

# Application: Evergreen Charter School

Ana Morron - amorron@ecsl.org  
2022-2023 Annual Report

## Entry 1 School Info and Cover Page

Completed - Jul 31 2023

### Instructions

#### Required of ALL Charter Schools

Each Annual Report begins with a completed School Information and Cover Page. The information is collected in a survey format within the [Annual Report Portal](#). When entering information in the portal, some of the following items may not appear, depending on your authorizer and/or your responses to related items.

## Entry 1 School Information and Cover Page

(New schools that were not open for instruction for the 2022-2023 school year are not required to complete or submit an annual report this year).

Please be advised that you will need to complete this cover page (including signatures) before all of the other tasks assigned to you by your school's authorizer are visible on your task page. While completing this cover page task, please ensure that you select the correct authorizer (**as of June 30, 2023**) or you may not be assigned the correct tasks.

## BASIC INFORMATION

### a. SCHOOL NAME

(Select name from the drop down menu)

EVERGREEN CHARTER SCHOOL 800000063984

### a1. Popular School Name

(No response)

**b. CHARTER AUTHORIZER (As of June 30th, 2023)**

Please select the correct authorizer as of June 30, 2023 or you may not be assigned the correct tasks.

BOARD OF REGENTS

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**c. School Unionized**

Is your charter school unionized?

No

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**d. DISTRICT / CSD OF LOCATION**

HEMPSTEAD UFSD

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**e. Date of Approved Initial Charter**

Jan 14 2009

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**f. Date School First Opened for Instruction**

Sep 1 2009

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**g. Approved School Mission and Key Design Elements**

*(Regents, NYCDOE and Buffalo BOE authorized schools only)*

The mission of Evergreen Charter School (ECS) is to nurture the intellectual, physical, and social development of children, grades K-8, through a comprehensive program that promotes academic excellence and prepares its students for success in school and in life. Evergreen promotes respect for self, respect for others, and respect for the environment.

**h. School Website Address**

<https://ecсли.org/>

**i. Total Approved Charter Enrollment for 2022-2023 School Year**

975

**j. Total Enrollment on June 30, 2023 - excluding Pre-K program enrollment**

975

**k. Grades Served**

Grades served during the 2022-2023 school year (exclude Pre-K program students):

Use the CTRL button to select multiple grades to accurately capture every grade level served.

**Responses Selected:**

|   |
|---|
| k |
| 1 |



|    |
|----|
| 2  |
| 3  |
| 4  |
| 5  |
| 6  |
| 7  |
| 8  |
| 9  |
| 10 |
| 11 |

I. Charter Management Organization

Do you have a [Charter Management Organization](#)?

No

# FACILITIES INFORMATION

m. FACILITIES

Will the school maintain or operate multiple sites in 2023-2024?

|  |              |
|--|--------------|
|  | Yes, 4 sites |
|--|--------------|

School Site 1 (Primary)

**m1. SCHOOL SITES**

Please provide information on Site 1 for the upcoming school year.

|        | Physical Address                                   | Phone Number   | District/CSD | Grades to be Served at Site for previous year (K-5, 6-9, etc.) | Grades to be Served at Site for coming year (K-5, 6-9, etc.) | Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No). |
|--------|----------------------------------------------------|----------------|--------------|----------------------------------------------------------------|--------------------------------------------------------------|------------------------------------------------------------------------------------------------------|
| Site 1 | 605 Peninsula Boulevard.<br>Hempstead,<br>NY 11550 | (516) 292-2060 | Hempstead    | K-1                                                            | K-1                                                          | No                                                                                                   |

**m1a. Please provide the contact information for Site 1.**

|                                           | Name              | Title     | Work Phone   | Alternate Phone | Email Address                                              |
|-------------------------------------------|-------------------|-----------|--------------|-----------------|------------------------------------------------------------|
| School Leader                             | Christine Weigand | Principal | 516-292-2060 |                 | <a href="mailto:cweigand@ecsli.org">cweigand@ecsli.org</a> |
| Operational Leader                        | Christine Weigand | Principal | 516-292-2060 |                 | <a href="mailto:cweigand@ecsli.org">cweigand@ecsli.org</a> |
| Compliance Contact                        | Christine Weigand | Principal | 516-292-2060 |                 | <a href="mailto:cweigand@ecsli.org">cweigand@ecsli.org</a> |
| Complaint Contact                         | Christine Weigand | Principal | 516-292-2060 |                 | <a href="mailto:cweigand@ecsli.org">cweigand@ecsli.org</a> |
| DASA Coordinator                          | Christine Weigand | Principal | 516-292-2060 |                 | <a href="mailto:cweigand@ecsli.org">cweigand@ecsli.org</a> |
| Phone Contact for After Hours Emergencies | Christine Weigand | Principal | 516-292-2060 |                 | <a href="mailto:cweigand@ecsli.org">cweigand@ecsli.org</a> |

**m1b. Is site 1 in public (co-located) space or in private space?**

Private Space

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**IF LOCATED IN PRIVATE SPACE IN NYC OR IN DISTRICTS OUTSIDE NYC**

**m1d. Upload a current Certificate of Occupancy (COO) and the annual Fire Inspection Report for school site 1 if located in private space in NYC or located outside of NYC .**

**Certificate of Occupancy and Fire Inspection. Provide a copy of a current and non-expired certificate of occupancy (if outside NYC or in private space in NYC). For schools that are not in district space (NYC co-locations), provide a copy of a current and non-expired certificate of occupancy, and a copy of the current annual fire inspection results, which should be dated on or after July 1, 2023.**

- **Fire inspection certificates must be updated annually. For the upcoming school year 2023-2024, submit a current fire inspection certificate.**
- **If the fire inspection certificate is dated after the August 1, 2022 submission of the Annual Report, please submit the new certificate with the Annual Report entries due on November 1, 2023.**

**Site 1 Certificate of Occupancy (COO)**

[CO for 605 Peninsula Blvd..pdf](#)

**Filename:** CO for 605 Peninsula Blvd..pdf **Size:** 422.7 kB

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**Site 1 Fire Inspection Report**

*This is required, marked optional for administrative purposes.*

[Fire and Safety building inspection for 605 Peninsula-2022-PASSED.pdf](#)

**Filename:** Fire and Safety building inspection for 605 Peninsula-2022-PASSED.pdf **Size:** 429.6 kB

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**School Site 2**

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## m2. SCHOOL SITES

Please provide information on Site 2 for the upcoming school year.

|        | Physical Address                       | Phone Number   | District/CSD | Grades to be Served at Site for previous year (K-5, 6-9, etc.) | Grades to be Served at Site for coming year (K-5, 6-9, etc.) | Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No). |
|--------|----------------------------------------|----------------|--------------|----------------------------------------------------------------|--------------------------------------------------------------|------------------------------------------------------------------------------------------------------|
| Site 2 | 436 Front St<br>Hempstead,<br>NY 11550 | (516) 226-8680 | Hempstead    | 2-5                                                            | 2-4                                                          |                                                                                                      |

### m2a. Please provide the contact information for Site 2.

|                                           | Name          | Title     | Work Phone   | Alternate Phone | Email Address                                              |
|-------------------------------------------|---------------|-----------|--------------|-----------------|------------------------------------------------------------|
| School Leader                             | Elena Litescu | Principal | 516-226-8680 |                 | <a href="mailto:elitescu@ecsl.org">elitescu@ecsl.org</a> . |
| Operational Leader                        | Elena Litescu | Principal | 516-226-8680 |                 | <a href="mailto:elitescu@ecsl.org">elitescu@ecsl.org</a> . |
| Compliance Contact                        | Elena Litescu | Principal | 516-226-8680 |                 | <a href="mailto:elitescu@ecsl.org">elitescu@ecsl.org</a> . |
| Complaint Contact                         | Elena Litescu | Principal | 516-226-8680 |                 | <a href="mailto:elitescu@ecsl.org">elitescu@ecsl.org</a> . |
| DASA Coordinator                          | Elena Litescu | Principal | 516-226-8680 |                 | <a href="mailto:elitescu@ecsl.org">elitescu@ecsl.org</a> . |
| Phone Contact for After Hours Emergencies | Elena Litescu | Principal | 516-226-8680 |                 | <a href="mailto:elitescu@ecsl.org">elitescu@ecsl.org</a> . |

**m2b. Is site 2 in public (co-located) space or in private space?**

Private Space

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**IF LOCATED IN PRIVATE SPACE IN NYC OR IN DISTRICTS OUTSIDE NYC**

**m1d. Upload a current Certificate of Occupancy (COO) and the annual Fire Inspection Report for school site 2 if located in private space in NYC or located outside of NYC .**

**Certificate of Occupancy and Fire Inspection. Provide a copy of a current and non-expired certificate of occupancy (if outside NYC or in private space in NYC). For schools that are not in district space (NYC co-locations), provide a copy of a current and non-expired certificate of occupancy, and a copy of the current annual fire inspection results, which should be dated on or after July 1, 2023.**

- **Fire inspection certificates must be updated annually. For the upcoming school year 2023-2024, submit a current fire inspection certificate.**
- **If the fire inspection certificate is dated after the August 1, 2022 submission of the Annual Report, please submit the new certificate with the Annual Report entries due on November 1, 2023.**

**Site 1 Certificate of Occupancy (COO)**

[CO for St. Ladilous Front Street.pdf](#)

**Filename:** CO for St. Ladilous Front Street.pdf **Size:** 106.0 kB

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**Site 2 Fire Inspection Report**

*This is required, marked optional for administrative purposes.*

[Fire and Safety Inspection Report for Front St. August2022.pdf](#)

**Filename:** Fire and Safety Inspection Report for Front St. August2022.pdf **Size:** 440.9 kB

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**School Site 3**

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### m3. SCHOOL SITES

Please provide information on site 3 for the upcoming school year.

|        | Physical Address                            | Phone Number   | District/CSD | Grades to be Served at Site for previous year (K-5, 6-9, etc.) | Grades to be Served at Site for coming year (K-5, 6-9, etc.) | Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No). |
|--------|---------------------------------------------|----------------|--------------|----------------------------------------------------------------|--------------------------------------------------------------|------------------------------------------------------------------------------------------------------|
| Site 3 | 120 Greenwich St.<br>Hempstead,<br>NY 11550 | (516) 399-1020 | Hempstead    | 6-8                                                            | 5-8                                                          |                                                                                                      |

#### m3a. Please provide the contact information for Site 3.

|                                           | Name               | Title     | Work Phone   | Alternate Phone | Email Address                                                      |
|-------------------------------------------|--------------------|-----------|--------------|-----------------|--------------------------------------------------------------------|
| School Leader                             | Frances Echevarria | Principal | 516-399-1020 |                 | <a href="mailto:fechevarria@ecsl.i.org">fechevarria@ecsl.i.org</a> |
| Operational Leader                        | Frances Echevarria | Principal | 516-399-1020 |                 | <a href="mailto:fechevarria@ecsl.i.org">fechevarria@ecsl.i.org</a> |
| Compliance Contact                        | Frances Echevarria | Principal | 516-399-1020 |                 | <a href="mailto:fechevarria@ecsl.i.org">fechevarria@ecsl.i.org</a> |
| Complaint Contact                         | Frances Echevarria | Principal | 516-399-1020 |                 | <a href="mailto:fechevarria@ecsl.i.org">fechevarria@ecsl.i.org</a> |
| DASA Coordinator                          | Frances Echevarria | Principal | 516-399-1020 |                 | <a href="mailto:fechevarria@ecsl.i.org">fechevarria@ecsl.i.org</a> |
| Phone Contact for After Hours Emergencies | Frances Echevarria | Principal | 516-399-1020 |                 | <a href="mailto:fechevarria@ecsl.i.org">fechevarria@ecsl.i.org</a> |

**m3b. Is site 3 in public (co-located) space or in private space?**

Private Space

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**IF LOCATED IN PRIVATE SPACE IN NYC OR IN DISTRICTS OUTSIDE NYC**

**m1d. Upload a current Certificate of Occupancy (COO) and the annual Fire Inspection Report for school site 3 if located in private space in NYC or located outside of NYC .**

**Certificate of Occupancy and Fire Inspection. Provide a copy of a current and non-expired certificate of occupancy (if outside NYC or in private space in NYC). For schools that are not in district space (NYC co-locations), provide a copy of a current and non-expired certificate of occupancy, and a copy of the current annual fire inspection results, which should be dated on or after July 1, 2023.**

- **Fire inspection certificates must be updated annually. For the upcoming school year 2023-2024, submit a current fire inspection certificate.**
- **If the fire inspection certificate is dated after the August 1, 2022 submission of the Annual Report, please submit the new certificate with the Annual Report entries due on November 1, 2023.**

**Site 1 Certificate of Occupancy (COO)**

[Certificate of Occupancy for 120 Greenwhich - Loretto.pdf](#)

**Filename:** Certificate of Occupancy for 120 Greenwhich - Loretto.pdf **Size:** 459.0 kB

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**Site 3 Fire Inspection Report**

*This is required, marked optional for administrative purposes.*

[Fire and safety building inspection for Loretto-2022-PASSED.pdf](#)

**Filename:** Fire and safety building inspection for Loretto-2022-PASSED.pdf **Size:** 417.6 kB

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**School Site 4**

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**m4. SCHOOL SITES**

Please provide information on Site 4 for the upcoming school year.

|        | Physical Address                        | Phone Number   | District/CSD | Grades to be Served at Site for coming year (K-5, 6-9, etc.) | Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No). |
|--------|-----------------------------------------|----------------|--------------|--------------------------------------------------------------|------------------------------------------------------------------------------------------------------|
| Site 4 | 94 Fulton Avenue<br>Hempstead, NY 11550 | (516) 216-5981 | Hempstead    | 9-11                                                         | 9-12                                                                                                 |

**m4a. Please provide the contact information for Site 4.**

|                                           | Name         | Title     | Work Phone   | Alternate Phone | Email Address                                          |
|-------------------------------------------|--------------|-----------|--------------|-----------------|--------------------------------------------------------|
| School Leader                             | Ahmed Zubair | Principal | 516-216-5981 |                 | <a href="mailto:azubair@ecsl.org">azubair@ecsl.org</a> |
| Operational Leader                        | Ahmed Zubair | Principal | 516-216-5981 |                 | <a href="mailto:azubair@ecsl.org">azubair@ecsl.org</a> |
| Compliance Contact                        | Ahmed Zubair | Principal | 516-216-5981 |                 | <a href="mailto:azubair@ecsl.org">azubair@ecsl.org</a> |
| Complaint Contact                         | Ahmed Zubair | Principal | 516-216-5981 |                 | <a href="mailto:azubair@ecsl.org">azubair@ecsl.org</a> |
| DASA Coordinator                          | Ahmed Zubair | Principal | 516-216-5981 |                 | <a href="mailto:azubair@ecsl.org">azubair@ecsl.org</a> |
| Phone Contact for After Hours Emergencies | Ahmed Zubair | Principal | 516-216-5981 |                 | <a href="mailto:azubair@ecsl.org">azubair@ecsl.org</a> |



**m4b. Is site 4 in public (co-located) space or in private space?**

Private Space

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**IF LOCATED IN PRIVATE SPACE IN NYC OR IN DISTRICTS OUTSIDE NYC**

**m1d. Upload a current Certificate of Occupancy (COO) and the annual Fire Inspection Report for school site 4 if located in private space in NYC or located outside of NYC .**

**Certificate of Occupancy and Fire Inspection. Provide a copy of a current and non-expired certificate of occupancy (if outside NYC or in private space in NYC). For schools that are not in district space (NYC co-locations), provide a copy of a current and non-expired certificate of occupancy, and a copy of the current annual fire inspection results, which should be dated on or after July 1, 2023.**

- Fire inspection certificates must be updated annually. For the upcoming school year 2023-2024, submit a current fire inspection certificate.
- If the fire inspection certificate is dated after the August 1, 2022 submission of the Annual Report, please submit the new certificate with the Annual Report entries due on November 1, 2023.

**Site 1 Certificate of Occupancy (COO)**

[CO for Fulton High School.pdf](#)

**Filename:** CO for Fulton High School.pdf **Size:** 4.7 MB

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**Site 4 Fire Inspection Report**

*This is required, marked optional for administrative purposes.*

[Fire and Safety Inspection report for Fulton Ave.August 30 2022.pdf](#)

**Filename:** Fire and Safety Inspection report for Fulton Ave.August 30 2022.pdf **Size:** 442.9 kB

**n. List of owned, rented, leased facilities not used to educate students**

Separate by semi-colon (;)

28 Richardson Place

## CHARTER REVISIONS DURING THE 2022-2023 SCHOOL YEAR

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**o. Were there any revisions to the school's charter during the 2022-2023 school year? (Please include approved or pending material and non-material charter revisions).**

*Please note, listing the revisions here does not constitute a request. Schools are advised to seek revision requests through their authorizer directly.*

Yes

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## o2. Summary of Charter Revisions

|   | Category (Select Best Description) | Specific Revision (150 word limit)                                                                                                | Date Approved by BOT (if applicable) | Date Approved by Authorizer (if applicable) |
|---|------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|---------------------------------------------|
| 1 | Other                              | We submitted a revision to have formal approval for our school to operate at this location, 94 Fulton Street, Hempstead, NY 11550 | April 27, 2022                       | October 12, 2022                            |
| 2 | Other                              | We submitted a revision to acquire the property 133 Linden Avenue, Hempstead, NY 11550 to be used for school purposes.            | February 26, 2020                    | August 25, 2022                             |
| 3 | Other                              | We submitted a revision to have approval to use this site 135 Linden Avenue, Hempstead, NY 11550 for school purposes.             | January 27, 2016, and March 25, 2015 | August 22, 2022                             |
| 4 | Other                              | We submitted a revision to execute a lease for the facility located at 436 Front Street, Hempstead, NY 11550                      | October 28, 2020                     | December 1, 2022                            |
| 5 | Other                              | We submitted a revision to have approval to purchase the site 495 Peninsula Boulevard, Hempstead, NY                              | July 29, 2020                        | February 3, 2021                            |

|  |  |                                                                                                                                                          |  |  |
|--|--|----------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|
|  |  | 11550 for school purposes.<br>Specifically this site will be the site of our secondary school facility in the future, together with other adjacent lots. |  |  |
|--|--|----------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|

More revisions to add?

Yes

## o2. Summary of Charter Revisions

|   | Category (Select Best Description) | Specific Revision (150 word limit)                                                                                                                                                                                                                            | Date Approved by BOT (if applicable) | Date Approved by Authorizer (if applicable) |
|---|------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|---------------------------------------------|
| 6 | Other                              | We submitted a revision to have formal approval acquire the property 27-33 Laurel Avenue, Hempstead, NY 11550 for school purposes. Specifically this site will be the site of our secondary school facility in the future, together with other adjacent lots. | January 30, 2019                     | August 25, 2022                             |
| 7 | Other                              | We submitted a revision to have approval to acquire the site 37 Laurel Avenue, Hempstead, NY 11550 for school purposes. Specifically this site will be the site of our secondary school facility in the future, together with other adjacent lots. .          | January 30, 2019                     | August 25, 2022                             |
| 8 | Other                              | We submitted revision to acquire the property known as 65 Sycamore Avenue, Hempstead, NY 11550 to be used for school purposes.                                                                                                                                | July 17, 2019                        | September 28, 2022                          |

|    |                                    |                                                                                                                                                                                             |                   |                 |
|----|------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|-----------------|
| 9  | Other                              | We submitted a revision to have formal approval for our school to lease property at this location 28, Richardson Place, Hempstead, NY 11550. This location is adjacent to 436 Front Street. | October 28, 2020  |                 |
| 10 | Change in organizational structure | We submitted a revision to revise our organizational chart to align with our growth and school needs.                                                                                       | November 16, 2022 | January 9, 2023 |

## ATTESTATIONS

**p. Individual Primarily Responsible for Submitting the Annual Report. (To write type in a phone number with an extension, please use this format: 123-456-7890-3. The dash and number 3 at the end of the phone number refers to the individual's phone extension. Do not type in the work extension or the abbreviation for it - just the dash and the extension number after the phone number).**

|                 |                                                          |
|-----------------|----------------------------------------------------------|
| Name            | Elena Litescu                                            |
| Position        | Superintendent                                           |
| Phone/Extension | 516-226-8680                                             |
| Email           | <a href="mailto:elitescu@ecsl.org">elitescu@ecsl.org</a> |

q. Our signatures (Executive Director/School Leader/Head of School and Board President) below attest that all of the information contained herein is truthful and accurate and that this charter school is in compliance with all aspects of its charter, and with all pertinent Federal, State, and local laws, regulations, and rules. We understand that if any information in any part of this report is found to have been deliberately misrepresented, that will constitute grounds for the revocation of our charter. Click [YES](#) to agree and then use the mouse on your PC or the stylus on your mobile device to sign your name).

**Responses Selected:**

Yes

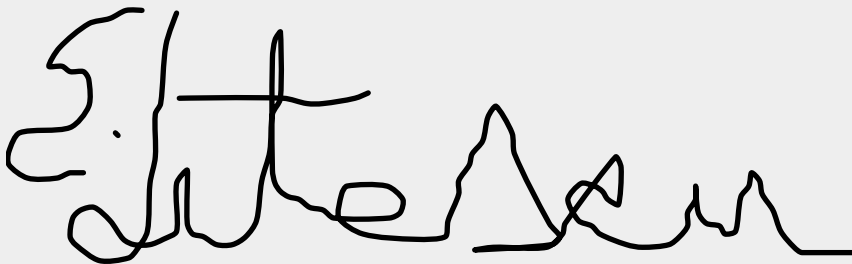
As outlined in ENTRY 10:

Our signatures (Executive Director/School Leader/Head of School and Board President) below attest that our school has reviewed, understands and will comply with the employee clearance and fingerprint requirements as outlined in Entry 10 and found in the [NYSED CSO Fingerprint Clearance Oct 2019 Memo](#). Click [YES](#) to agree.

**Responses Selected:**

Yes

Signature, Head of Charter School

A handwritten signature in black ink on a light gray background. The signature is cursive and appears to read "J. H. [unclear]".

Signature, President of the Board of Trustees



Date

Jul 31 2023



Thank you.

## Entry 2 Links to Critical Documents on School Website

Completed - Jul 31 2023

### Instructions

**Required of ALL Charter Schools noting that SUNY-authorized charter schools are not required to submit item 5: Authorizer-approved DASA policy and NYSED-Approved School Discipline Policy**

By law, each charter school is required to maintain certain notices and policies listed on its website. Please insert the link from the school's website for each of the items:

1. Current Annual Report (i.e., 2021-2022 Annual Report);[\[1\]](#)
2. Board meeting notices, agendas and documents;
3. New York State School Report Card;
4. Authorizer-approved DASA Policy and NYSED-Approved School Discipline Policy **(For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)**;
5. District-wide safety plan, not a building level safety plan (as per the September 2021 [Emergency Response Plan Memo](#);
6. Authorizer-approved FOIL Policy; and
7. Subject matter list of FOIL records. (Example: See [NYSED Subject Matter List](#))

[\[1\]](#) Each charter school is required to make the Annual Report publicly available by August 1 and to post on their respective charter school website. Each school should post an updated and complete version to include accountability data and financial statements that are not or may not be available until after the August deadline (i.e., Report when financials have been submitted in November.)

## Form for Entry 2 Links to Critical Documents on School Website



**School Name: Evergreen Charter School**

**Required of ALL Charter Schools noting that SUNY-authorized charter schools are not required to submit item 4: Authorizer-approved DASA policy and NYSED-Approved School Discipline Policy**

By law, each charter school is required to maintain certain notices and policies listed on its website. Please insert the **link** from the school's website for each of the items:

[New York State Report Card](#)

[Emergency Response Plan Memo](#)

[NYSED Subject Matter List](#)

|                                                                                                                                                       | Link to Documents                                                                                   |
|-------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------|
| 1. Current Annual Report (i.e., 2022-2023 Annual Report)                                                                                              | <a href="https://eccli.org/policies-and-procedures/">https://eccli.org/policies-and-procedures/</a> |
| 2. Board meeting notices, agendas and documents                                                                                                       | <a href="https://eccli.org/385-2/">https://eccli.org/385-2/</a>                                     |
| 3. New York State School Report Card                                                                                                                  | <a href="https://eccli.org/policies-and-procedures/">https://eccli.org/policies-and-procedures/</a> |
| 4. Authorizer-approved DASA Policy and NYSED-Approved School Discipline Policy (For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY) | <a href="https://eccli.org/policies-and-procedures/">https://eccli.org/policies-and-procedures/</a> |
| 5. District-wide safety plan, not a building level safety plan (as per the September 2021 Emergency Response Plan Memo                                | <a href="https://eccli.org/policies-and-procedures/">https://eccli.org/policies-and-procedures/</a> |
| 6. Authorizer-approved FOIL Policy                                                                                                                    | <a href="https://eccli.org/policies-and-procedures/">https://eccli.org/policies-and-procedures/</a> |
| 7. Subject matter list of FOIL records. (Example: See NYSED Subject Matter List)                                                                      | <a href="https://eccli.org/policies-and-procedures/">https://eccli.org/policies-and-procedures/</a> |

Thank you.



## Entry 3 Progress Toward Goals

Completed - Aug 1 2023

# Instructions

## Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY

The following tables reflect formatting in the online portal required for Board of Regents, NYCDOE, and Buffalo BOE authorized charter schools only. These charter schools should report all Progress Toward Charter Goals as per their currently approved charters no later than **November 1, 2023**.

**PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.**

## Entry 3 Progress Toward Goals

### PROGRESS TOWARD CHARTER GOALS

## Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY

Complete the tables provided. List each goal and measure as contained in the school's currently approved charter, and indicate whether the school has met or not met the goal. Please provide information for all goals no later than November 1, 2023.

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### 1. ACADEMIC STUDENT PERFORMANCE GOALS

## Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY

The following tables reflect formatting in the online portal required for Board of Regents, NYCDOE, and Buffalo BOE authorized charter schools only. These charter schools should report all Progress Toward Charter Goals as per their currently approved charters no later than **November 1, 2023**.

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## 2022-2023 Progress Toward Attainment of Academic Goals

|                 | Academic Student Performance Goal             | Measure Used to Evaluate Progress Toward Attainment of Goal | Goal - Met, Not Met or Unable to Assess | If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|-----------------|-----------------------------------------------|-------------------------------------------------------------|-----------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Academic Goal 1 | 75% of K-5 Students will be proficient in ELA | Fountas and Pinnell                                         | Not Met                                 | <p>To close the performance gap, the school will undertake the following initiatives:</p> <p>Continue to strengthen the school's Response to Intervention Program (RTI) and Academic Intervention Services (AIS).</p> <p>Provide additional training and time for teachers to analyze student performance data on an ongoing basis with the support of the Data Coordinator.</p> <p>Provide professional development opportunities that support the implementation of the English Language Arts Standards. This would include research-based strategies to improve</p> |

|                 |                                                                                                                                                                                                                                                                                                          |                                         |         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|-----------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|---------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                 |                                                                                                                                                                                                                                                                                                          |                                         |         | <p>teacher pedagogy and skills for literacy instruction.</p> <p>Continue to utilize iReady, a technology-based program that diagnoses student performance and provides data on student growth and needs along with an action plan for instruction.</p> <p>Continue to offer After School, Saturday and Summer Programs to provide additional small group support.</p> <p>Continue to offer parent workshops/trainings designed to support literacy skills at home.</p> |
| Academic Goal 2 | 75% of tested students in K-8 will reach or surpass the expected on level range on the iReady Diagnostic in Reading OR 75% of tested students in K-8 will demonstrate adequate growth in Reading by reducing the gap that exists between their preliminary (fall) iReady scaled score in Reading and the | iReady Diagnostic Assessment in Reading | Not Met | <p>To close the performance gap, the school will undertake the following initiatives:</p> <p>Continue to strengthen the school's Response to Intervention Program (RTI) and Academic Intervention Services (AIS).</p> <p>Provide additional</p>                                                                                                                                                                                                                        |

on level range  
scaled score by 50%  
on the final  
diagnostic  
assessment (spring).

training and time for  
teachers to analyze  
student performance  
data on an ongoing  
basis with the  
support of the Data  
Coordinator.

Provide professional  
development  
opportunities that  
support the  
implementation of  
the English  
Language Arts  
Standards. This  
would include  
research-based  
strategies to improve  
teacher pedagogy  
and skills for literacy  
instruction.

Continue to utilize  
iReady, a  
technology-based  
program that  
diagnoses student  
performance and  
provides data on  
student growth and  
needs along with an  
action plan for  
instruction.

Continue to offer  
After School,  
Saturday and  
Summer Programs to  
provide additional  
small group support.

Continue to offer  
parent  
workshops/trainings  
designed to support

|                 |                                                                                                                                                                                                                                                                                                                                                                                                |                                      |         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|-----------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|---------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                 |                                                                                                                                                                                                                                                                                                                                                                                                |                                      |         | literacy skills at home.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| Academic Goal 3 | 75% of tested students in K-8 will reach or surpass the expected on level range scaled score on the iReady Diagnostic in math<br>OR 75% of tested students in K-8 will demonstrate adequate growth in Math by reducing the gap that exists between their preliminary (fall) iReady scaled score in Math and the on level range scaled score by 50% on the final diagnostic assessment (spring) | iReady Diagnostic Assessment in Math | Not Met | <p>To close the performance gap, the school will undertake the following initiatives:</p> <p>Continue to strengthen the school's Response to Intervention Program (RTI) and Academic Intervention Services (AIS).</p> <p>Provide additional training and time for teachers to analyze student performance data on an ongoing basis with the support of the Data Coordinator.</p> <p>Provide professional development opportunities that support the implementation of Mathematics Standards. This would include research-based strategies to improve teacher pedagogy and skills for mathematics instruction.</p> <p>Continue to utilize iReady, a technology-based program that</p> |

|                 |                                                                                                                                        |                                            |                  |                                                                                                                                                                                                                                                                                                                                           |
|-----------------|----------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                 |                                                                                                                                        |                                            |                  | <p>diagnoses student performance and provides data on student growth and needs along with an action plan for instruction.</p> <p>Continue to offer After School, Saturday and Summer Programs to provide additional small group support.</p> <p>Continue to offer parent workshops/trainings designed to support STEM skills at home.</p> |
| Academic Goal 4 | 75% of 3-8 students will be proficient in ELA                                                                                          | NYS Common Core English Language Arts Test | Unable to Assess | N/A                                                                                                                                                                                                                                                                                                                                       |
| Academic Goal 5 | Evergreen students will outperform students enrolled in the local district on the Grade 3-8 NYS Common Core English Language Arts Test | NYS Common Core English Language Arts Test | Unable to Assess | N/A                                                                                                                                                                                                                                                                                                                                       |
| Academic Goal 6 | 75% of 3-8 students will be proficient in Math                                                                                         | NYS Common Core Mathematics Test           | Unable to Assess | N/A                                                                                                                                                                                                                                                                                                                                       |
| Academic Goal 7 | Evergreen students will outperform students enrolled in the local district on the Grade 3-8 NYS Common Core Mathematics Test           | NYS Common Core Mathematics Test           | Unable to Assess | N/A                                                                                                                                                                                                                                                                                                                                       |

|                  |                                                            |                          |                  |     |
|------------------|------------------------------------------------------------|--------------------------|------------------|-----|
| Academic Goal 8  | 75% of fourth grade students will be proficient in Science | Grade 5 NYS Science Test | Unable to Assess | N/A |
| Academic Goal 9  |                                                            |                          |                  |     |
| Academic Goal 10 |                                                            |                          |                  |     |

**2. Do have more academic goals to add?**

No

**4. ORGANIZATION GOALS**

**For the 2022-2023 school year, any organization goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as “N/A”.**



## 2022-2023 Progress Toward Attainment of Organization Goals

|             | Organizational Goal                                                                                           | Measure Used to Evaluate Progress     | Goal - Met, Not Met, or Unable to Assess | If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable                                                   |
|-------------|---------------------------------------------------------------------------------------------------------------|---------------------------------------|------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Org Goal 1  | Evergreen Charter School will have an annual average attendance rate of 90%                                   | School Tool Attendance Summary Report | Met                                      |                                                                                                                                                                         |
| Org Goal 2  | 95% of students will return to Evergreen Charter School                                                       | Enrollment Data                       | Not Met                                  | The Data Director will continue to monitor and examine the reasons why families may choose to withdraw their children and formulate a plan of action based on findings. |
| Org Goal 3  | 80% of parents will express satisfaction with the instructional program and staff at Evergreen Charter School | Parent Survey                         | Met                                      |                                                                                                                                                                         |
| Org Goal 4  |                                                                                                               |                                       |                                          |                                                                                                                                                                         |
| Org Goal 5  |                                                                                                               |                                       |                                          |                                                                                                                                                                         |
| Org Goal 6  |                                                                                                               |                                       |                                          |                                                                                                                                                                         |
| Org Goal 7  |                                                                                                               |                                       |                                          |                                                                                                                                                                         |
| Org Goal 8  |                                                                                                               |                                       |                                          |                                                                                                                                                                         |
| Org Goal 9  |                                                                                                               |                                       |                                          |                                                                                                                                                                         |
| Org Goal 10 |                                                                                                               |                                       |                                          |                                                                                                                                                                         |

|             |  |  |  |  |
|-------------|--|--|--|--|
| Org Goal 11 |  |  |  |  |
| Org Goal 12 |  |  |  |  |
| Org Goal 13 |  |  |  |  |
| Org Goal 14 |  |  |  |  |
| Org Goal 15 |  |  |  |  |
| Org Goal 16 |  |  |  |  |
| Org Goal 17 |  |  |  |  |
| Org Goal 18 |  |  |  |  |
| Org Goal 19 |  |  |  |  |
| Org Goal 20 |  |  |  |  |

5. Do have more organizational goals to add?

No

6. FINANCIAL GOALS

## 2022-2023 Progress Toward Attainment of Financial Goals

|                  | Financial Goals                                                                                                                              | Measure Used to Evaluate Progress                                                                                                                                                                                                                 | Goal - Met, Not Met, or Partially Met | If not met, describe efforts the school will take to meet goal.                                                                                                                                                                                                                                                                                                                     |
|------------------|----------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Financial Goal 1 | Keep line of credit current.                                                                                                                 | Written documentation of line of credit from financial institution                                                                                                                                                                                | Not Met                               | We obtained bond funding and the requirement of bond funding was to close the line of credit. We secured bond funding to build our secondary school facility and thus we closed the line of credit. We cannot meet this goal while we have the bond funding currently and are drawing down on bond funds for our construction.                                                      |
| Financial Goal 2 | Our long-term goal is to establish a three month cash reserve by earning a \$100,000 operating surplus each year until the goal is achieved. | Calculate whether or not the \$100,000 operating surplus is met by the following formula = Net income (loss) for the year + Depreciation expense - capital additions + any long debt acquired to fund capital additions – long term debt payments | Not Met                               | The reason we have not met the goal this year is because the school is in the process of expansion and facility construction planning and it has used some of its cash reserves to cover soft costs related to these efforts include architectural and related costs associated with the planning of its secondary school facility. Our future budget will continue to build in the |

|                  |                                                                                                                                                                                                                        |                                                                                                                                                                           |     |                                                                                                         |
|------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|---------------------------------------------------------------------------------------------------------|
|                  |                                                                                                                                                                                                                        |                                                                                                                                                                           |     | surplus needed to continue progress towards this goal.                                                  |
| Financial Goal 3 | This is a new goal to secure bond financing to build a school facility and cover costs associated with planning and construction to accommodate Evergreen's growing student body, as approved by the Board of Regents. | Written documentation that bond financing has been obtained to build school facility and support related costs associated with school facility planning and construction. | Met | We have obtained \$75,000,000 in bond financing and are now constructing our secondary school facility. |
| Financial Goal 4 |                                                                                                                                                                                                                        |                                                                                                                                                                           |     |                                                                                                         |
| Financial Goal 5 |                                                                                                                                                                                                                        |                                                                                                                                                                           |     |                                                                                                         |

#### 7. Do have more financial goals to add?

No

Thank you.

## Entry 4 - Audited Financial Statements

Incomplete

### Required of ALL Charter Schools

**ALL SUNY-authorized charter schools** must upload the financial statements and related documents in PDF format into the [Annual Report Portal](#) and into the SUNY Epicenter document management system no later than **November 1, 2023**. **SUNY-authorized charter schools** are asked to ensure that security features such as password protection are turned off.

**ALL Regents, NYCDOE, and Buffalo BOE-authorized charter schools** must upload final, audited financial statements to the [Annual Report Portal](#) no later than **November 1, 2023**. Upload the independent auditor's report, any advisory and/or management letter, and the internal controls report as one submission, combined into a PDF file, ensuring that security features such as password protections are removed from all school uploaded documents.

**PLEASE NOTE: This task appears as visible and optional task in the online portal until August 1 2023 but will be identified as a required task thereafter and due on November 1, 2023. This is a required task, and it is marked optional for administrative purposes only.**

## Entry 4b – Audited Financial Report Template (BOR/NYC/BOE)

Incomplete

### Instructions - Regents-Authorized Charter Schools ONLY

Regents-authorized schools must download and complete the Excel spreadsheet entitled "Audited Financial Report Template" from the online portal or the [2022-2023 Annual Reports](#) webpage. Upload the completed file in Excel format and submit by **November 1, 2023**.

**Please complete one spreadsheet at the Education Corporation level and submit the same spreadsheet for each of the schools.**

**EDUCATION CORPORATIONS WITH MORE THAN ONE SCHOOL SHOULD COMPLETE THE EXCEL SPREADSHEET FOR THE EDUCATION CORPORATION AS A WHOLE, NOT FOR THE INDIVIDUAL SCHOOLS. PLEASE SUBMIT THE SAME EXCEL SPREADSHEET FOR EACH OF THE SCHOOLS.**

**PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.**

## Entry 4c – Additional Financial Documents

Incomplete

**Regents, NYCDOE and Buffalo BOE authorized schools** must upload financial documents and submit by **November 1, 2023**. The items listed below should be uploaded, with an explanation if not applicable or available. For example, a "federal Single Audit was not required because the school did not expend federal funds of more than the \$750,000 Threshold."

1. Advisory and/or Management letter
2. Federal Single Audit
3. Agreed-Upon Procedure Report
4. Evidence of Required Escrow Account for each school<sup>[1]</sup>
5. Corrective Action Plan for Audit Findings and Management Letter Recommendations

<sup>[1]</sup> Note: For BOR schools chartered or renewed after the 2017-2018 school year, the escrow account per school is \$100,000.

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**PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.**

## Entry 4d - Financial Contact Information

Completed - Jul 31 2023

**Regents, NYCDOE, and Buffalo BOE authorized schools** should enter financial contact information directly into the form within the portal by **November 1, 2023**.

