- At the end of Quarter 1, all middle school students will complete Interim Assessments in state-tested courses.

- During PD, teachers participated in various workshops and trainings, sharing best practices for maximizing learning for all students.

- AP programs for HS students are prepared to be launched in the new school year.
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- A new ELA curriculum, "Into Reading" is piloted in 4th grade

- "Eureka Math Square" was launched for 2nd grade students

- New curriculum was introduced at the HS level in several subjects, especially electives, such as "Overcoming Obstacles", "Forensics", "Entrepreneurship", "Financial Literacy", etc.

- The option to learn a second foreign language is offered to HS students, French

- ELA and Math consultants started working with the teachers (K-12), providing them guidance and support

- The New York State Identification Test for English Language Learners (NYSITELL) was administered to all incoming students. This is the State's formal English language proficiency assessment for initially identifying English Language Learners in New York State.

- Small groups were formed so highly customized instruction and support can be provided based on the students' learning needs.

- All teachers reviewed the IEP and 504 plans at the beginning of the school year.

- After school, Regents prep, and Saturday programs are launched for students in all grades.

- HS will offer dual enrollment to several higher education institutions, so students will have the option to graduate from HS with several college credits listed on their transcript.

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

- Attendance was monitored closely and recorded high percentages across the school district.

- A new student code of conduct was launched that includes restorative practices, out of school suspensions will be the last resort for correcting students' behaviors.

- There is an improvement in compliance with nutrition and uniform policies. At the HS there was 99% compliance with the uniform policy.

- Fire drills have been conducted already in all four buildings.

- Bus safety measures were implemented as per notifications received from various districts.

- Teacher Meet and Greet and Back to School Night took place in all four buildings.

- The first parents workshop for this school year was hosted on 9/20/23 by the Mental Health committee. Representative from the Derner Clinic attended this workshop and they connected with Evergreen families.

- Various Clubs, i.e. Orchestra, Spanish, Student Government, Mandarin Club, School Newspaper (MS) will be launched shortly.

- Administration and staff members participated in September's Inclusivv webinar.

Benchmark 7: Organizational Capacity

- Administrative meetings took place weekly.

- First faculty meeting took place.

- I-Ready training is scheduled for MS at the end of September.

- Grades and department level meetings are taking place periodically.

Staff and families are encouraged to provide feedback through various channels, meetings in person, surveys, etc.

- ELA and Math consultants were contracted for this school year.

Benchmark 8: Mission and Key Design

- Evergreen nutrition policy and guidelines were reviewed with staff and families at the beginning of the school year.

- Teachers are actively monitoring the implementation of the nutrition policy and check daily for the students to comply with the water bottle requirement (using only clear reusable bottles).

- The celebration of the Hispanic Heritage Month started on September 15th and will continue the entire month, culminating with a concert.

Benchmark 9: Enrollment, Recruitment and Retention

- Recruitment continues to be a priority and multiple interviews have been scheduled to fill the few positions open.

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

Mr. Bernardino extended his thanks to 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 Superintendent and Principal reports:

None.

V <u>Director Finance and Operations Report</u>
<u>By Ms. Lisett Knox, Director of Finance and Operations</u>

Benchmark 4: Financial Condition

- We have received payments for billing 1 of 6 from 17 out of 27 school districts.

- Billing 2 of 6 for tuition will be sent out by the end of this week.

- 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 with billing 2 of 6.

- 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. The claims for meals served to students this month will be sent out at the latest by October 15, 2023.

- We have a total of $1,015.00 accumulated in past due student late pick up fees from the previous school year. Invoices are sent monthly to parents and additional follow will take place in the next week in efforts to collect all past due fees.

- All expenditure reports for last year's approved Title grants I through IV, ESSER 2 and an Expansion grant have been completed and submitted to NYSED for reimbursements with the exception of ESSER 3 which period ends 9/30/2024. An amendment or request to rollover funds will be required for Title III in order not to lose the approved funding. All applications for Titles I through IV for the school year 2023-2024 have been submitted for review and we are waiting for the approval notification from NYSED.

Benchmark 5: Financial Management

- All financial reports for July 2023 have been submitted to our Board of Directors and School Administrators.

- We are also in the process of finalizing our yearly fiscal audit. Audited financials are expected for our next Board Metting in October.

Benchmark 9: Enrollment

- We currently have 1082 students enrolled and attending our school and we have 18 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:

There were none.

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

There were none.

VIII Trustees Reports
By Dr. Sarah Brewster, Vice President

Benchmark 6: Oversight and Governance:

- Evergreen's strategic plan was reviewed and updated.
- The Board continues to review policies and gain guidance from consultants and counsel.

Benchmark 10; Legal Compliance

- The Board continues to hold meetings monthly.

IX Approval of Minutes

Resolved the Board of Trustees approved the minutes August 17, 2023

Motion: Trustee Yvonne Mowatt
Second: Trustee Nancy Iglesias
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 I: Student Performance (include proposals to support achievement in this areas)

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

    a. Dr. Echevarria is proposing a dual enrollment program to help students transfer credits.

