Evergreen Charter School
Virtual Meeting of the Board of Trustees
605 Peninsula Blvd, Hempstead, NY 11550
June 27, 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	**Excused**

Also present:

Dr. Elena Litescu, 2-4 Principal, Superintendent
Ms. Christine Weigand, Principal Lower Elementary
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. Christine Civitano, AP
Ms. Tameka Godbolt, MS Principal
Mr. Roland Brown, Dean
Ms. Lisett Knox, Director of Finance and Operations
Ms. Alisha Anderson, Director of Data and Attendance

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 7:45pm.

II. Superintendent's Report

By Superintendent, Dr. Elena Litescu

Benchmark 1: Student Performance

1. &P (Fountas Pinnell) Benchmarking to assess reading comprehension and reading fluency was completed for students in K-8.
2. The third evaluation for i-Ready Reading and Math was completed for students in K-9 grades.
3. The DIAL Assessment (Developmental Indicators for Assessment) continues to be administered to the Incoming Kindergarten students.
4. Report Cards, i-Ready Reports, and progress reports will be sent home by June 28, 2024.
5. NYS and grade level exams, and Regents exams were administered for ELA, Math, Earth Science, and Languages (Checkpoint A and B - Spanish exams).
6. The Seniors' transcripts were audited by the GCs.
7. The HS Graduation ceremony took place at Peninsula on 6/15, and the MS Graduation will take place at Peninsula on 6/26/24 at 7:00 pm.

Benchmark 2: Teaching and Learning

- Letters were mailed out to families of students with excessive tardiness and absences.
- The monthly faculty meeting, grade level, support and special teachers, department, and lead teachers' meetings were held.
- Budget has been finalized and curriculum needs have been identified.
- Textbook Central is finalized and will be submitted for processing soon.
- Class assignments proposals, curriculum maps, vertical alignment, and pacing guides are being generated for the 24-25 SY.
- Planning for Professional Development started for August 2024.
- The ELA Regents exam scores of our HS students were published, and the passing rate improved vs prior year by 24%. The passing rate this year was 69.5%.
- **Summer School** will be offered for K-1 students at Peninsula, and for 2-12 grades students at Front St, from Monday through Thursday, starting July 8th, to August 1st , in the morning.
- **Molloy Summer Camp** – 24 students from Evergreen will attend the "Rising Star" program offered Monday-Thursday from 8:30 am-2:15 pm.
- **The Derner Clinic** will continue to provide counseling free of charge to our students during the summer, and on Tuesdays they will host a Self-Confidence Club.
- **A transition** to Kindergarten program will be offered to incoming K students during the week of July 8th.
- Two cycles of RtI (Response to Intervention) took place this school year, and at Front St almost 3/4 of the student population received extra academic support this school year.
- SpEd Initial and Annual Reviews continue to take place.
- At Peninsula, enrichment reading groups are being held weekly for students reading 2 or more levels above grade level.
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Benchmark 3: Culture, Climate, and Student and Family Engagement:

- A Parents' Satisfaction Survey was distributed the week of June 10, 2024.
- Carnival Day is scheduled in all four buildings.
- Safety drills have been successfully completed for the 2023-2024 school year.
- Spring Concerts took place on for grades K-4, and they were very well attended by families.
- The Royal Breakfast is scheduled for K-4 students with outstanding behavior this school year, and their families are invited .
- The Kindergarten End of the Year Celebrations will take place on Monday, June 24, 2024, and Tuesday, June 25, 2024.
- Kindergarten Orientations will take place in July 2024.
- Saturday School, Homework Help, Spanish Theatre Club, Art Club, Environmental Club and Social Club ended the week of June 17, 2024.
- The Kindness Ambassador was recognized weekly at Front St every week.

Benchmark 7: Organizational Capacity

- Technology committee meetings were scheduled to plan end of year procedures.
- Administrative Meetings were held weekly.
- Staff attended various Professional Development workshops, meetings, webinars, etc.
- Some of the Peninsula staff members attended the NYC Transition to Kindergarten forum at Jacob Javits center.
- Surveys for teaching preferences, PD suggestions, families' engagement, math (to support with vertical planning) for the 24-25 SY, were administered.
- ELA, Math, Leadership consultants continued to provide guidance to staff.