## Form for "Financial Contact Information"

### 1. School Based Fiscal Contact Information

|  | School Based Fiscal<br>Contact Name | School Based Fiscal<br>Contact Email               | School Based Fiscal<br>Contact Phone |
|--|-------------------------------------|----------------------------------------------------|--------------------------------------|
|  | Lisett Knox                         | <a href="mailto:lknox@ecsl.org">lknox@ecsl.org</a> | 516-292-2060                         |

## 2. Audit Firm Contact Information

|  | School Audit Contact<br>Name                  | School Audit Contact<br>Email                              | School Audit Contact<br>Phone | Years Working With<br>This Audit Firm |
|--|-----------------------------------------------|------------------------------------------------------------|-------------------------------|---------------------------------------|
|  | Condon O'Meara<br>McGinty and<br>Donnelly LLP | <a href="mailto:masaro@comdcpa.com">masaro@comdcpa.com</a> | 646-438-6243                  | 13                                    |

## 3. If applicable, please provide contact information for the school's outsourced financial services firm.

|  | Firm Name | Contact<br>Person | Mailing<br>Address | Email | Phone | Years With<br>Firm |
|--|-----------|-------------------|--------------------|-------|-------|--------------------|
|  |           |                   |                    |       |       |                    |

## Entry 5 – Fiscal Year 2023-2024 Budget

Incomplete

**SUNY-authorized charter schools** should download the [2023-2024 Budget and Quarterly Report Template and the 2023-2024 Budget Narrative Questionnaire](#) from the SUNY website and upload the completed templates into the Annual Report Portal and into the Epicenter document management system. **Due November 1, 2023.**

**Regents, NYCDOE, and Buffalo BOE authorized charter schools** should upload a copy of the school's FY22 Budget using the [2023-2024 Budget Template](#) into the Annual Report Portal or from the Annual Report website. **Due November 1, 2023.**

The Assumptions column should be completed for all revenue and expense items unless the item is self-explanatory. Where applicable, reference the page number or section in the application narrative that indicates the assumption being made. For instance, student enrollment would reference the applicable page number in Section I, C of the application narrative.

**PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.**

## Entry 6 – Board of Trustees Disclosure of Financial Interest Form

Completed - Aug 1 2023

### Required of ALL Charter Schools

Each member of the charter school's Board of Trustees who served on a charter school education corporation governing one or more charter schools for any period during the 2022-2023 school year must complete and sign a Trustee [Disclosure of Financial Interest Form](#) is due on August 1, 2023. Acceptable signature formats include:

- Digitally certified PDF signature (i.e., DocuSign)
- Manual signature (1. download to print, 2. manually sign, 3. scan signed document to PDF, and 4. upload into portal)

All completed forms must be collected and uploaded in .PDF format for each individual member. **The education corporation is responsible for ensuring that each member who served on the board during the 2022-2023 school year completes the form.**

Charter schools **must** submit the latest version of the form. Forms completed from past years will not be accepted.

Trustees serving on an education corporation that governs more than one school are not required to complete a separate disclosure for each school governed by the education corporation. In the Trustee Disclosure of Financial

Interest Form, trustees must disclose information relevant to any of the schools served by the governing education corporation.

## [ECS financial disclosures](#)

Filename: ECS\_financial\_disclosures.pdf Size: 1.1 MB

## Entry 7 BOT Membership Table

Completed - Jul 31 2023

## Instructions

### Required of ALL charter schools

ALL charter schools or education corporations governing multiple schools must complete the Board of Trustees Membership Table within the online portal. Please be sure to include and identify parents who are members of the Board of Trustees and indicate whether parents are voting or non-voting members.

## Entry 7 BOT Table

1. SUNY-AUTHORIZED charter schools are required to provide information for VOTING Trustees only.
2. REGENTS, NYCDOE, and BUFFALO BOE-AUTHORIZED charter schools are required to provide information for all --VOTING and NON-VOTING-- trustees.

---

**Authorizer:**

Who is the authorizer of your charter school?

Board of Regents

**1. 2022-2023 Board Member Information (Enter info for each BOT member)**

|   | Trustee<br>Name   | Trustee<br>Email<br>Address                                                         | Position<br>on the<br>Board | Committee<br>Affiliations                                                                                   | Voting<br>Member<br>Per By-Laws<br>(Y/N) | Number<br>of<br>Completed Terms<br>Served | Start<br>Date of<br>Current<br>Term<br>(MM/DD/YYYY) | End<br>Date of<br>Current<br>Term<br>(MM/DD/YYYY) | Board<br>Meetings<br>Attended<br>During<br>2022-<br>2023 |
|---|-------------------|-------------------------------------------------------------------------------------|-----------------------------|-------------------------------------------------------------------------------------------------------------|------------------------------------------|-------------------------------------------|-----------------------------------------------------|---------------------------------------------------|----------------------------------------------------------|
| 1 | Gil<br>Bernardino | <a href="mailto:gbernardino@cdlh.org">gbernardino@cdlh.org</a>                      | Chair                       | Executive Committee<br>Finance Committee<br>Educational and Accountability Committee<br>Personnel Committee | Yes                                      | 5                                         | 07/01/2023                                          | 06/30/2023                                        | 13 or more                                               |
| 2 | Sarah<br>Brewster | Gil<br>Bernardino<br><a href="mailto:gbernardino@cdlh.org">gbernardino@cdlh.org</a> | Vice<br>Chair               | Executive Committee<br>Finance Committee<br>Educational and Accountability Committee<br>Personnel Committee | Yes                                      | 5                                         | 07/01/2021                                          | 06/30/2024                                        | 13 or more                                               |



|   |                  |                                                                                  |                |                                                           |     |   |            |            |            |
|---|------------------|----------------------------------------------------------------------------------|----------------|-----------------------------------------------------------|-----|---|------------|------------|------------|
| 3 | Jose Canosa      | <a href="mailto:jose.fernando.canos@gmail.com">jose.fernando.canos@gmail.com</a> | Treasurer      | Executive Committee Finance Committee                     | Yes | 4 | 07/01/2021 | 06/30/2024 | 5 or less  |
| 4 | Gladys Rodriguez | <a href="mailto:seablueangel@hotmail.com">seablueangel@hotmail.com</a>           | Secretary      | Executive Committee Personnel Committee                   | Yes | 6 | 07/01/2022 | 06/30/2025 | 13 or more |
| 5 | Nancy Iglesias   | <a href="mailto:nriglesias@optonline.net">nriglesias@optonline.net</a>           | Trustee/Member | Executive Committee Finance Committee                     | Yes | 4 | 07/01/2021 | 06/30/2023 | 9          |
| 6 | Luis Ras         | <a href="mailto:lrass@raslawfirm.com">lrass@raslawfirm.com</a>                   | Trustee/Member | Executive Committee Personnel Committee                   | Yes | 4 | 07/01/2020 | 06/30/2023 | 9          |
| 7 | Yvonne Mowatt    | <a href="mailto:yvonnemowattvisison@yahoo.com">yvonnemowattvisison@yahoo.com</a> | Trustee/Member | Executive Committee Finance Committee Personnel Committee | Yes | 5 | 07/01/2021 | 06/30/2024 | 11         |

|   |              |                                                        |                |                                                           |     |   |            |            |           |
|---|--------------|--------------------------------------------------------|----------------|-----------------------------------------------------------|-----|---|------------|------------|-----------|
| 8 | Ariel Sotelo | <a href="mailto:asotelo@cdlh.org">asotelo@cdlh.org</a> | Trustee/Member | Executive Committee Finance Committee Personnel Committee | Yes | 5 | 07/01/2020 | 06/30/2023 | 5 or less |
| 9 |              |                                                        |                |                                                           |     |   |            |            |           |

**1a. Are there more than 9 members of the Board of Trustees?**

No

**2. INFORMATION ABOUT MEMBERS OF THE BOARD OF TRUSTEES**

1. SUNY-AUTHORIZED charter schools provide response relative to VOTING Trustees only.
2. REGENTS, NYCDOE, and BUFFALO BOE-AUTHORIZED charter schools provide a response relative to all trustees.

|                                                                    |   |
|--------------------------------------------------------------------|---|
| a. Total Number of BOT Members on June 30, 2023                    | 7 |
| b.Total Number of Members Added During 2022-2023                   | 0 |
| c. Total Number of Members who Departed during 2022-2023           | 2 |
| d.Total Number of members, as set in Bylaws, Resolution or Minutes | 5 |

**3. Number of Board meetings held during 2022-2023**

13

4. Number of Board meetings scheduled for 2023-2024

12

Total number of Voting Members on June 30, 2023:

6

Total number of Voting Members added during the 2022-2023 school year:

0

Total number of Voting Members who departed during the 2022-2023 school year:

1

Total Maximum Number of Voting members in 2022-2023, as set by the board in bylaws, resolution, or minutes:

5

Total number of Non-Voting Members on June 30, 2023:

0

Total number of Non-Voting Members added during the 2022-2023 school year:

0

Total number of Non-Voting Members who departed during the 2022-2023 school year:

0

Total Maximum Number of Non-Voting members in 2022-2023, as set by the board in bylaws, resolution or minutes:

0

Board members attending 8 or fewer meetings during 2022-2023

1

Thank you.

## Entry 8 Board Meeting Minutes

Completed - Jul 31 2023

### **Instructions - Required of Regents, NYCDOE, and Buffalo BOE Authorized Schools ONLY**

Schools must upload a complete set of monthly board meeting minutes (July 2022-June 2023), which should match the number of meetings held during the 2022-2023 school year, as indicated in the above table. The minutes provided must be the final version approved by the school's Board of Trustees and may be uploaded individually or as one single combined file. Board meeting minutes must be submitted by **August 1, 2023**.

### **ECS Minutes 2022-2023**

Filename: ECS\_Minutes\_2022-2023.pdf Size: 6.1 MB

## Entry 9 Enrollment & Retention

Completed - Jul 31 2023

### **Instructions for submitting Enrollment and Retention Efforts**

#### **Required of ALL Charter Schools**

Describe the good faith efforts the charter school has made in 2022-2023 toward meeting targets to attract and retain the enrollment of Students with Disabilities (SWDs), English Language Learners (ELLs), and students who are economically disadvantaged. In addition, describe the school's plans for meeting or making progress toward meeting its enrollment and retention targets in 2023-2024.

#### **\*SUNY-authorized charter schools**

The education corporation must include a plan for the charter to meet or exceed enrollment and retention targets established by the SUNY Trustees for students with disabilities, ELLs, and students who are eligible to participate in the FRPL program. See the [enrollment and retention target calculator](#) to find specific targets.

## Entry 9 Enrollment and Retention of Special Populations

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## Good Faith Efforts to Meet Recruitment Targets (Attract)

|                            | Describe Recruitment Efforts in 2022-2023                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Describe Recruitment Plans in 2023-2024                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Economically Disadvantaged | <p>Evergreen Charter School recruited students in a number of ways, beginning with alerting various community and religious based institutions and organizations such as The Nassau County Department of Social Services, The Family Services Corporation, The Interfaith Nutrition Network, Union Baptist Church, Miracle Christian Center, The Hagerdom Family Resource Center, The Hispanic Counseling center, Head Start, and local soup kitchens, among others. Information was posted on the school's website and flyers were distributed throughout the community. All correspondence was written in English and Spanish to accommodate the diverse members of the Hempstead community. These recruitment efforts have enabled Evergreen to reach out to underserved families of low to moderate income including families with children who have disabilities and families with children that are English Language Learners. Evergreen Charter School increased outreach efforts to the African American and Caribbean American communities, as the school has seen a decrease in enrollment of these populations over the past several years. Throughout the year, letters were sent to local church leaders as part of the school's recruitment efforts.</p> | <p>Evergreen Charter School will continue to recruit students in several ways, beginning with alerting various community and religious based institutions and organizations such as The Nassau County Department of Social Services, The Family Services Corporation, The Interfaith Nutrition Network, Union Baptist church, Miracle Christian Center, The Hagerdom Family Resource Center, The Hispanic Counseling Center, among others. More detailed information will be posted on the school's updated website regarding support services. Open Houses will be organized to provide an awareness of the educational programs and opportunities that Evergreen offers. Updated flyers will be distributed throughout the community. Evergreen will place additional announcements in local community players including Spanish newspapers. All correspondences will continue to be written in English and Spanish to accommodate the diverse members of the Hempstead community. These recruitment efforts will continue to enable Evergreen to reach out to underserved families of low to moderate income including families with children who have disabilities and families with children that are English Language Learners.</p> |
| English Language Learners  | <p>Evergreen Charter School recruited students in a number of ways,</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | <p>Evergreen Charter School will continue to recruit students in</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |

|                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                            | <p>beginning with alerting various community and religious based institutions and organizations such as The Nassau County Department of Social Services, The Family Services Corporation, The Interfaith Nutrition Network, Union Baptist Church, Miracle Christian Center, The Hagerdom Family Resource Center, The Hispanic Counseling center, Head Start, and local soup kitchens, among others. Information was posted on the school's website and flyers were distributed throughout the community. All correspondence was written in English and Spanish to accommodate the diverse members of the Hempstead community. These recruitment efforts have enabled Evergreen to reach out to underserved families of low to moderate income including families with children who have disabilities and families with children that are English Language Learners. Evergreen Charter School increased outreach efforts to the African American and Caribbean American communities, as the school has seen a decrease in enrollment of these populations over the past several years. Throughout the year, letters were sent to local church leaders as part of the school's recruitment efforts.</p> | <p>several ways, beginning with alerting various community and religious based institutions and organizations such as The Nassau County Department of Social Services, The Family Services Corporation, The Interfaith Nutrition Network, Union Baptist church, Miracle Christian Center, The Hagerdom Family Resource Center, The Hispanic Counseling Center, among others. More detailed information will be posted on the school's updated website regarding support services. Open Houses will be organized to provide an awareness of the educational programs and opportunities that Evergreen offers. Updated flyers will be distributed throughout the community. Evergreen will place additional announcements in local community players including Spanish newspapers. All correspondences will continue to be written in English and Spanish to accommodate the diverse members of the Hempstead community. These recruitment efforts will continue to enable Evergreen to reach out to underserved families of low to moderate income including families with children who have disabilities and families with children that are English Language Learners.</p> |
| Students with Disabilities | <p>Evergreen Charter School recruited students in a number of ways, beginning with alerting various community and religious based institutions and organizations such as The Nassau County Department of Social Services, The Family Services Corporation, The Interfaith Nutrition Network, Union Baptist</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <p>Evergreen Charter School will continue to recruit students in several ways, beginning with alerting various community and religious based institutions and organizations such as The Nassau County Department of Social Services, The Family Services Corporation, The Interfaith Nutrition Network, Union</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |

Church, Miracle Christian Center, The Hagerdom Family Resource Center, The Hispanic Counseling center, Head Start, and local soup kitchens, among others. Information was posted on the school's website and flyers were distributed throughout the community. All correspondence was written in English and Spanish to accommodate the diverse members of the Hempstead community. These recruitment efforts have enabled Evergreen to reach out to underserved families of low to moderate income including families with children who have disabilities and families with children that are English Language Learners. Evergreen Charter School increased outreach efforts to the African American and Caribbean American communities, as the school has seen a decrease in enrollment of these populations over the past several years. Throughout the year, letters were sent to local church leaders as part of the school's recruitment efforts.

Baptist church, Miracle Christian Center, The Hagerdom Family Resource Center, The Hispanic Counseling Center, among others. More detailed information will be posted on the school's updated website regarding support services. Open Houses will be organized to provide an awareness of the educational programs and opportunities that Evergreen offers. Updated flyers will be distributed throughout the community. Evergreen will place additional announcements in local community players including Spanish newspapers. All correspondences will continue to be written in English and Spanish to accommodate the diverse members of the Hempstead community. These recruitment efforts will continue to enable Evergreen to reach out to underserved families of low to moderate income including families with children who have disabilities and families with children that are English Language Learners.



## Good Faith Efforts To Meet Enrollment Retention Targets

|                            | Describe Retention Efforts in 2022-2023                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Describe Retention Plans in 2023-2024                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Economically Disadvantaged | To retain and address the needs of economically disadvantaged students, Evergreen provided individualized and small group interventions designed to accelerate learning and close achievement gaps. Evergreen supported families by offering outreach programs and workshops.                                                                                                                                                                                                                  | Evergreen will continue to provide individualized and small group interventions designed to accelerate learning and close achievement gaps. Students' progress toward attaining goals determines the type, duration, and intensity of continued support. Evergreen will hire staff to support the School's RTI and AIS programs. To support the needs of families, Evergreen will continue to provide outreach workshops and programs.                                                              |
| English Language Learners  | To retain and address the needs of students with limited English proficiency, Evergreen had on the full time equivalent of eight (8 FTE) English as Second Language Teachers who provided individualized and small group instruction to support the needs of English Language Learners. These teachers worked collaboratively with classroom teachers. Professional development was provided to all staff in the area of best teaching practices and strategies for English Language Learners. | Teachers will continue to provide individualized and small group instruction to support the needs of English Language learners. These teachers will work collaboratively with classroom teachers to support and scaffold learning. Professional development will be provided to all staff in the area of best teaching practices and strategies for English Language Learners. To support the needs of families, Evergreen will continue to increase the number of outreach workshops and programs. |
| Students with Disabilities | To retain and address the needs of students with disabilities, Evergreen faculty administered diagnostic/ benchmark assessments to all students at the start of the school year. Struggling learners were provided with individualized interventions, designed to accelerate learning and close achievement gaps. Students' progress toward attaining goals                                                                                                                                    | Evergreen will continue to administer diagnostic/ benchmark assessments throughout the year to collect data and provide individualized interventions for struggling learners. Evergreen will hire staff to support the School's special education population. Professional development will be provided to all staff in the area of best teaching practices and strategies for diverse                                                                                                              |

|  |                                                                                                                                                                                                                                                                                                                               |                                                                                                                                        |
|--|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------|
|  | determined the type, duration, and intensity of continued support services. Parent workshops were held throughout the year to support families of students with disabilities. The school's efforts and plans have resulted in a steady or increased number of students identified across special education population groups. | learners. Additional parent workshops will be held throughout the year in an effort to support families of students with disabilities. |
|--|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------|

**Entry 10 – Teacher and Administrator Attrition**

Completed - Aug 1 2023

**Form for "Entry 10 – Teacher and Administrator Attrition"  
Revised to Employee Fingerprint Requirements Attestation**

## A. TEACH System – Employee Clearance

### Required of ALL Charter Schools

Charter schools must ensure that all prospective employees<sup>[1]</sup> receive clearance through [the NYSED Office of School Personnel Review and Accountability](#) (OSPRA) prior to employment. **This includes paraprofessionals and other school personnel who are provided or assigned by the district of location, or related/contracted service providers.** After an employee has been cleared, schools are required to maintain proof of such clearance in the file of each employee. For the safety of all students, charter schools must take immediate steps to terminate the employment of individuals who have been denied clearance. Once the employees have been terminated, the school must terminate the request for clearance in the TEACH system.

In the Annual Report, charter schools are asked to confirm that all employees have been cleared through the NYSED TEACH system; and, if denied clearance, confirm that the individual or employee has been removed from the TEACH system, and is not employed by the school.

#### 1. Emergency Conditional Clearances

Charter schools are **strongly discouraged** from using the emergency conditional clearance provisions for prospective employees. This is because the school must request clearance through NYSED TEACH, and the school's emergency conditional clearance of the employee terminates automatically once the school receives notification from NYSED regarding the clearance request. Status notification is provided for all prospective employees through the NYSED TEACH portal within 48 hours after the clearance request is submitted. Therefore, at most, a school's emergency conditional clearance will be valid for only 48 hours after approval by the board.

Schools are not permitted to renew or in any way re-establish a prospective employee's emergency conditional clearance after status notification is sent by NYSED through the TEACH portal.

Schools are asked to attest that they have reviewed and understand these requirements. More information can be found in the memo at [NYSED CSO Employee Clearance and Fingerprint Memo 10-2019](#).

<sup>[1]</sup> Employees who must be cleared include, but are not limited to, teachers, administrative staff, janitors, security personnel and cafeteria workers, and other staff who are present when children are in the school building. **This includes paraprofessionals and other school personnel that are provided or assigned by the district of location, as well as related/contracted service providers.** See NYSED memorandum dated October 1, 2019 at <http://www.nysed.gov/common/nysed/files/programs/charter-schools/employee-fingerprint-oct19.pdf> or visit the NYSED website at: <http://www.highered.nysed.gov/tsei/ospra/fingerprintingcharts.html> for more information regarding who must be fingerprinted. Also see, 8 NYCRR §87.2.

**B. Emergency Conditional Clearances**

**Emergency Conditional Clearances**

Charter schools are **strongly discouraged** from using the emergency conditional clearance provisions for prospective employees. This is because the school must request clearance through NYSED TEACH, and the school's emergency conditional clearance of the employee terminates automatically once the school receives notification from NYSED regarding the clearance request. Status notification is provided for all prospective employees through the NYSED TEACH portal within 48 hours after the clearance request is submitted. Therefore, at most, a school's emergency conditional clearance will be valid for only 48 hours after approval by the board.

Schools are not permitted to renew or in any way re-establish a prospective employee's emergency conditional clearance after status notification is sent by NYSED through the TEACH portal.

Schools are asked to attest that they have reviewed and understand these requirements. More information can be found in the memo at [NYSED CSO Employee Clearance and Fingerprint Memo 10-2019](#).

**Attestation**

**Responses Selected:**

I hereby attest that the school has reviewed, understands, and will comply with these requirements.

**Entry 11 Percent of Uncertified Teachers**

Completed - Jul 31 2023

**Instructions**

**Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY**

The table below reflects the information collected through the online portal for compliance with New York State Education Law 2854(3)(a-1) for teaching staff qualifications. Uncertified teachers are those not certified pursuant to the State Certification Requirements established by the NYSED Commissioner of Education.

Enter the relevant full-time equivalent (FTE) count of teachers in each column. For example, a school with 20 full-time teachers and 5 half-time teachers would have an FTE count of 22.5.

**Entry 11 Uncertified Teachers**

School Name:

# Instructions for Reporting Percent of Uncertified Teachers

Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY

The table below reflects the information collected through the online portal for compliance with New York State Education Law 2854(3)(a-1) for teaching staff qualifications. Uncertified teachers are those not certified pursuant to the State Certification Requirements established by the NYSED Commissioner of Education.

Enter the relevant full-time equivalent (FTE) count of teachers in each column. For example, a school with 20 full-time teachers and 5 half-time teachers would have an FTE count of 22.5.

If more than one line applies to a teacher, please include in only one FTE uncertified category. Please do not include paraprofessionals, such as teacher aides.

## CATEGORY A. 30% OR 5 UNCERTIFIED TEACHERS WHICHEVER IS LESS

|                                                                                                                                                      | FTE Count |
|------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2023) | 5         |
| ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2023)                                          | 0         |
| iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2023)                                          | 0         |
| iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2023)         | 0         |
| Total Category A: 5 or 30% whichever is less                                                                                                         | 5.0       |

**CATEGORY B. PLUS FIVE UNCERTIFIED TEACHERS IN MATHEMATICS, SCIENCE, COMPUTER SCIENCE, TECHNOLOGY OR CAREER AND TECHNICAL EDUCATION.**

|                                   | FTE Count |
|-----------------------------------|-----------|
| i. Mathematics                    | 0         |
| ii. Science                       | 2         |
| iii. Computer Science             | 0         |
| iv. Technology                    | 3         |
| v. Career and Technical Education | 0         |
| Total Category B: not to exceed 5 | 5.0       |

**CATEGORY C: PLUS 5 ADDITIONAL UNCERTIFIED TEACHERS**

|                                                                                                                                                      | FTE Count |
|------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2023) |           |
| ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2023)                                          |           |
| iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2023)                                          |           |
| iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2023)         | 5         |
| Total Category C: not to exceed 5                                                                                                                    | 5.0       |

TOTAL FTE COUNT OF UNCERTIFIED TEACHERS (Sum of Categories A, B AND C)

(Include teachers who do not fit in one of these categories or if did fit would exceed the numerical limits for that category)

|       | FTE Count |
|-------|-----------|
| Total | 18        |

CATEGORY D: TOTAL FTE COUNT OF UNCATEGORIZED, UNCERTIFIED TEACHERS

(Include teachers who do not fit in one of these categories or if did fit would exceed the numerical limits for that category)

|                  | FTE Count |
|------------------|-----------|
| Total Category D | 4         |

CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS

|                  | FTE Count |
|------------------|-----------|
| Total Category E | 107       |

CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

|                  | FTE Count |
|------------------|-----------|
| Total Category F | 129       |



Thank you.

Entry 12 Organization Chart

Completed - Jul 31 2023

[Instructions](#)

## Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY

Upload the 2022-2023 **Organization Chart**. The organization chart should be a graphic representation (A list will not be accepted.) and should include position titles and reporting (hierarchical) relationships. Employee names should **not** appear on the chart.

### [Evergreen 2022 Org Charter](#)

Filename: Evergreen\_2022\_Org\_Charter.pdf Size: 63.8 kB

## Entry 13 School Calendar

Completed - Jul 31 2023

[Instructions for submitting School Calendar](#)

### Required of ALL Charter Schools

If the charter school has a tentative calendar based on available information and guidance at the time, please submit with the August 1, 2023 submission. Charter schools must upload a final school calendar into the portal and may do so at any time but no later than **September 15, 2023**.

School calendars must meet the [minimum instructional requirements](#) as required of other public schools "... *unless the school's charter requires more instructional time than is required under the regulations.*"

Board of Regents-authorized charter schools also are required to submit school calendars that clearly indicate the start and end date of the instructional year AND the number of instructional hours and/or instructional days for each month (also used to align to schools with extended days/years referenced in their mission statements/key design elements). See an example of a calendar showing the requested information. Schools **must** use a calendar format and ensure there is a monthly tally of instructional days.

**PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.**

### [Calendar 2023-2024 Draft 3](#)

Filename: Calendar\_2023-2024\_Draft\_3.31\_Tentative.pdf Size: 140.8 kB

## Entry 14 Staff Roster

Completed - Jul 31 2023

### [INSTRUCTIONS](#)

### Required of Regents and NYCDOE-authorized Charter Schools ONLY

Please click on the MS Excel [Faculty/Staff Roster Template](#) and provide the following information for **ANY and ALL** instructional and non-instructional employees (all faculty and staff employed by the school during the 2022-2023 school year).

**Use of the 2022-2023 Annual Report Faculty/Staff Roster Template is required. Each of the data elements, with the exception of the Notes, are required, and use of the drop-down options, when provided, is also required.**

**Reminders:** Please use the Notes section provided to add any additional information as deemed necessary. Failure to adhere to the guidelines and validations in the Faculty/Staff Roster Template will result in a resubmission of a fully corrected roster.

Here is the complete list of data elements in the roster template and an explanation of what information is required to correctly complete this task.

### [2023 Faculty Roster Template - Updated 07](#)

Filename: 2023\_Faculty\_Roster\_Template\_-\_Up\_O71u0hS.xlsx Size: 36.0 kB

## Optional Additional Documents to Upload (BOR)



Incomplete

2023  
Mowatt, Yvonne  
6/28/23

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Yvonne M. Mowatt

**Name of Charter School Education Corporation:**

Evergreen Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

- 
4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

☐ Yes ☒ No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☒ **None**

| Date(s) | Nature of financial interest / transaction | Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion) | Name of person holding interest or engaging in transaction and relationship to you |
|---------|--------------------------------------------|------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|
|         |                                            |                                                                                                      |                                                                                    |

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

☒ **None**

| Organization conducting business with the school(s) | Nature of business conducted | Approximate value of the business conducted | Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest | Steps taken to avoid conflict of interest |
|-----------------------------------------------------|------------------------------|---------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------|
|                                                     |                              |                                             |                                                                                                                                                                           |                                           |

-

*This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.*

**Business Telephone:**

516-984-8129

**Business Address:**

Retired

**E-mail Address:**

joanne.mowattvision@yahoo.com

**Home Telephone:**

516-984-8129

**Home Address:**

1046 ARDMORE Rd. BALDWIN, NY 11510

Joanne Mowatt 6/28/2023  
Signature Date

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

last revised 04/2022

*Iglesias, Nancy*  
*6/28/23*

|                                                                            |
|----------------------------------------------------------------------------|
| <b>Disclosure of Financial Interest by a Current<br/>or Former Trustee</b> |
|----------------------------------------------------------------------------|

**Trustee Name:**

Nancy Iglesias

**Name of Charter School Education Corporation:**

Evergreen Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

☐ Yes ☒ No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.



6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☒ **None**

| Date(s) | Nature of financial interest / transaction | Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion) | Name of person holding interest or engaging in transaction and relationship to you |
|---------|--------------------------------------------|------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|
|         |                                            |                                                                                                      |                                                                                    |

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

☒ **None**

| Organization conducting business with the school(s) | Nature of business conducted | Approximate value of the business conducted | Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest | Steps taken to avoid conflict of interest |
|-----------------------------------------------------|------------------------------|---------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------|
|                                                     |                              |                                             |                                                                                                                                                                           |                                           |

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**Business Telephone:**

631-943-5061

**Business Address:**

408 Ann St. Babylon, N.Y. 11702

**E-mail Address:**

nrighlesiqs@optonline.net

**Home Telephone:**

631-943-5061

**Home Address:**

408 Ann St. Babylon, N.Y. 11702

Nancy-Ann Miller  
Signature

6/28/2023  
Date

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

last revised 04/2022

Bernardino, Gil  
6/30/23

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

GIL BERNARDINO

**Name of Charter School Education Corporation:**

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

PRESIDENT BOARD OF TRUSTEES

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

☒ Yes ☐ No

If Yes, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

I am married to Dr. Senah Brewster, Vice President Board of Trustees. Also, we co-founded the school together. We are not employed by the school. We are volunteers.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

☐ Yes ☒ No

If Yes, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☒ Yes ☐ No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

*I am married to the Vice President of the Board of Trustees.*

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

☒ Yes ☐ No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

*I work for Cirulo de la Hispanidad Inc., the landlord of one of the Evergreen Charter school's facilities.*

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☐ None

| Date(s) | Nature of financial interest / transaction                             | Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion) | Name of person holding interest or engaging in transaction and relationship to you                                     |
|---------|------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------|
| Ongoing | I work for the landlord of one of the facilities that Evergreen rents. | Reserve myself from voting                                                                           | Armando de la Higuera is the landlord of one of the facilities that Evergreen rents. I work for Armando de la Higuera. |

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

☐ None

| Organization conducting business with the school(s) | Nature of business conducted                                           | Approximate value of the business conducted | Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest | Steps taken to avoid conflict of interest |
|-----------------------------------------------------|------------------------------------------------------------------------|---------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------|
| Círculo de la Hispanidad                            | Landlord of one of the facilities that Evergreen Charter School rents. | The rent is about \$1,200,000 a year        | Gil Bernardino (self)<br>Sarah Brewster (wife)<br>Both are employees of Círculo de la Hispanidad the landlord of one of the facilities that Evergreen rents.              | Resue myself from voting when appropriate |

This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.

**Business Telephone:**

516-431 1135

**Business Address:**

26 West Park Ave., Long Beach, N.Y. 11561

**E-mail Address:**

jbernardino@cclh.org

**Home Telephone:**

516-322 9203

**Home Address:**

830 Shore Rd., Apt 2P, Long Beach, N.Y. 11561

  
Signature

6/30/2023  
Date

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

last revised 04/2022



Brewster, Sarah  
6/30/23

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Sarah Brewster

**Name of Charter School Education Corporation:**

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Vice President of the Board of Trustees

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

☒ Yes ☐ No

If Yes, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

yes, I am married to the president of the Board of Trustees. we co-founded the school together. we are not employed by the school. we are volunteers.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

☐ Yes ☒ No

If Yes, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☒ Yes ☐ No

If Yes, please describe the nature of your relationship and if this person could benefit from your participation.

yes I am married to the president of the Board of Trustees.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

☒ Yes ☐ No

If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

I work for Circul. de la Hispanidad, the landlord of one of Evergreen charter school's facilities.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☐ None

| Date(s) | Nature of financial interest / transaction                                               | Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion) | Name of person holding interest or engaging in transaction and relationship to you                                |
|---------|------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------|
| ongoing | - I work for the landlord of one of the facilities that Evergreen charter school leases. | recuse myself from voting                                                                            | - Circulo de la Hispanidad.<br>Landlord of one of the facilities that Evergreen rents.<br>Circulo is my employer. |

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

☐ None

| Organization conducting business with the school(s) | Nature of business conducted                                          | Approximate value of the business conducted    | Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest | Steps taken to avoid conflict of interest |
|-----------------------------------------------------|-----------------------------------------------------------------------|------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------|
| Circolo de la Hispanidad                            | landlord of one of the facilities that Evergreen Charter School rents | the lease is approximately 1,200,000 annually. | Sarah Brewster - (self)<br>Gil Bernardino (husband)<br>we are both employees of Circolo de la Hispanidad the landlord of one of the facilities that Evergreen rents.      | recuse myself when appropriate.           |

-

*This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.*

**Business Telephone:**

516. 431. 1135

**Business Address:**

26 West Park Avenue Long Beach Ny 11561

**E-mail Address:**

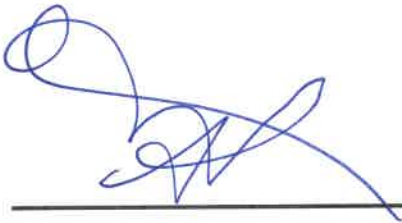
~~Sara~~ Sarah yPeace @ gmail. com

**Home Telephone:**

516. 322. 9203

**Home Address:**

830 Shore Road Apt. 28 Long Beach, Ny 11561



06/30/2023

**Signature**

**Date**

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

*last revised 04/2022*

Ras, Luis  
6/27/23

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

LUIS RAS

**Name of Charter School Education Corporation:**

EVERGREEN CHARTER SCHOOL

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

TRUSTEE

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

☒ Yes ☐ No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

PARENT OF TEACHER AT THE SCHOOL.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☒ Yes ☐ No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

*I AM THE PARENT OF A TEACHER.*

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

☐ Yes ☒ No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☒ None

| Date(s)               | Nature of financial interest / transaction   | Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion) | Name of person holding interest or engaging in transaction and relationship to you |
|-----------------------|----------------------------------------------|------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|
| 2022-2023 School Year | I am the father of an employee at the school | Disclosed conflict of interest to staff/admin and recuse myself from voting where applicable         | Cristina Ras (daughter)                                                            |



7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

☒ **None**

| Organization conducting business with the school(s) | Nature of business conducted | Approximate value of the business conducted | Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest | Steps taken to avoid conflict of interest |
|-----------------------------------------------------|------------------------------|---------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------|
|                                                     |                              |                                             |                                                                                                                                                                           |                                           |

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**Business Telephone:**

914 289-2909

**Business Address:**

2500 Westchester Ave, Ste 410, Purchase N.Y. 10577

**E-mail Address:**

LEA ATTY @ aol.com

**Home Telephone:**

(516) 869-6553

**Home Address:**

3 The Ridge Plandome N.Y. 11030



6/27/23

**Signature**

**Date**

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

*last revised 04/2022*

Rodriguez,  
Gladys  
6/28/23

**Disclosure of Financial Interest by a Current  
or Former Trustee**

Trustee Name: Gladys Rodriguez

Name of Charter School Education Corporation:

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Board Secretary.

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

☐ Yes ☒ No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☒ **None**

| Date(s) | Nature of financial interest / transaction | Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion) | Name of person holding interest or engaging in transaction and relationship to you |
|---------|--------------------------------------------|------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|
|         |                                            |                                                                                                      |                                                                                    |

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

☒ **None**

| Organization conducting business with the school(s) | Nature of business conducted | Approximate value of the business conducted | Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest | Steps taken to avoid conflict of interest |
|-----------------------------------------------------|------------------------------|---------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------|
|                                                     |                              |                                             |                                                                                                                                                                           |                                           |

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**Business Telephone:**

516-227-8556

**Business Address:**

60 Charles Lindbergh Blvd. Uniondale NY 11553

**E-mail Address:**

Rodriguez.gladys@hotmail.com

**Home Telephone:**

516 833-5011

**Home Address:**

173 President St Hempstead, NY 11550

Gladys Rodriguez

**Signature**

June 28, 2023

**Date**

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

*last revised 04/2022*

**Evergreen Charter School  
Virtual Meeting of the Board of Trustees  
605 Peninsula Blvd, Hempstead, NY 11550  
July 14, 2022  
8:00 pm**

**The meeting was held at 605 Peninsula Boulevard  
It was also held virtually**

**Members:**

|                              |                |
|------------------------------|----------------|
| <b>Mr. Gil Bernardino</b>    | <b>Present</b> |
| <b>Dr. Sarah Brewster</b>    | <b>Present</b> |
| <b>Mr. José Canosa, Esq.</b> | <b>Present</b> |
| <b>Ms. Nancy Iglesias</b>    | <b>Present</b> |
| <b>Mr. Luis Ras, Esq.</b>    | <b>Present</b> |
| <b>Ms. Yvonne Mowatt</b>     | <b>Present</b> |
| <b>Ms. Gladys Rodríguez</b>  | <b>Present</b> |
| <b>Mr. Ariel Sotelo</b>      | <b>Excused</b> |

**Also present:**

**Ms. Karen Leeper, Acting Principal,  
Ms. Christine Weigand, K-1 Director  
Dr. Elena Litescu, 2-4 Director  
Dr. Frances Echevarria, MS Director  
Ms. Providencia Quiles, HS Director  
Ms. Ana Morrón, Director of Data and Attendance  
Ms. Diana Soto, Director of Curriculum and Instruction  
Mr. Nicolas Agosti, Director of Curriculum and Instruction**

***Note: As always, the Board Meeting was conducted in English and Spanish.***

**I Call to Order by President Bernardino.**

President Bernardino called the meeting to order at 8:00 pm.  
He introduced Acting Principal Karen Leeper for her report:



## **II Monthly Principal Report**

### **Evergreen Charter School Principal's Report to the Board --July 14, 2022**

#### **1. Enrollment (as of June 30, 2022):**

| <b>Grade Level</b> | <b>Number of Students</b> |
|--------------------|---------------------------|
| Kindergarten       | 125                       |
| First Grade        | 125                       |
| Second Grade       | 125                       |
| Third Grade        | 75                        |
| Fourth Grade       | 75                        |
| Fifth Grade        | 75                        |
| Sixth Grade        | 50                        |
| Seventh Grade      | 50                        |
| Eighth Grade       | 50                        |
| Ninth Grade        | 51                        |
| Tenth Grade        | 49                        |
| <b>Total:</b>      | <b>850</b>                |

#### **2. Curriculum & Instruction:**

- a) Administration Meetings were held on a weekly basis.
- b) Summer Planning Meetings were held on a weekly basis.
- c) Final evaluations were completed for all instructional staff.
- d) Summer School for Grades K-11 began Monday, July 11, 2022.
- e) School Supply lists have been posted on the School's website and will be mailed home.