Motion: Nancy Iglesias
Second: Gladys Rodriguez
Vote: 6:0

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

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

   a. Dr. Litescu is requesting approval for staff conducting teachers observation to attend an online course provided by Danielson Group, for guiding their observation growth-focused. The following staff will attend the training: Dr. Echevarria, Ms. Weigand, Mr. Chuchul, Mr. Agosti, Mr. Pumar, Shaun Skariah, Dr. Litescu and Sandra Mesonero.
   b. Ms.Narduzzi, Ms. Bolanos, Ms. Kosta, are requesting approval to attend "Annual Autism Conference" virtually on Friday October 20th from 8:30 am- 2:15 pm to learn how to work with students who have autism.
   c. Lisa Camili is requesting an author visit for K-5 grades by Charity Michelle Harris to reinforce social emotional learning and literacy.
   d. Hina Gul and Chemene Webber are requesting approval to attend the workshop " Scaffolding Instruction for ELLS Across Proficiency Levels" that will provide resources to support schools ENL Students.
   e. Dan Levitan is requesting approval to attend The Suffolk Zone conference providing new curriculum ideas, SEL strategies and lesson plans for Physical Education.
   f. Cathy Austin is requesting approval to attend the workshop "Phonic Power: Explicit Instruction on the 6 Syllable types to help readers" will help our students build automaticity for fluid and flexible word solving.

Motion: Yvonne Mowatt
Second: Luis Ras
Vote: 6:0

Benchmark III: Punto #3: Culture, Climate, Student/Family Engagement

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

   a. Evergreen Charter School approves the clubs for the year.

   See attached.

   b. Mayra Acosta is proposing to hold a senior BBQ for our 12th graders graduating this year at a local park.
   c. Mayra Acosta is requesting approval to host our first senior prom at an outside venue at Jericho Terrace on June 27,2024.
   d. Mr. Agosti is proposing to announce the Evergreen mascot as the Bears for grades 5-12 and Cubs for grade K-4 and requests to purchase a school mascot costume for sporting events and school culture events.

Motion: Trustee Nancy Iglesias
Second: Trustee Yvonne Mowatt

Vote: 6:0

Benchmark VII: Organization Capacity

4. **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
Jenna Greenberg	1st Grade Techer	Peninsula	8/21/2023
Dylan O'Connor	Physical Education	Fulton	9/5/2023
Rigoberto Toro	Assistant Chef	Peninsula	9/5/2023
Christina Crehan	ELA Teacher	Loretto	8/29/2023
Ashley Liebegott	Support Teacher	Front	9/12/2023
Amanda Delia	AIS/Math Teacher	Front	8/30/2023
Cynthia Fiumara	ENL Teacher	Loretto	9/13/2023
Adefemi Ramierez	Substitute Teacher	Loretto	9/18/2023
Wilfredo Ramos	Facilities Supervisor	Peninsula	9/26/2023
Byron Stewart	1st Grade Teacher	Front	8/23/2023
Indira Waldon	Spanish Teacher	Fulton	9/18/2023
Erica Saddler-Hall	Art Teacher	Fulton	9/19/2023
Brian Hettinger	PE Teacher	Loretto	9/20/2023
Dion Thomas	Math/Science Department Chair	Fulton	9/28/2023
David James	Permanent Substitute	Fulton	TBD
Vinicio Aguliar	Spanish Teacher	Fulton	TBD

Joseph Gallo	Social studies Teacher	Loretto	TBD

Employee Position and Salary Changes:

Name	Current Position	New Position	Effective
Issac Sahoye	FT Custodian	Loretto	8/16/2023
Brandon W. Friend	FT Custodian	Peninsula	8/18/2023

b. Dr.Litescu is requesting approval for Ms. Sandra Mesonero to oversee the Spanish Department for the district. That includes but is not limited to monitoring the Spanish curriculum implantation, extracurricular activities organized by the Spanish dept. etc. starting from the beginning of the school year 8/24/2023.

Motion: Trustee Gladys Rodriguez
Second: Trustee Sarah Brewster
Vote: 6:0

Benchmark 5 Financial Management

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

Resolved, the Board of Trustees approves the execution of the consent to assignment document submitted by Ponder Investment.

The document states Ponder Investment Co has entered into an asset purchase agreement with Kaufman Hall investment Management LLC. In connection with the transaction the Company, Onder intends to assign its existing agreement with Evergreen to Kaufman Hall & Associates.

See attached.

Motion: Trustee Luis Ras
Second: Trustee Yvonne Mowatt
Vote: 6:0

XII. Old/ New Business: Old/New Business

Trustee Brewster provided a report about school construction. 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 opportunities for track and field.

XIII. Adjournment

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

Meeting adjourned at: 8:45 pm

Minutes submitted by:

Gladys Rodriguez
Secretary