Benchmark 8: Mission and Key Design

- The Spanish team continues to meet weekly to ensure the standards of instructions are met.
- A Spanish theatre performance by students was presented at Front St.
- Ms. Weigand and school staff continue to attend Green Our Planet Meetings and continue to visit the portal to access videos, resources, curriculum for the Hydro Connect Program and the Garden Connect Program.
- The K-1 Nutrition Curriculum continues to be implemented.
- The salad bar menu was offered at HS and at times at the MS.
- During the month of May most morning assemblies were dedicated to celebrating the AAPI (Asian American Pacific Islander) heritage month.

Benchmark 9: Enrollment, Recruitment, Retention

- The families of the students retained in their current grade were notified in person with meetings with the Administration team.

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, Director of Finance and Operations

Benchmark 4: Financial Condition

- Final tuition billing 6 of 6 for the school year 2023-2024 was sent out on May 30, 2024, and so far, we have received all tuition payments from 14 out of 27 school districts. We have 6 school districts with past due balances between 60 and 120 days. Those districts are Hempstead, Uniondale, Lynbrook, Island Park, Rockville Centre, and Wyandanch.

- All claims for meals served from September through May totaling $784, 520.00 have been submitted and we have received all reimbursements from the Child Nutrition Administration. The meal claims for meals served in June will be submitted in July.

- The past due parent balances for late student pickups for students at the elementary school level have not decreased much. Most of the outstanding balances are still from October and November of last year. The total owed is $310.00 and the past due balance is $240.00. Support is requested from the school principals of these buildings to send out a notification to parents as the past due notices from the Business Office are being ignored.

- We continue to work with the Grants Finance office in NYSED regarding our expansion grant budget in the amount of $244,871.

Benchmark 5: Financial Management

- All financial reports up to April 2024, including all bank reconciliations have been submitted to our Board of Directors and School Administrators.

Benchmark 9: Enrollment

- We currently have 1100 students enrolled and attending our school.
- All students selected for the next school year have completed their registration process and some are just pending to submit updated medical forms. All medical forms already submitted to

us have been passed to our school nurses to review and confirm up to date compliance with the state.

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 approves the minutes May 22, 2024

Motion: Trustee Yvonne Mowatt
Second: Trustee Gladys Rodriguez
Vote: 4:0

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:

Proposal Area:

1. **Be it therefore resolved the Board of Trustees** approves the school calendar for the 2024-2025 school year.

Motion: Sarah Brewster
Second: Gladys Rodriguez
Vote: 4:0

2. **Be it therefore resolved, the Board of Trustees** approves the continuation of Evergreen Charter School's 403 b plan with Axa as operating.

Motion: Gladys Rodriguez
Second: Yvonne Mowatt
Vote: 4:0

3. **Be it therefore resolved, 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
Brian Hillman	DCI ELA/Humanities	6-12 Grades	07/10/2024
Temeka Osborne-Godbolt	MS Principal	Loretto	06/10/2024
Emma Collado	HS Principal	Fulton	TBD
Gabriel Ramirez	PT IT Specialist	28 Richardson PL	TBD

Employee Position and Salary Changes:

Name	Current Position	New Position	Effective
Sabato Torres	Math Teacher	Director of Curriculum & Instruction For STEM	07/01/2024
Samuel S. Laloi	Technology Coordinator & Data Security Officer	IT Director	07/01/2024

Motion: Yvonne Mowatt
Second: Sarah Brewster
Vote: 4:0

4. **Be it therefore resolved, the Board of Trustees** approves the budget for the 2024-2025 school year.

Motion: Sarah Brewster
Second: Yvonne Mowatt
Vote: 4:0

XII. Questions

There were none.

XII. Additional Reports
By Vice President Dr. Sarah Brewster

School Construction:

Work has begun on the interior and they are currently framing out classrooms and other spaces. Windows continue to be installed. Fixtures for bathrooms will begin to arrive in the next month. Work has begun on the elevators.

XIII. Old Business/New Business

Mr. Bernardino thanked all administrators and staff for their efforts over the year. He and wished everyone a happy and healthy summer.

XIV. Adjournment

Motion: Trustee Yvonne Mowatt
Second: Trustee Gladys Rodriguez
Vote: 4:0

Meeting adjourned at: 8:24

Minutes submitted by:

Gladys Rodriguez
Secretary