- f) Curriculum materials and resources are in the process of being ordered for the 2022-23 school year.
- g) School Supply Lists for the 2022-23 school year are available on the school website.

**3. Professional Development:**

- a) August Professional Development for staff is in the process of being planned.
- b) Administration will attend School Safety Training offered by the New York State Education Department throughout the month of July.

**4. Parent Involvement/Activities:**

- a) Kindergarten Orientations are in the process of being planned. More information will be forthcoming.
- b) The Grade 2-4 Administrative Team hosted a virtual workshop for parents on June 30, 2022 providing guidance for keeping children safe and busy during the summer break.
- c) Families will be invited to provide input on the ECS School Safety Plan.
- d) Families were emailed updated information regarding summer food service programs.

**5. Personnel:**

- a) Interviews and demonstration lessons continue to be conducted and reviewed.

**6. Student Assessment:**

- a) The DIAL 4 Assessment (Developmental Indicators for the Assessment of Learning) for incoming Kindergarten students continues to be administered.
- b) High School students attending Summer School will retake Regent Exams in August,

**7. Successes:**

- a) ECS MS/HS Sports Program

*Fall MS/HS Sports offerings:*

MS Boys Soccer (Grades 7-8)  
HS Boys Soccer (Grades 9-11)  
HS Boys Volleyball (Grades 9-11)  
HS Girls Volleyball (Grades 9-11)  
HS Girls Tennis (Grades 9-11)

## **Questions and Comments from the Board of Trustees related to Principal and Director's reports:**

President Bernardino introduced and welcomed Ms. Providencia Quiles who was hired as the new High School Director. Ms. Quiles introduced herself and stated that she is excited to be here.

### **I Questions and Comments from the Public related to Principal and Directors reports:**

There were none.

### **II Financial Report provided by Director of Finance and Operations Ms. Lisset Knox:**

Ms. Knox reported that there are 931 students enrolled at Evergreen Charter School. There are 44 parents going through the process of registration for a total of 975 students for September 2022-2023 school year. We are presently working with 25 school districts. Billing was sent for all students enrolled. In reference to grants, 7 grants were approved last year and we are completing the reports for these grants.

### **III Questions and Comments from the Board of Trustees related to the Financial Report:**

There were none.

### **IV Questions and Comments from the Public related to the Financial Report:**

There were none.

### **V Approval of Minutes**

**Resolved** the Board of Trustees approved the minutes of June 29, 2022.

**Motion: Trustee Yvonne Mowatt**

**Second: Trustee Nancy Iglesias**

**Vote: 8:0**

### **VI Reading of the Resolutions:**

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

### **VII Questions and comments from the public related to resolutions:**

There were none.

## VIII Voting of the Resolutions:

### Evergreen Charter School Agenda Items for Resolutions: July 14, 2022

- 1) **Resolved**, the Board of Trustees approves the following change in staffing positions as well as new staff:

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

Change of roles for Ms. Mendez from Sixth Grade Teacher to Special Education Teacher.

Changes of roles for Ms. Spagnuolo from Fifth Grade Teacher to Special Education Teacher.

Change of roles for Ms. Vasquez from Third Grade Teacher to Technology Teacher.

Change of roles for Gabriella Burgos from First Grade Teacher to Special Education Teacher.

Change of roles for Joan Soares from Kindergarten Teacher to AIS Teacher.

Change of roles for Robyn Webster from Kindergarten Teacher to First Grade Teacher.

Change of roles for Brooke Haber from Kindergarten Teacher to First Grade Teacher.

Change of roles for Christina Russo from Second Grade Teacher to Kindergarten Teacher.

| Name              | Position                      | Effective |
|-------------------|-------------------------------|-----------|
| Ana Macia,        | Middle School Social Worker   | Immediate |
| Laurence M. Volel | 3 <sup>rd</sup> Grade Teacher | 8/22/2022 |
| Suzette Poladian  | F/T Temp-Attendance Clerk     | 8/6/2022  |
| Mariela V. Guaman | P/T Lunch Aide                | TBD       |
| Latoyoa S. Warren | P/T Lunch Aide                | TBD       |
| Martha Sanchez    | P/T Lunch Aide                | TBD       |
| Akayla Anderson   | 2-5 Permanent Sub             | TBD       |

**Motion: Gladys Rodríguez**

**Second: Yvonne Mowatt**

**Vote: 7:0**

- 2) **Resolved**, the Board of Trustees approves the submission of its Annual Report for the 2022-2023 school year.

**Motion: Nancy Iglesias**  
**Second: Yvonne Mowatt**  
**Vote: 7:0**

- 3) **Resolved** the Board of Trustees approves the appointment of Gladys Rodríguez to the Board of Trustees for a three-year term commencing July 1, 2022 -June 30, 2025.

**Motion: Nancy Iglesias**  
**Second: Sarah Brewster**  
**Vote: 7:0**

- 4) **Resolved**, the Board of Trustees approves the following locations and grade configurations for the upcoming 2022-2023 school year.

605 Peninsula Boulevard: Grades K-1  
436 Front Street: Grades 2-5  
120 Greenwich Street: Grades 6-8  
94 Fulton Street: Grades 9-11

**Motion: Sarah Brewster**  
**Second: Jose Canosa**  
**Vote: 6:0**  
**1 abstention**

- 5) **Resolved**, the Board of Trustees approves a contract with the NYS BS copy company to upgrade its existing copiers.

**Motion: Yvonne Mowatt**  
**Second: Gladys Rodríguez**  
**Vote: 7:0**

- 6) **Resolved**, the Board of Trustees approves the execution of a lease with the Diocese of Rockville Center for rental space located at 28 Richardson Place, otherwise known as the Front Street annex for the 2022-2023 school year and beyond.

(This space has been referred to as annex building at 436 Front Street however for leasing purposes, the Diocese of Rockville Center has separated this adjacent building into its own lease. This resolution approves the lease of the space referred to as the annex building at 436 Front Street otherwise known as 28 Richardson Place).

**Motion: Sarah Brewster**  
**Second: Nancy Iglesias**  
**Vote: 7:0**

- 7) **Resolved**, the Board of Trustees approves the purchase of two 15 passenger vans to support school activities for students.

**Motion: Nancy Iglesias**  
**Second: Sarah Brewster**  
**Vote: 7:0**

- 8) **Resolved**, the Board of Trustees approves a contract with Sport Time to teach tennis to its students.

**Motion: Jose Canosa**  
**Second: Sarah Brewster**  
**Vote: 7:0**

- 9) **Resolved**, the Board of Trustees approves the executive committee and members of administration to negotiate and secure the necessary permits and approvals to relocate the mobile classrooms to better meet student needs.

**Motion: Sarah Brewster**  
**Second: Nancy Iglesias**  
**Vote: 7:0**

10) **Resolved**, the Board of Trustees approves the following:

**FRIENDS OF EVERGREEN CS LLC  
and its sole member,  
EVERGREEN CHARTER SCHOOL**

**RESOLUTION OF THE BOARD OF DIRECTORS OF EVERGREEN CHARTER SCHOOL (“SCHOOL”) AND FRIENDS OF EVERGREEN CS LLC (“FRIENDS”) ACTING THROUGH ITS SOLE MEMBER, THE SCHOOL: (A) AUTHORIZING (1) THE INCURRENCE OF INDEBTEDNESS BY FRIENDS OF NOT TO EXCEED \$77,000,000 (THE “LOAN”) CONSTITUTING PROCEEDS OF TAX-EXEMPT AND/OR TAXABLE EDUCATION REVENUE BONDS (THE “BONDS”) TO BE ISSUED BY THE TOWN OF HEMPSTEAD LOCAL DEVELOPMENT CORPORATION (“ISSUER”); (2) THE CONVEYANCE BY SALE CONTRIBUTION OR LEASE BY THE SCHOOL TO FRIENDS AND THE CORRESPONDING ACQUISITION OR ACCEPTANCE OF A CONVEYANCE BY CONTRIBUTION OF FEE TITLE TO OR LEASEHOLD INTEREST BY FRIENDS FROM THE SCHOOL OF CERTAIN REAL PROPERTY (AS HEREINAFTER MORE PARTICULARLY DESCRIBED, THE “LAND”); (3) EXPENDING ALL OR A PORTION OF THE PROCEEDS OF THE LOAN TO UNDERTAKE THE DESIGN, CONSTRUCTION, DEVELOPMENT, RENOVATION AND EQUIPPING AND FURNISHING OF CERTAIN IMPROVEMENTS TO CONSTITUTE A SCHOOL FACILITY ON THE LAND (COLLECTIVELY WITH THE LAND AND SAID IMPROVEMENTS, THE “FACILITY”); (4) THE PROVISION FOR CERTAIN RESERVE FUNDS WITH RESPECT TO THE BONDS AND THE PAYMENT OF THE COSTS OF ISSUANCE OF THE BONDS FROM A PORTION OF THE PROCEEDS OF THE BONDS AND OTHER SOURCES OF FRIENDS OR THE SCHOOL; (5) THE LEASING OF THE FACILITY BY FRIENDS TO THE SCHOOL; AND (6) ENCUMBERING THE FACILITY WITH ONE OR MORE MORTGAGES AND ENTERING INTO ONE OR MORE ASSIGNMENT OF LEASES AND RENTS AND THE ASSIGNMENT OF OTHER CONTRACTS AND PERMITS TO SECURE THE LOAN; (B) AUTHORIZING FRIENDS AND THE SCHOOL (1) TO NEGOTIATE AND ACCEPT PROPOSALS FOR THE OFFERING AND SALE OF SAID BONDS (“OFFERING”); (2) TO RETAIN CERTAIN PROFESSIONAL SERVICES IN CONNECTION WITH THE FOREGOING; AND (3) TO NEGOTIATE, EXECUTE AND DELIVER ON BEHALF OF FRIENDS AND THE SCHOOL CERTAIN AGREEMENTS, DOCUMENTS AND CERTIFICATES IN CONNECTION WITH THE FOREGOING, INCLUDING WITHOUT LIMITATION THE LOAN, AND THE OFFERING, SALE AND ISSUANCE AND SECURING OF SAID BONDS; (C) TAKING CERTAIN ACTION PRIOR TO THE ISSUANCE OF THE BONDS ISSUED AS TAX-EXEMPT OBLIGATIONS TO ALLOW FRIENDS AND/OR THE SCHOOL TO BE REIMBURSED FOR CERTAIN EXPENDITURES; AND (D) AUTHORIZING FRIENDS AND THE SCHOOL TO TAKE ANY AND ALL ACTION NECESSARY IN CONNECTION WITH THE FOREGOING;**

**WHEREAS**, Evergreen Charter School (the “**School**”) has acquired and desires to transfer by sale, ground leasing or conveyance by contribution to Friends of ECS, Inc., a New York not-for-profit corporation (“**Friends**”), and Friends desires to acquire or accept a contribution of fee title to (or acquire a leasehold interest in, pursuant to a ground lease or similar instrument with a term not to exceed the term of the Bonds hereinafter described plus one (1)

year), an approximately 1.25 acre parcel of land located at 495 Peninsula Boulevard, Hempstead, NY 11550, 27-33 Laurel Avenue, Hempstead, NY 11550 and 37 Laurel Avenue, Hempstead, NY 11550 (the “**Land**”) and to affect the design construction, development, equipping and furnishing of an approximately 85,000 square foot multi-level structure consisting of four stories plus a basement and utilized roof space that will house a gymnasium, classrooms for music and instruction, kitchen, storage and mechanicals as well as lockers, bathrooms and offices and an approximately 14,000 square foot garage on the Land, all to be used as a school facility (the Land together with said improvements and equipment, collectively the “**Facility**”).

**WHEREAS**, Friends desires to borrow the proceeds of not to exceed \$77,000,000 tax-exempt and/or taxable revenue education bonds (the “**Bonds**”) expected to be issued for the benefit of Friends and the School by the Town of Hempstead Local Development Corporation (the “**Issuer**”) to (1) finance or refinance the costs of the acquisition, construction, equipping and furnishing of the Facility, (2) fund a debt service reserve fund and capitalized interest in connection with the Bonds, (3) fund a repair and replacement fund, (4) refinance a prior loan by Local Initiative Support Corporation to the School and (5) pay for certain costs related to the issuance of the Bonds.

**WHEREAS**, in order to provide security for the repayment of the Loan, Friends desires to enter into one or more agreements granting fee and/or leasehold mortgages in and to the Land and the Facility and a lien on certain personal property, assets and revenues of Friends.

**WHEREAS**, Friends desires to lease the Facility to the School and the School desires to lease the Facility from Friends.

**WHEREAS**, the School and Friends desires to contract for certain professionals services in connection with the (i) conveyance of the Land and the leasing of the Facility and (ii) the offering, sale, issuance and securing of the Bonds.

**WHEREAS**, the Internal Revenue Code of 1986, as amended (“**Code**”) and applicable regulations require Friends to take certain action in connection with the payment of certain expenses in connection with the acquisition of the Land and the construction, development, renovation and equipping and furnishing of the Facility (the “**Project**”) prior to the issuance of tax-exempt bonds in order to allow Friends to be reimbursed for such expenditures;

**NOW, THEREFORE, BE IT RESOLVED**, that the School and Friends are authorized to convey by the School to Friends by sale or contribution fee title (or a leasehold interest in the Land pursuant to a ground lease) and to execute and deliver a lease, license or similar agreement with respect to the Facility by and between Friends, as lessor and the School, as lessee (the “**Lease**”) pursuant to which the School will make rental payments to Friends in an amount sufficient to at least provide for the payment of principal, sinking fund installments, if any, interest, and purchase price, if applicable on the Bonds and the Authorized Officers (as such term is hereinafter defined) of the School, be, and each of them hereby is, authorized and empowered to approve or enter into and perform the conveyance or ground lease, if any, and the Lease;

**AND BE IT FURTHER RESOLVED**, that Friends is authorized to effectuate the design construction, development, equipping and furnishing of the Facility;



**AND BE IT FURTHER RESOLVED**, that Friends is authorized to borrow the proceeds of the Bonds through the Issuer to finance or refinance the costs of the acquisition, construction, equipping and furnishing of the Facility, fund a debt service reserve fund and capitalized interest in connection with the Bonds, fund a repair and replacement fund, refinance a prior loan by Local Initiative Support Corporation to the School and pay for certain costs related to the issuance of the Bonds in an amount not to exceed \$77,000,000 for a term not to exceed forty (40) years, and is authorized to enter into and perform one or more loan agreements with the Issuer (collectively, the **“Loan Agreement”**) pursuant to which Friends is hereby authorized to and will agree to make periodic payments to the Issuer in amounts sufficient to pay the principal, sinking fund installments, if any, interest, and purchase price, if applicable, of the Bonds to be issued by the Issuer in one or more series pursuant to one or more resolutions adopted and indentures entered into by the Issuer (the **“Resolutions”**), together with payments to the Issuer of customary fees and containing other customary terms; and Friends is authorized to pay the costs incidental to the issuance of the Bonds from the proceeds of the Loan subject to the limitations of the Code and/or from other moneys of Friends;

**AND BE IT FURTHER RESOLVED** that the Bonds may bear interest at a fixed rate or variable rate (including without limitation, a daily rate, weekly rate, bank rate or term rate) as shall be determined by the Chair, Vice Chair, Secretary, Treasurer or Executive Director of the

School acting on behalf of Friends (each, an **“Authorized Officer”**) and shall have such maturity, payment and prepayment terms, redemption provisions, sinking fund provisions, provisions for a debt service reserve fund, provisions for a repair and replacement fund and capitalized interest in connection with the Bonds and other terms and provisions, including, without limitation, terms and provisions with respect to security for such Bonds, as shall be agreed upon with the Issuer and the Underwriter (as hereinafter defined) by any such Authorized Officer;

**AND BE IT FURTHER RESOLVED**, that the Authorized Officers, be, and each of them hereby is, authorized and empowered to approve or enter into and perform (i) any bond purchase agreement or similar agreement, with respect to the public offering of the Bonds by Robert W. Baird & Co. (the **“Underwriter”**) (ii) the sale of the Bonds by the Issuer to the Underwriter (iii) a Preliminary Official Statement and an Official Statement, in connection with the offering of the Bonds, (iv) a letter of representation and indemnification or similar agreement from Friends to the Issuer and the Underwriter, in each case in such form as the Authorized Officer approving or executing the same may in his or her sole discretion approve, his or her execution thereof to be conclusive evidence of such approval;

**AND BE IT FURTHER RESOLVED**, that the Authorized Officers on behalf of the School and Friends be, and each of them hereby is, authorized and empowered to execute and deliver the Loan Agreement and one or more promissory notes, building loan agreement, tax regulatory agreement, environmental indemnification, and continuing disclosure agreement, assignment of contracts, professional services, permits and other agreements, and any related agreement and each of them hereby is, authorized and empowered to enter into any agreement granting, as further security for the Loan, one or more fee or leasehold mortgage(s) in and to the Land and the Facility and assignments of leases and rents; (collectively the **“Friends Documents”**) to provide, inter alia, for the security for the Loan, including without limitation a security interest in the personal property, assets and revenues of Friends, and in each case, the

right to receive the same and the proceeds thereof, in each case in such form as the Authorized Officer executing the same may in his or her sole discretion approve, his or her execution thereof to be conclusive evidence of such approval;

**AND BE IT FURTHER RESOLVED**, that the Authorized Officers be, and each of them hereby is, authorized to choose, or to approve the Issuer's selection of, one or more banks or trust companies to act as Trustee and Paying Agent for the Bonds;

**AND BE IT FURTHER RESOLVED**, that the Authorized Officers acting on behalf of the School and Friends be, and each of them hereby is, authorized to negotiate and enter into on behalf of Friends a professional services agreements in connection with the foregoing with the following entities: Robert W. Baird & Co., as Underwriter, Harris Beach PLLC, as special counsel; Martin Hopp Architect PLLC as architect, Consigli Construction Co, Inc. as General Contractor WSP - USA as environmental consultant; Northstar Museums and Education as construction consultant and to the extent the School has previously entered into one or more of such agreements, the form of each is hereby ratified and their assumption by Friends is a hereby authorized;

**AND BE IT FURTHER RESOLVED**, that (i) the statements contained in this Resolution with respect to the reimbursement of the expenditures described in this resolution are intended to be statements of official intent as required by, and in conformance with, the provisions of Treasury Regulation Section 1.150-2(e), (ii) the expenditures to be reimbursed pursuant to this resolution have been incurred within 60 days prior to the date hereof or will be incurred after the date hereof in connection with the Project; (iii) the maximum principal amount of tax-exempt debt expected to be issued for the Project is \$75,000,000; and (iv) Friends and the School reasonably expects to reimburse the expenditures set forth in this resolution with the proceeds of tax-exempt obligations (to be issued by the Issuer) and to be incurred by Friends and the School subsequent to the date hereof; provided, however, that this resolution does not constitute a binding obligation of Friends or the School to borrow the proceeds of such debt nor does it obligate the Issuer to issue such obligations;

**AND BE IT FURTHER RESOLVED**, that the Authorized Officers be, and each of them hereby is, authorized and empowered to execute and deliver a custody agreement, pursuant to which the School will cause payments of Education Aid due to the School to be delivered to a custodian who in turn will transfer certain funds therefrom on account of Lease rental payments directly to the trustee for the Bonds (“**Custody Agreement**”) and a continuing disclosure agreement, environmental indemnity, tax regulatory agreement, letter of representation, and any related agreement, in each case in such form as the Authorized Officer executing the same may in his or her sole discretion approve, his or her execution thereof to be conclusive evidence of such approval;

**AND BE IT FURTHER RESOLVED**, that the Authorized Officers be, and each of them hereby is, authorized to negotiate and enter into assignment of professional services agreements to Friends;

**AND BE IT FURTHER RESOLVED**, that the Authorized Officers be, and each of them hereby is, authorized and empowered to do and perform such acts and things and to authorize, negotiate, execute, deliver and perform in the name of and on behalf of the School and Friends such agreements, instruments of conveyance and other documents and certificates and to

take all such other actions as may be necessary or advisable or convenient to carry out the transactions contemplated by the Lease, the Custody Agreement, the Friends Documents, the Preliminary Official statement, the Official statement or the foregoing resolutions;

**AND BE IT FURTHER RESOLVED**, that all acts and deeds heretofore done by any member of the Board of the School or by any officer or agent on behalf of the School or Friends to effect the financing and other transactions contemplated or to be contemplated by the Lease, the Custody Agreement, the Friends Documents, the Preliminary Official Statement and the Official Statement with respect to the Bonds or the foregoing resolutions, including the negotiation, execution, acknowledgment, delivery or filing with any governmental body or authority of any documents, instruments or agreements contemplated thereby, are hereby ratified, confirmed and approved in all respects.

This Resolution shall take effect immediately.

### **CERTIFICATION**

The foregoing is a true and complete copy of the Resolutions duly adopted on the 14 day of July 2022 by the Board of Directors of Evergreen Charter School acting on behalf of Evergreen Charter School and Friends of Evergreen CS LLC at a duly noticed and convened meeting of the Board of Directors of Evergreen Charter School, at which a quorum was present, and which Resolutions have not been modified, revoked, or rescinded and remain in full force and effect on the date hereof.

Date: July 14, 2022

**Motion: Yvonne Mowatt**

**Second: Jose Canosa**

**Vote: 7:0**

11) **Resolved**, the Board of Trustees approves the following professional development:

Ms. Camilli (Reading Coordinator) and Cathy Austin (Reading Teacher) are requesting approval to attend a workshop, *Shifting the Balance: 6 Ways to Bring the Science of Reading into the Balanced Literacy Classroom* hosted by the Putnam Northern Westchester BOCES Curriculum Center on Thursday, August 11, 2022, from 9:00 am – 3:00 pm.

Ms. Martinez (Kindergarten teacher) is requesting approval to attend a workshop, *Diving into Differentiation* through Frontline Education on Tuesday, September 20, 2022.

Ms. Martinez (Kindergarten teacher) is requesting approval to attend a workshop, *Positive Behavior Interventions/Supports for the Everyday Elementary Classroom* through Frontline Education on Friday, September 30, 2022.

Ms. Smith (AIS Math Specialist) is requesting approval to attend a virtual training, *Power Up: Transitioning to Eureka Math2 Grades K-5* on Tuesday, August 2, 2022.

Dr. Litescu is requesting approval to attend a virtual training, *Growing our Skills for Generative Conflict* on Wednesday, August 3, 2022 and Wednesday, August 10, 2022.

**Motion: Sarah Brewster**

**Second: Yvonne Mowatt**

**Vote: 7:0**

## **IX Old/ New Business: Old/New Business**

President Bernardino announced that the Planning Board of the Village of Hempstead has called Evergreen to present the project for the building of the its new school facility on Monday, July 25, 2022 at 6pm. It is an open meeting. We welcome the support of all parents and families. This is very important for our school.

## **X Announcements:**

This is the final meeting for Ms. Leeper, our Acting Principal at Evergreen. We thank her for her years of service at Evergreen and we wish her the best of luck.

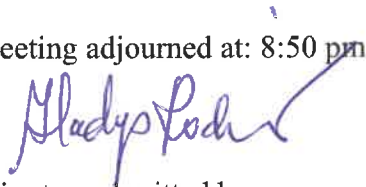
## **XI Adjournment**

**Motion: Trustee Yvonne Mowatt**

**Second: Trustee Gladys Rodriguez**

**Vote: 8:0**

Meeting adjourned at: 8:50 pm

A handwritten signature in blue ink, appearing to read "Gladys Rodriguez", with a long horizontal stroke extending to the right.

Minutes submitted by:  
Gladys Rodriguez

**Evergreen Charter School  
Virtual Meeting of the Board of Trustees  
605 Peninsula Blvd, Hempstead, NY 11550  
September 28, 2022  
7:45 pm**

**The meeting was held at 605 Peninsula Boulevard  
It was also held virtually**

**Members:**

|                              |                |
|------------------------------|----------------|
| <b>Mr. Gil Bernardino</b>    | <b>Present</b> |
| <b>Dr. Sarah Brewster</b>    | <b>Present</b> |
| <b>Mr. José Canosa, Esq.</b> | <b>Absent</b>  |
| <b>Ms. Nancy Iglesias</b>    | <b>Absent</b>  |
| <b>Mr. Luis Ras, Esq.</b>    | <b>Present</b> |
| <b>Ms. Yvonne Mowatt</b>     | <b>Present</b> |
| <b>Ms. Gladys Rodríguez</b>  | <b>Present</b> |
| <b>Mr. Ariel Sotelo</b>      | <b>Absent</b>  |

**Also present:**

**Ms. Christine Weigand, K-1 Director  
Dr. Elena Litescu, 2-4 Director  
Dr. Frances Echevarria, MS Director  
Ms. Providencia Quiles, HS Director  
Ms. Ana Morrón, Director of Data and Attendance  
Ms. Diana Soto, Director of Curriculum and Instruction  
Mr. Nicolas Agosti, Director of Curriculum and Instruction**

***Note: As always, the Board Meeting was conducted in English and Spanish.***

**I Call to Order by President Bernardino.**

**:**

## II Principal's Report

### Evergreen Charter School

#### A. Enrollment:

| Grade Level    | Number of Students |
|----------------|--------------------|
| Kindergarten   | 123                |
| First Grade    | 122                |
| Second Grade   | 123                |
| Third Grade    | 125                |
| Fourth Grade   | 75                 |
| Fifth Grade    | 75                 |
| Sixth Grade    | 75                 |
| Seventh Grade  | 48                 |
| Eighth Grade   | 50                 |
| Ninth Grade    | 48                 |
| Tenth Grade    | 49                 |
| Eleventh Grade | 49                 |
| <b>Total:</b>  | <b>962 *</b>       |

Additional students in process of completing registration for enrollment of 975.

**B. Attendance:**

Attendance report from 9/6/22 – 9/21/22 is included.

**C. Curriculum & Instruction:**

- 1) All buildings started school with in person instruction, except HS that started instruction remote for the first two days of school, and after that resumed to in person instruction.
- 2) HS students were provided Chromebooks prior to classes starting, to ensure their online access for the two days of remote instruction.
- 3) Evergreen HS students are taking AP classes this school year.
- 4) Administration Meetings were held frequently, even daily, to ensure the buildings are ready to start on time for the new school year. These meetings will be held weekly moving forward.
- 5) High School Leadership Team meetings were held as often as needed.
- 6) Child Study (RTI) meetings started to be hosted as early as week three of the new school year.
- 7) Department meetings, Grade Level meetings, Special Classes teachers meetings are scheduled monthly.
- 8) All students in 2-8 were assigned Chromebooks, and the K-1 students were assigned i-Pads.

**D. Professional Development:**

- 1) Professional Development took place between 8/22/22 – 9/2/22 for new and returning teachers;
- 2) Literacy and Math Professional Coaching with the support of consultants, Pam Kinnon and Sue Morris, was scheduled throughout the PD, and during the month of September for teaching staff.
- 3) Some examples of the topics covered during the PD are listed below:
  - Training on the revised Danielson Framework for teaching was provided by Danielson representative;
  - Training on REMIND was provided by their representative;
  - Training on KAGAN structures was provided by their representative
  - Training on i-Ready's new features was provided by their representative;
  - Training on implementing Restorative Practices (Positive Discipline) was provided by the MS Director, Dr. Echevarria and Acting Principal, Dr. Litescu;
  - User training for smartboards (Promethean) training was provided by their representative;
  - Training on Google Suite applications was provided by Ms. Guzman;



- DASA training was provided to all staff;
- Schooltool training was provided by their representative;

**E. Parent Involvement/Activities:**

- 1) New Student Orientation was hosted by Ms. Weigand and Ms. Soto at K-1 building on 8/24/22 and 8/25/22.
- 2) Teacher “Meet and Greet” events took place in all four buildings on Friday, 9/2/22.
- 3) Meetings with parents were hosted by building administrators to address students’ behavior and academic challenges and concerns.
- 4) Administrators met with all new students’ parents prior to their child starting school.
- 5) *School Open Night event is scheduled this week and next week:*

K-1 Building (Peninsula Blvd)- Thursday, October 6th, 2022

2-5 Building (Front St) - Thursday, September 29, 2022

6-8 Building (Greenwich St) - Thursday, September 29, 2022

**F. Personnel:**

\*SEE ATTACHED DOCUMENT

**G. Student Assessment:**

- 1) To determine the English proficiency of the students whose native language is other than English, NYSITELL is administered. This will determine if the students are Entering, Emerging, Transitioning, Expanding or Commanding and the number of units they will have to complete working with an ENL teacher.
- 2) The Fountas and Pinnell Reading Benchmark Assessment for Grades K-5 began the week of September 19, 2022.

**I. Successes:**

- 1) Passing the annual inspections conducted by the Fire Marshalls in all buildings and opening on time the three out of the four buildings;
- 2) There was great parents’ attendance during the “Meet and Greet” events hosted in all four buildings.
- 3) Device distribution to all students, reaching a 1-to-1 device ratio.

**K. Educational Trips and School Wide Instructional Activities:**

- 1) September Morning Assemblies focus on celebrating Hispanic Heritage Month.
- 2) The K-1 staff and students celebrated International Dot Day on Tuesday, September 15, 2022 inspired by the book *The Dot* written by Peter H Reynolds

- 3) Hispanic Heritage Month will be celebrated from 09/15/2022 – 10/15/2022.
- 4) Ms. Sullivan organized a trip to the Planting Fields Arboretum in Oyster Bay for the students enrolled in AP Environmental class, on 9/14/2022.

**L. School Health and Safety:**

- 1) Fire Drill and Lock Down procedures have been generated and planned for the new school year.
- 2) An Emergency Response Planning Committee will form schoolwide and its members will meet to review and update the school's safety plans, policies and Procedures.
- 3) The School Nurse delivered a training on administering Epi-Pen injections;
- 4) The Middle School and High School Administration is working on scheduling a NARCAN training for staff.

**N. Attachments:**

1. Proposals for attending conferences.
2. Proposals for launching Saturday school.
3. Pumpkin Patch
4. Fountas and Pinnell Workshop
5. Progress Monitoring Workshop.
6. Teaching Executive Functioning Skills Workshop
7. Social Emotional Learning Workshop
8. Library School Visit
9. Draft of ECS Parents Manual
10. Draft of EBRP plans (detailed and public version)

**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:**

There were none.

**V Financial Report provided by Director of Finance and Operations Ms. Lisset Knox:**

Ms. Knox provided an update about the school's financials including receivables. Billing one of six was sent out. There are still several districts that have not sent payment including Uniondale and Roosevelt, among others. Ms. Knox also provided an update about Title grant funding.

**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 approved the minutes of August 8, 2022.

**Motion: Trustee Yvonne Mowatt**

**Second: Trustee Luis Ras**

**Vote: 5:0**

**IX Reading of the Resolutions:**

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

**X Questions and comments from the public related to resolutions:**

There were none.

**XI Voting of the Resolutions:**

**Staffing**

- 1) **Resolved**, the Board of Trustees approves the following new staff as well as changes in staff positions for existing staff:

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

| <b>Name</b>     | <b>Position</b>       | <b>Building</b> | <b>Effective</b> |
|-----------------|-----------------------|-----------------|------------------|
| Jennifer Flores | Kindergarten position | Peninsula       | 08/22/2022       |
| Emily Siebold   | PE Teacher Assistant  | Front St        | 08/22/2022       |

|                         |                                               |            |            |
|-------------------------|-----------------------------------------------|------------|------------|
| Jazmin A. Torres        | Data & Attendance Assistant                   | Peninsula  | 08/23/2022 |
| Haydee E. Ruiz          | ELA Teacher                                   | Loretto    | 08/22/2022 |
| Gerald P. D'Angelone    | Living Environment /Science Teacher           | Loretto    | 08/22/2022 |
| Takiyah A. Hyman-Romero | 3 <sup>rd</sup> Grade Teacher                 | Front St.  | 08/22/2022 |
| Zainib Masood Werdek    | 3rd Grade Support /Floater Teacher            | Front St.  | 08/22/2022 |
| Janna M. Powell         | ELA Teacher                                   | Fulton Ave | 08/26/2022 |
| Adiel Francis           | PE Teacher                                    | Front St.  | 08/22/2022 |
| Mauricio Alfaro         | Attendance Clerk (Temp) (No Benefits)         | Peninsula  | 09/07/2022 |
| Daniel Villar Chicote   | Spanish Teacher (Rehired-Temp-No longer here) | Loretto    | 08/25/2022 |
| Eva K. Bonilla          | PT Receptionist                               | Front St.  | 09/16/2022 |
| Elizabeth Weigand       | Science Teacher                               | Fulton Ave | 09/02/2022 |
| Elise P. Bravate        | Art Teacher                                   | Loretto    | 09/06/2022 |
| Muhammad Shaikh         | PT-Chemistry Teacher                          | Fulton Ave | 09/06/2022 |
| Ana M. Castro Gomez     | Spanish Teacher (rehired)                     | Fulton Ave | 09/13/2022 |
| Ian G. Willis           | Art Teacher (Temp-No Benefits)                | Fulton Ave | 09/16/2022 |
| Danielle Classi         | 2 <sup>nd</sup> Grade Teacher                 | Front St.  | 10/04/2022 |
| Ian S. Hodgson          | Technology Teacher                            | Peninsula  | 09/26/2022 |
| Naomi Graham            | Special Education Teacher                     | Loretto    | TBD        |
| Vanessa Lopez           | ELA Teacher                                   | Loretto    | TBD        |
| Carol Reyes             | 5 <sup>TH</sup> grade Teacher                 | Front St.  | TBD        |
| Lucresia Cruz           | PT Secretary                                  | Front St.  | TBD        |

|                                |                  |                               |            |
|--------------------------------|------------------|-------------------------------|------------|
| Mayra Lopez                    | Custodian        | Front St.                     | TBD        |
| Michael Motherway              | PT-Custodian     | Loretto                       | 09/01/2022 |
| Yanira Sanjurjo                | School Nurse     | Loretto                       | 9/26/2022  |
| Yosselyn Y. Vasquez Velasquez, | PT-Lunch Aide    | Loretto                       | 09/15/2022 |
| Rudelanea De Luna              | PT-Lunch Aide    | Fulton Ave                    | 09/13/2022 |
| Yessenia Romero                | PT-Lunch Aide    | Peninsula                     | TBD        |
| Rosa Manzanares                | PT-Lunch Aide    | Peninsula                     | TBD        |
| Roxana Alvarado                | PT-Lunch Aide    | Peninsula                     | TBD        |
| Sonia Carpio                   | PT- Dish Washer  | Peninsula                     | TBD        |
| Berkys Ramirez                 | PT Custodian     | Fulton St.                    | TBD        |
| Chirstina Liquet               | HS G. Counselor  | Fulton St.                    | TBD        |
| Mayra Acosta                   | Hs. G. Counselor | Fulton St.                    | TBD        |
| Nathalie Bolanos               | Social Worker    | Front St. (replacement leave) |            |

### **Declined Offer**

|                               |                               |           |          |
|-------------------------------|-------------------------------|-----------|----------|
| Shaniquia Nelson              | Lunch Aide                    | Peninsula | No show  |
| Jacqueline Segovia            | PT-Lunch Aide                 | Peninsula | Declined |
| Raul Lopez                    | FT Custodian                  | Peninsula | Declined |
| Jose Toro                     | PT Custodian                  | Front St. | Declined |
| Thomas King                   | ENL Teacher                   | Front St  | Declined |
| Christine Turturro Passarella | AIS/ELA Teacher               | Loretto   | Declined |
| Alexis Kane                   | Kindergarten position         | Peninsula | Declined |
| Kathryn Natter                | PE Teacher                    | Front St. | No Offer |
| Breeya Edwards                | 5 <sup>th</sup> Grade Teacher | Front St. | Declined |

|                               |                               |            |          |
|-------------------------------|-------------------------------|------------|----------|
| Denise Garcia                 | ENL Teacher                   | Loretto    | Declined |
| Desiree Bordas                | Math Teacher                  | Loretto    | Declined |
| Vasiliki Sourlis              | Art Teacher                   | Loretto    | Declined |
| Denise Rodriguez<br>O'Connell | Special Education             | Fulton Ave | Declined |
| Alanna Michtavy               | 4 <sup>th</sup> Grade Teacher | Front St.  | Declined |

**Employee Position and Salary Changes:**

| <b>Name</b>    | <b>Current Position</b>   | <b>New Position</b>                | <b>Effective</b> |
|----------------|---------------------------|------------------------------------|------------------|
| Karla Vasquez  | Technology Specialist     | Spanish Teacher (2-5)              | 09/13/2022       |
| JingXuan Zhang | PT Music Teacher          | FT Music Teacher                   | 09/02/2022       |
| Ricky Ferman   | Full Time Custodian       | Head Custodian<br>(No longer here) | 09/01/2022       |
| Cristina Ras   | Spanish Teacher Assistant | Spanish Teacher                    | 08/22/2022       |

**Motion: Trustee Sarah Brewster**

**Second: Trustee Yvonne Mowatt**

**Vote: 5:0**

## **PROFESSIONAL DEVELOPMENT:**

**2. Resolved** the Board of Trustees approves the following professional development:

- a. Ms. Weigand and Dr. Litescu are requesting approval for Ms. Camilli, Ms. Soares, Ms. Austin, and Ms. Francavilla to attend the Fountas and Pinnell: Guided Reading Responsive Teaching Across the Grades virtual workshop on Monday, December 5, 2022. (Please see attached proposal)
- b. Ms. Weigand is requesting approval for Ms. Burgos to attend the Frontline virtual workshop: Making Peace with Goal Writing, Data Collection and Progress Monitoring for Students with Disabilities presented by Consulting That Makes a Difference on Wednesday, November 7, 2022. (Please attached proposal)
- c. Ms. Weigand is requesting approval for Ms. Martinez to attend the Frontline virtual workshop: Teaching Executive Functioning Skills: The Hidden Curriculum presented by Consulting That Makes a Difference on Tuesday, October 18, 2022. (Please attached proposal)
- d. Dr. Litescu is asking approval for Ms. Francavilla to attend an online training on 10/17/22, *Word Study & Spelling a Window into the Children's Linguistic Understanding* (proposal attached).

**Motion: Trustee Gladys Rodriguez**

**Second: Trustee Yvonne Mowatt**

**Vote: 5:0**

## **ACTIVITIES:**

**3. Resolved**, the board of Trustees approves the following school activities:

- a. Ms. Weigand is requesting approval to purchase pumpkins for the kindergarten students to create an ECS Pumpkin Patch (Please see attached proposal).
- b. Ms. Camilli is requesting approval to arrange a librarian visit from the Hempstead.
- c. Mr. Agosti is requesting approval for a field trip for second grade students in October to the Bronx Zoo.

