Evergreen Charter School
Virtual Meeting of the Board of Trustees
605 Peninsula Blvd, Hempstead, NY 11550
August 1, 2024

11:00 am

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
Ms. Tameka Godbolt, MS Principal
Ms. Emma Collado, HS Principal
Mr. Sabato Torres, DCI STEM 6-12
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 11:00 am.

II. Superintendent's Report

By Superintendent, Dr. Elena Litescu

Benchmark 1: Student Performance

- The New York State Identification Test for English Language Learners (NYSITELL) will be administered to all new to Evergreen ENL students in August and September. This is the State's formal English language proficiency assessment for initially identifying English Language Learners in New York State.
- Regents Exams will be administered this month to HS students on 8/19 and 8/20 for Algebra I, ELA, Earth Science, and Global History.
- HS Diplomas and official transcripts are issued to our HS graduates.

Benchmark 2: Teaching and Learning

- Info sessions were set for MS and HS families and students throughout the month of August to showcase the expectations from students for the upcoming school year.
- Planning for August Professional Development is in the process of being finalized. Representatives were scheduled and "Meet the Teachers" events' dates were set.
- Curriculum materials and resources are in the process of being ordered for the 2024-245 school year.
- **Student Assessment:**
- Summer school is wrapping up, last day is on August 1st. End of summer school evaluations are administered this week.
- After school programs in all buildings and Saturday School will resume in the fall 2024.
- The Clubs will be proposed in September with an anticipated start date at the beginning of October, they will be provided based on the students' feedback and interests.

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

- **School Health and Safety:**
- Fire drills during the summer school were conducted at Front St and Peninsula on 7/22/24, 7/24/24, and 7/29/24.
- **Behavior Management:**
- The MS and HS Administrative teams will meet individually with the families of the students who struggled to adhere to ECS policies last school year to reset the behavioral expectations for the new school year.

- Kindergarten New Students Orientations took place on:
  Thursday, July 25, 2024, from 6:30 pm -7:30 pm
  Monday, July 29, 2024, from 9:15 am -10:15 am
  Wednesday, July 31, 2024, from 6:30 pm -7:30 pm

- Teacher "Meet and Greet" will take place on:

Front ST: Thursday, August 29th;
Peninsula: Friday, August 30, 2024
First Grade 9:00 am – 10:00 am
Kindergarten 10:30 am - 11:30 am

- Families Information Session with Administration:
  MS: 7/31/24 and 8/1/24;
  HS: 8/7/24 and 8/8/24;
- Derner clinic continued to provide free mental health counseling to our students during the summer, and hosting free workshops for families.

- **Benchmark 7: Organizational Capacity**

- Administrative meetings took place frequently to ensure detailed preparations for a smooth start of the new school year.
- The Annual report was compiled by the Data director and submitted ahead of deadline.
- The Charter Renewal application is in process to be completed and submitted this month, ahead of the September 4th deadline.
- Staff feedback was taken into account when compiling the class schedules.

Benchmark 8: Mission and Key Design

- Evergreen Charter School was selected to receive the Whole Kids Garden Grant of $3,000. The funds will be used to purchase a greenhouse.

Benchmark 9: Enrollment, Recruitment, Retention

- Recruiting continues to take place to fill the open positions. The open positions are posted on the OLAS BOCES platform and they are promoted on LinkedIn..

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 are still waiting to receive tuition payments for the 2023-2024 school year from 7 out of 27 school districts. The tuition debt is as follows: Hempstead, Island Park, Mineola and Valley

Stream Central High School owe payments for billing 6 of 6. Uniondale and Wyandanch owe payments for billings 5 and 6. Rockville Centre owes payments for billings 3, 4, 5 and 6 and Lynbrook owes all 6 payments for the entire school year. We will notify NYSED and will begin an intercept process.

- Tuition billing 1 of 6 for the following school year 2024-2025 is being prepared and will be sent out this week.

- All claims for meals served from September through June, totaling $868, 398.00 have been submitted and we have a balance of $77,412 pending to be received from the Child Nutrition Administration for meals served in June.

- The past due parent balances for all student late pickups amount to $320.00 plus $55.00 in balances this month.

- All expenditure reports for all Titles claims from I through IV will be submitted to NYSED in the next month or so and all new Title applications are due August 31st of this year, for the following school year starting in September.

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.

- Financial statements for the month of June are being prepared and our accounting team continues to prepare for our internal audit which is scheduled for this month.

Benchmark 9: Enrollment

- We currently continuing to process registrations to have a total of 1175 students 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 July 22, 2024

Motion: Trustee Yvonne Mowatt
Second: Trustee Gladys Rodriguez
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:

1. **Be it therefore resolved the Board of Trustees** approves Yvonne Mowatt for a three-year term to the Board of Trustees.

