Evergreen Charter School
Virtual Meeting of the Board of Trustees
605 Peninsula Blvd, Hempstead, NY 11550
July 22, 2024

1:00 pm

The meeting was held at 605 Peninsula Boulevard

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. Christine Weigand, Principal Lower Elementary
Mr. Nicolas Agosti, Director of Curriculum and Instruction
Ms. Lisa Camilli, DCI/AP
Mr. Shaun Skariah, Director of Special Education
Ms. Christine Civitano, AP
Ms. Tameka Godbolt, MS Principal
Ms. Emma Collado, HS Principal
Mr. Sabato Torres, DCI STEM 6-12
Ms. Francesca Narduzzi, Dean of MS
Ms. Lisett Knox, Director of Finance and Operations
Ms. Alisha Anderson, Director of Data and Attendance
Mr. Brian Hill, DCI ELA 6-12

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 1:00 pm.

II. Superintendent's Report

By Superintendent, Dr. Elena Litescu

Benchmark 1: Student Performance

1. All incoming K students will be administered the DIAL assessment.
2. Regents exams will be administered in August for selected High School students.
3. The Regents High School diplomas were ordered and they will available for HS graduates.

Benchmark 2: Teaching and Learning

- Meetings hosted by the new Principals will be scheduled for parents/guardians of all MS and HS students, to communicate the expectations for the new school year.
- Training sessions were confirmed and the Professional Development schedule was generated taking into account the recommendations/suggestions gathered from faculty through a survey at the end of the school year.
- The new ELA K-5 curriculum for the next school year was agreed upon and faculty training prior to launching was scheduled.
- The Textbook Central order was submitted.
- Teachers are keeping track of the students' progress during Summer School.
- Students at elementary and secondary levels are participating in summer school at Peninsula (K-1 grades) and Front St (2-12 grades).
- Special Education Reviews continue to take place during the summer break.
- 24 Rising 5^{th} graders are participating in the Rising Star program offered by Molloy University.

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

- Attendance to the summer school is closely monitored.
- Two safety drills will be scheduled during the summer school both at Peninsula and Front St.
- Letters were mailed out to families to notify them of their child class assignment for the new school year.
- Transition to Kindergarten program took place again for families of incoming K students.
- 3School supply lists were mailed to all families and they will be posted on the School website for digital access.
- 4 Kindergarten New Students orientations will be hosted at Peninsula.
- Derner clinic continues to offer free counseling during the summer to our students and they organized family oriented events.

Benchmark 7: Organizational Capacity

- Administration meetings are held regularly during the summer to ensure everything is in place and well prepared for the next school year.

- Several ECS leaders attended the National Conference of the Charter Schools in Boston at the beginning of July.
- Staff feedback was collected through surveys administered in June.
- Reading and Math Consultants will continue to provide coaching to faculty.

Benchmark 8: Mission and Key Design

- A new third grade Spanish teacher was hired.

Benchmark 9: Enrollment, Recruitment, Retention

- Recruitment efforts are underway to fill the open staff positions.

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

- We have received all tuition payments for the school year 2023-2024 from 20 out of 27 school districts. We have 7 school districts with past due balances between 60 and over 120 days. Those districts with past due balances are Hempstead, Uniondale, Lynbrook, Island Park, Rockville Centre, Valley Stream Central High School and Wyandanch. Lynbrook has not made any payments at all, and Rockville Centre has only paid fifty percent of what is owed to our school. Hempstead and Uniondale have short paid two invoices. If all tuition is not received by all districts in the next few weeks, we will start an intercept process through NYSED.

- Tuition billing 1 of 6 for the next school year is being prepared to send it out in the next week.

- All claims for meals served from September through June totaling $868, 398.00 have been submitted and we have received all reimbursements from the Child Nutrition Administration except for June's claims totaling $83,878.00.

- The past due parent balances for all student late pickups amount to $325.00.

- In the next two weeks we will be completing all expenditure reports for all Titles claims from I through IV which are to be submitted to NYSED in the next month or so.

Benchmark 5: Financial Management

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

- Our accounting team is currently preparing for our internal audits which take place during the summer months.

Benchmark 9: Enrollment

- We are following up with students who are completing the enrollment process for September 2024.

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 June 27, 2024

Motion: Trustee Yvonne Mowatt
Second: Trustee Sarah Brewster
Vote: 6:0

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:

Benchmark 1:

1. **Be it therefore resolved the Board of Trustees** approves the following:

    a. Dr. Litescu is proposing to implement the lead teacher/mentorship program for Evergreen, providing a stipend for 40 hours in the program. The recommended faculty at Front St are the following Ms. Vasquez, Ms. Markey, Ms. Caggiano, and Ms. Banz for the entire school year.
    b. Ms. Weigand is soliciting approval to appoint the following lead teachers Anglia Martinez, Elena Chwat, Daniel Levitan and Shanice Manning.

Motion: Sarah Brewster
Second: Yvonne Mowatt
Vote: 6:0

Benchmark 2:

2. **Be it therefore resolved the Board of Trustees** approves the following:

    . Dr. Litescu is requesting approval to sign the contract with Meg LLC, so they continue to offer Mandarin classes to two groups of students: the first group including students in grades 2-3, and the second group including students in grades 4-5. See contract for details.
    . Dr. Litescu is requesting approval to sign the contract with Vivi, a 3-year subscription that includes hardware, software, cloud-based management, wireless screen mirroring, digital signage, emergency alerts, live video broadcasting, and training. See contract for details.
    . Dr. Litescu requesting approval of a revised calendar for the 24-25 SY
    . Elementary and Intermediate school DCIs, Dr. Litescu and Ms. Weigand are requesting approval for the ELA and Math consultants, Pam Kinnon and Sue Morris to continue during the 24-25 school year to provide assistance and guidance to K-5 teachers, to ensure the curriculum is implemented with fidelity.
    . Ms. Collado is seeking the Board permission to enroll 15 HS Seniors in the Social Innovation course offered in the Fall semester by The University of Pennsylvania, at a cost per student of $250.00, that needs to be covered by the school. See contract for details.
    . Ms. Collado is requesting approval for the new high school bell schedule.

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

Benchmark 3:

3. **Be it therefore resolved, the Board of Trustees** approves the Dr. Litescu is requesting for the public safety plan to be posted online for one month for the families to review.

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

Benchmark 4:

4. **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
William Agosto	FT Custodian	Peninsula	TBD
Panagiota Roumbos	Teacher-returning employee	TBD	08/19/2024
Angelina Sangiovanni	Teacher	TBD	08/19/2024
Mariela Acosta	Social Worker	Fulton/Loretto	
Zachary Grossman	Art	Fulton	
Juan Polino	Admin Assistant	Fulton	

Employee Position and Salary Changes:

Name	Current Position	New Position	Effective
Francesca L, Narduzzi	Special Education Teacher	Dean of Students MS	August 2024

Motion: Sarah Brewster
Second: Nancy Iglesias
Vote: 6:0

XII. Questions

There were none.

XII. Additional Reports
By Vice President Dr. Sarah Brewster

School Construction:

There have been some construction delays. We are reviewing the impact on the project. At the recommendation of the fire marshal we are installing a second form of egress to classroom locations on the second, third and fourth floors.

XIII. Old Business/New Business

Mr. Bernardino welcomed all new administrators and wished everyone a happy summer.

XIV. Adjournment

Motion: Trustee Yvonne Mowatt
Second: Trustee Gladys Rodriguez
Vote: 6:0

Meeting adjourned at: 1:40

Minutes submitted by:

Gladys Rodriguez
Secretary