**Motion: Trustee Sarah Brewster**

**Second: Trustee Gladys Rodriguez**

**Vote: 5:0**

## **CLUBS:**

4. **Resolved**, the Board of Trustees approves the following clubs:

a. Mandarin Club

Dr. Litescu is asking approval to launch the Mandarin Club for students in grades 2-5 (proposal attached).

b. Spanish Club

Ms. Weigand is requesting approval to launch the Spanish Club for K-1 students.

c. Music Club

The leadership team approves a music club for its string program for grades 2-11. See attached.

d. Debate club

The leadership team approves a debate club. See attached proposal.

**Motion: Trustee Yvonne Mowatt**

**Second: Trustee Sarah Brewster**

**Vote: 5:0**

## **OTHER:**

5. **Resolved**, the Board of Trustees approves Dr. Litescu's request for approval of Emergency school Plans, the detailed and public version (EBRP plans attached).

**Motion: Trustee Gladys Rodriguez**

**Second: Trustee Luis Ras**

**Vote: 5:0**

6. **Resolved** the Board of Trustees approves the Parent Manual

**Motion: Trustee Yvonne Mowatt**

**Second: Trustee Gladys Rodriguez**

**Vote: 5:0**



7. **Resolved** the Board of Trustees approves the Administration Manual

**Motion: Trustee Sarah Brewster**

**Second: Trustee Yvonne Mowatt**

**Vote: 5:0**

8. **Resolved**, the Board of Trustees approves the consultant agreement with Generation Ready. See attached.

**Motion: Trustee Gladys Rodriguez**

**Second: Trustee Sarah Brewster**

**Vote: 5:0**

9. **Resolved**, the Board of Trustees approves Ms. Weigand and Dr. Litescu is requesting approval to launch a *Lead Teacher Program* at K-5 levels for the 2021-22 school year. (Please see attached proposal)

**Motion: Trustee Sarah Brewster**

**Second: Trustee Yvonne Mowatt**

**Vote: 5:0**

10. **Resolved**, the Board of Trustees approves a Dr. Litescu is requesting approval to implement a Mentor Teacher program for Middle School and High School. (Proposal is attached)

**Motion: Trustee Sarah Brewster**

**Second: Trustee Luis Ras**

**Vote: 5:0**

11. **Resolved**, The Board of Trustees memorializes the following policy for Paid Time Off and vacation requests.

Paid time office requests must be for ¼ hour increments at the very minimum.

Paid time of request for vacation must be for ½ day increments at the very minimum.

**Motion: Trustee Yvonne Mowatt**

**Second: Trustee Luis Ras**

**Vote: 5:0**

## **I Old/ New Business: Old/New Business**

Trustee Bernardino welcomed administrators, staff and students and families to the new school year. He thanks staff for their efforts to help the school move to two new locations. He also thanked the Business Office including Ms. Knox for her efforts to coordinate the work and renovations needed for the new school sites.

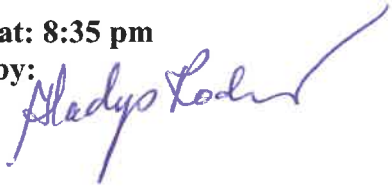
## **II Announcements:**

Open school events will be held this month. Please follow up with the school's administration for your respective buildings if you have questions about times.

## **III Adjournment**

**Motion:** Trustee Yvonne Mowatt  
**Second:** Trustee Gladys Rodriguez  
**Vote:** 5:0

**Meeting adjourned at:** 8:35 pm  
**Minutes submitted by:**  
Gladys Rodriguez



**Evergreen Charter School  
Virtual Meeting of the Board of Trustees  
605 Peninsula Blvd, Hempstead, NY 11550  
October 16, 2022  
7:45 pm**

**The meeting was held at 605 Peninsula Boulevard  
It was also held virtually**

**Members:**

|                                  |                |
|----------------------------------|----------------|
| <b>Mr. Gil Bernardino</b>        | <b>Present</b> |
| <b>Dr. Sarah Brewster</b>        | <b>Present</b> |
| <b>Mr. José Canosa, Esq.</b>     | <b>present</b> |
| <b>Ms. Nancy Iglesias-Gillen</b> | <b>Present</b> |
| <b>Mr. Luis Ras, Esq.</b>        | <b>Present</b> |
| <b>Ms. Yvonne Mowatt</b>         | <b>Absent</b>  |
| <b>Ms. Gladys Rodríguez</b>      | <b>Present</b> |
| <b>Mr. Ariel Sotelo</b>          | <b>Absent</b>  |

**Also present:**

**Ms. Christine Weigand, K-1 Director  
Dr. Elena Litescu, 2-4 Director  
Dr. Frances Echevarria, MS Director  
Ms. Ana Morrán, Director of Data and Attendance  
Mr. Nicolas Agosti, Director of Curriculum and Instruction  
Mr. Vincent Amelio, Director of Curriculum and Instruction  
Ms. Gracia Guzman World Languages – Spanish Instructor  
Mr. Shaun Skariah, Special Education Coordinator**

**Mr. Kevin Foley, Condom O'Meara  
Mr. Michael Asaro, Condom O'Meara**

***Note: As always, the Board Meeting was conducted in English and Spanish.***

**I Call to Order by President Bernardino.**

## **II Auditor's Report**

Mr. Kevin Foley and Mr. Mike Asaro presented the Audit report to Evergreen Charter School. They indicated the audit went very well overall. They reviewed revenues and expenditures. They also discussed receivables. They discussed the statement of financial position, statement of activities, functional expenses, statement of cash flows, notes to the financial statements and other information.

See attached report.

## **III Question from the Board of Trustees**

Mr. Bernardino thanked the auditors for their report. He also thanked Ms. Knox and members of the business office.

## **IV Questions from the Public**

There were none.

## **V Principal's Report**

### **A. Enrollment:**

| <b>Grade Level</b> | <b>Number of Students</b> |
|--------------------|---------------------------|
| Kindergarten       | 126                       |
| First Grade        | 124                       |
| Second Grade       | 124                       |
| Third Grade        | 126                       |
| Fourth Grade       | 75                        |
| Fifth Grade        | 75                        |
| Sixth Grade        | 76                        |
| Seventh Grade      | 49                        |
| Eighth Grade       | 50                        |
| Nineth Grade       | 51                        |
| Tenth Grade        | 49                        |
| Eleventh Grade     | 49                        |
| <b>Total:</b>      | <b>974*</b>               |

\*Additional student is completing registration process

**B. Attendance:**

- 1) See attached Attendance Count Report (includes absence/tardy reports from 9/21/22 – 10/18/22).
- 2) Attendance is closely monitored, including period attendance for MS and HS.

**C. Curriculum & Instruction:**

- 1) Administration Meetings were held.
- 2) Grade level meetings were held periodically.
- 3) Response to Intervention Meetings and Child Study Meetings were held.
- 4) Spanish Club for First Grade students began Wednesday, October 19, 2022.
- 5) Coaching and 1-0-1 check-ins with teachers are held to assess needs for support, go over lesson plans, curriculum implementation, pacing and other instructional topics.
- 6) Staff and students will focus on the contributions of Indigenous People and Autumn Harvest, Thanksgiving and Gratitude themes, to create projects and displays during the month of November.
- 7) Finalized contract and consultancy plan for High School, Middle School, added extra days for ES and IS, to include in person and remote instructional coaching for teachers and guidance on differentiating curriculum for struggling scholars.
- 8) In process of transitioning from Observe4Success to Frontline Education Teachers Evaluations

**D. Professional Development:**

- 1) In person coaching took place for K-6 grade teachers for ELA Professional Development Presented by Pam Kinnon (ELA Consultant).
- 2) K-5 Elementary School Math Professional Development delivered in person by Sue Morris (Math Consultant)
- 3) Check-ins with ENL teachers are conducted District wide by the ENL Coordinator to ensure all curriculum and logistical needs are met.
- 4) Applications were received from teachers interested in participating in the Teachers Mentorship and Lead Teachers program from all schools will be interviewed by the DCIs this month, and the selected candidates will start in their role in all four buildings on 11/1/22.

**E. Parent Involvement/Activities:**

- 1) Back to School Night took place on Wednesday, September 27<sup>th</sup> and Thursday, October 6, 2022. Important information was shared with families on school's routines, academic, behavioral, and attendance expectations, college and career readiness, etc.
- 2) Progress reports will be sent home this month for MS and HS students.
- 3) Story Time with Ms. Camilli will take place on Friday, October 28, 2022.

- 4) A Purple Awards Ceremony to recognize students for making positive choices in September and October will take place at the beginning of November and families will be invited to attend it in person.

#### **F. Personnel:**

Positions that need to be filled

|                                                            |
|------------------------------------------------------------|
| Bilingual Kindergarten Teacher                             |
| Kindergarten Teacher                                       |
| ENL Teacher                                                |
| Special Education Teacher                                  |
| HS Spanish Teacher                                         |
| ENL teachers for Elementary, Intermediate, and High School |
| Math teacher for Middle School                             |
| School Psychologist                                        |
| AIS/ELA Teacher for HS                                     |
| Social Studies Teacher for HS                              |
| Special Education Teacher for HS                           |
| Art Teacher for Intermediate School                        |

#### **G. Student Assessment:**

- 1) The i-Ready Diagnostic Reading and Mathematics Assessment for grades K-9 is being administered.
- 2) F&P Benchmark assessments are completed in ES, IS, and MS.
- 3) PSAT will be administered to HS Juniors on 10/25/22.

#### **H. Challenges:**

- 1) Staffing;
- 2) Students Code of Conduct compliance;

#### **I. Successes:**

- 1) Hispanic Heritage Month celebrations in all buildings;
- 2) All mandated reports were submitted ahead of deadline (i.e. District Safety Plan, Data Department Beginning of the Year Reports, etc);
- 3) Launched School Website for 2022-2023 school year;

**J. Educational Trips and School Wide Instructional Activities:**

- 1) Students continue to participate in Hispanic Heritage Month activities
- 2) Students continue to participate in National Bullying Prevention Month through various activities that promote friendship and kindness.
- 3) At Front St the students are recognized weekly for being kind, under the Evergreen Kindness Ambassador initiative

**K. School Health and Safety**

- 1) All buildings continue to conduct fire drills and lock down drills
- 2) An Emergency Response Planning Committee meeting took place to review and update the school's safety plans, policies and procedures.

**L. Attachments:**

1. Attendance Count Report
2. Art Club
3. Literacy Day
4. Patterns of Wonder Writing Workshop
5. Patterns of Power Writing Workshop
6. NYS AHPERD Suffolk Zone Conference
7. Treating Anxiety Disorders Webinar

**VI Questions and Comments from the Board of Trustees related to Principal and Director's reports:**

There were none.

**VII Questions and Comments from the Public related to Principal and Directors reports:**

There were none.

**VIII Financial Report provided by Director of Finance and Operations Ms. Lisset Knox:**

An update about the financials was provided by Ms. Knox. Invoices were sent out to respective school district. The school is still waiting for payments.

Title claims were sent out in September including Title I, Title, II, Title II and Title IV.

**IX Questions and Comments from the Board of Trustees related to the Financial Report:**

There were none.

**X Questions and Comments from the Public related to the Financial Report:**

There were none.

**XI Approval of Minutes**

**Resolved** the Board of Trustees approved the minutes of September 28, 2022

**Motion: Trustee Sarah Brewster**

**Second: Trustee Nancy Iglesias-Gillen**

**Vote: 6:0**

**XII Reading of the Resolutions:**

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

**XIII Questions and comments from the public related to resolutions:**

There were none.

**XIV Voting of the Resolutions:**

**We are using a new system to identify proposals following the Charter School framework benchmarks. Resolutions are separate by benchmark category.**

**Benchmark I**

**1. Student Performance (include proposals to support achievement in this areas)**

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

- a. The Leadership teams requests approve to launch after school clubs for the MS and HS including Newspaper club, cultural/photography club and powerful podcasting club.
- b. Ana Morron requests approves to launch enrichment support for our HS students.
- c. Ms. Castro requests approves to implement an art club for first grade students.

**Motion: Trustee Gladys Rodriguez**

**Second: Trustee Nancy Iglesias-Gillen**

**Vote: 6:0**



## Benchmark II

### 2. Teaching and Learning (include professional development, curriculum)

**Be it therefore resolved, that the Board of Trustees approves the following proposals under Teaching and Learning:**

- a. Ana Morron requests approval to implement Apex learning tutorials for a cost of \$3,750.
- b. The HS leadership team requests approval to implement a MS/HS Digital Course Catalog for HS credit attainment.  
(Cost \$21,802.50)
- c. Ms. Guzman requests approve to implement training for staff on New York State Standards for World Languages.
- d. Ms. Weigand requests approval for staff to attend professional development conferences including:  
  
Joan Soares, Patterns of Wonder, Inviting Emergent Writers to Play  
Lisa Camilli, Patterns of Power, inviting young writers  
Dan Levitan, NYS AHPERD Suffolk Zone Conference  
Leslie Melendez, Treating Anxiety Disorders
- e. Dr. Echevarria requests approves to implement AVID, Advancement Via Individual Determination programming for a cost of \$10,449. This includes professional learning, curriculum resources and ongoing support and coaching, among other areas to support learning.

**Motion: Trustee Yvonne Mowatt**

**Second: Trustee Gladys Rodriguez**

**Vote: 6:0**

### **Benchmark III.**

#### **3. Culture, Climate, Student/Family Engagement (include activities to meet student/family needs, trips)**

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

- a. Ms. Velasco requests approval to implement YONDR that provides a phone free school zone. The program provides a pouch where students lock their phones during the school day. This is a preventive program to restrict use of cell phones during school activity. The cost is \$22 per student.
- b. Ms. Guzman is requesting approval to implement a in school language exchange program.
- c. Ms. Francavilla is requesting approval for the Upper Elementary School to implement year round activities to support parent/student/family engagement including bingo, dinner and a movie, read aloud, learning events, math night and other activities. The proposed budget is \$1,500.

**Motion: Trustee Nancy Iglesias-Gillen**

**Second: Trustee Sarah Brewster**

**Vote: 6:0**

### **Benchmark VI**

#### **4. Board Oversight/Governance (policies)**

**Be it therefore resolved, that the Board of Trustees approves the following proposals under Board Oversight/Governance:**

- a. Dr. Echevarria is requesting a change to the school grading policy. See attached.
- b. The Board approves updates to the employee handbook.

**Motion: Trustee Sarah Brewster**

**Second: Trustee Yvonne Mowatt**

**Vote: 6:0**

## Benchmark VII

### 5. Organization Capacity (include new staff here, improvement of systems and protocols)

**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).

| <b>Name</b>                | <b>Position</b>                | <b>Building</b> | <b>Effective</b> |
|----------------------------|--------------------------------|-----------------|------------------|
| Courtney K. Buschinski     | 3 <sup>rd</sup> Grade Teacher  | Front St        | 10/17/2022       |
| Maritza Munoz              | Front Desk Receptionist        | Fulton Ave      | TBD              |
| Vincent Amelio             | Director of Curriculum         | Fulton Ave      | 11/14/2022       |
| César M. Caviedes          | HS Spanish Teacher             | Fulton Ave      | TBD              |
| Indira L. Waldron          | HS Spanish Teacher             | Fulton Ave      | Declined         |
| Randolph Navarro           | Facilities Maintenance Manager | All Buildings   | 10/24/2022       |
| Milagros Martinez          | Business Office Assistant      | Peninsula       | 11/07/2022       |
| Raquel Hernandez (Rehired) | Lunch Aide                     | Península       | 10/18/2022       |
| Havert A. Espinosa         | P/T Custodian                  | Front St        | 11/24/2022       |
| Andrea Flores              | Lunch Aide                     | Peninsula       | Declined         |
| Juana Barahona             | Lunch Aide                     | Peninsula       | TBD              |
| Melissa Garcia             | Lunch Aide                     | Peninsula       | TBD              |
| Melissa Aguirre            | Lunch Aide                     | Peninsula       | TBD              |
| Milagros Martinez          | Business Office Assistant      | Peninsula       | TBD              |
| Miguel Garcia              | PT Custodian                   | Front ST        | TBD              |

**b. Employee Position and Salary Changes:**

| <b>Name</b>                           | <b>Current Position</b>             | <b>New Position</b>        | <b>Effective</b> |
|---------------------------------------|-------------------------------------|----------------------------|------------------|
| Mauricio Alfaro<br>(Temp-No Benefits) | Attendance Clerk                    | Testing Data Assistant     | 11/01/22         |
| Eva Bonilla                           | PT Receptionist                     | FT Receptionist            | 10/16/22         |
| Christina Russo                       | Kindergarten Teacher                | Permanent Substitute       | 10/26/22         |
| Claudia Salazar                       | P/T Cafeteria Leader<br>Coordinator | P/T Assistant Cafeteria    | 10/16/22         |
| Maria Clinton                         | P/T Lunch Aide                      | P/T Cafeteria Lunch Leader | 10/25/22         |

**Motion: Trustee Nancy Iglesias-Gillen**

**Second: Trustee Gladys Rodriguez**

**Vote: 6:0**

**I Old/ New Business: Old/New Business**

Ms. Weigand presented information about parent engagement activities and “spirit wear” fundraising efforts.

**II Announcements:**

The new School administrator, Mr. Vincent Amelio was introduced. He will be the New High School Director of Curriculum and Instruction. Dr. Litescu introduced administrative staff and administrators shared their respective responsibilities.

There will be a concern on October 29 to celebrate Hispanic Heritage month. All are encouraged to attend. The music from Mexico will be featured.

**III Adjournment**

**Motion: Trustee Yvonne Mowatt**

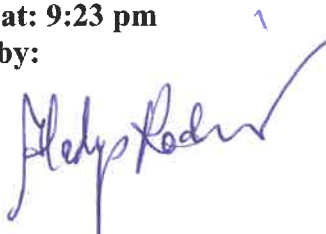
**Second: Trustee Nancy Iglesias-Gillen**

**Vote: 6:0**

**Meeting adjourned at: 9:23 pm**

**Minutes submitted by:**

**Gladys Rodriguez**



**Evergreen Charter School  
Virtual Meeting of the Board of Trustees  
605 Peninsula Blvd, Hempstead, NY 11550  
November 16, 2022  
7:45 pm**

**The meeting was held at 605 Peninsula Boulevard  
It was also held virtually**

**Members:**

|                                  |                |
|----------------------------------|----------------|
| <b>Mr. Gil Bernardino</b>        | <b>Present</b> |
| <b>Dr. Sarah Brewster</b>        | <b>Present</b> |
| <b>Mr. José Canosa, Esq.</b>     | <b>Present</b> |
| <b>Ms. Nancy Iglesias-Gillen</b> | <b>Absent</b>  |
| <b>Mr. Luis Ras, Esq.</b>        | <b>Absent</b>  |
| <b>Ms. Yvonne Mowatt</b>         | <b>Present</b> |
| <b>Ms. Gladys Rodríguez</b>      | <b>Present</b> |
| <b>Mr. Ariel Sotelo</b>          | <b>Absent</b>  |

**Also present:**

**Ms. Christine Weigand, K-1 Director  
Dr. Elena Litescu, 2-4 Director  
Dr. Frances Echevarria, MS Director  
Mr. Nicolas Agosti, Director of Curriculum and Instruction  
Mr. Vincent Amelio, Director of Curriculum and Instruction**

***Note: As always, the Board Meeting was conducted in English and Spanish.***

**I Call to Order by President Bernardino.**

## II Principal's Report

### A. Enrollment:

### A. Enrollment:

| Grade Level    | Number of Students |
|----------------|--------------------|
| Kindergarten   | 124                |
| First Grade    | 124                |
| Second Grade   | 125                |
| Third Grade    | 125                |
| Fourth Grade   | 75                 |
| Fifth Grade    | 75                 |
| Sixth Grade    | 75                 |
| Seventh Grade  | 50                 |
| Eighth Grade   | 50                 |
| Nineth Grade   | 50                 |
| Tenth Grade    | 49                 |
| Eleventh Grade | 46                 |
| <b>Total:</b>  | <b>968 *</b>       |

- Several students moved. We are enrolling new students for a total of 975.

### B. Attendance:

- 1) See attached Attendance Count Report (includes absence/tardy reports from 10/19/22 – 11/9/22).
- 2) Attendance is closely monitored, for MS and HS period attendance is monitored.
- 3) Teachers were reminded to take attendance by 8:30 am, and for MS and HS, to take attendance every period.

### C. Curriculum & Instruction:

- 1) Various consultants for ELA, Math, ENL, Science and Social Studies provided in person and remote coaching and guidance to ES, MS, and HS teachers.
- 2) Administration Meetings were held on a weekly basis.
- 3) Faculty, Department, Grade Level and Support Teachers meetings were held.
- 4) RTI and AIS has begun providing extra support for each group of students.
- 5) A Spanish leveled reading collection was ordered for HS to support the initiative of start the class reading.

- 6) Students learned about the election process.
- 7) Backward planning to ensure pacing and alignment was implemented at HS level.
- 8) Walkthrough and informal classroom observations were conducted by Administration and feedback was provided to teachers for guidance and support.

#### **D. Professional Development:**

- 1) Members of the Administration team attended the NYS CSO Regional conference in Buffalo.
- 2) A process for onboarding new staff starting during the school year has been established and implemented.
- 3) Consultants provided Professional Development to faculty as a group and independently.
- 4) Data Director hosted Schooltool training for new faculty members;
- 5) Tuesday, November 8, 2022  
Mr. Levitan attended the Suffolk Zone Election Day Conference for Physical Education
- 6) Thursday, November 10, 2022  
K-1 Elementary School ELA Professional Development  
Presented by Pam Kinnon (ELA Consultant)
- 7) Tuesday, November 1, 2022,  
K-1 Elementary School Math Professional Development  
Presented by sue Morris (Math Consultant)
- 8) Data Director attended various meetings and webinars, such as Data Working Group meetings, Mindex Webinars, CIO/DDC meetings, etc.
- 9) Spanish teachers, Ms. Figuera, Ms. Castro, and Ms. Vasquez attend online course provided by Institute of Cervantes.

#### **E. Parent Involvement/Activities:**

- 1) Hosted meeting with parents interested in participating in the PA.
- 2) The Administration team met with the families of new students joining Evergreen.
- 3) Parents were kept informed, and meetings were held to address student's behavior and academic progress.
- 4) *Purple Awards Morning Assembly* was held for K-5 students.
- 5) Parent Teacher Conferences will be held in all buildings the week of November 14, 2022.
- 6) BINGO night organized by Parents Engagement Committee at Front St, will be hosted on 11/18/2022.

- 7) *Virtual Story Time with Ms. Camilli* will take place on Friday, November 18, 2022, at 6:30 PM.
- 8) Hempstead library representatives visited Front St, and the Elementary School students took home library cards to encourage and promote November Family Literacy Month.

#### **F. Personnel:**

##### New Staff Members 2022-23 School Year

| <b>Name</b>       | <b>Position</b>                             |
|-------------------|---------------------------------------------|
| Kayla Ham         | Multimedia Librarian for Evergreen District |
| Patricia Martucci | Art Teacher at Front St (2-5 grades)        |
| Vincent Amelio    | DCI for HS                                  |

##### Positions that need to be filled

|                                |
|--------------------------------|
| Kindergarten Teacher           |
| Bilingual Kindergarten Teacher |
| Special Education Teacher      |
| ENL Teacher at all schools     |
| School Psychologist            |
| AIS/ELA Teacher                |
| Technology Teacher for HS      |
| Spanish Teacher at HS          |
| Dean of Students for MS and HS |

#### **G. Student Assessment:**

- 1) The HS leadership team developed extensive year-long plan for students' assessment.
- 2) Data Director hosted meeting with BOCES and other schools for Computer-Based Testing implementation.
- 3) The i-Ready Diagnostic Reading and Mathematics Assessment was completed for all students.

#### **H. Successes:**

- 1) After School Enrichment and Academic Support Program was launched in all schools;
- 2) Students enjoyed the schoolwide Hispanic Heritage concert.
- 3) Launched AP program at HS, and completed course auditing process.
- 4) Data Office team completed all mandated beginning of year reports on time.



- 5) Several clubs were launched in all buildings, i.e. Spanish, Music, Cultural Photography, Homework Help, MS and HS Newspaper, Debate Club, etc.
- 6) Unity Day (October 31, 2022) celebrated by ES students.
- 7) October's Story Time with Ms. Camilli.
- 8) Weekly recognition of the Evergreen Kindness Ambassador for 2-5 grades students based on the teachers' recommendations.
- 9) Monthly recognition for Front St faculty members as the Evergreen Kindness Ambassador based on the students' votes.
- 10) The HS Administrative team implementing seamlessly a collaborative leadership model in leading the HS;

#### **I. Proposals:**

- 1) MS Director is proposing the implementation of the Rachel's challenge schoolwide.
- 2) Dr. Litescu is asking approval for Ms. Spagnuolo to attend a webinar on 11/29/22.
- 3) Ms. Guzman is asking for Quarterly meeting to take place for the Spanish team.
- 4) Ms. Zhang (Music Teacher) is requesting approval to attend the New York State School Musician (NYSSMA) 2022 Winter Conference from December 1 – December 4, 2022.  
(Please see attached proposal)
- 5) Ms. Shortell (Special Education Teacher) is requesting approval to purchase the recorded Professional Development Event, *Decrease Attention-Getting and Tantrum Behaviors with Practical Strategies (Preschool -Second Grade)* presented by the Bureau of Education and Research on Monday, December 5, 2022.  
(Please see attached proposal)
- 6) Ms. Camilli (Reading Coordinator) is requesting approval to organize an author visit for Christine Maier the author of children's book, *The Too Tall Giraffe*. Date to be determined.  
(Please see attached proposal)
- 7) Ms. Weigand is requesting approval to hire Natalie Madrid-Colebut to fill the Bilingual Kindergarten position.  
(Please see attached resume)

#### **J. Educational Trips and School Wide Instructional Activities:**

- 1) MS and HS students participated in Spirit Week activities.
- 2) Students are participating in the New York State Senate Thanksgiving Day Creative Celebration by submitting artwork (thankful trees) to express what they are thankful for.
- 3) Second grade students participated in the Field Trip to the Bronx Zoo and later they will complete an Animal Research Study based on their observations at the Zoo.

#### **K. School Health and Safety**

- 1) All buildings continued to conduct safety drills, fire and lockdown drills.

- 2) Hempstead Police officers visited HS providing guidance for lock downs.

**L. Attachments:**

1. Proposals;
2. Attendance reports;

**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:**

There was a question about lock down procedures. Dr. Litescu explained that lock down drills happen in all schools. Representatives from the Police Department visited the high school this past month to review lock down procedures. Drills consist of locking down the building and classrooms. The teacher takes attendance silently. No one comes into the building and no one leaves.

**V Financial Report provided by Director of Finance and Operations Ms. Lisett Knox:**

Ms. Knox provided an update about financials. There are 968 students enrolled currently with seven with new students completing registration. There school has received payment for all but four school districts including the Hempstead School District and Uniondale, among others. The Business Office is following up on payments as they are late.

The Business Office is waiting on approval from the New York State for Title I, II, III and IV submissions.

**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 approved the minutes of October 26, 2022

**Motion: Trustee Yvonne Mowatt**

**Second: Trustee Sarah Brewster**

**Vote: 5:0**

## **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:**

**We are using a new system to identify proposals following the Charter School framework benchmarks. Resolutions are separate by benchmark category.**

### **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:**

- a. Jing Xuan Zhang to attend a New York State School Musician Association 2022 winter conference December 1-4.  
See attached.
- b. Christina Shortell to purchase the recorded PD Event: Decrease Attention Getting Tantrum Behaviors with Practical Solutions and Strategies on December 9, 2022.  
See attached.
- b. Ms. Spagnuolo to attend a webinar on planning for the Success of ELL students on November 29, 2022.  
See attached.

**Motion: Trustee Gladys Rodriguez**

**Second: Trustee Yvonne Mowatt**

**Vote: 5:0**

### **Benchmark III**

#### **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 Culture ,Climate, Student/Family Engagement:**

- a. Ms. Camilli to schedule an author visit by Christine Maier, author of the Too Tall Giraffe. Date to be determined.
- b. Dr. Echevarria to implement Rachel's Challenge, an evidence based, data driven sustainable improvement program.

**Motion: Trustee Sarah Brewster**

**Second: Trustee Yvonne Mowatt**

**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 Organizational Capacity:**

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

| <b>Name</b>           | <b>Position</b>                         | <b>Building</b>    | <b>Effective</b> |
|-----------------------|-----------------------------------------|--------------------|------------------|
| Natalie Madrid-Colbut | Kindergarten                            | Península          | TBD              |
| Kayla Ham             | Multimedia Librarian<br>And ENL support | All Four Buildings | TBD              |
| Patricia Martucci     | Art Teacher                             | Front St           | 11/15/2022       |
| Dylan Teitelbaum      | PE/Health Teacher<br>(MS/ HS)           | Fulton Ave/Loretto | 11/14/2022       |
| Christina McGill      | Technology Teacher                      | Loretto            | TBD              |
| Sheikh Iqbal          | Accounting Manager                      | Peninsula          | TBD              |

|                            |                           |            |     |
|----------------------------|---------------------------|------------|-----|
| Howard Patton              | PT-Custodian              | Peninsula  | TBD |
| Carlos Ruiz                | PT-Custodian              | Peninsula  | TBD |
| Joianne Cimler–Pietroforte | ENL Teacher               | Fulton Ave | TBD |
| Krystele Estes             | Special Education Teacher | Fulton Ave | TBD |
| Natalie Madrid-Colbut      | Kindergarten              | Península  | TBD |
| Maria A. Castro            | PT Kitchen Asst.          | Peninsula  | TBD |
| Thomas A. Farzetta         | FT Facilities Supervisor  | Peninsula  | TBD |

**b. Employee Position and Salary Changes:**

| Name               | Current Position   | New Position        | Effective  |
|--------------------|--------------------|---------------------|------------|
| César M. Caviedes  | FT-Spanish Teacher | PT- Spanish Teacher | 11/16/2022 |
| Lopez, Vanessa     | Technology Teacher | ELA Teacher         | 11/16/2022 |
| Havert A. Espinosa | P/T Custodian      | FT Custodian        | 11/16/2022 |

**Motion: Trustee Yvonne Mowatt**  
**Second: Trustee Gladys Rodriguez**  
**Vote: 5:0**

**Benchmark X**  
**Legal Compliance (material/non-material revisions)**

**4. Be it therefore resolved, that the Board of Trustees approves the following proposals under Legal Compliance:**

- a. The Board approves the submission of an application to the NYSED Charter School office to modify its organizational chart.  
See attached.

**Motion: Trustee Sarah Brewster**  
**Second: Trustee Yvonne Mowatt**  
**Vote: 5:0**

## **I Old/ New Business: Old/New Business**

Trustee Brewster provided an update about construction on the center and the time frame. We are working to get bond funding approved so we can begin construction on Evergreen's new school facility.

There was a question about construction and possible delays. Trustee Brewster stated that school has a contingency plan in the event of delays to remain in current rented space.

There was a question about Board meetings and announcements. Parents were reminded information about the Board meetings is posted on the website. There are also posting and phone blasts.

## **II Announcements:**

Trustee Bernardino wished everyone a happy Thanksgiving.

## **III Adjournment**

**Motion: Trustee Yvonne Mowatt**

**Second: Trustee Gladys Rodriguez**

**Vote: 5:0**

**Meeting adjourned at: 8:48**

**Minutes submitted by:**

**Gladys Rodriguez**



**Evergreen Charter School  
Virtual Meeting of the Board of Trustees  
605 Peninsula Blvd, Hempstead, NY 11550  
December 7, 2022**

**8:00 pm**

**The meeting was held at 605 Peninsula Boulevard  
It was also held virtually**

**Members:**

|                                  |                |
|----------------------------------|----------------|
| <b>Mr. Gil Bernardino</b>        | <b>Present</b> |
| <b>Dr. Sarah Brewster</b>        | <b>Present</b> |
| <b>Mr. José Canosa, Esq.</b>     | <b>Absent</b>  |
| <b>Ms. Nancy Iglesias-Gillen</b> | <b>Present</b> |
| <b>Mr. Luis Ras, Esq.</b>        | <b>Absent</b>  |
| <b>Ms. Yvonne Mowatt</b>         | <b>Present</b> |
| <b>Ms. Gladys Rodríguez</b>      | <b>Present</b> |
| <b>Mr. Ariel Sotelo</b>          | <b>Absent</b>  |

**Also present:**

**Ms. Christine Weigand, K-1 Director  
Dr. Elena Litescu, 2-4 Director  
Dr. Frances Echevarria, MS Director  
Mr. Nicolas Agosti, Director of Curriculum and Instruction  
Mr. Vincent Amelio, Director of Curriculum and Instruction  
Mr. Shaun Skariah, Special Education Coordinator**

***Note: As always, the Board Meeting was conducted in English and Spanish.***

**I Call to Order by President Bernardino.**

Mr. Bernardino called the meeting to order at 8:00 pm

## II Principal's Report

### Benchmark 1 - Student Performance:

|                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|-----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| B. 1 -                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| Elementary Proficiency      | All students completed the i-Ready First Diagnostic Report and data is reviewed and used to drive instruction                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Middle Proficiency          | Students newly enrolled to Evergreen are taking a placement exam so they are assigned in the Spanish class based on their corresponding Spanish proficiency.                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| High School Proficiency     | Students newly enrolled to Evergreen are taking a placement exam so they are assigned in the Spanish class based on their corresponding Spanish proficiency.                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| Graduation/College & Career | <p>A class trip for College Awareness Day was set-up for Adelphi University for our HS Juniors scheduled to take place on 12/13/22.</p> <p>They are meeting with students and their families to ensure the parents are aware and involved on the progress their child makes towards graduation.</p> <p>All HS students learning plans are monitored to ensure they are on track to meeting graduation requirements.</p> <p>Students who need to take the January Regents exams have been identified and a plan was developed to provide them extra support. January Regents testing materials were ordered for them.</p> |

### Benchmark 2: Teaching and Learning:

|                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|---------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| B.2 -                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Shared Accountability/High Expectations           | The Faculty meeting is scheduled monthly, department, and grade level meetings were held periodically in all four schools. Instructional and leadership coaching takes place regularly for teachers and administrators. Classroom observations were conducted in all schools, and feedback was provided to teachers.                                                                                                                      |
| Research-based Practices/Instructional Strategies | <p>Monthly instructional goals are shared and reviewed by administration with the HS faculty. A Google classroom was created for the HS faculty to effectively share information with the teachers.</p> <p>Consultants from Generation Ready and Literacy and Math Consultancy continued to provide guidance to classroom and support teachers in implementing the ELA, Math, Science and Social Studies curriculum at ES, MS and HS.</p> |
| Curriculum                                        | APEX program was launched at HS level. HS DCI launched a different approach to lesson planning focusing on ARC (Aim, Refocusing on the Aim, Closure). Consultants are supporting ELA, Math, Science, and Social Studies curriculum implementation in all schools.                                                                                                                                                                         |



|                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|---------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Assessments                     | The independent and instructional reading levels were determined for K-6 grades students by conducting F&P evaluations. Practice ELA and Math state exam dates were set for 3-8 grades students. NYS ELA and Math exam dates were set by Administration team for each building, for students in grades 3-8.                                                                                                                                                                                                                                                                                                                                                                                                                   |
| Educational Success/Gap Closing | After school, Homework help, Test Prep, and Regents Prep programs are offered after school and on Saturdays in all buildings. AIS and RTI small group instruction is provided in all schools.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| Support for Diverse Learners    | There are 104 students with disabilities, 94 students with IEP and 5 students with 504 Plans.<br>To ensure proper support is offered to multi language learners, when new students are enrolled from other districts, the ENL teachers are reaching out to determine the ENL level of the non-native English speakers. Child study meetings were conducted school wide. The Special Education team and classroom teachers attended meetings with the School District Committee for Special Education for initial or reevaluation of services provided to students.<br>Extra support is provided to the ENL team to ensure the multi-language learners (MLLs) receive the needed support and the minutes requirements are met. |
| Academic Enrichment             | The MS and HS team met with the AVID representative to plan and discuss this program implementation for 6-12 grades students. Designated teachers and administrators from both buildings will participate in an online training to proper launch this platform for extra support and curriculum enhancement for 6-12 grades students.<br>The APEX Program will start to be implemented this month at HS. HS Guidance Counselors have been developing learning plans for students to ensure they meet the graduation requirements.<br>The Spanish teachers are attending a full day of NYSED OBEWL training on planning.                                                                                                       |

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

|                                       |                                                                                                                                                                                                                                                                            |
|---------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| B. 3 -                                |                                                                                                                                                                                                                                                                            |
| Absenteeism                           | The Director of Data and Attendance together with School Social Workers, and Administrators met with parents of students who had unexcused absences to discuss an attendance improvement plan.                                                                             |
| School Climate and Culture Evaluation | Overall a positive school climate is promoted day in and day out in all four buildings. A healthy, caring, and productive work environment among staff is fostered. A program to support new teachers joining Evergreen during the school year is currently piloted at HS. |

|                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
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|                              | To promote school spirit HS and MS, Spirit Week activities took place, culminating with the Homecoming dance.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| Behavior Management & Safety | <p>Safety Drills continued to take place in all buildings.</p> <p>Calls were made to families to praise positive students behavior by Administration and faculty.</p> <p>When deviations from the expected student code of conduct happen, families are promptly notified and the student's behavior is corrected with positive restorative practices, and discipline steps are implemented in accordance with the current school's policies.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| DASA & Bullying/Harassment   | <p>Hempstead Police representatives visited the Middle School and they delivered a presentation on the negative impacts of vaping and on anti-bullying.</p> <p>"Steered Straight" representatives hosted a drug prevention assembly for MS and HS students on November 18.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| Family Engagement            | <p>Parent Teacher Conferences were hosted in person in all buildings, grades K-11. The show-up rate per school is attached.</p> <p>During the month of November, the Parents Engagement Committee at Front St. hosted a Bingo night, and close to 450 participants, students and parents, were in attendance.</p> <p>In December the Parent Engagement Committee at Front St will host a movie night on December 16<sup>th</sup>.</p> <p>The Purple award ceremonies were held in person for parents/families of K-1 and 2-5 grades students, and the students, families, and staff appreciated the performance delivered by the BMC members, and the recognition provided to students who clipped on purple the most.</p> <p>The Honor Roll and High Honor Roll ceremonies were hosted at MS and more than 75 parents/guardians were in attendance proudly celebrating their child's accomplishment. At HS the students on Honor Roll and High Honor Roll were recognized during a special assembly.</p> <p>On 11/30/22 a College and Career Readiness event was hosted for families. The mental health committee will host events every last Wednesday of the month. The events yearly calendar was distributed to families.</p> <p>The school social workers in all buildings collected and distributed to families in need food donations for Thanksgiving.</p> <p>Virtual Story Time with Ms. Camilli and Ms. Webber is scheduled to take place on 12/16/22.</p> <p>Holiday Concerts will take place throughout the month of December.</p> |
| School clubs                 | <p>School Clubs are running after school all buildings, Elementary, Intermediate, Middle and High School on various topics. The High School faculty started providing after school support and extra curricular activities in the evening and on Saturdays. The winter sport activities had started for MS and HS students. Practices and matches in wrestling, basketball, volleyball, and bowling are scheduled.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |

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| SEL | <p>Persona Dolls had been added to the Social Emotional Learning Curriculum at Kindergarten level to encourage students to learn about each other's cultures and celebrate differences.</p> <p>At the intermediate school, two students per class are recognized and awarded weekly for being the "Evergreen Kindness Ambassador". Once a month students vote for the teacher who will be recognized as the "Evergreen Kindness Ambassador". Quarterly one students will be designated the "Evergreen Kindness Ambassador".</p> <p>The school social workers teach SEL topics, they are present in classrooms, provide independent and group counseling to students. SSW provide assistance to students and at times to their families, with crisis intervention, group mediation, restorative meetings, and support in social-emotional learning.</p> <p>At the elementary school a special Morning Assembly will take place to recognize students for their <i>Acts of Kindness</i>.</p> <p>The HS Social Worker supported Student committees activities and students' community services initiatives.</p> |
|-----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

#### Benchmark 7: Organizational Capacity:

|                     |                                                                                                                                                                                                                                                                                                                                                                                                                              |
|---------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| B. 7 -              |                                                                                                                                                                                                                                                                                                                                                                                                                              |
| School Leadership   | <p>Weekly leadership meetings are scheduled, decisions are reached in a collaborative fashion among the Administrative team. Faculty meetings are hosted monthly, the first Wednesday of the month, this month this meeting takes place on 12/7/22. Departmental and grade level meetings are hosted weekly. Meetings with the Lead Teachers are hosted monthly.</p> <p>The HS applied a collaborative leadership model.</p> |
| Staff Feedback      | <p>The feedback shared by staff during the grade level meetings was constructive.</p>                                                                                                                                                                                                                                                                                                                                        |
| Contracted Services | <p>Curriculum coaching and support was provided to faculty. Leadership coaching guidance is provided by consultants to the new administrators, and the feedback from both parties was very positive.</p>                                                                                                                                                                                                                     |

#### Benchmark 8: Mission and Key Design Elements:

|         |                                                                                                                                         |
|---------|-----------------------------------------------------------------------------------------------------------------------------------------|
| B-8     |                                                                                                                                         |
| Mission | <p>Evergreen is educating the whole child. This month there are special initiatives to help our students to celebrate the holidays.</p> |

|                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                       |
|--------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                              | <p>A Student Holiday Raffle is scheduled to take place, and selected students receive various gifts.</p> <p>The Holiday Gift Boutique will be set up before the holiday break, and students will be given the opportunity to purchase items with their Evergreen dollars earned for making positive behavioral choices.</p>                                                                                           |
| Spanish Instruction                                          | Spanish teachers are transitioning to new standards of instruction. Several Spanish teachers will attend online courses provided by Institute of Cervantes. The AP Spanish teacher receives support from NYC AP Educators Group.                                                                                                                                                                                      |
| Integration of Ecology                                       | Kindergarten and First Grade students planted tulip and daffodil bulbs to beautify the school grounds the week of November 28, 2022.                                                                                                                                                                                                                                                                                  |
| Fostering Healthy Life Choices                               | At MS/HS the Chef increased the variety of the lunch menu, offering salads and sandwiches as an option to students. This was better received at HS than at the MS. In collaboration with Cornell University, the Chef organized on November 17 <sup>th</sup> , a Veggie Van Pop-Up. The event didn't have the traction expected, only a few families and staff members stopped by to get fresh vegetables and fruits. |
| Integration of Hispanic Culture and Respect for all Cultures | <p>Spanish Awards ceremonies to recognize the students' academic accomplishments in mastering the Spanish language will be held on 12/05, 12/08, 12/09, and 12/15. Invitations will be sent to families to attend in person.</p> <p>The theme for November bulletin boards throughout all four buildings was celebrating indigenous communities and their harvest, nutrition and customs.</p>                         |
| Planning and Instruction Using the Workshop Model            | Directors of Curriculum in all buildings ensure that the lesson plans are posted timely by the faculty, and the curriculum is implemented with fidelity using the mini-workshop model.                                                                                                                                                                                                                                |

### **III Questions and Comments from the Board of Trustees related to Principal and Director's reports:**

Mr. Bernardino congratulated students on the high honor roll and the honor roll for their achievements.