Motion: Gladys Rodriguez
Second: Gil Bernardino
Vote: 6:0

2. **Be it therefore resolved the Board of Trustees** approves Sarah Brewster for a three-year term to the Board of Trustees as Vice President of the Board.

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

3. **Benchmark 1: Student Performance**

   Be it therefore resolved the Board of Trustees approves the following under Benchmark 1 Student Performance.

   - Ms. Anderson, Data Director, requests approval for the 2024-225 student attendance policy.
   - Dr. Litescu is requesting requests approval for the 2024-2025 School Year Student Code of Conduct.

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

4. **Benchmark 2: Teaching and Learning**

   Be it therefore resolved the Board of Trustees approves the following under Benchmark 2 Teaching and Learning Student Performance.

   - Ms. Weigand requests approval for Saturday School for the 2024-2025 school year.
   - Mr. Pumar request approval for the District Gizmos Site License. Gizmos are inter-active online simulations and case studies for Math and Science.
   - Ms. Collado requests approval for 1-2 teachers to attend training in August to teach AP and college level course for High School students.

Motion: Luis Ras
Second: Gladys Rodriguez
Vote: 6:0

5. **Benchmark 3: Culture and Climate**

   Be it therefore resolved the Board of Trustees approves the following under Benchmark 3 Culture and Climate.

   - Ms. Camilli request approve to organize story time for the 2024-2025 school year.

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

6. **Benchmark 7: Organizational Capacity**

   Be it therefore resolved the Board of Trustees approves the following under Benchmark 7 Organizational Capacity.

   - Dr. Litescu request approve for the school emergency plan (BLERP) for the 2024-2025 school year.
   - Dr. Litescu request approval for the following teachers to be assigned as District Coordinators for K-12 grades for 2024-2025.
     Music – Mr. Ricon
     Physical Education – Mr. Levitan
     Art – Ms. Castro
     Social Work – Ms. Melendez

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

7. **Be it therefore resolved the Board of Trustees** approves to revise its health care plan and offer Cigna. This plan provides better coverage and savings at the same time.

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

8. **Be it therefore resolved the Board of Trustees** approves a new credit card payment platform called Vanco. This will help to streamline and track payments.

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

9. **Be it therefore resolved the Board of Trustees** approves members of the Executive Committee to engage in contract negotiations, pending approval by NYSED, to secure additional property near the Evergreen Campus.

Motion: Sarah Brewster
Second: Luis Ras
Vote: 6:0

10. **Be it therefore resolved the Board of Trustees** approves the following staff: (Some of these were approved earlier this month. This resolution ratifies their approval).

Name	Position	Building	Effective
Tiffani James	5th Grade Teacher	MS-Loretto	08/19/2024
Melvin Hughes	5th Grade Teacher	MS-Loretto	08/19/2024
Nicole Serrano	Administrative Secretary	MS-Loretto	TBD
Zach Grossman	ART Teacher	HS-Fulton	TBD
William Eason	PT Custodian	MS- Loretto	TBD
Davika Shastri	ART Teacher	MS- Loretto	08/19/2024
Amie Glenn	8th Grade ELA Teacher	MS-Loretto	08/19/2024
Marie Lindor	7th Grade ELA Teacher	MS-Loretto	08/19/2024
Kelly Hurtado	School Receptionist	MS-Loretto	08/19/2024

Employee Position and Salary Changes:

Name	Current Position	New Position	Effective
Lisa Camilli	Reading Specialist	DCI/AP	08/15/2024
Nicholas Agosti	DCI	MS Assistant Principal	07/01/2024

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

XII. Questions

There were none.

XII. Additional Reports
By Vice President Dr. Sarah Brewster

School Construction:

Overall, the project is continuing well. Contractors, however, are forecasting some delays. The fire marshal recommended the installation of a second form of egress. It will take some additional time to order the doors and frames to install these forms of egress in the classrooms. We are waiting to hear

about the arrival time of these materials. All continue to work to meet project goal deadlines. In the interim we are continuing to fit out the interior and complete siding. The Executive Committee meets weekly with the Architects, Contractor and Owner's Representative to review the project and discuss progress and challenges. The Building Department complimented Evergreen on the quality work of its contractor and their professionalism.

XIII. Old Business/New Business

Mr. Bernardino extended his well wishes to all.

XIV. Adjournment

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

Meeting adjourned at: 11:44 pm.

Minutes submitted by:

Gladys Rodriguez
Secretary