He also thanked administrators and staff for their efforts to support students.

### **IV Questions and Comments from the Public related to Principal and Directors reports:**

None.

### **V Financial Report provided by Director of Finance and Operations Ms. Lisett Knox:**

Ms. Knox reported that there are 962 students in the school and others are actively completing the registration process. Some students have moved away out of the state and to other communities.

The third of six billing notices were sent out to districts. Most payments have been received. Some districts continue to not pay on time. Ms. Knox is following up with them as needed.

Title I, II, III and IV information was submitted. We have received approval from the New York State Education Office for Title I approval.

**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 approved the minutes of October 26, 2022

**Motion: Trustee Yvonne Mowatt**  
**Second: Trustee Nancy Iglesias**  
**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:**

**We are using a new system to identify proposals following the Charter School benchmark framework. Resolutions are separated by benchmark category.**

**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 Benchmark I Student Performance:**

- a. a partnership with Evelate K-12 to provide substitute teachers for highly specialized subject including chemistry and biology.
- b. The Board of Trustees approves the partnership with APEX to be implemented at the Middle School.
- c. The Board of Trustees approves Desmos, a Math platform to be used to support academic rigor for the Middle School.

**Motion: Trustee Gladys Rodriguez**

**Second: Trustee Sarah Brewster**

**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:

#### **Professional Development**

- a. Ana Castro to attend a meeting on WL Educators (pre-k to 6) Unit Exemplar meeting December 19, 2022  
See attached.
- b. Karla Vásquez to attend a NYSED unit Planning Exemplar Development for K-6 teachers December 18, 2022.  
See attached.
- c. Jessica Francavilla to attend a Tier I: Building a classroom intervention toolkit on January 18, 2023.  
See attached.
- d. Vincent Amelio, Frances Echevarria, Chaira Eskew, Vanessa Lopez, Janna Powell, Danica Mendez, and Krista DeRosa to attend the AVID training program to assist in college preparation readiness. This will be virtual.  
See attached.

#### **Other**

- e. The Board of Trustees approves an intensive regent preparation academy for

students.

See attached.

**Motion: Trustee Yvonne Mowatt**  
**Second: Trustee Gladys Rodríguez**  
**Vote: 6:0**

**Benchmark III:**

**Culture, Climate, Student/Family Engagement (include activities to meet student/family needs, trips)**

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

- a. Dr. Litescu to organize a field trip to Lincoln Center to Attend a Concert at David Geffen Hall on January 25 and 26 titled “our community, our earth” for students 3-11 grades.  
See attached.
- b. Ms. Melendez to implement a kindergarten social club to support students.  
See attached.

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

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

**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).

| <b>Name</b>            | <b>Position</b>                            | <b>Building</b> | <b>Effective</b> |
|------------------------|--------------------------------------------|-----------------|------------------|
| Frank W. Caprino       | Art Teacher                                | Loretto         | 12/13/2022       |
| John Feltman           | Permanent Substitute                       | Loretto         | 12/14/2022       |
| Siara Rosario          | Math Teacher /Coach                        | Loretto         | TBD              |
| Ahmed Zubair           | HS Director                                | Fulton Ave      | TBD              |
| Deborah McGuire-       | Kilstein Dean of Students/<br>ENL Position | Loretto         | TBD              |
| Rebecca DiLorenzo      | Kindergarten Teacher                       | Peninsula       | 12/12/2022       |
| Maria A. Castro        | Lunch Aide                                 | Peninsula       | TBD              |
| Zulma M. Mejia Salazar | Kitchen Assistant                          | Peninsula       | TBD              |
| Roberto Lookung        | FT Custodian                               | Peninsula       | TBD              |
| Patrick Nelson         | PT Custodian                               | Loretto         | TBD              |
| Francisco Garis        | Pt Custodian                               | Peninsula       | TBD              |

**Motion: Trustee Yvonne Mowatt**

**Second: Trustee Nancy Iglesias**

**Vote: 6:0**

## **I Old/ New Business: Old/New Business**

Trustee Brewster provided an update about construction on the center and the bond financing approval process. Evergreen is working with the Department of Education to secure necessary approvals to proceed with the sale of proposed bonds for the construction of the center.

We hope to complete the bond process before the winter holidays and break ground in the upcoming weeks.

## **II Announcements:**

Trustee Bernardino wished everyone a happy holiday.



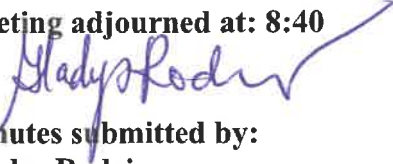
### **III Adjournment**

**Motion: Trustee Yvonne Mowatt**

**Second: Trustee Nancy Iglesias**

**Vote: 6:0**

**Meeting adjourned at: 8:40**

A handwritten signature in blue ink, appearing to read "Gladys Rodriguez", with a long, sweeping flourish extending to the right.

**Minutes submitted by:**

**Gladys Rodriguez**

**Evergreen Charter School  
Virtual Meeting of the Board of Trustees  
605 Peninsula Blvd, Hempstead, NY 11550  
December 9, 2022**

**The meeting was held at 605 Peninsula Boulevard  
It was also held virtually**

**11:30 am**

**Members:**

|                                  |                |
|----------------------------------|----------------|
| <b>Mr. Gil Bernardino</b>        | <b>Present</b> |
| <b>Dr. Sarah Brewster</b>        | <b>Present</b> |
| <b>Mr. José Canosa, Esq.</b>     | <b>Present</b> |
| <b>Ms. Nancy Iglesias-Gillen</b> | <b>Present</b> |
| <b>Mr. Luis Ras, Esq.</b>        | <b>Present</b> |
| <b>Ms. Yvonne Mowatt</b>         | <b>Absent</b>  |
| <b>Ms. Gladys Rodríguez</b>      | <b>Present</b> |
| <b>Mr. Ariel Sotelo</b>          | <b>Absent</b>  |

**I Call to Order by President Bernardino.**

The meeting was called to order at 11:30 am

**II Reading of the Resolutions:**

Trustee Brewster explained the resolution and read the resolution.

**III Questions and comments from the Board related to resolution**

There were none.

**IV Questions and comments from the public related to resolutions:**

There were none.

**V Voting of the Resolutions:**

**Benchmark X**

**Legal Compliance (material/non-material revisions)**

**1). The Board of Trustees approves the following Resolution:**

**EVERGREEN CHARTER SCHOOL**

**EVERGREEN CHARTER SCHOOL**

**RESOLUTION OF THE BOARD OF DIRECTORS OF EVERGREEN CHARTER SCHOOL (“SCHOOL”): (A) AUTHORIZING (1) THE INCURRENCE OF INDEBTEDNESS OF NOT TO EXCEED \$77,000,000 (THE “LOAN”) CONSTITUTING PROCEEDS OF TAX-EXEMPT AND/OR TAXABLE EDUCATION REVENUE BONDS (THE “BONDS”) TO BE ISSUED BY THE TOWN OF HEMPSTEAD LOCAL DEVELOPMENT CORPORATION (“ISSUER”); (2) TO SECURE THE BONDS ENCUMBERING CERTAIN REAL PROPERTY (AS HEREINAFTER MORE PARTICULARLY DESCRIBED, THE “LAND”); (3) EXPENDING ALL OR A PORTION OF THE PROCEEDS OF THE LOAN TO UNDERTAKE THE DESIGN, CONSTRUCTION, DEVELOPMENT, RENOVATION AND EQUIPPING AND FURNISHING OF CERTAIN IMPROVEMENTS TO CONSTITUTE A SCHOOL FACILITY ON THE LAND (COLLECTIVELY WITH THE LAND AND SAID IMPROVEMENTS, THE “FACILITY”); (4) THE PROVISION FOR CERTAIN RESERVE FUNDS WITH RESPECT TO THE BONDS AND THE PAYMENT OF THE COSTS OF ISSUANCE OF THE BONDS FROM A PORTION OF THE PROCEEDS OF THE BONDS AND OTHER SOURCES OF THE SCHOOL; (5) ENCUMBERING THE FACILITY WITH ONE OR MORE MORTGAGES AND ENTERING INTO ONE OR MORE ASSIGNMENT OF LEASES AND RENTS AND THE ASSIGNMENT OF OTHER CONTRACTS AND PERMITS TO SECURE THE LOAN; (B) AUTHORIZING THE SCHOOL (1) TO NEGOTIATE AND ACCEPT PROPOSALS FOR THE OFFERING AND SALE OF SAID BONDS (“OFFERING”); (2) TO RETAIN CERTAIN PROFESSIONAL SERVICES IN CONNECTION WITH THE FOREGOING; AND (3) TO NEGOTIATE, EXECUTE AND DELIVER ON BEHALF OF THE SCHOOL CERTAIN AGREEMENTS, DOCUMENTS AND CERTIFICATES IN CONNECTION WITH THE FOREGOING, INCLUDING WITHOUT LIMITATION THE LOAN, AND THE OFFERING, SALE AND ISSUANCE AND SECURING OF SAID BONDS; (C) TAKING CERTAIN ACTION PRIOR TO THE ISSUANCE OF THE BONDS ISSUED AS TAX-EXEMPT OBLIGATIONS TO ALLOW THE SCHOOL TO BE REIMBURSED FOR CERTAIN EXPENDITURES; AND (D) AUTHORIZING THE SCHOOL TO TAKE ANY AND ALL ACTION NECESSARY IN CONNECTION WITH THE FOREGOING;**

**WHEREAS**, Evergreen Charter School (the “School”) has acquired an approximately 1.25 acre parcel of land located at 495 Peninsula Boulevard, Hempstead, NY 11550, 27-33 Laurel Avenue, Hempstead, NY 11550 and 37 Laurel Avenue, Hempstead, NY 11550 (the “Land”) and desires to and to affect the design construction, development, equipping and furnishing of an approximately 85,000 square foot multi-level structure consisting of four stories plus a basement and utilized roof space that will house a gymnasium, classrooms for music and instruction, kitchen, storage and mechanicals as well as lockers,

bathrooms and offices and an approximately 14,000 square foot garage on the Land, all to be used as a school facility (the Land together with said improvements and equipment, collectively the “**Facility**”).

**WHEREAS**, the School desires to borrow the proceeds of not to exceed \$77,000,000 tax-exempt and/or taxable revenue education bonds (the “**Bonds**”) expected to be issued for the benefit the School by the Town of Hempstead Local Development Corporation (the “**Issuer**”) to (1) finance or refinance the costs of the acquisition, construction, equipping and furnishing of the Facility, (2) fund a debt service reserve fund and capitalized interest in connection with the Bonds, (3) fund a repair and replacement fund, (4) refinance a prior loan by Local Initiative Support Corporation to the School and (5) pay for certain costs related to the issuance of the Bonds.

**WHEREAS**, in order to provide security for the repayment of the Loan, the School desires to enter into one or more agreements granting fee and/or leasehold mortgages in and to the Land and the Facility and a lien on certain personal property, assets and revenues of the School.

**WHEREAS**, the School desires to contract for certain professionals services in connection with the (i) conveyance of the Land and the leasing of the Facility and (ii) the offering, sale, issuance and securing of the Bonds.

**WHEREAS**, the Internal Revenue Code of 1986, as amended (“**Code**”) and applicable regulations require the School to take certain action in connection with the payment of certain expenses in connection with the acquisition of the Land and the construction, development, renovation and equipping and furnishing of the Facility (the “**Project**”) prior to the issuance of tax-exempt bonds in order to allow the School to be reimbursed for such expenditures;

**NOW, THEREFORE, BE IT RESOLVED**, the School is authorized to effectuate the design construction, development, equipping and furnishing of the Facility;

**AND BE IT FURTHER RESOLVED**, that the School is authorized to borrow the proceeds of the Bonds through the Issuer to finance or refinance the costs of the acquisition, construction, equipping and furnishing of the Facility, fund a debt service reserve fund and capitalized interest in connection with the Bonds, fund a repair and replacement fund, refinance a prior loan by Local Initiative Support Corporation to the School and pay for certain costs related to the issuance of the Bonds in an amount not to exceed \$77,000,000 for a term not to exceed forty (40) years, and is authorized to enter into and perform one or more loan agreements with the Issuer (collectively, the “**Loan Agreement**”) pursuant to which the School is hereby authorized to and will agree to make periodic payments to the Issuer in amounts sufficient to pay the principal, sinking fund installments, if any, interest, and purchase price, if applicable, of the Bonds to be issued by the Issuer in one or more series pursuant to one or more resolutions adopted and indentures entered into by the Issuer (the “**Resolutions**”), together with payments to the Issuer of customary fees and containing other customary terms; and the School is authorized to pay the costs incidental to the issuance of the Bonds from the proceeds of the Loan subject to the limitations of the Code and/or from other moneys of the School;

**AND BE IT FURTHER RESOLVED** that the Bonds may bear interest at a fixed rate or variable rate (including without limitation, a daily rate, weekly rate, bank rate or term rate) as shall be determined by the President, Vice President, Secretary or Treasurer of the School (each, an “**Authorized Officer**”) and shall have such maturity, payment and prepayment terms, redemption provisions, sinking fund provisions, provisions for a debt service reserve fund, provisions for a repair and replacement fund and

capitalized interest in connection with the Bonds and other terms and provisions, including, without limitation, terms and provisions with respect to security for such Bonds, as shall be agreed upon with the Issuer and the Underwriter (as hereinafter defined) by any such Authorized Officer;

**AND BE IT FURTHER RESOLVED**, that the Authorized Officers, be, and each of them hereby is, authorized and empowered to approve or enter into and perform (i) any bond purchase agreement or similar agreement, with respect to the public offering of the Bonds by Robert W. Baird & Co. (the “Underwriter”) (ii) the sale of the Bonds by the Issuer to the Underwriter (iii) a Preliminary Official Statement and an Official Statement, in connection with the offering of the Bonds, (iv) a letter of representation and indemnification or similar agreement from the School to the Issuer and the Underwriter, in each case in such form as the Authorized Officer approving or executing the same may in his or her sole discretion approve, his or her execution thereof to be conclusive evidence of such approval;

**AND BE IT FURTHER RESOLVED**, that the Authorized Officers on behalf of the School be, and each of them hereby is, authorized and empowered to execute and deliver the Loan Agreement and one or more promissory notes, building loan agreement, tax regulatory agreement, environmental indemnification, and continuing disclosure agreement, assignment of contracts, professional services, permits and other agreements, and any related agreement and each of them hereby is, authorized and empowered to enter into any agreement granting, as further security for the Loan, one or more fee mortgage(s) in and to the Land and the Facility and assignments of leases and rents; (collectively the “School Documents”) to provide, inter alia, for the security for the Loan, including without limitation a security interest in the personal property, assets and revenues of the School, and in each case, the right to receive the same and the proceeds thereof, in each case in such form as the Authorized Officer executing the same may in his or her sole discretion approve, his or her execution thereof to be conclusive evidence of such approval;

**AND BE IT FURTHER RESOLVED**, that the Authorized Officers be, and each of them hereby is, authorized to choose, or to approve the Issuer's selection of, one or more banks or trust companies to act as Trustee and Paying Agent for the Bonds;

**AND BE IT FURTHER RESOLVED**, that the Authorized Officers acting on behalf of the School be, and each of them hereby is, authorized to negotiate and enter into on behalf of the School a professional services agreements in connection with the foregoing with the following entities: Robert W. Baird & Co., as Underwriter, Harris Beach PLLC, as special counsel; Martin Hopp Architect PLLC as architect, Consigli Construction Co, Inc. as General Contractor WSP - USA as environmental consultant; Northstar Museums and Education as construction consultant and to the extent the School has previously entered into one or more of such agreements, the form of each is hereby ratified;

**AND BE IT FURTHER RESOLVED**, that (i) the statements contained in this Resolution with respect to the reimbursement of the expenditures described in this resolution are intended to be statements of official intent as required by, and in conformance with, the provisions of Treasury Regulation Section 1.150-2(e), (ii) the expenditures to be reimbursed pursuant to this resolution have been incurred within 60 days prior to the date hereof or will be incurred after the date hereof in connection with the Project; (iii) the maximum principal amount of tax-exempt debt expected to be issued for the Project is \$77,000,000; and (iv) the School reasonably expects to reimburse the expenditures set forth in this resolution with the proceeds of tax-exempt obligations (to be issued by the Issuer) and to be incurred by the School subsequent to the date hereof; provided, however, that this resolution does not constitute a

binding obligation of the School to borrow the proceeds of such debt nor does it obligate the Issuer to issue such obligations;

**AND BE IT FURTHER RESOLVED**, that the Authorized Officers be, and each of them hereby is, authorized and empowered to execute and deliver a custody agreement, pursuant to which the School will cause payments of Education Aid due to the School to be delivered to a custodian who in turn will transfer certain funds therefrom directly to the trustee for the Bonds (“**Custody Agreement**”) and a continuing disclosure agreement, environmental indemnity, tax regulatory agreement, letter of representation, and any related agreement, in each case in such form as the Authorized Officer executing the same may in his or her sole discretion approve, his or her execution thereof to be conclusive evidence of such approval;

**AND BE IT FURTHER RESOLVED**, that the Authorized Officers be, and each of them hereby is, authorized and empowered to do and perform such acts and things and to authorize, negotiate, execute, deliver and perform in the name of and on behalf of the School such agreements, instruments of conveyance and other documents and certificates and to take all such other actions as may be necessary or advisable or convenient to carry out the transactions contemplated by the Custody Agreement, the School Documents, the Preliminary Official statement, the Official statement or the foregoing resolutions;

**AND BE IT FURTHER RESOLVED**, that all acts and deeds heretofore done by any member of the Board of the School or by any officer or agent on behalf of the School to effect the financing and other transactions contemplated or to be contemplated by the Custody Agreement, the School Documents, the Preliminary Official Statement and the Official Statement with respect to the Bonds or the foregoing resolutions, including the negotiation, execution, acknowledgment, delivery or filing with any governmental body or authority of any documents, instruments or agreements contemplated thereby, are hereby ratified, confirmed and approved in all respects.

This Resolution shall take effect immediately.

### **CERTIFICATION**

The foregoing is a true and complete copy of the Resolutions duly adopted on the 9<sup>th</sup> day of December 2022 by the Board of Directors of Evergreen Charter School acting on behalf of Evergreen Charter School at a duly noticed and convened meeting of the Board of Directors of Evergreen Charter School, at which a quorum was present, and which Resolutions have not been modified, revoked, or rescinded and remain in full force and effect on the date hereof.

Date: December 9, 2022

This Resolution shall take effect immediately.

### **CERTIFICATION**

The foregoing is a true and complete copy of the Resolutions duly adopted on the 9<sup>th</sup> day of December 2022 by the Board of Directors of Evergreen Charter School acting on behalf of Evergreen Charter School at a duly noticed and convened meeting of the Board of Directors of Evergreen Charter School, at which a quorum was present, and which Resolutions have not been modified, revoked, or rescinded and remain in full force and effect on the date hereof.

Date: December 9, 2022

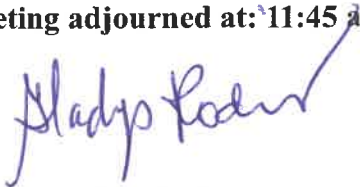
**Benchmark X**  
**Legal Compliance (material/non-material revisions)**

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

### **VI Adjournment**

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

**Meeting adjourned at: 11:45 am**



**Minutes submitted by:**  
**Gladys Rodriguez**



**Evergreen Charter School  
Virtual Meeting of the Board of Trustees  
605 Peninsula Blvd, Hempstead, NY 11550  
January 25, 2023**

**8:00 pm**

**The meeting was held at 605 Peninsula Boulevard  
It was also held virtually**

**Members:**

|                                  |                |
|----------------------------------|----------------|
| <b>Mr. Gil Bernardino</b>        | <b>Present</b> |
| <b>Dr. Sarah Brewster</b>        | <b>Present</b> |
| <b>Mr. José Canosa, Esq.</b>     | <b>Absent</b>  |
| <b>Ms. Nancy Iglesias-Gillen</b> | <b>Present</b> |
| <b>Mr. Luis Ras, Esq.</b>        | <b>Present</b> |
| <b>Ms. Yvonne Mowatt</b>         | <b>Present</b> |
| <b>Ms. Gladys Rodríguez</b>      | <b>Present</b> |
| <b>Mr. Ariel Sotelo</b>          | <b>Absent</b>  |

**Also present:**

**Dr. Elena Litescu, Acting Principal, 2-4 Director  
Ms. Lisett Knox, Director of Finance and Operations  
Ms. Christine Weigand, K-1 Director  
Dr. Frances Echevarria, MS Director  
Mr. Ahamed Zubair, 9-11 HS Director  
Mr. Nicolas Agosti, Director of Curriculum and Instruction  
Mr. Shaun Skariah, Special Education Coordinator  
Ms. Ana Morron, Director of Data and Attendance**

***Note: As always, the Board Meeting was conducted in English and Spanish.***

**I Call to Order by President Bernardino.**

Mr. Bernardino called the meeting to order at 8:00 pm

## II Principal's Report

### Benchmark 1: Student Performance

|                             |                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| B. 1 -                      |                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Elementary Proficiency      | <ul style="list-style-type: none"><li>• iReady Diagnostic has been scheduled to be completed for Grades K-5</li><li>• F&amp;P Assessments have begun across Grades 2-5</li></ul>                                                                                                                                                                                                                                                          |
| Middle School Proficiency   | <ul style="list-style-type: none"><li>• F&amp;P evaluations are in progress</li><li>• iReady Diagnostic has been scheduled to be completed for Grades 6-8</li></ul>                                                                                                                                                                                                                                                                       |
| High School Proficiency     | <ul style="list-style-type: none"><li>• January Regents exams are scheduled next week 1/24 &amp; 1/25 for Living Environments and Algebra I</li><li>• SAT and PSAT are scheduled and ordered for 3/22 &amp; 3/24</li></ul>                                                                                                                                                                                                                |
| Graduation/College & Career | <ul style="list-style-type: none"><li>• Guidance Counselors have been tracking graduation requirements</li><li>• January is Career Readiness Month. Students were treated to a presentation during the Morning Assembly by Ms. Tamis to begin framing the work they would be completing in class around Career Readiness.</li><li>• Classroom teachers have had grade level appropriate curriculum/activities shared with them.</li></ul> |

## Benchmark 2: Teaching and Learning:

|                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|---------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| B.2 -                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| Shared Accountability/High Expectations           | <ul style="list-style-type: none"><li>• Academic instruction and implementing the curriculum with fidelity is monitored closely by Administration;</li><li>• Administration conducted formal and informal classroom observations;</li><li>• Administration meetings were held weekly;</li></ul>                                                                                                                                                                                                                                                                                                                                                                    |
| Research-based Practices/Instructional Strategies | <ul style="list-style-type: none"><li>• Refresher training on implementing the mini-lesson workshop with fidelity was provided to all faculty;</li><li>• Faculty meetings, grade level, special classes, and department meetings were held as scheduled with the teachers.</li><li>• The State Practice exams preparations were conducted for grades 2-8; the DCI from the MS was invited to Front St to observe best practices;</li><li>• New staff members (K-8 grades) participated in i-ready training during the week of 1/9/23. This training highlighted the Educator Toolbox usage to provide extra support to students struggling academically.</li></ul> |
| Curriculum                                        | <ul style="list-style-type: none"><li>• The Curriculum Catalog across all buildings is in the process of being compiled. This will offer a bird's eye view of our curriculum and digital platforms used across all Grade Levels.</li><li>• The HS is proposing for Board approval a new elective course, SEL (Overcoming Obstacles);</li><li>• AVID (College Prep) platform was implemented at the HS and MS;</li><li>• The HS Director, Mr. Zubair and the HS Director of Curriculum, Ms Best will meet with the teachers to ensure the HS curriculum is used effectively;</li></ul>                                                                              |
| Assessments                                       | <ul style="list-style-type: none"><li>• F&amp;P Assessment continues through Grades 2-6 scheduled to conclude by the 27<sup>th</sup> of January;</li><li>• Practice Tests for the NYS ELA Exam have been compiled and will be ready for the Practice Exam schedule for Grades 2-5.</li><li>• I-Ready Subsequent Diagnostic test is in progress in all buildings</li></ul>                                                                                                                                                                                                                                                                                          |

|                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|---------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                 | <p>(K-9 grades);</p> <ul style="list-style-type: none"> <li>January Regents are scheduled for the last full week of January (1/24-1/27);</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| Educational Success/Gap Closing | <ul style="list-style-type: none"> <li>Students continue to participate in After School programs focused on ELA and Math for Grades 2-5 every Tuesday and Thursday.</li> <li>Saturday test prep programs for HS students, and ENL programs are offered at Peninsula and HS;</li> <li>APEX support is offered after-school at HS;</li> <li>After School Academy is offered at Loretto;</li> <li>After school Regents Prep is taking place at the HS for Global, AP Living Environment, Algebra 1, Pre-Calc, and Geometry classes;</li> <li>The students in 3-11 grades will go on a Field Trip to Lincoln Center to attend a Concert for Young People; grades 3-5 will go on 1/25/23, and grades 6-11 will go on 1/27/23.</li> </ul> |
| Support for Diverse Learners    | <ul style="list-style-type: none"> <li>New school staff members participated in an iReady professional development session during the week of 1/9. This professional development highlighted the Educator Tool Box that provides teachers with activities to assign to students struggling in academic areas highlighted by the iReady diagnostic.</li> <li>One student just arrived from overseas and started HS with us, he is scheduled for the NYSTELL evaluation;</li> <li>ENL support is offered after school at the HS.</li> </ul>                                                                                                                                                                                           |
| Academic Enrichment             | <ul style="list-style-type: none"> <li>SAT Prep course is being in process of implementation to start in February;</li> <li>Spanish Club continues to operate weekly on Mondays and Wednesdays to offer students from Grades 3-5 enrichment in Spanish.</li> <li>Orchestra Club is offered at MS and Music afterschool program in progress at the HS;</li> </ul>                                                                                                                                                                                                                                                                                                                                                                    |

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

|                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|-----------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| B. 3 -                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Absenteeism                             | <ul style="list-style-type: none"><li>• The attendance is monitored closely and meeting with family members were held by the Attendance Data Director and Administration.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| School Climate and Culture Evaluation   | <ul style="list-style-type: none"><li>• At the Front St (2-5 grades) students enjoyed celebrating the 14<sup>th</sup> Birthday of Evergreen, and they expressed their gratitude of being an Evergreen student in their essays and artwork.</li><li>• At Peninsula students participated in the National Week School Dance and their performance was recognized nationwide.</li><li>• In all buildings everyone celebrated on 1/13/23 the 14<sup>th</sup> Birthday of Evergreen.</li></ul>                                                                                                                                                                                            |
| Family Engagement                       | <ul style="list-style-type: none"><li>• A Movie Night event was hosted at Front St last month and there were more than 600 attendees to that event, students and their family members;</li><li>• Parents of students in various grade levels attended a meeting at Front St with the Parents Engagement Committee on 1/13 to discuss upcoming events for February to be organized in each school's building as well as the reestablishment of the Evergreen's Parent Association;</li><li>• The MS Director is sending weekly a phone blast providing updates to parents with "Week At A Glance" on upcoming events, instruction, drills and pertinent school information.</li></ul> |
| School clubs                            | <ul style="list-style-type: none"><li>• The following document tracks clubs and afterschool attendance in all school buildings.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| McKinney-Vento and Unaccompanied Minors | <ul style="list-style-type: none"><li>• One student was identified in McKinney-Vento status. Transportation has been arranged by the district and academic support was provided.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |

|     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|-----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| SEL | <ul style="list-style-type: none"> <li>• The School Social Workers continues to meet individually and with student groups to discuss topics relative to their development.</li> <li>• A parent workshop hosted by the School Social Workers from all buildings is scheduled to take place and present ways to support children to avoid vaping. Parents from all buildings will be invited to attend.</li> <li>• Guidance Counselors and School Social Workers are providing support to students addressing the social emotional needs.</li> </ul> |
|-----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

**Benchmark 7: Organizational Capacity:**

|                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|-----------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| B. 7 -                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| School Leadership                             | <ul style="list-style-type: none"> <li>• The School Leadership team continues their weekly meetings to address school needs in a timely fashion.</li> <li>• School leadership has met regularly with the HS students to ensure their voices are heard and assured them that their feedback is invaluable.</li> </ul>                                                                                                                                                                                                                                     |
| Professional Climate/Professional Development | <ul style="list-style-type: none"> <li>• I-Ready training was provided to new staff who didn't attend the training in summer during PD;</li> <li>• Consultants continued to visit the school and provided instructional support to faculty and leadership in various areas, ELA, Math, Social Studies, Leadership, etc.</li> <li>• AVID training was attended by several staff members at MS and HS to be ready for program's implementation.</li> <li>• Gestalt Coaching will be provided to ten staff members starting the week of 1/23/23.</li> </ul> |

**Benchmark 8: Mission and Key Design Elements:**

|                                                   |                                                                                                                                                                                                                                                                                                                                             |
|---------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| B. 8 -                                            | Provide updates directly relevant to the mission and key design elements - may be appropriate to cross-reference updates from above here.                                                                                                                                                                                                   |
| Spanish Instruction                               | <ul style="list-style-type: none"><li>• The Spanish Team met during the week of 1/09 to discuss adjustments to the curriculum for Grades 2-5 and ensure uniformity across all classrooms.</li><li>• Spanish instruction takes places everyday;</li><li>• Spanish Clubs providing extra instruction are taking place after school;</li></ul> |
| Fostering Healthy Life Choices                    | <ul style="list-style-type: none"><li>• The Morning Assembly team at the HS focuses every Thursday on promoting healthy life choices.</li></ul>                                                                                                                                                                                             |
| Integration Respect for all Cultures              | <ul style="list-style-type: none"><li>• The preparations for celebrating Black History Month started already in all buildings;</li><li>• The theme for the bulletin board for the Month of February will be centered on celebrating Black History Month;</li></ul>                                                                          |
| Planning and Instruction Using the Workshop Model | <ul style="list-style-type: none"><li>• At the HS the math department is focusing on aligning around the practices shared during the refresher training offered during the faculty meeting, in implementing the workshop model.</li><li>• Lesson plans are reviewed to make sure the lessons follow this model.</li></ul>                   |

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

Mr. Bernardino congratulated Mr. Leviton, our Physical Education Teacher and students on being selected to modify a dance for National School Choice week. The dance was modified for elementary students. Mr. Leviton did a great job as did all the participants who joined in dancing and celebrating National School Choice Week.

**IV Questions and Comments from the Public related to Principal and Directors reports:**

None.

**V Financial Report provided by Director of Finance and Operations Ms. Lisett Knox:**

Ms. Knox reported that there are 971 students currently enrolled. Four students are completing the enrollment process. We have opened up registration for the new school year in January. There are

already 216 individuals who have applied over the past two weeks. We hold a new lottery every year. This will be held in April. Waiting lists are refreshed based upon the results of the lottery. We will continue to accept applications for new students through April 1, 2023.

Students were reminded that they need to re-register for Evergreen for those already enrolled.

Five districts have not yet paid for the round of billing currently due. The Business Office is following up with them.

#### **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 approved the minutes of December 9, 2023

**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:**

**We are using a new system to identify proposals following the Charter School benchmark framework. Resolutions are separated by benchmark category.**

**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 Benchmark I Student Performance:

- a.       a.       The Board of Trustees approves the implementation of a first grade Spanish Club. This will take place after school through June 2023. See attached.
- b.       The Board of Trustees approves renewal of membership for the National Honor Society and the National Junior Honor Society.

**Motion: Trustee Yvonne Mowatt**

**Second: Trustee 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:

### **Professional Development**

- a.       **Inclusive Inclusion & Belonging Journey Team Membership for 60 staff members.** This includes monthly curated resources and access to community conversations including topics such as Bridging the Racial Divide, Unconscious Bias, Mental Health. Etc.
- b.       Lisa Camilli to attend “Enhancing Reading Workshop” to provide opportunities to gain strategies for K-2 reading workshop March 13, 2023. See attached.
- c.       Lisa Camilli to attend “Highly targeted interventions for students struggling with reading” March 21, 2023. See attached.
- d.       Angelica Martinez to attend “Helping students who start school behind” March 28, 2023. See attached.
- e.       Jessica Francavilla to attend “Teaching Grammar” on February 8, 2023. See attached.
- f.       Leslie Melendez to attend “Changing the ADHD Brain, moving beyond medication on February 3, 2023. See attached.

- g. Launching Tutor me for all MS & HS student- providing them 24/7 online access to tutoring sessions one-on-one.
- h. Launching Life Skills curriculum at the HS to be offered as an elective course.

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

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

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

- a. The first grade team requests approval to attend the Science Museum of Long Island on or about June 1, 2023.
- b. The kindergarten team requests approval to attend the Long Island Children’s museums theatre on or about June 16, 2023.
- c. Ms. Burgos requests approval to hold an assembly at the lower elementary school school titled “ToBE Fit”, focusing on healthy eating and active living. This will be also offered at the upper elementary school.
- d. The Board of Trustees approves a proposal by administration to implement a “aerosol-free” campus for each Evergreen building.
- e. Ms. Acosta is requesting approval for HS Students to visit LIU Campus on 3/24/23 in Greenvale, NY. All 11<sup>th</sup> Grade students will do on this trip.

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

## **Benchmark VI: Board Oversight/Governance (policies)**

**4. Be it therefore resolved**, that the Board of Trustees approves the following proposals under Oversight/Governance:

a. The Board of Trustees approves the approves the attached policies and their submission to the NYSED portal system.

**Motion: Trustee Sarah Brewster**

**Second: Trustee Nancy Iglesias**

**Vote: 6:0**

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

**5. 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).

| <b>Name</b>              | <b>Position</b>                      | <b>Building</b> | <b>Effective</b> |
|--------------------------|--------------------------------------|-----------------|------------------|
| Carla Best               | Director of Curriculum & Instruction | Fulton Ave      | 01/23/2023       |
| Mariel Konowitz          | AIS/ELA Teacher                      | Loretto         | 01/03/2023       |
| Roberto Mercado          | ENL/Dean Position                    | Loretto         | Declined         |
| Francisco Fernandez      | PT Custodian                         | Fulton Ave      | 12/19/2022       |
| Nelius T. Karijomenggolo | Facilities Supervisor                | Peninsula Ave   | 01/03/2023       |
| Sehair Zubair            | Math Teacher                         | Loretto         | TBD              |
| Delgy Grant              | Lunch Aide                           | Peninsula       | 01/20/2023       |
| Nancy Jovel              | Lunch Aide                           | Peninsula       | TBD              |
| Yanais Paulino           | Lunch Aide                           | Peninsula       | TBD              |
| Armand Karijomenggolo    | Facilities Supervisor                | Front St        | TBD              |

|                   |                   |               |      |
|-------------------|-------------------|---------------|------|
| Stephanie Roman   | Social Worker     | All Buildings | TBD` |
| Wendy Chen        | Math Teacher      | Loretto       | TBD  |
| Adetutu Agbabiaka | Special Education | Loretto       | TBD  |

**The following individuals are changing from part time to full time:**

|               |              |          |         |
|---------------|--------------|----------|---------|
| Lucrecia Cruz | FT Secretary | Front St | 2/16/23 |
|---------------|--------------|----------|---------|

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

6. **Be it therefore resolved**, the Board of Trustees approves members of the Executive Committee to engage in negotiations to acquire and secure additional property to support the development of Evergreen's school campus.

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

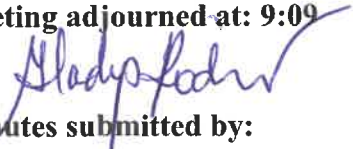
## **XII. Old/ New Business: Old/New Business**

Trustee Brewster gave an update about construction and the closure of the bonds. Evergreen closed on the \$75,000,000 in bonds through the Town of Hempstead for construction on its new facility. Construction has already started. It was a arduous process. Trustee Brewster and Trustee Bernardino thanked everyone for their efforts to support the school.

## **XIII. Adjournment**

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

**Meeting adjourned at: 9:09**

  
**Minutes submitted by:**  
**Gladys Rodriguez**

**Evergreen Charter School  
Virtual Meeting of the Board of Trustees  
605 Peninsula Blvd, Hempstead, NY 11550  
February 15, 2023**

**8:00 pm**

**The meeting was held at 605 Peninsula Boulevard  
It was also held virtually**

**Members:**

|                                  |                |
|----------------------------------|----------------|
| <b>Mr. Gil Bernardino</b>        | <b>Present</b> |
| <b>Dr. Sarah Brewster</b>        | <b>Present</b> |
| <b>Mr. José Canosa, Esq.</b>     | <b>Absent</b>  |
| <b>Ms. Nancy Iglesias-Gillen</b> | <b>Absent</b>  |
| <b>Mr. Luis Ras, Esq.</b>        | <b>Present</b> |
| <b>Ms. Yvonne Mowatt</b>         | <b>Present</b> |
| <b>Ms. Gladys Rodríguez</b>      | <b>Present</b> |
| <b>Mr. Ariel Sotelo</b>          | <b>Absent</b>  |

**Also present:**

**Ms. Christine Weigand, K-1 Principal  
Dr. Elena Litescu, 2-4 Principal  
Dr. Frances Echevarria, MS Principal  
Mr. Nicolas Agosti, Director of Curriculum and Instruction  
Mr. Ahamed Zubair, HS Principal  
Mr. Shaun Skariah, Special Education Coordinator  
Dr. Elena Litescu, Superintendent**

***Note: As always, the Board Meeting was conducted in English and Spanish.***

**I Call to Order by President Bernardino.**

Mr. Bernardino called the meeting to order at 8:00 pm

## II Principal's Report

### Benchmark 1 - Student Performance:

|                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|-----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| B. 1 -                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| Elementary Proficiency      | The i-Ready Subsequent Diagnostic test for ELA and Math is in progress (deadline February 17, 2023).<br>F&P Student Evaluations have been completed for K-5 grades.                                                                                                                                                                                                                                                                               |
| Middle Proficiency          | The i-Ready Subsequent Diagnostic for ELA and Math is in progress (deadline February 17, 2023).<br>F&P Student Evaluations have been completed for 6 <sup>th</sup> grade.                                                                                                                                                                                                                                                                         |
| High School Proficiency     | January Regents were administered<br>SAT and PSAT are scheduled and ordered<br>Practice exams are scheduled as well                                                                                                                                                                                                                                                                                                                               |
| Graduation/College & Career | Data Director collaborated with the Guidance Counselors to correct and manage transcripts records.<br>February is Black History Month. Students work on research projects and biographies of individuals paving the way for the Black community will be highlighted.<br>Teachers used grade level appropriate curriculum/activities shared with them.<br>A Career Day for students and staff is being planned for March at the Elementary School. |

### Benchmark 2: Teaching and Learning:

|                                                   |                                                                                                                                                                                                                                                                                                                                                                                                         |
|---------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| B.2 -                                             |                                                                                                                                                                                                                                                                                                                                                                                                         |
| Shared Accountability/High Expectations           | <ol style="list-style-type: none"><li>1. Parent meetings took place to discuss tardiness and absences.</li><li>2. Students assessments are aligned with the new NYS standards in the World Languages Department</li><li>3. Best practices were shared and refresher trainings took place during the Faculty meetings in all buildings</li></ol>                                                         |
| Research-based Practices/Instructional Strategies | <ol style="list-style-type: none"><li>1. Collaborative structures are in place at the MS;</li><li>2. Data Office completed various trainings and is working on launching Edgenuity at MS.</li><li>3. Reading and supplemental resources have been ordered for all Spanish levels;</li><li>4. Faculty meetings, grade level meetings, department meetings and lead teacher meetings were held;</li></ol> |

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|                                 | <ol style="list-style-type: none"> <li>Math, ELA, Science, and Leadership consultants provided guidance on implementing the curriculum and instructional strategies in all buildings.</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Curriculum                      | <ol style="list-style-type: none"> <li>The Curriculum catalog across all buildings is in progress. This will offer a bird's eye view of the Evergreen's curriculum and the digital platforms used across all grades.</li> <li>AVID program implementation is in progress and ongoing at MS and HS;</li> <li>A Kindness in the Classroom social emotional learning curriculum is being explored for K-1 grades;</li> <li>Desmos Curriculum implementation is ongoing at MS;</li> <li>New courses and changes to the HS course schedule were implemented in Schooltool;</li> <li>Planning for HS curriculum for 2023-2024 school year has begun;</li> <li>Augmentation of the lesson plan template including do-now activities and lesson closure is in progress;</li> </ol>                                                                 |
| Assessments                     | <ol style="list-style-type: none"> <li>SAT and PSAT exams are scheduled for 3/22 and 3/24;</li> <li>Practice NYS ELA exams were completed for 3-6 grades;</li> <li>Scores from the ELA practice exam for 3-8 grades will be analyzed to determine customized instruction per standards;</li> <li>i-Ready data for K-8 grades will be reviewed to make instructional decisions to accelerate student progress.</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                   |
| Educational Success/Gap Closing | <ol style="list-style-type: none"> <li>Students continue to participate in Saturday school, Homework Help, ENL, and Test Prep programs;</li> <li>After-School Regents prep program is taking place at the HS;</li> <li>After school Academy offered at the MS;</li> <li>TutorMe, a new platform will be launched for MS and HS students</li> <li>A special virtual guest speaker, Monica Morgan (renown photojournalist and friend of Rosa Parks) will hold a short question and answer session pertaining to the Life of Rosa Parks on Thursday, March 16, 2023 at ES.</li> <li><i>Random Acts of Kindness Day</i> will be celebrated on Friday, February 17, 2023 at Peninsula.</li> <li>A special virtual lesson on dental hygiene will take place for K-5 students. A dental cleaning kit will be provided to each student.</li> </ol> |
| Support for Diverse Learners    | <ol style="list-style-type: none"> <li>Child Study Meetings continue to take place.</li> <li>Plans for a Sensory Hallway are being finalized at Peninsula.</li> <li>ENL support is provided after school;</li> <li>Small group instruction takes place.</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |

|                     |                                                                                                                                                                                                                                                                                                                                                                                                                       |
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| Academic Enrichment | <ol style="list-style-type: none"> <li>1. SAT prep course is designed for HS students to be offered in February-March;</li> <li>2. At Peninsula, Ms. Manning (Math Teacher) and Ms. Morris (Math Consultant) are working with the Kindergarten and First Grade Teams to offer additional enrichment opportunities for students in math.</li> <li>3. Spanish. Art, and Music Clubs continue to meet weekly.</li> </ol> |
|---------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

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

|                                       |                                                                                                                                                                                                                                                                                                                                                                 |
|---------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| B. 3 -                                |                                                                                                                                                                                                                                                                                                                                                                 |
| Chronic Absenteeism                   | <ol style="list-style-type: none"> <li>1. Attendance Office mailed out attendance and tardiness letters;</li> <li>2. Attendance continues to be closely monitored for all students and parent meetings are scheduled to discuss excessive tardiness and chronic absenteeism.</li> <li>3. Attendance Intervention Plans were developed with families.</li> </ol> |
| School Climate and Culture Evaluation | A detention program and ISS replaced as much as possible the OOSS.                                                                                                                                                                                                                                                                                              |
| Behavior Management & Safety          | <ol style="list-style-type: none"> <li>1. Students participated in “100 Days of School” activities on Wednesday, February 8, 2023.</li> <li>2. Staff and students continue to participate in <i>Black History Month</i> activities.</li> </ol>                                                                                                                  |
| DASA & Bullying/Harassment            | <ol style="list-style-type: none"> <li>1. Safety drills continue to be scheduled.</li> <li>2. Restorative meetings are held as needed.</li> </ol>                                                                                                                                                                                                               |
| Family Engagement                     | <ol style="list-style-type: none"> <li>1. At the MS, the leadership team meets every Monday to review priority items regarding discipline, including DASA and bullying;</li> <li>2. PBIS practices are implemented at MS and HS</li> </ol>                                                                                                                      |
|                                       | <ol style="list-style-type: none"> <li>1. Purple Awards ceremonies took place at the end of January at the ES and IS;</li> <li>2. “Story Time with Ms. Camilli will take place virtually on Friday, February 17, 2023, at 6:30 PM.</li> </ol>                                                                                                                   |



|  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|--|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|  | <ol style="list-style-type: none"> <li>3. Parent Teacher Conferences were held in all four buildings.</li> <li>4. At Peninsula the i-Ready Awards will be presented to students for their achievement in Reading and Math during the Morning Assembly on Tuesday, February 28, 2023.</li> <li>5. K-1 Parent University Workshops on various topics are scheduled to take place weekly;</li> <li>6. At the MS School phone blast provides weekly to families updates for the current week;</li> <li>7. Data office continues to provide families with Schooltool accounts;</li> <li>8. Families of 5-11 grades students supported the implementation of the Yonder phone policy;</li> <li>9. Picture Day is scheduled in all buildings, notification was sent home with students.</li> </ol> |
|--|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

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|-----------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| McKinney-Vento and Unaccompanied Minors | Evergreen is supporting students in this area.                                                                                                                                                                                                                                                                                                                                                                                                              |
| SEL                                     | <ol style="list-style-type: none"> <li>1. At the HS Overcoming Obstacles – elective course was launched for the second semester;</li> <li>2. A Kindness in the Classroom social emotional learning curriculum is being explored.</li> <li>3. At the IS students and staff are recognized as Kindness Ambassadors during the MA;</li> <li>4. Individual and group counseling is provided to students identified with social emotional challenges.</li> </ol> |

#### **Benchmark 7: Organizational Capacity:**

|        |  |
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| B. 7 - |  |
|--------|--|

|                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|-----------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| School Leadership                             | <ol style="list-style-type: none"> <li>1. The School Administrative team is meeting weekly to address school district needs in a timely fashion;</li> <li>2. At the HS staff huddles take place every Monday morning</li> <li>3. Faculty meetings, grade level meetings, department meetings and lead teacher meetings were held as scheduled.</li> </ol> <p>At the MS instructional coaching sessions take place weekly with faculty;</p>                                                                                                                                                 |
| Professional Climate/Professional Development | <ol style="list-style-type: none"> <li>1. The Director of the World Languages Department meets weekly with the Spanish teachers;</li> <li>2. Two Spanish teachers are attending the February seminar at Institute of Cervantes;</li> <li>3. Teachers signed up for various NYSED trainings;</li> <li>4. Teachers submitted requests to attend various conferences and workshops as presented in the proposals;</li> <li>5. Several staff members were assigned Gestalt coaches;</li> </ol> <p>Realignment at HS of the consultant instructional focus to develop 90 minutes workshops;</p> |
| Staff Feedback                                | <ol style="list-style-type: none"> <li>1. A survey was shared with the staff to receive feedback regarding the February Parent Teacher schedule.</li> </ol> <p>Teachers reported staggering transition dismissal was not working at the MS;</p>                                                                                                                                                                                                                                                                                                                                            |

#### Benchmark 8: Mission and Key Design Elements:

|                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|--------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| B. 8 -                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Mission                                                      | Rachel's challenge to facilitate students' upholding the PBIS pillars;                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| Spanish Instruction                                          | Spanish team engaged in professional development;                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| Integration of Ecology                                       | Ms. Castro (Art Teacher) and the art club are in the process of creating a mural with recycled bottle caps.                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| Fostering Healthy Life Choices                               | <ol style="list-style-type: none"> <li>1. The K-1 Nutrition Curriculum developed by the Lead Teachers is being implemented in all K-1 classrooms.</li> </ol> <p>Thursday morning assembly theme focus on healthy life choices at the HS;</p>                                                                                                                                                                                                                                                                                                        |
| Integration of Hispanic Culture and Respect for all Cultures | <ol style="list-style-type: none"> <li>1. Celebration of Black History Month takes place in all buildings, for example, celebrating Afrolatinos, reading biographies of key people in Spanish</li> <li>2. At HS representatives will present including an entrepreneurial panel;</li> <li>3. Reserving a band is in progress for either 2/27 or 2/28 to culminate celebration of Black History Month with a live concert;</li> </ol> <p>Presentation of challenges and successes of African Americans and their impact on the Hispanic culture;</p> |
| Planning and Instruction Using the Workshop Model            | <ol style="list-style-type: none"> <li>1. Lead teachers are meeting with faculty to discuss best practices and strategies;</li> <li>2. MS approaching 75% compliance of the Workshop model for lessons;</li> </ol> <p>Consultant will do a presentation on 3/1/23 applicable to the workshop model at the HS.</p>                                                                                                                                                                                                                                   |

## Benchmark 9: Enrollment, Recruitment, and Retention

|                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|-----------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| B. 9 -          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|                 | K – 125 students<br>1 <sup>st</sup> grade – 125 students<br>2 <sup>nd</sup> grade – 125 students<br>3 <sup>rd</sup> grade – 125 students<br>4 <sup>th</sup> grade – 75 students<br>5 <sup>th</sup> grade – 75 students<br>6 <sup>th</sup> grade – 74 students<br>7 <sup>th</sup> grade – 50 students<br>8 <sup>th</sup> grade – 50 students<br>9 <sup>th</sup> grade – 53 students<br>10 <sup>th</sup> grade – 50 students<br>11 <sup>th</sup> grade – 45 students |
| Enrollment Data | Total 972. We are enrolling additional students.                                                                                                                                                                                                                                                                                                                                                                                                                   |

### Additional reports:

Mr. Weigand provided an update about parent teacher conference participation. She indicated there was almost 100% participation for parent teacher conferences.

Ms. Guzman provided an update about alumni events. There was a meeting with former students held in February to talk about scholarship opportunities for students that attended Evergreen. They are now 12<sup>th</sup> graders.

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

Mr. Bernardino thanked administrators for their reports.

### IV Questions and Comments from the Public related to Principal and Directors reports:

There were none.

### V Financial Report provided by Director of Finance and Operations Ms. Lisett Knox:

Ms. Knox reported that there are 972 students in the school and others are actively completing the registration process.

Staff continue to process applications for the school lottery. The lottery will be April 5.

One district continues to owe payment from the previous school year. The Business Office is following up.

**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 approved the minutes of January 25, 2023

**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:**

**We are using a new system to identify proposals following the Charter School benchmark framework. Resolutions are separated by benchmark category.**

**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 Benchmark I Student Performance:

- a. Ana Morron and High School Leadership are requesting for students of 11<sup>th</sup> grade to be able to take the SAT at least one time with a fee waiver for income-eligible students.
- b. Shaun Skariah is requesting a training to talk down students and adults in crisis. Its good training for verbal de-escalation techniques for teachers, social workers, counselors, administrators. Training is in NJ on March 7<sup>th</sup>-9<sup>th</sup>, 2023.
- c. Mayra Acosta is Requesting the Renewal of NHS and NJHS for students academic achievement and community service.

**Motion: Trustee Gladys Rodriguez**

**Second: Trustee Sarah Brewster**

**Vote: 5:0**

**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:

**Professional Development**

- a. Chemene Webber, Aine Teixeria, Hina Gul, Jillian Logan and Edwin Mejia to attend “Meeting the Diverse Needs of Elementary ELL through CO-TEACHING and Differentiation” on 3/8/2023 to gain strategies + tips for various proficiencies and Academic Levels.
- b. Chemene Webber, Aine Teixeria and Hina Gul to attend “Catching up your English Language Learners who have fallen behind” on 3/30/2023 to Obtain strategies for Developing Literacy(writing) Skills in ELL’s.
- c. Chemene Webber to attend “Challenging behaviors using Developmental appropriate strategies” on 3/28/2023 to gain strategies for behavior issues.
- d. Ana R. Castro to attend ”NAEA 2023 Convention” on 4/13/2023 to gain SEL Techniques to ensure emotional support.
- e. Maria Figueroa to attend “Institutos Cervantes on 2/25/2023 to acquire knowledge about series of pedagogical tools to improve management.
- f. Susan Neuberger to attend “ Dyslexia-Best Targeted Interventions for literacy success” on 2/16/2023 to gain a better understanding of dyslexia and help identify it.

- g. Kayla Ham to attend “Destiny Resource Manager Training- Resource lists, Home Locations and Categories” on 2/15/2023 to gain a better knowledge of virtual library and database.
- h. Elizabeth Gomez to attend “Meeting the Diverse needs of Secondary English Language Learners” on 3/9/2023 to learn various co-teaching models and different strategies to enhance student success.
- i. Danica Mendez to attend “Math Coordinator Network Meeting” on 3/2/2023 and 5/23/2023 to get the latest information from Albany in regards to the HS Curriculum.
- j. Stephanie Khan and Janna Powell to attend “Preparing Students for the English Regents Exam Meeting” on 3/1/2023 and 3/29/2023 to prepare students with standard base questions for literature, to support students in preparation for English Regents Exam.
- k. Carla Best to attend a Meeting of “ELA Coordinator Network” on 5/24/2023 to gain professional development pertaining to ELA.
- l. Alexander Eichhorn to attend a “social Studies Coordinator Network Meeting” on 5/18/2023 to gain updates pertaining to the framework applicable to our studies.
- m. Virginia Sullivan to attend “Science Coordinator Network Meeting” on 4/20/2023 to gain knowledge of new pedagogical practices and knowledge valued to science cultures.

**Motion: Trustee Yvonne Mowatt**  
**Second: Trustee Sarah Brewster**  
**Vote: 5:0**

### **Benchmark III:**

**Culture, Climate, Student/Family Engagement (include activities to meet student/family needs, trips)**

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

- a. String Music to Perform 4 educational concerts in celebration of Black History Month.

**Motion: Trustee Yvonne Mowatt**  
**Second: Trustee Sarah Brewster**  
**Vote: 5:0**

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

**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).

| <b>Name</b>      | <b>Position</b>                                | <b>Building</b> | <b>Effective</b> |
|------------------|------------------------------------------------|-----------------|------------------|
| Nelia Mihai      | ENL Teacher                                    | Loretto         | 2/27/23          |
| Nury W. Tur      | Spanish Teacher                                | Loretto         | 02/13/2023       |
| Sonia Mendez     | P/T Kitchen Cleaner                            | Peninsula       | TBD              |
| Denise Garcia    | Director of Curriculum Peninsula & Instruction |                 | TBD              |
| Nelia Mihai      | ENL Teacher                                    | Loretto         | TBD              |
| Frank Wawrzynski | P/T Custodian                                  | Front St        | TBD              |

**Role change**

| <b>Name</b>   | <b>Current Position</b> | <b>New Position</b> | <b>Building</b> | <b>Effective</b> |
|---------------|-------------------------|---------------------|-----------------|------------------|
| Emily Siebold | PE/TA                   | PE                  | Loretto         | 2/27/23          |
| Ms. Miguel    | Tech Teacher            | Art Teacher.        | Loretto         | 2/27/23          |

**Motion: Trustee Yvonne Mowatt**  
**Second: Trustee Gladys Rodriguez**  
**Vote: 5:0**

**Benchmark VIII: Mission and Key Design (include ideas to support mission, key design – language, arts)**

**5. Be it therefore resolved, the Board of Trustees approves the following proposals under Mission and Key Design:**

- a. Ana Castro is requesting approval to launch an Art Club on Mondays starting February 6<sup>th</sup>- June 26<sup>th</sup> at Front Street to explore art and go beyond the curriculum already offered.

**Motion: Trustee Gladys Rodriguez**

**Second: Trustee Yvonne Mowatt**

**Vote: 5:0**

**6. Be it therefore resolved, the Board of Trustees authorizes the relocation of the mobile units and the amendment to the lease to include the mobile units.**

**Motion: Trustee Yvonne Mowatt**

**Second: Trustee Gladys Rodriguez**

**Vote: 5:0**

**7. Resolved, the Board of Trustees approves the selection of Ponder Investment Co. to invest the funds for the bond while the construction is going on.**

**Motion: Trustee Yvonne Mowatt**

**Second: Trustee Gladys Rodriguez**

**Vote: 5:0**

**XII. Old/ New Business: Old/New Business**

Trustee Brewster provided an update about construction on the school. Construction is underway and is going well.

**XIII. Motion to Go into Executive Session for the purpose of discussing matters leading to the appointment, or dismissal of a particular person or persons, matters concerning proposed, pending or current litigation, and matters involving Civil Service Law, Article 14.**

**Motion made by: Trustee Gladys Rodriguez**

**Seconded by: Trustee Yvonne Mowatt**

**Approved: 5:0**



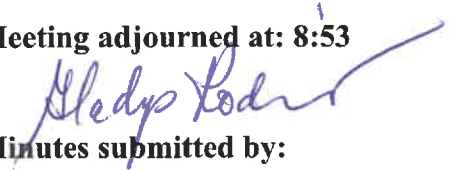
#### **XIV. Adjournment**

**Motion: Trustee Gladys Rodriguez**

**Second: Trustee Yvonne Mowatt**

**Vote: 5:0**

**Meeting adjourned at: 8:53**

  
**Minutes submitted by:**

**Gladys Rodriguez**

**Evergreen Charter School  
Virtual Meeting of the Board of Trustees  
605 Peninsula Blvd, Hempstead, NY 11550  
March 28, 2023**

**8:00 pm**

**The meeting was held at 605 Peninsula Boulevard  
It was also held virtually**

**Members:**

|                                  |                |
|----------------------------------|----------------|
| <b>Mr. Gil Bernardino</b>        | <b>Present</b> |
| <b>Dr. Sarah Brewster</b>        | <b>Present</b> |
| <b>Mr. José Canosa, Esq.</b>     | <b>Present</b> |
| <b>Ms. Nancy Iglesias-Gillen</b> | <b>Present</b> |
| <b>Mr. Luis Ras, Esq.</b>        | <b>Absent</b>  |
| <b>Ms. Yvonne Mowatt</b>         | <b>Present</b> |
| <b>Ms. Gladys Rodríguez</b>      | <b>Present</b> |

**Also present:**

**Ms. Christine Weigand, K-1 Principal  
Dr. Elena Litescu, 2-4 Principal, Acting Superintendent  
Dr. Frances Echevarria, MS Principal  
Mr. Nicolas Agosti, Director of Curriculum and Instruction  
Mr. Ahamed Zubair, HS Principal**

***Note: As always, the Board Meeting was conducted in English and Spanish.***

**I Call to Order by President Bernardino.**

Mr. Bernardino called the meeting to order at 8:00 pm

## II Principal's Report

### Benchmark 1 - Student Performance:

|                               |                                                                                                                                                                                                                                                                                                                                      |
|-------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| B. 1 -                        |                                                                                                                                                                                                                                                                                                                                      |
| Elementary School Proficiency | F&P (Fountas Pinnell) assessments will begin the week of 3/27/23                                                                                                                                                                                                                                                                     |
| Middle School Proficiency     | The 3-8 NY State Practice Exams , Math and ELA were administered and scored. The results were shared with ELA and Math consultants to create appropriate strategies.                                                                                                                                                                 |
| High School Proficiency       | SAT and PSAT were administered in the third week of March.                                                                                                                                                                                                                                                                           |
| Graduation/College & Career   | Data Director continues to work with Guidance Counselors to correct and manage HS transcript records, and other related issues.<br>Data Office continues to<br>Guidance Counselors are tracking the progress of HS students towards meeting the graduation requirements.<br>College visit opportunities are provided to HS students. |

### Benchmark 2: Teaching and Learning:

|                                                   |                                                                                                                                                                                                                                                                                                                                                                                         |
|---------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| B.2 -                                             |                                                                                                                                                                                                                                                                                                                                                                                         |
| Shared Accountability/High Expectations           | Teachers are monitoring attendance, and the data and attendance office is monitoring attendance daily.                                                                                                                                                                                                                                                                                  |
| Research-based Practices/Instructional Strategies | Launched Apex and Edgenuity at the Middle School and High School. Faculty, grade level, department, and lead teacher meetings were held as scheduled.<br>At the MS collaborative structures were rolled out, such as Gallery Walks and Socratic Seminar.                                                                                                                                |
| Curriculum                                        | To compliment the school's nutrition policy, students and staff participated in National Breakfast Week, 3/6-3/10, promoting the importance of eating breakfast daily and choosing healthy items. Lesson plans are reviewed by the HS DCI and amended by faculty as needed.<br>HS administration team is in the process of vetting curriculum and instructional programs for next year. |
| Assessments                                       | F&P assessments will start at the end of March.<br>SAT and PSAT were administered at the HS during the third week of March.                                                                                                                                                                                                                                                             |

|                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|---------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Educational Success/Gap Closing | <p>Students continue to participate in After School programs and Saturday Programs.</p> <p>HS students were offered extra support in the After-school Regents prep program and the SAT prep course.</p> <p>Students and staff participated in “Read Across America Day” on 3/2/23 and celebrated their favorite books characters.</p> <p>Cornell Cooperative Extension of Nassau County visited K-1 on 3/13/23 conducting a presentation on plants growth and care.</p> <p>Northwell Health program, “Wellness on Wheels” visited K-5 buildings on 3/24/23 and 3/29/23 to promote healthy nutrition, eating, and hydration habits.</p> |
| Support for Diverse Learners    | <p>ENL support is being provided after-school.</p> <p>Child Study Meetings continue to take place.</p> <p>Small group instruction and differentiated instruction is taking place in all buildings.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| Academic Enrichment             | <p>After School Academy and Saturday school take place.</p> <p>Spanish, Music, and Art clubs meet every week.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |

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

|                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|---------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| B. 3 -                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| School Climate and Culture Evaluation | <p>Five HS students visited a real filming set, learning about different job responsibilities, and gaining performance experience as extras.</p> <p>HS students took a field trip and recorded a video in Spanish at a neighborhood place near the HS.</p> <p>Five administrators attended a Restorative Justice Practices training hosted by NYSED, and they will revise with a consultant the Student Code of Conduct for the next school year to incorporate Restorative Practices.</p> <p>The Inclusivv platform was launched and 60 staff members are attending training on Diversity, Inclusion and Equity.</p> <p>Procedures for HS operations were revised to provide clarity and consistency, and compliance with the uniform policy is closely monitored.</p> <p>School climate based on discipline referrals has significantly improved by more than 75% adherence to behavior norms and expectations.</p> |
| Behavior Management & Safety          | <p>Lockdown and fire drills are scheduled and conducted in accordance to the NYSED requirements.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| Family Engagement                     | <p>Data office continues to provide families with School Tool accounts.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |

|                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|-----------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                         | <p>Attendance meetings with families have been held to address absenteeism or tardiness.</p> <p>Counselors and social workers have communicated with families as needed to discuss academic and behavioral progress of their child.</p> <p>Parent University workshops are provided to K-1 families.</p> <p>I-Ready award ceremonies were hosted for K-5 students and their families.</p> <p>Purple Awards ceremonies were held for K-5 students.</p> <p>"Story Time" with Ms. Camilli and Ms. Webber took place the third Friday of March.</p> <p>Picture day was scheduled in all buildings, and photos were taken by Simple Smiles. The re-take day will be scheduled for 5/11/23.</p> <p>Parents/Guardians were encouraged to complete the annual survey and provide feedback.</p> |
| School clubs                            | School Clubs are functioning well. Attendance is monitored.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| McKinney-Vento and Unaccompanied Minors | A McKinney Vinto student with excessive absences is being closely monitored and supported.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| SEL                                     | <p>Social Emotional lessons are conducted by School Social Workers and Counselors.</p> <p>Individual and group counseling is offered to students by the School Social Workers.</p> <p>Parents workshops around SEL topics are held regularly.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |

#### **Benchmark 7: Organizational Capacity:**

|                                               |                                                                                                                                                                                                                                                                       |
|-----------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| B. 7 -                                        |                                                                                                                                                                                                                                                                       |
| School Leadership                             | <p>The School Administrative Team meet weekly to address school district's needs in a timely fashion.</p> <p>Communication to faculty is shared either in person during meetings, or by regular updates sent by email.</p>                                            |
| Professional Climate/Professional Development | <p>Leadership consultants provide guidance to several administrators.</p> <p>Several staff members were assigned a Gestalt coach from the Gestalt International Study Center Coach Training program.</p> <p>Instructional coaching sessions are scheduled weekly.</p> |
| Staff Feedback                                | Staff was encouraged to participate in the annual survey.                                                                                                                                                                                                             |

**Benchmark 8: Mission and Key Design Elements:**

|                                                              |                                                                                                                                                                                                                                          |
|--------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| B. 8 -                                                       |                                                                                                                                                                                                                                          |
| Mission                                                      | Rachel's Challenge program is implemented to facilitate students' upholding the PBIS pillars: honesty, respect, and kindness.                                                                                                            |
| Spanish Instruction                                          | The Spanish teachers engaged in professional developments throughout the week and continue to meet weekly to plan effective instruction for our students.                                                                                |
| Integration of Ecology                                       | Preparations to celebrate "Earth Day" throughout our entire school district are starting this month.                                                                                                                                     |
| Fostering Healthy Life Choices                               | Morning Assemblies themes included discussing healthy choices on food, habits, work ethic, etc.                                                                                                                                          |
| Integration of Hispanic Culture and Respect for all Cultures | Black History Month Celebration culminated with a live concert in all four buildings.<br>March marked women's history month, and morning assemblies celebrated their accomplishments and contributions.                                  |
| Planning and Instruction Using the Workshop Model            | Consultants provided guidance and conducted a demo for faculty on using the mini-workshop model during teaching.<br>The faculty is constantly coached to implement with fidelity the mini-workshop model, and model lessons are offered. |

**Benchmark 9: Enrollment, Recruitment, and Retention**

|                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|-----------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| B. 9 -          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| Enrollment Data | <p>There are 971 students enrolled.</p> <p>We have four students completing the registration process for 975.</p> <p>K- 124 Students</p> <p>1<sup>st</sup> grade – 124 Students</p> <p>2<sup>nd</sup> grade – 125 Students</p> <p>3<sup>rd</sup> grade – 125 Students</p> <p>4<sup>th</sup> grade – 75 Students</p> <p>5<sup>th</sup> grade – 75 Students</p> <p>6<sup>th</sup> grade – 75 Students</p> <p>7<sup>th</sup> grade – 50 Students</p> <p>8<sup>th</sup> grade – 50 Students</p> <p>9<sup>th</sup> grade – 53 Students</p> <p>10<sup>th</sup> grade – 52 Students</p> <p>11<sup>th</sup> grade – 43 Students</p> |

### **III Questions and Comments from the Board of Trustees related to Principal and Director's reports:**

Mr. Bernardino thanked directors for their reports.

### **IV Questions and Comments from the Public related to Principal and Directors reports:**

There were none.

### **V Financial Report provided by Director of Finance and Operations Ms. Lisett Knox:**

Ms. Knox reported that there are 971 students in the school and others are actively completing the registration process.

The school lottery will be held April 5<sup>th</sup>. There are already over 600 applications received through the system.

Some school districts continue to be behind in payments. The Business Office continues to follow up.

### **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 approved the minutes of February 15, 2023

**Motion: Trustee Yvonne Mowatt**

**Second: Trustee Jose Canosa**

**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:**

**We are using a new system to identify proposals following the Charter School benchmark framework. Resolutions are separated by benchmark category.**

**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 Benchmark I Student Performance:

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

- a. Sandra Mesonero Marquez is requesting permission to carry out the sale of bracelets with the mission of helping artist from Nicaragua and Guatemala. If approved, Sales will start the first 2 weeks of May.
- b. Ahmed Zubair is proposing Mentimeter. Menti is a digital platform designed to engage student live in the classrooms. And it also allows teachers to gain their formal and informal assessment of students.
- c. Ahmed Zubair is requesting a waiver for those students that pass their ELA course to be registered for the English Regents.

**Motion: Trustee Gladys Rodriguez**

**Second: Trustee Yvonne Mowatt**

**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:

**Professional Development**

- a. Elizabeth Gomez is requesting to attend the meeting “ Effective Secondary Tech. Strategies for English Language Learners” on 4/24/2023 to obtain practice and techniques to enhance classroom practice.
- b. Janna Powell and Stephanie Khan would like to attend a Meeting “preparing your students for the Regents Exam Part 3” on 4/26/2023 to support students ability to script rhetorical essays.



- c. Danica Mendez, Elizabeth Weigand, Joianne Cimler and Hina Gul would like to attend the meeting “ But I don’t speak Spanish! Helping our Spanish -speaking students” on 4/19/2023 to learn best practices that will support ELL Students in the classroom.
- d. Leslie Melendez is requesting approval to attend on “Anxiety Certification Course” on 4/27 and 4/28 to benefit the social workers on specific strategies to help student with panic and anxiety disorders.
- e. Ahmed Zubair is requesting Additional consultation sessions for Bridgit 3 Brett from Generation Ready from June 6<sup>th</sup>-June 13<sup>th</sup> for mapping curriculum purposes.
- f. Patricia Martucci would like to attend “Computer Science & Digital Fluency Standards in Art Class” online to learn creative, fun projects that integrates technology and STEAM learning.
- g. Patricia Martucci is requesting an event meeting “Supporting Students self-confidence & Motivation “online to learn more ways to support students growth.
- h. Jennifer Gulino would like to attend “Foundations Level 2” online on 3/20/2023 to gain knowledge of second grade foundations and best teaching practices.
- i. Jacquelyn Lanciotti is requesting to attend a meeting “using the FBA & BIP process to support needing intensive intervention” on 3/16/,3/23,3/30 and 4/20 online to help identify interventions for the competing behavior pathway.
- j. Ana Castro Gomez is requesting to attend a meeting “La Clase de Espanol para niños en la primera infancia” on 4/5/2023 to learn techniques to approach those students that are learning Spanish as Second Language.
- k. Ahmed Zubair And Carla Best proposed the 2023-2024 High School Course Offering for upcoming year.

**Motion: Trustee Jose Canosa**

**Second: Trustee Gladys Rodriguez**

**Vote: 6:0**

### **Benchmark III:**

**Culture, Climate, Student/Family Engagement (include activities to meet student/family needs, trips)**

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

- a. Nicholas Agosti is Requesting to Host “Scholastic Book Fair” on April 25<sup>th</sup> that will run all day and through evening of PTC to allow parents to participate as well of the book fair.
- b. Mayra Acosta requests approval to attend SUNY Farmingdale College on April 20<sup>th</sup>,2023.
- c. Christine Weigand is requesting approval to hire “The Center for Rapid Recovery Inc” to provide CPR training for 12 Evergreen Staff Members on dates TBD.

- d. Nicholas Agosti and Gabriella Burgos are requesting to host “Read A Loud” from author Steve Schwartz on April 25th running from 8:30 to 9:30 and from 10 am-11 am. To enhance healthy habits and nutrition as well as kindness through books.
- e. Ahmed Zubair is requesting to continue providing an appreciation Lunch for staff on 4/28 to build culture, community and positive morale.
- f. Lisa Camili is requesting approval to schedule the NED Show on May 25<sup>th</sup>, 2023 from 2-2:45pm to enhance the social emotional learning curriculum.
- g. Ana Morron is requesting to host Samantha Bee’s Screen Awards on March 22<sup>nd</sup> from 9am-2pm and her team is inviting 5 students to join so they can gain performance experience as film extras.
- h. The Administrative Leaders revised the Attendance policy for upcoming school year of 2023-2024.

**Motion: Trustee Yvonne Mowatt**

**Second: Trustee Luis Ras**

**Vote: 6:0**

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

**4. Be it therefore resolved, that the Board of Trustees approves the following proposals under Organizational Capacity:**

- 1) **Resolved**, the Board of Trustees approves the following new staff:

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

| <b>Name</b>          | <b>Position</b>                                | <b>Building</b> | <b>Effective</b>                 |
|----------------------|------------------------------------------------|-----------------|----------------------------------|
| Denise Garcia        | Director of Curriculum Peninsula & Instruction |                 | 02/27/2023                       |
| Carlos A. Pumar Atay | Director of Curriculum Loretto & Instruction   |                 | 03/21/2023(PT)<br>04/03/2023(FT) |
| Cindy Cueto          | Teacher Assistant                              | Loretto         | 03/28/2023                       |
| Daniel Chavez        | Technology Teacher                             | Loretto         | 03/16/2023                       |
| Evelyn Johnson       | Spanish Teacher                                | Loretto         | TBD                              |
| Frank Wawrzynski     | P/T Custodian                                  | Front St        | 03/06/2023                       |

|                            |                                |           |            |
|----------------------------|--------------------------------|-----------|------------|
| Steve Rosado               | Facilities Supervisor          | Peninsula | 03/24/2023 |
| Kevin Warren               | Facilities Maintenance Manager | Peninsula | Declined   |
| Matthew Valverde           | P/T Custodian                  | Peninsula | 03/13/2023 |
| Sonia Mendez               | P/T Kitchen Cleaner            | Peninsula | 02/13/2023 |
| Selina D. Tavares Calderon | P/T Lunch Aide                 | Peninsula | 03/14/2023 |
| Magely Castro              | P/T Lunch Aide                 | Peninsula | TBD        |
| Yoensy Lanfranco           | Spanish teacher                | Fulton    | Declined   |
| Katherine Y. Laos          | Principal's Secretary          | Loretto   | Declined   |

#### **Employee Position and Salary Changes:**

| <b>Name</b>      | <b>Current Position</b> | <b>New Position</b>                  | <b>Effective</b> |
|------------------|-------------------------|--------------------------------------|------------------|
| John G. Feltman  | Permanent Substitute    | 6 <sup>th</sup> Grade Math Teacher   | 3/2023           |
| Krista M. DeRosa | Permanent Substitute    | 7-8 <sup>th</sup> Grade Math Teacher | 3/2023           |
| Matthew Valverde | P/T Custodian           | F/T Custodian                        | 04/01/2023       |

**Motion: Trustee Sarah Brewster**

**Second: Trustee Jose Canosa**

**Vote: 6:0**

#### **Benchmark VIII: Mission and Key Design (include ideas to support mission, key design – language, arts)**

#### **5. Be it therefore resolved, the Board of Trustees approves the following proposals under Mission and Key Design:**

- a. Laurie Volel is proposing to have a Homework/Extra Help Club to support those students that have trouble completing them at home. Days of activities Mondays and Wednesday or Tuesday and Thursday at Front St.
- b. Luis Zamora and Jing Xuan Zhang are requesting approval to launch a String Music Club on Mondays and Wednesdays at Front St.

**Motion: Trustee Yvonne Mowatt**

**Second: Trustee Gladys Rodriguez**

**Vote: 6:0**

## **XII. Old/ New Business: Old/New Business**

Trustee Brewster provided an update about construction on the school. There will be different groundbreaking events to celebrate the official groundbreaking. The school will include students, families and staff and the community. Different events will be held to accommodate all participants. Excavation has been going well and foundations will begin to be poured in the upcoming months.

The lottery will be held via zoom on April 5 at 7:30 pm.

A parent expressed concerns about middle school drop off stating some parents drive too fast. Administrators will review drop off procedures to remind parents to travel at slower speeds during drop off.

A parent inquired staffing for the Spanish Department at the HS. A parent inquired about student behavior at the middle and high school levels.

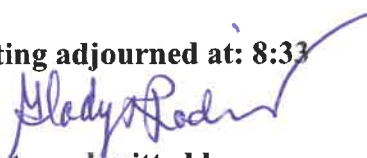
## **XIII. Adjournment**

**Motion: Trustee Yvonne Mowatt**

**Second: Trustee Gladys Rodriguez**

**Vote: 6:0**

**Meeting adjourned at: 8:33**



**Minutes submitted by:**

**Gladys Rodriguez**

**Evergreen Charter School  
Virtual Meeting of the Board of Trustees  
605 Peninsula Blvd, Hempstead, NY 11550  
April 18, 2023**

**7:52 pm**

**The meeting was held at 605 Peninsula Boulevard  
It was also held virtually**

**Members:**

|                                  |                |
|----------------------------------|----------------|
| <b>Mr. Gil Bernardino</b>        | <b>Present</b> |
| <b>Dr. Sarah Brewster</b>        | <b>Present</b> |
| <b>Mr. José Canosa, Esq.</b>     | <b>Absent</b>  |
| <b>Ms. Nancy Iglesias-Gillen</b> | <b>Present</b> |
| <b>Mr. Luis Ras, Esq.</b>        | <b>Present</b> |
| <b>Ms. Yvonne Mowatt</b>         | <b>Present</b> |
| <b>Ms. Gladys Rodríguez</b>      | <b>Present</b> |

**Also present:**

**Ms. Christine Weigand, K-1 Principal  
Dr. Elena Litescu, 2-4 Principal, Acting Superintendent  
Dr. Frances Echevarria, MS Principal  
Mr. Carlos Pumar  
Ms. Lisett Knox**

***Note: As always, the Board Meeting was conducted in English and Spanish.***

**I Call to Order by President Bernardino.**

Mr. Bernardino called the meeting to order at 7:52. Mr. Pumar, the new Director of Curriculum at Loretto school and instruction was introduced to the community.

## II Principal's Report

### Benchmark 1 - Student Performance:

|                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|---------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| B. 1 -                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| Elementary School Proficiency   | <ol style="list-style-type: none"><li>1.F&amp;P (Fountas Pinnell) assessments to assess students' reading comprehension and reading fluency was completed the first week of April.</li><li>2. The 3-5 NY State ELA Exam will be administered this week.</li><li>3. Dolch Sight Word testing was completed on Friday, March 31, 2023.</li><li>4. NYSESLAT testing (New York English as a Second Language Achievement Test) will take place from Monday, April 17, 2023 - Friday, May 26, 2023.</li></ol>                                                                                                                                                                                                                                                                                                                                                 |
| Middle School Proficiency       | <ol style="list-style-type: none"><li>1.The NY State ELA Exam will be administered this week for the 6-8 grades students.</li><li>2.NYSESLAT exam will be administered for the next month to all ELL students.</li></ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| High School Proficiency         | AP Practice Exams were administered.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| Graduation/College & Career     | <ol style="list-style-type: none"><li>1.The Data Director continues to work with Guidance Counselors to correct and manage HS transcript records, and other related issues.</li><li>2.The Data Director attended state training on tracking graduation requirements.</li><li>3.HS students continue to meet in small groups with the Guidance counselors discussing topics future oriented both academically and socially.</li><li>4.Counselors continue to track the progress made by HS students completing the graduation requirements.</li><li>5.The guidance counselor at the HS, Ms. Acosta has been providing college visit opportunities for HS students.</li><li>6. Ms. Liquett, the HS Guidance Counselor, is in the process of identifying the HS students who will need to attend summer school based on their academic progress.</li></ol> |
| ESSA Accountability Designation | N/A for this report 4/18/23                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |

**Benchmark 2: Teaching and Learning: School leaders have systems in place designed to cultivate shared accountability and high expectations and that lead to students' well-being, improved academic outcomes, and educational success. The school implements research-based practices and has rigorous and coherent curriculum and assessments that are aligned to New York State Learning Standards for all students. Teachers engage in strategic practices and decision-making in order to address the gap between what students know and need to learn so that all students experience consistent high levels of engagement, thinking and achievement.**

|                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|---------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| B.2 -                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| Shared Accountability/High Expectations           | Administrators, data and attendance team, and SSW are monitoring daily the attendance. Parents/Guardians of students with excessive absences were invited to meet in person with Administration and Data Director.                                                                                                                                                                                                                                                |
| Research-based Practices/Instructional Strategies | <p>1.Faculty, grade level, department meetings were held as scheduled in all buildings.</p> <p>2.Collaborative structures were rolled out at the MS:</p> <ul style="list-style-type: none"> <li>- Gallery walks;</li> <li>- Collaborative Study Groups;</li> <li>- Socratic Seminar;</li> </ul>                                                                                                                                                                   |
| Curriculum                                        | <p>1.Lesson plans are reviewed weekly and amended by faculty as needed. HS administration team has begun the scope and sequence for 2023-2024 school year's curriculum.</p> <p>2.AVID program implementation in progress at the MS.</p> <p>3.Edgenuity program was launched at the MS.</p> <p>4.Desmos curriculum implementation is in progress at the MS.</p>                                                                                                    |
| Assessments                                       | <p>1.AP mock exams were administered in April.</p> <p>2.NYS ELA exam will be administered this week for students in 3-8 grades.</p> <p>3.NYSESLAT exams will begin this week, and will continue throughout the testing window for all ELL students to determine their progress in</p> <p>4.English language acquisition.</p> <p>5.The data director attended the BOCES/NYSED trainings on assessment procedures and continues to train the testing assistant.</p> |
| Educational Success/Gap Closing                   | Evergreen Charter School was awarded a \$9000.00 Transition to Kindergarten Grant (NYSB5 Grant) through the Council on Children and Families. The first planning meeting took place on Wednesday, April 5, 2023.                                                                                                                                                                                                                                                  |
| Support for Diverse Learners                      | <p>1.At the HS ENL support is being provided after-school on Tuesdays.</p> <p>2.Child Study Meetings continue to take place to determine best practices are implemented for providing proper support to students.</p> <p>3.RTI (Response to Intervention) is documented and monitored closely.</p> <p>4.Small group instruction and differentiated instruction for ELL and SpEd students takes place every day.</p>                                               |

|                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|---------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Academic Enrichment | <p>1.Students continue to participate in After School and Saturday Programs, homework help, focused on ELA, Math, Regents, etc.</p> <p>2.The Mandarin, Spanish, Art, and Social clubs continue to meet weekly.</p> <p>3.At the HS attendance for after school programs is a challenge, and teachers are conducting outreach to bolster the participation.</p> <p>4.After School Academy takes place at the MS, groups are based on the i-Ready data.</p> <p>5.Edgenuity will be utilized for acceleration, remediation and enrichment.</p> |
|---------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

**Benchmark 3: Culture, Climate, and Student and Family Engagement: The school has systems in place to support students’ social and emotional health and to provide for a positive, safe, and respectful learning environment that prepares all students for college and career. Families, community members and school staff work together to share in the responsibility for student academic progress and social-emotional growth and well-being. Families and students are satisfied with the school’s academics and the overall leadership and management of the school.**

|                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|---------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| B. 3 -                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| Chronic Absenteeism                   | Meetings between Administration joined by the Data Director and families of students with excessive absences and tardiness took place in all buildings.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Out of School Suspensions             | <p>1.To minimize the impact of the poor behavioral choices made by students will have on their academic performance, an after school or Saturday Detention program, and In School Suspensions are implemented over Out of School Suspensions.</p> <p>2.Restorative practices are implemented to correct and teach the proper behavior.</p>                                                                                                                                                                                                                                                                                                                                                                                  |
| School Climate and Culture Evaluation | <p>1.At the K-1 school, a visitation from Cornell Cooperative Extension of Nassau County took place on Monday, April 4, 2023. The progress of the plant growth from the March planting was reviewed. Students learned about plant growth and how to thin out their plants.</p> <p>2. A trip to the East Meadow Farm is being planned to allow the K-1 students to see the plants they grew in a reserved space for ECS.</p> <p>3.Students are participating in various activities to celebrate the K-1 Earth Week (April 17 - April 20, 2023) and Earth Day (April 22, 2023).</p> <p>4. Spanish awards took place at Front St, and families participated in person. The other buildings scheduled this ceremony in May.</p> |



|                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|-----------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Behavior Management & Safety            | <p>1.A restorative practices committee was formed for the entire school district and they will create an action plan with the NYSED consultant guidance.</p> <p>2.Lockdown and fire drills are scheduled and conducted in accordance to the NYSED requirements.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| DASA & Bullying/Harassment              | Two DASA reports were filed and for the first one the investigation was concluded, and for the second one the investigation is still in progress.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| Family Engagement                       | <p>1.School Messenger blast is sent periodically to families with updates on upcoming events and pertinent school information.</p> <p>2.Parents/Guardians were encouraged to complete the annual survey and provide feedback.</p> <p>3.Social Workers are conducting monthly workshops for families.</p> <p>4.A healthcare event will be hosted on April 29<sup>th</sup> at Front St for the entire community.</p> <p>5.The next “Story Time with Ms. Camilli and Ms. Webber” is scheduled on April 28<sup>th</sup>.</p> <p>6.Scholastic Book Fair is scheduled for K-5 families on 04/18 and 04/20 at Peninsula and 4/25 at Front St.</p> <p>7. Parent University workshops are hosted periodically for K-1 families at Peninsula.</p> |
| Concerns or Complaints                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| School clubs                            | School Clubs attendance is recorded and monitored weekly.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| McKinney-Vento and Unaccompanied Minors | Support is provided to a McKinney Vinto student.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| SEL                                     | <p>1.School Social Workers and Counselors are working with students individually and in small groups helping the students to strengthen their social-emotional skills.</p> <p>2.At the HS “Overcoming Obstacles” curriculum is provided.</p> <p>3.A sensory wall will be launched soon in the K-1 building, work is underway.</p> <p>4.Close to 60 staff members, will continue the DEI training provided by Inclusivv. The topic of the April training is unconscious bias.</p>                                                                                                                                                                                                                                                        |

**Benchmark 7: Organizational Capacity:** The school has established a well-functioning organizational structure and has clearly delineated roles for staff, management, and board members. The school has systems and protocols that allow for the successful implementation, evaluation, and improvement of its academic program and operations.

**Benchmark 8: Mission and Key Design Elements:** The school is faithful to its mission and has implemented the key design elements included in its charter.

|                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|-----------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| B. 7 -                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| School Leadership                             | <p>1.The School Administrative Team continues to meet weekly.</p> <p>2.Communication to faculty is shared either in person or by regular updates sent by email.</p> <p>3.Collaborative meetings among faculty are scheduled every week.</p> <p>4.Evergreen Circle takes place at the MS in the morning.</p>                                                                                                                                                                                                           |
| Professional Climate/Professional Development | <p>1.The data director and coordinator attended the BOCES spring conference.</p> <p>2.Coaching and guidance continues to be provided by leadership consultants to several administrators.</p> <p>3.Consultants conducted mini-workshops on the lesson model and protocols to be implemented by teachers in the classrooms to bolster students' participation.</p> <p>4.Gelstalt coaches from the Gestalt International Study Center Coach Training program continue to provide guidance to several staff members.</p> |
| Staff Feedback                                | The deadline to complete the annual survey sent out by NYSED was extended, and teachers were encouraged to participate.                                                                                                                                                                                                                                                                                                                                                                                               |
| Contracted Services                           | Consultants will be assisting the teachers with curriculum mapping for the upcoming school year.                                                                                                                                                                                                                                                                                                                                                                                                                      |

**Benchmark 8: Mission and Key Design Elements:** The school is faithful to its mission and has implemented the key design elements included in its charter.

|                        |                                                                                                                                                                                                                  |
|------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| B. 8 -                 | Provide updates directly relevant to the mission and key design elements - may be appropriate to cross-reference updates from above here.                                                                        |
| Mission                | The Rachel's Challenge program continued to be implemented to facilitate students' upholding the PBIS pillars: honesty, respect, and kindness.                                                                   |
| Spanish Instruction    | The Spanish teachers meet weekly to plan effective instruction for our students.                                                                                                                                 |
| Integration of Ecology | <p>1. "Earth Day" was celebrated throughout the entire school district this month.</p> <p>2.A First grade Environmental club is in the process of being organized. The club will meet during the school day.</p> |

|                                                              |                                                                                                                                                                                                                                                                 |
|--------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Fostering Healthy Life Choices                               | <p>1.Morning Assemblies themes included discussing healthy choices on food, habits, work ethic, etc.</p> <p>2.At the HS the Thursday MA theme focus on healthy life choices.</p> <p>3.At K-1 building the nutrition curriculum continues to be implemented.</p> |
| Integration of Hispanic Culture and Respect for all Cultures | <p>1.Spanish awards ceremonies are scheduled in all four buildings to recognize the students who excelled in the Spanish class.</p> <p>2.Students participated in all four buildings in activities celebrating Bilingual/Multilingual month</p>                 |
| Planning and Instruction Using the Workshop Model            | <p>1.Teachers received refresher training on using the mini-workshop model during instruction.</p> <p>2.The faculty is constantly coached to implement with fidelity the mini-workshop model, and model lessons are offered.</p>                                |

**Benchmark 9: Enrollment, Recruitment, and Retention: The school is meeting or making annual progress toward meeting the enrollment plan outlined in its charter and its enrollment and retention targets for students with disabilities, English language learners, and students who are eligible applicants for the free and reduced priced lunch program; or has demonstrated that it has made extensive good faith efforts to attract, recruit, and retain such students. High schools are meeting persistence rates commensurate with the NYSED target.**

|                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| B. 9 -                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| Enrollment Data                          | <p>There are 973 students total:</p> <p>K- 124 Students</p> <p>1<sup>st</sup> grade – 125 Students</p> <p>2<sup>nd</sup> grade – 125 Students</p> <p>3<sup>rd</sup> grade – 125 Students</p> <p>4<sup>th</sup> grade – 75 Students</p> <p>5<sup>th</sup> grade – 75 Students</p> <p>6<sup>th</sup> grade – 75 Students</p> <p>7<sup>th</sup> grade – 50 Students</p> <p>8<sup>th</sup> grade – 51 Students</p> <p>9<sup>th</sup> grade – 53 Students</p> <p>10<sup>th</sup> grade – 52 Students</p> <p>11<sup>th</sup> grade – 43 Students</p> |
| Updates Recruitment & Enrollment Efforts | <p>Outreach in various forms, phone calls, emails, letters was conducted to families of the continuing students who were not re-registered prior to the deadline.</p>                                                                                                                                                                                                                                                                                                                                                                          |

### **III Questions and Comments from the Board of Trustees related to Principal and Director's reports:**

Mr. Bernardino thanked directors for their reports.

### **IV Questions and Comments from the Public related to Principal and Directors reports:**

There were none.

### **V Financial Report provided by Director of Finance and Operations Ms. Lisett Knox:**

We currently have 973 students enrolled in our school and we have 2 students going through the registration process to achieve a full enrollment of 975 students. An enrollment breakdown has been provided to the Board and Administration.

We are educating students from 26 school districts. 79% being from the Hempstead school district.

On April first the new student registration and re-registration for current students ended. We held our lottery event on April 5, 2023.

All school districts are up to date with tuition payments for billing 4 of 6. We mailed our billing 5 or 6 on March 29, 2023, and we have already received one of those payments.

We have submitted all claims to the Child Nutrition Administration for the meals served to all students from the month of September through April. Most payments have been received.

All applications for Titles I through IV have been submitted for this school year and they were approved. We also submitted a grant application for kitchen equipment which was approved, and we have already submitted the final expenditure report to receive reimbursement for the expense. We are still waiting to receive this reimbursement.

All financial reports from July through February for this fiscal year have been submitted to our Board of Directors and School Administrators.

### **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 approved the minutes of March 25, 2023

**Motion: Trustee Sarah Brewster**

**Second: Trustee Yvonne Mowatt**

**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:

**We are using a new system to identify proposals following the Charter School benchmark framework. Resolutions are separated by benchmark category.**

### **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. Ahmed Zubair is requesting approval to initiate a Regents Math Crash Review course for Algebra I and Geometry to provide intense review and preparations for 2 hours per course for 2 days.
- b. Mayra Acosta is requesting a community service walk for the March of Dimes at Jones Beach on 5/12/2023. For those students that attend will receive 2-3 hours of community service and 1 hour extra if they wear Purple.

**Motion: Yvonne Mowatt**

**Second: Sarah Brewster**

**Vote: 6:0**

**Benchmark II:**

**Punto #2:**

**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. Gabriella Burgos is requesting approval to attend a online workshop “Phonological Awareness: Establishing Foundations for reading success” the week of 6/1-6/8 from 10am-12 pm to benefit from new skills and apply those skills to my interventional groups.
  - b. Ahmed Zubair is requesting approval to subscribe to the platform Newsela so it can be utilized to drive classroom discussions, tailor homework assignments, and personalized lessons for the High School ELA and Social Studies.

Motion: Sarah Brewster

Second: Gladys Rodriguez

Vote: 6:0

**Benchmark III:**

**Punto #3:**

**Culture, Climate, Student/Family Engagement (include activities to meet student/family needs, trips)**

3. **Be it therefore resolved**, that the Board of Trustees approves the following proposals under Culture ,Climate, Student/Family Engagement:
  - a. Christine Weigand is requesting approval to schedule a First Grade trip to the East Meadow Farm as part of the Cornell cooperative planting series on 4/19/2023 for students to have the opportunity to observe the growth of their plants in a reserved ECS planting spot and take part in a farm activity.
  - c. Christine Weigand is requesting approval for Bar Harbor Web Design to Design and develop a class page for the K-1 subject area teachers on the school website.
  - d. Christine Weigand, Gabriella Burgos & Christina Shortell are requesting approval of the ECS Kindergarten Parent Questionnaire.
  - e. Ahmed Zubair is requesting to continue providing an appreciation breakfast for the HS staff to build culture, community, and bolster positive morale.
  - f. Dr. Elena Litescu is requesting to celebrate “Teacher’s Appreciation week” on May 8-12,2023 with a budget of \$1000.

Motion: Nancy Iglesias

Second: Yvonne Mowatt

Vote: 6:0

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

**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).
- a. ( Algunos de los siguientes fueron aprobados al principios del mes. Esta resolución nomas clarifica sus aprobación.)

| Name/Nombre   | Position/Titulo                                      | Building/Edificio | Effective/Efectivo |
|---------------|------------------------------------------------------|-------------------|--------------------|
| Jessica Rambo | PE Teacher Assistant/<br>Asistente de Maestra de E.F | Front St          | 4/17/2023          |

- a. Diana Arce on Behalf of Ana Moron is requesting to implement Clever into our system to consolidate programs, applications and passwords into one platform. This will help users log in using only one password, while accessing different programs.

Motion: Gladys Rodriguez

Second: Sarah Brewster

Vote: 6:0

## **XII. Old/ New Business: Old/New Business**

Trustee Brewster provided a report about the school construction. Excavation has continued and foundations have started to be poured.

A person asked about where the fifth grade will be housed for the 2023-2024 school year. The fifth grade will be at Loretto School.

A parent asked about safety procedures for drop off at the Loretto school. Administrators have posted signed. A letter will also be sent to parents to ask them to slow down when dropping students off.

A parent asked about safety procedures and security procedures.

A parent asked about the ELA position at the middle school.

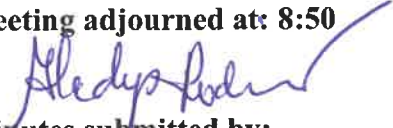
## **XIII. Adjournment**

**Motion: Trustee Yvonne Mowatt**

**Second: Trustee Gladys Rodriguez**

**Vote: 6:0**

**Meeting adjourned at: 8:50**

A handwritten signature in blue ink, appearing to read 'Gladys Rodriguez', is written over the text 'Minutes submitted by:'. The signature is fluid and cursive.

**Minutes submitted by:  
Gladys Rodriguez**



**Evergreen Charter School  
Virtual Meeting of the Board of Trustees  
605 Peninsula Blvd, Hempstead, NY 11550  
May 24, 2023**

**7:52 pm**

**The meeting was held at 605 Peninsula Boulevard  
It was also held virtually.**

**Members:**

|                                  |                |
|----------------------------------|----------------|
| <b>Mr. Gil Bernardino</b>        | <b>Present</b> |
| <b>Dr. Sarah Brewster</b>        | <b>Present</b> |
| <b>Mr. José Canosa, Esq.</b>     | <b>Absent</b>  |
| <b>Ms. Nancy Iglesias-Gillen</b> | <b>Absent</b>  |
| <b>Mr. Luis Ras, Esq.</b>        | <b>Present</b> |
| <b>Ms. Yvonne Mowatt</b>         | <b>Present</b> |
| <b>Ms. Gladys Rodríguez</b>      | <b>Present</b> |

**Also present:**

**Dr. Elena Litescu, 2-4 Principal, Acting Superintendent  
Ms. Lisett Knox, Director of Finance and Operations  
Ms. Christine Weigand, K-1 Principal  
Dr. Frances Echevarria, MS Principal  
Mr. Ahmed Zubair, HS Principal  
Mr. Nicolas Agosti, Director of Curriculum and Instruction  
Mr. Carlos Pumar, Director of Curriculum and Instruction  
Ms. Carla Best, Director of Curriculum and Instruction  
Mr. Shaun Skariah, Director of Special Education  
Ms. Gracia Guzman, Director of World languages  
Ms. Ana Morron, Director of Data and Attendance**

***Note: As always, the Board Meeting was conducted in English and Spanish.***

**I Call to Order by President Bernardino.**

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

## II Principal's Report

### Benchmark 1 - Student Performance:

|                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|-------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| B. 1 -<br>Elementary<br>Proficiency | <b>Student Assessment:</b> <ol style="list-style-type: none"> <li>1. F&amp;P (Fountas Pinnell) Benchmarking to assess students' individual and instructional reading levels will begin, Monday June 5, 2023, and continue through Friday, June 16, 2023.</li> <li>2. Testing students in K-2 Dolch Sight Word proficiency will begin May 30, 2023, and continue through Friday, June 16, 2023.</li> <li>3. NYSESLAT (New York English as a Second Language Achievement Test) exams for ELL students will continue until Friday, May 26, 2023.</li> <li>4. The DIAL Assessments (Developmental Indicators for Assessment) are being conducted for the Incoming Kindergarten students.</li> <li>5. NYS ELA and Math exams were administered this month for 3-5 students.</li> </ol> |
| Middle Proficiency                  | <ol style="list-style-type: none"> <li>1. The NYS ELA and Math exams were administered this month for 6-8 grades students.</li> <li>2. NYSESLAT (New York English as a Second Language Achievement Test) exams for all ELL students will continue until Friday, May 26, 2023.</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| High School<br>Proficiency          | <ol style="list-style-type: none"> <li>1. AP Exams were administered for Spanish, Music Theory, and Environmental Sciences.</li> <li>2. PSAT make up exams were administered.</li> </ol> <p>NYSESLAT (New York English as a Second Language Achievement Test) exams for ELL students will continue until Friday, May 26, 2023.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| Graduation/College<br>& Career      | <ol style="list-style-type: none"> <li>1. Guidance Counselors have been tracking the students' progress towards graduation.</li> <li>2. One of the HS Guidance Counselor, Ms. Acosta, organized college visits for HS students.</li> <li>3. Guidance Counselors hosted meetings to discuss elective courses selection for the next school year with the HS students.</li> <li>4. Students spoke with the Construction Project Manager and Superintendent to learn more about their careers and the field of architecture.</li> <li>5. HS Guidance Counselors visited the MS on 5/12/23 and started to plan the transition to HS for the 8<sup>th</sup> grade students (rising 9<sup>th</sup> graders).</li> </ol>                                                                 |

**Benchmark 2: Teaching and Learning: School leaders have systems in place designed to cultivate shared accountability and high expectations and that lead to students' well-being, improved academic outcomes, and educational success. The school implements research-based practices and has rigorous and coherent curriculum and assessments that are aligned to New York State Learning Standards for all students. Teachers engage in strategic practices and decision-making in order to address the gap between what students know and need to learn so that all students experience consistent high levels of engagement, thinking and achievement.**

|                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|---------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| B.2 -                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Shared Accountability/High Expectations           | <p><b>Attendance:</b></p> <ol style="list-style-type: none"> <li>1. Parent meetings hosted by Director of Data and Attendance, and the building Administrators, took place in all buildings to discuss excessive tardiness and absences.</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                  |
| Research-based Practices/Instructional Strategies | <ol style="list-style-type: none"> <li>1. Faculty meetings, grade level meetings, department meetings and lead teacher meetings were held.</li> <li>2. Department meetings are hosted by DCI at HS.</li> <li>3. Collaborative structured meetings take place between staff, i.e., Socratic seminars, grade level common planning, lead teachers' meetings, etc.</li> <li>4. The scope and sequence for curriculum for 2023-2024 school year had already started.</li> <li>5. Vertical alignments collaboration between different grade teachers had started under the guidance of ELA consultant and Reading Coordinator.</li> </ol> |
| Curriculum                                        | <ol style="list-style-type: none"> <li>1. AVID program implementation is ongoing at MS, campus check in with the program representative took place on 5/17/2023.</li> <li>2. Planning for curriculum needs for the next school year was forecasted and included in the budget proposals.</li> <li>3. APEX is utilized after school and for enrichment.</li> <li>4. Curriculum implementation is in progress at the MS.</li> <li>5. Quotes for curriculum and supplies were obtained for the next school year for accurate budget forecasting.</li> </ol>                                                                             |
| Assessments                                       | <ol style="list-style-type: none"> <li>1. PSAT make-up and AP exams were completed this month.</li> <li>2. F&amp;P (Fountas Pinnell) Benchmarking for K-5 grades will begin, Monday June 5, 2023, through Friday, June 16, 2023</li> <li>3. Dolch Sight Word testing for K-2 grades will begin May 30, 2023, through Friday, June 16, 2023</li> <li>4. NYSESLAT testing (New York English as a Second Language Achievement Test) in progress across all four buildings and will continue until Friday, May 26, 2023.</li> </ol>                                                                                                      |

|                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|-----------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                         | <ol style="list-style-type: none"> <li>5. The DIAL Assessments (Developmental Indicators for Assessment) are being conducted for the Incoming Kindergarten students.</li> <li>6. The end of year diagnostic and Spanish placement will begin at the end of the month for all grades.</li> <li>7. The third i-Ready Diagnostic test for ELA and Math will start at the end of May.</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Educational Success/Gap Closing         | <ol style="list-style-type: none"> <li>1. Regents support is taking place after school and on Saturdays for MS and HS students.</li> <li>2. A Transition to Kindergarten Program will be offered to our incoming Kindergarten students from Monday, July 10, 2023 - July 13, 2023 through a special grant.</li> <li>3. Evergreen continues to offer support for students during the summer. This will be hosted at hosted only at Peninsula and Front St.</li> <li>4. Students continue to participate in various clubs.</li> <li>5. The High School Groundbreaking Trip took place on Tuesday, May 16, 2023, for MS and K-1 students, and on Thursday May 18<sup>th</sup>, for HS and IS students.</li> <li>6. The NED Show will take place, Thursday, May 25, 2023, for K-1 students to encourage them to never give up and do their best. Students will learn the power of “YET”.</li> <li>7. A First Grade Field Trip to the Science Museum of Long Island will take place on Wednesday, May 31, 2023, and Thursday, June 1, 2023.</li> <li>8. Northwell Health will visit the Peninsula on Tuesday, June 13, 2023, and Front St on June 14<sup>th</sup>, to promote healthy Nutrition, Movement, and Mindfulness.</li> <li>9. A group of HS students visited the Metropolitan Museum in NYC with their Music teacher, on 5/18/23.</li> </ol> |
| Support for Diverse Learners            | <ol style="list-style-type: none"> <li>1. Small group and differentiated instruction is provided to ELLs and SWD.</li> <li>2. Child Study Meetings continue to take place.</li> <li>3. RTI (Response to Intervention) is monitored closely.</li> <li>4. At Peninsula, work on a Sensory Hallway is underway.</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Academic Enrichment                     | <ol style="list-style-type: none"> <li>1. Spanish, Art, Environmental, Social, and Music Clubs continue to meet weekly.</li> </ol> <p>After school programs, Regent’s test Prep, and Homework help continue to take place, in the evenings and on Saturdays.</p> <p><b>Attendance:</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| Shared Accountability/High Expectations | <ol style="list-style-type: none"> <li>2. Parent meetings hosted by Director of Data and Attendance, and the building Administrators, took place in all buildings to discuss excessive tardiness and absences.</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |

**Benchmark 3: Culture, Climate, and Student and Family Engagement: The school has systems in place to support students’ social and emotional health and to provide for a positive, safe, and respectful learning environment that prepares all students for college and career. Families, community members and school staff work together to share in the responsibility for student academic progress and social-emotional growth and well-being. Families and students are satisfied with the school’s academics and the overall leadership and management of the school.**

|                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
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| B. 3 -                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Chronic Absenteeism                   | <ol style="list-style-type: none"> <li>1. Attendance and tardiness continue to be monitored and parent meetings are scheduled to discuss excessive tardiness and absences.</li> <li>2. The Attendance Office mailed out and Attendance and tardy letters.</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| School Climate and Culture Evaluation | <ol style="list-style-type: none"> <li>1. At the MS teachers collaborated to remediate maladaptive students’ behaviors.</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| Behavior Management & Safety          | <ol style="list-style-type: none"> <li>1. A Restorative Practices district-wide committee including Administrators, teachers, and counseling staff members, was established, and regular meetings were set.</li> <li>2. Consequence procedures were implemented to assist in improving behavior management.</li> <li>3. To minimize the OOSS, a detention program was implemented, and students complete extra work after school.</li> <li>4. At MS staff continues to reinforce bathroom and nurse passes usage, to ensure safe and quick transitions on the hallway.</li> <li>5. Safety drills continue to be scheduled.</li> <li>6. CPR and First Aid training took place on Monday, May 15, 2023.</li> </ol>                                                                                                                                                                                                           |
| Family Engagement                     | <ol style="list-style-type: none"> <li>1. “<i>Story Time with Ms. Camilli</i>” took place on Friday, May 19, 2023. The next story time will take place, Friday, June 16, 2023, at 6:30 PM.</li> <li>2. To celebrate the groundbreaking of the HS construction, a memento was sent home to all families.</li> <li>3. K-1 Parent University Workshops are held periodically to increase parent engagement and student achievement.</li> <li>4. Spanish Awards ceremony took place during the month of May in all four buildings.</li> <li>5. Picture Retake Day took place in all four buildings during the second week of May. Photos were taken by Simple Smiles.</li> <li>6. Purple Awards for K-5 students was hosted at Peninsula and twice at Front St this month, to celebrate the student’s positive behavior.</li> <li>7. A First Grade Music Spring Concert will take place on Wednesday, May 24, 2023.</li> </ol> |
| School clubs                          | <ol style="list-style-type: none"> <li>1. Students continue to participate in a variety of clubs to support ongoing enrichment.</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |

|     |                                                                                                                                                                                                                                                                                                                                                                                                                      |
|-----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| SEL | <ol style="list-style-type: none"> <li>1. Administration and staff members continue to participate monthly in DEI training, utilizing the Inclusive platform. The training topic for this month was Mental Health, hosted on Wednesday, May 17, 2023.</li> <li>2. SEL curriculum was implemented successfully at the HS.</li> <li>3. The NED Show will take place at Peninsula on Thursday, May 25, 2023.</li> </ol> |
|-----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

**Benchmark 7: Organizational Capacity: The school has established a well-functioning organizational structure and has clearly delineated roles for staff, management, and board members. The school has systems and protocols that allow for the successful implementation, evaluation, and improvement of its academic program and operations.**

**Benchmark 8: Mission and Key Design Elements: The school is faithful to its mission and has implemented the key design elements included in its charter.**

|                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|-----------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| B. 7 -                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| School Leadership                             | <ol style="list-style-type: none"> <li>1. Planning and preparations for the end of the school year have started.</li> <li>2. Faculty meetings, grade level meetings, department meetings and lead teacher meetings continue to be held to communicate updates, initiatives, goals etc.</li> <li>3. Administration weekly meeting take place as scheduled.</li> <li>4. Technology Committee meetings resumed, and planning and preparation for collecting students and staff devices had started.</li> <li>5. Evergreen Circle of Staff/Faculty updates are taking place periodically, and every morning at the MS.</li> <li>6. Several staff members participated for the past few months in the coaching with a Gestalt coach assigned individually.</li> <li>7. Communication is shared in person meetings or by email.</li> </ol> |
| Professional Climate/Professional Development | <ol style="list-style-type: none"> <li>1. Training at the MS and HS was hosted by the Director of World Languages, Ms. Guzman, for administering the Spanish exams, Checkpoint A and Checkpoint B.</li> <li>2. Administration and staff members participated in the DEI training, for May the topic was Mental Health on Wednesday, May 17, 2023.</li> <li>3. Consultants conducted mini workshops on the workshop lesson model and protocols to bolster students' engagement in the classroom.</li> </ol>                                                                                                                                                                                                                                                                                                                           |
| Contracted Services                           | ELA, Math, Leadership and HS Specialized consultants continued to provide guidance and support to teachers.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |

**Benchmark 8: Mission and Key Design Elements: The school is faithful to its mission and has implemented the key design elements included in its charter.**

|                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|--------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Mission                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Spanish Instruction                                          | <ol style="list-style-type: none"> <li>1. In the last 3 years, Evergreen has been recognized in <a href="#">NYSAFLT Video Contest</a>. This year, we submitted multiple entries at different levels, from kindergarten all the way to 11<sup>th</sup> grade.</li> <li>2. Two students from Front St, under their guidance from their Spanish teacher, Ms. Vasquez, won the third place.</li> <li>3. Planning and preparation had started for next year, and all students, are evaluated for their level of Spanish fluency and placed accordingly in classes.</li> <li>4. Curriculum materials for Spanish classes are forecasted and budgeted for the next school year.</li> </ol> |
| Integration of Ecology                                       | <ol style="list-style-type: none"> <li>1. To culminate the Cornell Cooperative Extension of Nassau County plant program, the first grade took a trip to the East Meadow Farm on Wednesday, May 17, 2023.</li> <li>2. The First Grade Environmental Club will lead a planting project for our newly designed garden space. The harvested crops will be an ingredient in food prepared by our school chef.</li> </ol>                                                                                                                                                                                                                                                                 |
| Fostering Healthy Life Choices                               | <ol style="list-style-type: none"> <li>1. The K-1 Nutrition Curriculum continues to be implemented.</li> <li>2. Northwell Health will visit the school on Tuesday, June 13, 2023, to promote Nutrition, Movement and Mindfulness.</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| Integration of Hispanic Culture and Respect for all Cultures | <ol style="list-style-type: none"> <li>1. Bilingual and Multilingual Month was celebrated in all four buildings during the month of May.</li> </ol> <p>HS students have been surveyed about learning a second foreign language next year.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                       |

**Benchmark 9: Enrollment, Recruitment, and Retention: The school is meeting or making annual progress toward meeting the enrollment plan outlined in its charter and its enrollment and retention targets for students with disabilities, English language learners, and students who are eligible applicants for the free and reduced priced lunch program; or has demonstrated that it has made extensive good faith efforts to attract, recruit, and retain such students. High schools are meeting persistence rates commensurate with the NYSED target.**

|                 |                                                                                                                                                                                                                                    |
|-----------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| B. 9 -          |                                                                                                                                                                                                                                    |
| Enrollment Data | <p>K - 125 Students</p> <p>1st - 125 Students</p> <p>2nd - 125 Students</p> <p>3rd - 125 Students</p> <p>4th - 75 Students</p> <p>5th - 75 Students</p> <p>6th - 75 Students</p> <p>7th - 50 Students</p> <p>8th - 52 Students</p> |

|                |                                                                                                                                                                                                                                                                                                                                             |
|----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                | 9th - 52 Students<br>10th - 52 Students<br>11th - 43 Students<br><br>A total of 974 Students. One student is in the registration process.                                                                                                                                                                                                   |
| Retention Data | <ol style="list-style-type: none"> <li>1. Promotions in doubt letters were mailed out to students who are in need of improving their academic performance to be promoted to the next grade level.</li> <li>2. The Light's Retention Scale will be completed by classroom teachers to make decisions regarding student retention.</li> </ol> |

### **III Questions and Comments from the Board of Trustees related to Principal and Director's reports:**

Mr. Bernardino thanked the directors for their reports.

Discussion followed on the length of the Graduation Ceremony and the events following the celebration.

### **IV Questions and Comments from the Public related to Principal and Directors reports:**

There were none.

### **V Financial Report provided by Director of Finance and Operations Ms. Lisett Knox:**

We currently have 974 students enrolled in our school and we have 1 student going through the registration process to achieve a full enrollment of 975 students. An enrollment breakdown has been provided to the Board and Administration. Parents of new students to start in September of the next school year are currently going through the registration process. We have seven school districts that are behind with tuition payments for billing 5 of 6. Today we mailed out our final billing 6 of 6 for this school year.

We have submitted all claims to the Child Nutrition Administration for the meals served to all students from the month of September through April. Most payments have been received. We are in the process of completing all expenditure reports to submit claims for all Title grants from I through IV approved for this school year. And, for two ESSER grants. We have received full reimbursement for an approved kitchen equipment grant. All financial reports from July through March for this fiscal year have been submitted to our Board of Directors and School Administrators.

### **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 approved the minutes of April 18, 2023

**Motion:** Trustee Yvonne Mowatt

**Second:** Trustee Sarah Brewster

**Vote:** 5:0

## 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:

**We are using a new system to identify proposals following the Charter School benchmark framework. Resolutions are separated by benchmark category.**

### **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. Christine Weigand, Dr. Elena Litescu, Dr. Frances Echeveria, and Ahmed Zubair are submitting for approval their summer school proposals to support students that need extra support in learning.

Motion: Trustee Gladys Rodriguez

Second: Trustee Yvonne Mowatt

Vote: 5:0

#### **Benchmark II:**

##### **Punto #2:**

**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. Ahmed Zubair is requesting that on the Regents testing days on June 1<sup>st</sup>, and between June 14-22 to have students report to school solely for testing purposes.

Motion: Trustee Gladys Rodriguez

Second: Trustee Yvonne Mowatt

Vote: 5:0

**Benchmark III:**

**Punto #3:**

**Culture, Climate, Student/Family Engagement (include activities to meet student/family needs, trips)**

3. **Be it therefore resolved** that the Board of Trustees approves the following proposals under Culture, Climate, Student/Family Engagement:
- a. Ana Castro is requesting the approval to host an Art Exhibition on 6/21/2023 from 5pm-7pm for parents and community to see.
  - b. Christine Weigand and Christina Shortell are requesting approval to host a family STEAM Night on June 29<sup>th</sup>, 2023 for K-1 Students.
  - c. Ahmed Zubair would like to hold the Carnival Day on 6/29/2023 at a public park (Kennedy Memorial Park in Hempstead) offsite to help engage students and staff in team and culture building activities/sports.
  - d. Ms. Acosta is requesting permission to conduct a fundraiser for the benefit of earning money for end of year trips and/or senior year activities and expenses.
  - e. Mayra Acosta is requesting permission to do a Car wash to fund raise money for senior expenses.
  - f. Dr. Elena Litescu is requesting approval to host the carnival day at Front St on June 27<sup>th</sup>.
  - g. Dr. Frances Echevarria is proposing a designated budget for Carnival Day at the Middle School on June 16<sup>th</sup>, 2023.
  - h. Dr. Frances Echevarria is proposing a graduation ceremony for 8<sup>th</sup> grade students on June 17<sup>th</sup> from 9am-2pm.

Motion: Trustee Luis Ras

Second: Trustee Sarah Brewster

Vote: 5:0

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

**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).

| <b>Name/Nombre</b>     | <b>Position/Titulo</b>           | <b>Building/Edificio</b> | <b>Effective/Efectivo</b> |
|------------------------|----------------------------------|--------------------------|---------------------------|
| Ana Collado            | Spanish Teacher                  | TBD                      | 08/21/2023                |
| Sergio Heras Lopez     | Spanish Teacher                  | TBD                      | 08/21/2023                |
| Elsy Lopez Lemus       | FT- Kitchen Assistant            | Peninsula                | 04/18/2023                |
| Jeanna Lambert         | AIS/ELA Teacher                  | Loretto                  | 5/15/2023                 |
| Tom Zdrodowski         | HS Special Education             | Fulton                   | 8/21/2023                 |
| Eddie Olson            | Teacher Assistant                | Loretto                  | 5/30/2023                 |
| Jeanette Dolan         | HS Math Teacher                  | Fulton                   | 8/21/2023                 |
| Tanya Rupa             | HS Science Teacher               | Fulton                   | 08/21/2023                |
| Akieba McCloud         | Temp HR & Payroll<br>Coordinator | 28 Richardson Pl         | TBD<br>No Benefits        |
| Ariel Gaete            | ENL Teacher                      | Front St                 | TBD                       |
| William LaMothe        | PT Custodian                     | Peninsula                | TBD                       |
| William D. Serrano Jr. | PT Custodian                     | Front St                 | TBD                       |

Motion: Trustee Yvonne Mowatt

Second: Trustee Sarah Brewster

Vote: 5:0

5. **Be it therefore resolved;** the Board of Trustees approves the following activities:

- a. Patricia Martucci is requesting approval to launch a Yoga Club to practice the art of yoga, practice breathing, etc.
- b. Dr. Frances Echevarria is requesting an After School Sports Club to partake in physical activity to increase agility, physical strength, and health.

Motion: Trustee Sarah Brewster  
Second: Trustee Yvonne Mowatt  
Vote: 5:0

## **XII. Old/ New Business: Old/New Business**

Trustee Brewster provided a report about the school construction. The project continues along, budget and on time. We anticipate that the project will be completed by January 2025.

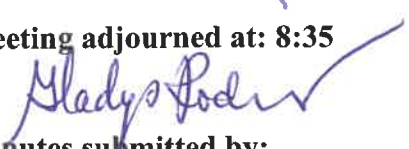
Excavation has continued and foundations have started to be poured including the gymnasium space. .

President Bernardino congratulated the winners of the 3<sup>rd</sup> prize in the NYSAFLT Video Contest for a fantastic job. He explained that in the last 3 years Evergreen has been recognized in NYSAFLT Video Contest and this year the winners were two students from Evergreen Front St. under the guidance of their Spanish teacher, Ms. Vasquez. Great job!

## **XIII. Adjournment**

Motion: Trustee Yvonne Mowatt  
Second: Trustee Luis Ras  
Vote: 5:0

Meeting adjourned at: 8:35

  
Minutes submitted by:  
Gladys Rodriguez

**Evergreen Charter School  
Virtual Meeting of the Board of Trustees  
605 Peninsula Blvd, Hempstead, NY 11550  
June 28, 2023**

**7:45 pm**

**The meeting was held at 605 Peninsula Boulevard  
It was also held virtually.**

**Members:**

|                                  |                |
|----------------------------------|----------------|
| <b>Mr. Gil Bernardino</b>        | <b>Present</b> |
| <b>Dr. Sarah Brewster</b>        | <b>Present</b> |
| <b>Mr. José Canosa, Esq.</b>     | <b>Absent</b>  |
| <b>Ms. Nancy Iglesias-Gillen</b> | <b>Present</b> |
| <b>Mr. Luis Ras, Esq.</b>        | <b>Present</b> |
| <b>Ms. Yvonne Mowatt</b>         | <b>Present</b> |
| <b>Ms. Gladys Rodríguez</b>      | <b>Present</b> |

**Also present:**

**Dr. Elena Litescu, 2-4 Principal, Acting Superintendent  
Ms. Lisett Knox, Director of Finance and Operations  
Dr. Frances Echevarria, MS Principal  
Mr. Ahmed Zubair, HS Principal  
Mr. Nicolas Agosti, Director of Curriculum and Instruction  
Mr. Carlos Pumar, Director of Curriculum and Instruction  
Ms. Carla Best, Director of Curriculum and Instruction  
Ms. Gracia Guzman, Director of World languages  
Ms. Ana Morron, Director of Data and Attendance**

***Note: As always, the Board Meeting was conducted in English and Spanish.***

**I Call to Order by President Bernardino.**

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

## II Principal's Report

### Benchmark 1 - Student Performance:

|                                 |                                                                                                                                                                                                                                                                                                                  |
|---------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| B. 1 -                          |                                                                                                                                                                                                                                                                                                                  |
| Elementary Proficiency          | F&P (Fountas & Pinnell) evaluations and i-Ready third Diagnostic test, in Math and ELA have been completed.<br>NYSESLAT (New York English as a Second Language Achievement Test) were completed for all ELLs.                                                                                                    |
| Middle Proficiency              | Completed NYSESLAT.<br>Completed Living Environment Regents exam.<br>Completed third i-Ready ELA and Math diagnostic test.<br>Checkpoint A and Checkpoint B exams for Spanish language mastery were completed.                                                                                                   |
| High School Proficiency         | Completed AP Make-Up Exams.<br>Completed NYSESLAT.<br>Completed Field Tests.<br>Regents exams were completed.<br>Checkpoint A and checkpoint B exams for Spanish language mastery were completed.                                                                                                                |
| Graduation/<br>College & Career | Guidance Counselors continue to correct and manage transcript records.<br>The Data Director attended state meetings to track graduation requirements.<br>Based on the academic tracking of the students, the guidance counselors made recommendation for several students to be retained in their current grade. |

**Benchmark 2: Teaching and Learning: School leaders have systems in place designed to cultivate shared accountability and high expectations and that lead to students' well-being, improved academic outcomes, and educational success. The school implements research-based practices and has rigorous and coherent curriculum and assessments that are aligned to New York State Learning Standards for all students. Teachers engage in strategic practices and decision-making in order to address the gap between what students know and need to learn so that all students experience consistent high levels of engagement, thinking and achievement.**

|                                         |                                                                                                                                                                                                                                                                |
|-----------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| B.2 -                                   |                                                                                                                                                                                                                                                                |
| Shared Accountability/High Expectations | Attendance was closely monitored.<br>Meetings with parents/guardians were held by the Data and Attendance Director and each School's Principals.<br>Certified letters were mailed out to families of students who had more than 20 days of unexcused absences. |

|                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|---------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                   | Retention letters were mailed out and in person meetings took place between School Principals and the families of the students who were not advanced in the next grade.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| Research-based Practices/Instructional Strategies | Meetings with the entire faculty, per grade levels, with lead teachers, and per departments were held as scheduled.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| Curriculum                                        | <p>Observations for instructional staff were completed for the year. End of Year evaluations are finalized for instructional and non-instructional staff members, and will be presented on the 29<sup>th</sup> and 30<sup>th</sup> to all staff by their respective Building Principal and DCI.</p> <p>The curriculum needs have been identified, and the budget proposal was finalized and submitted for approval.</p> <p>Textbook Central order was completed and submitted for processing. Vertical planning meetings for ELA and Math were held with the guidance and support of the Literacy and Math consultants.</p> <p>Curriculum maps and pacing guides were reviewed, revised, and updated for the 2023-2024 school year.</p> <p>Proposal for the instructional and non-instructional staff needs for the 2023-2024 school year was submitted for approval.</p> <p>The HS Course schedule for the next school year was finalized and uploaded in Schooltool.</p> |
| Assessments                                       | <p>DIAL (Developmental Indicators for Assessment) continues to be administered to all incoming K students registered.</p> <p>The following evaluations and exams were administered:</p> <ul style="list-style-type: none"> <li>- F&amp;P (K-6 grades), i-Ready (K-8 grades), NYSESLAT (all ELL), Dolch sight words (K-2 grades), Regents (8-11 grades), Checkpoint A and Checkpoint B (7-11 grades), AP exams (9-11 grades).</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| Educational Success/Gap Closing                   | <p>Summer school will be offered to K-11 grades between 7/10/23 – 8/3/23, Monday through Thursday from 9:00 am to 12:00 pm, at Peninsula for K-1 students and at Front St for students from 2<sup>nd</sup> to 11<sup>th</sup> Grades.</p> <p>After school activities and clubs ended for this school year.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| Support for Diverse Learners                      | <p>This school year, there were 112 students from 10 school districts, receiving Special Education services.</p> <p>Annual reviews are conducted once a year to determine the academic progress of the students with disabilities. Between January and June 2023, there were 107 annual reviews held. Between May and June this year, 94 reviews were held with the Hempstead SD.</p> <p>Middle School and High School students are allowed to attend their annual review.</p> <p>ENL and SpEd teachers continue to provide support to ELL and SpEd students.</p> <p>Child Study meetings continued to take place generating support plans for students in and outside the classroom.</p>                                                                                                                                                                                                                                                                                  |

|                     |                                                                                                                                                                                                               |
|---------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                     | RTI sessions continued to be provided throughout the month of June.                                                                                                                                           |
| Academic Enrichment | Transition to K program covered by a grant is hosted at Peninsula between 7/10-7/13.<br>Summer school is offered to K-11 grades students for four weeks, four days per week, Mon-Thu from 9:00 am – 12:00 pm. |

**Benchmark 3: Culture, Climate, and Student and Family Engagement: The school has systems in place to support students’ social and emotional health and to provide for a positive, safe, and respectful learning environment that prepares all students for college and career. Families, community members and school staff work together to share in the responsibility for student academic progress and social-emotional growth and well-being. Families and students are satisfied with the school’s academics and the overall leadership and management of the school.**

|                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|---------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| B. 3 -                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| Chronic Absenteeism                   | The Data and Attendance team mailed out Attendance and Tardy Letters and met with students’ families.<br>They also fulfilled academic requests for records and verification documentation.<br>Data and Attendance Director met with students and families with excessive absences and developed Attendance Intervention Plans.<br>They also sent Certified Letters to Students with over 20 unexcused absences, with Principal’s permission.                                                                                                                                                                                                                                                                                                                                                                            |
| Out of School Suspensions             | To minimize the impact on the student’s instruction, the Out of School Suspensions as disciplinary steps are implemented as a last resort. In school suspensions, after school and recess detentions are administered when students’ infractions to student code of conduct require disciplinary steps.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| School Climate and Culture Evaluation | Northwell Health hosted the WoW (Wellness on Wheels) program at Peninsula and Front St on 6/13 and 6/14 by hosting outdoor activities that promoted healthy nutrition, movement, and mindfulness.<br>Kindergarten students visited the Long Island Science Museum Theater on 06/8 and 6/15/23.<br>The Hempstead librarian visited Peninsula on 6/20/23.<br>End of year concerts took place in all buildings.<br>i-Ready award ceremony took place for 2-5 grades students.<br>The Purple Awards ceremony took place at Peninsula and Front St.<br>Art Galleries and Exhibitions were set up at Peninsula, Front St, and the High School displaying the students artwork created throughout the year.<br>The Carnival Day is scheduled, and fun and educational activities will be offered to all students, K-11 grades. |



|                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|-----------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Behavior Management & Safety            | <p>Safety drills, consisting of fire and lock down drills, have been successfully completed for the 2022-2023 school year, in each of the four buildings, meeting the state requirements.</p> <p>The Special Education Coordinator, Mr. Skariah, attended a CPI (Crisis Prevention Intervention) train the trainer program, and he will train the rest of the staff in best practices on alleviating behavioral challenges in the classroom.</p>                                                                                                     |
| Family Engagement                       | Data team continued to provide families with School Tool accounts.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| School clubs                            | <p>Spanish Club, Homework Help, Music Club, and Yoga Club took place at Front St until last week.</p> <p>Saturday School, Homework Help, Spanish Club, Art Club, and Environmental Club were hosted until 6/12/23 at Peninsula.</p> <p>A CHFF (Chose Healthy Food and Fitness) program will be offered by Cornell University free of charge, for 28 students in grades 3-8 twice a week during the summer school.</p> <p>The SSW are recommending girls in 3-8 grades for a seven days sleep away camp, provided free of charge to our students.</p> |
| McKinney-Vento and Unaccompanied Minors | N/A                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| SEL                                     | Administration and nominated staff members attended the Inclusive training. The June's theme of the training was inclusion of LGBTQ.                                                                                                                                                                                                                                                                                                                                                                                                                 |

**Benchmark 7: Organizational Capacity:** The school has established a well-functioning organizational structure and has clearly delineated roles for staff, management, and board members. The school has systems and protocols that allow for the successful implementation, evaluation, and improvement of its academic program and operations.

**Benchmark 8: Mission and Key Design Elements:** The school is faithful to its mission and has implemented the key design elements included in its charter.

|                   |                                                                                                                                                                                                                                                                                                                                                                       |
|-------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| B. 7 -            |                                                                                                                                                                                                                                                                                                                                                                       |
| School Leadership | <p>The Data Director attended various professional development meetings (Data Working Group meeting, State Reporting CIO/DDC Meeting, Mindex Webinars).</p> <p>They completed all mandated April/ May reports, and all other requests for information. The Director maintained up-to-date Level 0 Data uploads, and reviewed Level 2 Data for Errors and Warnings</p> |

|                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|-----------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                               | <p>The Leadership team continues to meet weekly to address school's needs in a timely fashion.</p> <p>The Superintendent, Dr. Litescu, and the IT Data Officer, Mr. Laloi, attended the NASTECH meeting; one of our teachers, Ms. Gabriella Burgos was recognized for her contributions in increasing the usage of technology in the classrooms, with the NASTAR award.</p> <p>The Technology Committee have set and agreed on the procedures for collecting the devices for staff and students in all four buildings.</p> <p>The HS students will keep their devices over the summer.</p>                       |
| Professional Climate/Professional Development | <p>The Data Director continued to train the District Data Coordinator, and the Testing Assistant.</p> <p>The Data Director attended two in-person CIO state reporting meetings.</p>                                                                                                                                                                                                                                                                                                                                                                                                                              |
| Contracted Services                           | <p>The Literacy and Math consultants held vertical alignment meetings for K-8 teachers.</p> <p>The leadership and Science consultants continued to provide guidance to 6-11 grades teachers. They provided support with curriculum mapping for the 2023-2024 school year.</p> <p>A CHFF (Chose Healthy Food and Fitness) program will be hosted at Front St by Cornell University representative free of charge, for 28 students in grades 3-8, twice a week during the summer school.</p> <p>The MS DCI worked with the HS DCI in aligning and implementing the best practices and procedures in MS and HS.</p> |

**Benchmark 8: Mission and Key Design Elements: The school is faithful to its mission and has implemented the key design elements included in its charter.**

|                                |                                                                                                                                                                                                                                   |
|--------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| B. 8 -                         | Provide updates directly relevant to the mission and key design elements - may be appropriate to cross-reference updates from above here.                                                                                         |
| Spanish Instruction            | The Director of the World Languages Department completed the planning for the Spanish instruction in all four buildings for 2023-2024 school year. Curriculum was identified and will be ordered in time for the new school year. |
| Integration of Ecology         | The Northwell Health hosted the WoW program (Wellness on Wheels) for K-5 grades students and they promoted outdoor activities, such as planting a vegetable. Students planted and they took home a green beans plant.             |
| Fostering Healthy Life Choices | The Northwell Health prompted to K-5 grades students during the WoW program, outdoor games, and practicing mindfulness.                                                                                                           |

|                                                              |                                                                                                                                                                                                                                                                                                        |
|--------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                              | At the HS every Thursday the theme of the Morning Assembly is making healthy choices.<br>Students in grades 3-8 will benefit from a free program, CHFF (Chose Healthy Food and Fitness) hosted by Cornell University representative free of charge, at Front St twice a week during the summer school. |
| Integration of Hispanic Culture and Respect for all Cultures | Spanish instruction takes place daily in all grades.<br>Planning was completed to introduce French language next school year to HS students.                                                                                                                                                           |
| Planning and Instruction Using the Workshop Model            | Instructional staff received refresher training on designing lesson plans with the workshop model structure.<br>Administrators are monitoring implementing of the workshop model with fidelity.                                                                                                        |

**Benchmark 9: Enrollment, Recruitment, and Retention:** The school is meeting or making annual progress toward meeting the enrollment plan outlined in its charter and its enrollment and retention targets for students with disabilities, English language learners, and students who are eligible applicants for the free and reduced priced lunch program; or has demonstrated that it has made extensive good faith efforts to attract, recruit, and retain such students. High schools are meeting persistence rates commensurate with the NYSED target.

|                 |                                                                                                                                                                                 |
|-----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| B. 9 -          |                                                                                                                                                                                 |
| Enrollment Data | There are 975 students total                                                                                                                                                    |
| Retention Data  | Letters were mailed out and in person meetings took place between the Building Principals and the parents/guardians of the students who will not be advanced to the next grade. |

### **III Questions and Comments from the Board of Trustees related to Principal and Director's reports:**

Mr. Bernardino thanked administrators for their reports and their efforts for a successful school year.

### **IV Questions and Comments from the Public related to Principal and Directors reports:**

A parent shared experiences of her children in each school including the elementary school, middle school and the high school. She provided suggestions.

## **V Financial Report provided by Director of Finance and Operations Ms. Lisett Knox:**

We currently have full enrollment of 975 students in our school. Some families have informed us that they are moving out of the state, and we have begun the process of filling those spots with students from our waiting lists to start this September. An enrollment breakdown has been provided to the Board and Administration.

We are educating students now from 27 school districts. 77% being from the Hempstead school district.

Our Admissions Department is currently working with parents of new students to complete the registration process to start in our school this coming September. We will be hosting our new student mandatory orientation in about two weeks. A notification from our Principal will be sent to all parents with the date and time. We will hold two orientations to better accommodate the needs of our parents.

Our final billing for tuition for this 2022-2023 school year for all districts was prepared and invoices 6 of 6 to were sent out on May 23 of this year. All districts are up to date with payments for billing 5 of 6 and we have already received the final payments for tuition from 11 out of 27 school districts. Billing 1 of 6 for the next school year will be sent out by July 15.

We have submitted all claims to the Child Nutrition Administration for the meals served to all students from the month of September through May and June's claims will be submitted during the first week in July. Most payments have been received already.

All claims for Titles I through IV for this school year and an expansion and ESSER grant claims will be submitted with all expenditure reports in the next two months.

All financial reports from July through April for this fiscal year have been submitted to our Board of Directors and School Administrators.

## **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 approved the minutes of May 24, 2023

**Motion:** Trustee Yvonne Mowatt

**Second:** Trustee Nancy Iglesias

**Vote:** 5:0

## **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:**

**We are using a new system to identify proposals following the Charter School benchmark framework. Resolutions are separated by benchmark category.**

### **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. Francesca Lombardo is requesting to attend a meeting called “ Nonviolent Crisis intervention” to equip staff with the decision making skills needed to confidently assess and address risks.

**Motion: Gladys Rodriguez**

**Second: Yvonne Mowatt**

**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 proposing to implement the lead teacher/mentorship program for Evergreen. The recommended faculty at Front St are the following Ms. Lombardo, Ms. Francavilla, Ms. Vasquez, Ms. Markey and Ms. Taveras for the entire school year.
- b. Mr. Skariah is proposing to train Ms. Lombardo on CPI to help train other staff members during PD on how to apply restrictive holds safely.

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

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

**# 3**

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

- a. Stephan Roman is proposing a nonprofit organization called ICNA Relief to provide low-income students with basic school supplies.
- b. Dr. Litescu is hosting a free program event “Cornell cooperative extension” during the summer school from 12-1 on Tuesday, Wednesday, and Thursday.
- c. Dr. Litescu is setting up a partnership/collaboration with Derner Hempstead Child Clinic who will provide PD to mental Health Committee members, host workshops for families, provide free services to students residing in Hempstead School District.

**Motion: Luis Ras**  
**Second: Nancy Iglesias**  
**Vote: 6:0**

**Benchmark V: Financial Management (budget, internal controls)**

**# 4**

**Be it therefore resolved** that the Board of Trustees approves the budget for the 2023-2024 school year.

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

**# 5**

**Be it therefore resolved** that the Board of Trustees approves a change to its bylaws. See attached.

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

**# 6**

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

Gil Bernardino for a three-year term as president of the Evergreen Charter School Board of Trustees commencing July 1, 2023 through June 30, 2026

Luis Ras for a three-year term as member of the Evergreen Charter School Board of Trustees commencing July 1, 2023 through June 30, 2026.

Nancy Iglesias for a three year term as member of the Evergreen Charter School Board of trustees commencing July 1, 2023 through June 30, 2026.

**Benchmark VII: Organization Capacity (include new staff here, improvement of systems**

**Benchmark X: Legal Compliance (material/non-material revisions)**

**Motion: Yvonne Mowatt**

**Second: Gladys Rodriguez**

**Vote: 6:0**

**# 7**

**Be it therefore resolved**, that the Board of Trustees approves the following resolutions under Legal compliance.

- a. Dr. Litescu is proposing the Education Law 2-d opt in under Erie 1 Boces to benefit from free platform(Near Pool, Desmos) while in compliance with lad 2-D.
- b. Dr. Litescu is submitting the building safety plan for 2023-2024 school year.
- c. The board approves its 403 b plan with no changes for the 2023-2024 school year.

**Motion: Yvonne Mowat**

**Second: Luis Ras**

**Vote: 6:0**

**Benchmark VII: Organization Capacity (include new staff here, improvement of systems**

**# 8**

**Be it therefore resolved, that the Board of Trustees approves the following proposals under Organizational Capacity:**

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

| <b>Name</b>          | <b>Position</b>        | <b>Building</b> | <b>Effective</b> |
|----------------------|------------------------|-----------------|------------------|
| Chaz Staton          | Facilities Manager     | All Buildings   | TBD              |
| Sarah Ferreira       | ENL Teacher            | Loretto         | TBD              |
| Tanya Rupp           | Science Teacher        | Fulton          | 7/05/2023        |
| Jeannett Dolan       | Math Teacher           | Fulton          | 7/05/2023        |
| Irena Dabakaror      | ELA Teacher            | Fulton          | 8/21/2023        |
| Kristyn Schimmerling | Art Teacher            | Fulton          | 8/21/2023        |
| Luis E. Bocanegra    | Admissions Coordinator | All Buildings   | TDB              |

**Motion: Sarah Brewster**

**Second: Nancy Iglesias**

**Vote: 6:0**

**# 9**

**Be it therefore resolved, that the Board of Trustees approves the following resolutions under Legal compliance.**

- d. The Board of Trustees approves the appointment of Dr. Litescu as superintendent of Evergreen Charter School.

**Motion: Gil Bernardino**

**Second: Nancy Iglesias**

**Vote: 6:0**

**XII. Old/ New Business: Old/New Business**

A former parent who attended the board meeting thanks board members and administrators for their efforts.



Trustee Brewster provided a report about the school construction. The project is on schedule and foundations continue to be poured. We anticipate having steel on site and CLT in the fall.

### **XIII. Adjournment**

**Motion: Trustee Yvonne Mowatt**

**Second: Trustee Nancy Iglesias**

**Vote: 5:0**

**Meeting adjourned at: 9:29**

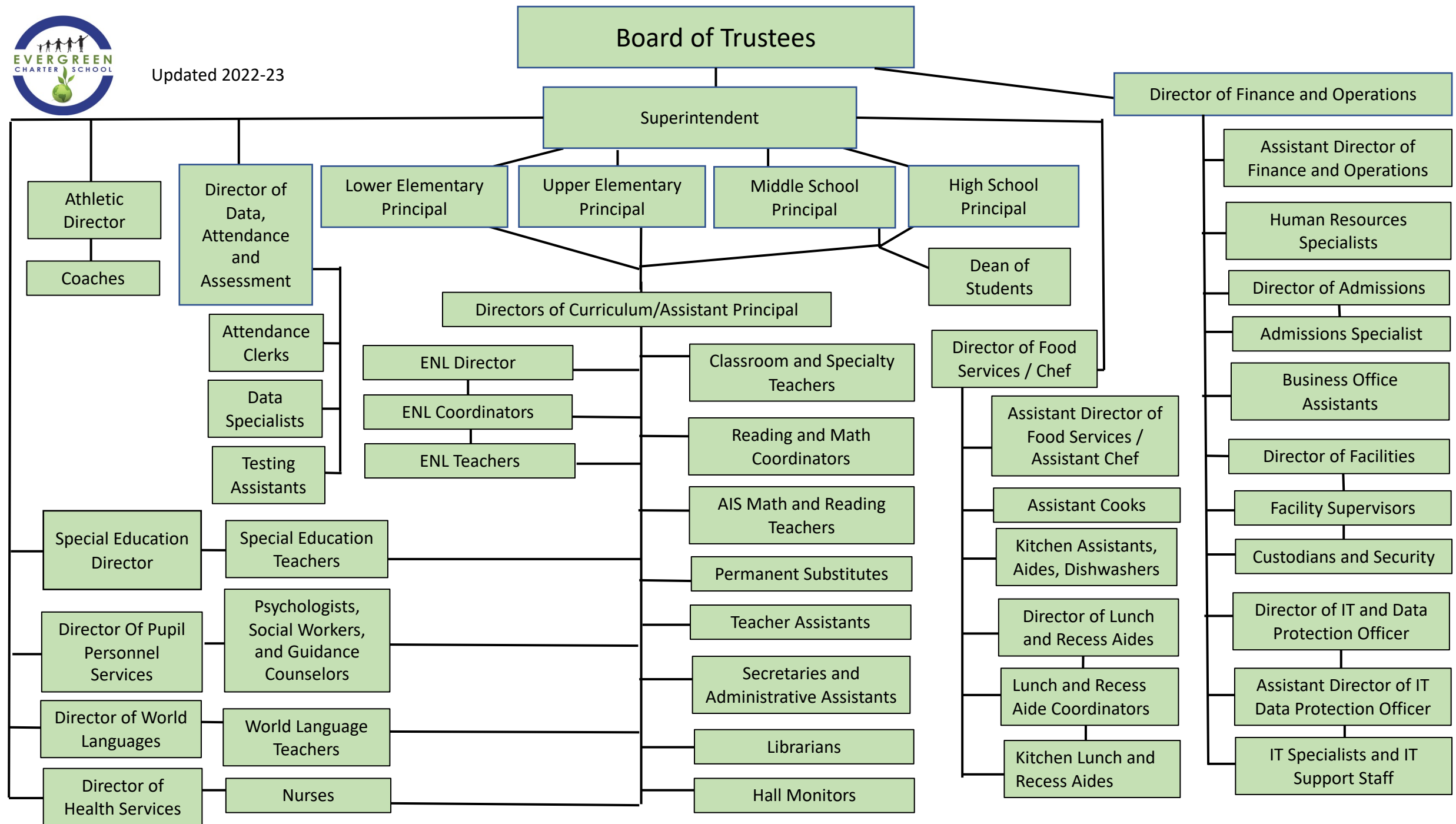


**Minutes submitted by:**

**Gladys Rodriguez**



Updated 2022-23



## EVERGREEN CHARTER SCHOOL 2023-2024 SCHOOL YEAR

| JULY - 2023 |    |    |    |    |    |    |
|-------------|----|----|----|----|----|----|
| S           | M  | T  | W  | Th | F  | S  |
|             |    |    |    |    |    | 1  |
| 2           | 3  | 4  | 5  | 6  | 7  | 8  |
| 9           | 10 | 11 | 12 | 13 | 14 | 15 |
| 16          | 17 | 18 | 19 | 20 | 21 | 22 |
| 23          | 24 | 25 | 26 | 27 | 28 | 29 |
| 30          | 31 |    |    |    |    |    |

| AUGUST - 2023 |    |    |    |    |    |    |
|---------------|----|----|----|----|----|----|
| S             | M  | T  | W  | Th | F  | S  |
|               |    | 1  | 2  | 3  | 4  | 5  |
| 6             | 7  | 8  | 9  | 10 | 11 | 12 |
| 13            | 14 | 15 | 16 | 17 | 18 | 19 |
| 20            | 21 | 22 | 23 | 24 | 25 | 26 |
| 27            | 28 | 29 | 30 | 31 |    |    |
|               |    |    |    |    |    |    |

| SEPTEMBER - 2023 |    |    |    |    |    |    |
|------------------|----|----|----|----|----|----|
| S                | M  | T  | W  | Th | F  | S  |
|                  |    |    |    |    | 1  | 2  |
| 3                | 4  | 5  | 6  | 7  | 8  | 9  |
| 10               | 11 | 12 | 13 | 14 | 15 | 16 |
| 17               | 18 | 19 | 20 | 21 | 22 | 23 |
| 24               | 25 | 26 | 27 | 28 | 29 | 30 |
|                  |    |    |    |    | 19 |    |

| OCTOBER - 2023 |    |    |    |    |    |    |
|----------------|----|----|----|----|----|----|
| S              | M  | T  | W  | Th | F  | S  |
| 1              | 2  | 3  | 4  | 5  | 6  | 7  |
| 8              | 9  | 10 | 11 | 12 | 13 | 14 |
| 15             | 16 | 17 | 18 | 19 | 20 | 21 |
| 22             | 23 | 24 | 25 | 26 | 27 | 28 |
| 29             | 30 | 31 |    |    |    |    |
|                |    |    |    |    | 21 |    |

| NOVEMBER - 2023 |    |    |    |    |    |    |
|-----------------|----|----|----|----|----|----|
| S               | M  | T  | W  | Th | F  | S  |
|                 |    |    | 1  | 2  | 3  | 4  |
| 5               | 6  | 7  | 8  | 9  | 10 | 11 |
| 12              | 13 | 14 | 15 | 16 | 17 | 18 |
| 19              | 20 | 21 | 22 | 23 | 24 | 25 |
| 26              | 27 | 28 | 29 | 30 |    |    |
|                 |    |    |    |    | 20 |    |

| DECEMBER - 2023 |    |    |    |    |    |    |
|-----------------|----|----|----|----|----|----|
| S               | M  | T  | W  | Th | F  | S  |
|                 |    |    |    |    | 1  | 2  |
| 3               | 4  | 5  | 6  | 7  | 8  | 9  |
| 10              | 11 | 12 | 13 | 14 | 15 | 16 |
| 17              | 18 | 19 | 20 | 21 | 22 | 23 |
| 24              | 25 | 26 | 27 | 28 | 29 | 30 |
| 31              |    |    |    |    | 16 |    |

| JANUARY - 2024 |    |    |    |    |    |    |
|----------------|----|----|----|----|----|----|
| S              | M  | T  | W  | Th | F  | S  |
|                | 1  | 2  | 3  | 4  | 5  | 6  |
| 7              | 8  | 9  | 10 | 11 | 12 | 13 |
| 14             | 15 | 16 | 17 | 18 | 19 | 20 |
| 21             | 22 | 23 | 24 | 25 | 26 | 27 |
| 28             | 29 | 30 | 31 |    |    |    |
|                |    |    |    |    | 21 |    |

| FEBRUARY - 2024 |    |    |    |    |    |    |
|-----------------|----|----|----|----|----|----|
| S               | M  | T  | W  | Th | F  | S  |
|                 |    |    |    | 1  | 2  | 3  |
| 4               | 5  | 6  | 7  | 8  | 9  | 10 |
| 11              | 12 | 13 | 14 | 15 | 16 | 17 |
| 18              | 19 | 20 | 21 | 22 | 23 | 24 |
| 25              | 26 | 27 | 28 | 29 |    |    |
|                 |    |    |    | 16 |    |    |

| MARCH - 2024 |    |    |    |    |    |    |
|--------------|----|----|----|----|----|----|
| S            | M  | T  | W  | Th | F  | S  |
|              |    |    |    |    | 1  | 2  |
| 3            | 4  | 5  | 6  | 7  | 8  | 9  |
| 10           | 11 | 12 | 13 | 14 | 15 | 16 |
| 17           | 18 | 19 | 20 | 21 | 22 | 23 |
| 24           | 25 | 26 | 27 | 28 | 29 | 30 |
| 31           |    |    |    |    | 19 |    |

| APRIL - 2024 |    |    |    |    |    |    |
|--------------|----|----|----|----|----|----|
| S            | M  | T  | W  | Th | F  | S  |
|              | 1  | 2  | 3  | 4  | 5  | 6  |
| 7            | 8  | 9  | 10 | 11 | 12 | 13 |
| 14           | 15 | 16 | 17 | 18 | 19 | 20 |
| 21           | 22 | 23 | 24 | 25 | 26 | 27 |
| 28           | 29 | 30 |    |    |    |    |
|              |    |    |    |    | 16 |    |

| MAY - 2024 |    |    |    |    |    |    |
|------------|----|----|----|----|----|----|
| S          | M  | T  | W  | Th | F  | S  |
|            |    |    | 1  | 2  | 3  | 4  |
| 5          | 6  | 7  | 8  | 9  | 10 | 11 |
| 12         | 13 | 14 | 15 | 16 | 17 | 18 |
| 19         | 20 | 21 | 22 | 23 | 24 | 25 |
| 26         | 27 | 28 | 29 | 30 | 31 |    |
|            |    |    |    |    | 22 |    |

| JUNE - 2024 |    |    |    |    |    |    |
|-------------|----|----|----|----|----|----|
| S           | M  | T  | W  | Th | F  | S  |
|             |    |    |    |    |    | 1  |
| 2           | 3  | 4  | 5  | 6  | 7  | 8  |
| 9           | 10 | 11 | 12 | 13 | 14 | 15 |
| 16          | 17 | 18 | 19 | 20 | 21 | 22 |
| 23          | 24 | 25 | 26 | 27 | 28 | 29 |
| 30          |    |    |    |    | 19 |    |

| SCHOOL CLOSED    |                        |
|------------------|------------------------|
| Sept 4           | Labor Day              |
| Sept 25          | Yom Kippur             |
| Oct 9            | Columbus Day           |
| Nov 23           | Thanksgiving           |
| Nov 24           | Day after Thanksgiving |
| Dec 25 - Jan 1   | Holiday Recess         |
| Jan 15           | Dr. M.L.K. Jr. Day     |
| Feb 19-23        | Winter Recess          |
| March 29 - Apr 5 | Spring Recess          |
| Apr 9            | Eid al-Fitr (Date TBC) |
| May 27           | Memorial Day           |
| June 19          | Juneteenth             |

### Academic Year

**First Day for Students: September 5**  
**Last Day: June 28**

Total Days of Instruction: 189  
 Total New Staff Days: 199  
 Total Returning Staff Days: 196

**If there are more than 2 snow days,**  
**Evergreen will operate remotely. No**  
**additional days will be added to the**  
**calendar.**

### Evergreen Charter School Pledge:

I pledge to protect the Earth, respect the web of life upon it, and to honor the dignity of every member of our global family. One planet, one people, one world, in harmony, with peace, freedom and justice for all.

### Juramento de la Escuela Evergreen:

Juro proteger la Tierra, respetar la diversidad de vida sobre ella, y honrar la dignidad de todos los miembros de nuestro entorno. Un planeta, un pueblo, un mundo, en armonía, con paz, libertad y justicia para todos.

### Evergreen Charter School Promise:

I promise to respect myself, respect others and respect our Earth's resources.

### Promesa de la Escuela Evergreen:

Prometo respetarme a mí mismo, respetar a los demás, y respetar los recursos

BOARD MEETINGS: TBA

PARENT TEACHER CONFERENCES - TBA

PARENT ASSOCIATION MEETINGS - TBA

New Staff PD 8/21, Returning Staff PD 8/24 (1 year or more)

Calendar Draft (3/31/23) - subject to change

The University of the State of New York  
THE STATE EDUCATION DEPARTMENT  
State Office of Religious and Independent Schools - Room 1078 Education Building Annex  
Albany, New York 12234

revised 11.12.2020

**NONPUBLIC FIRE AND BUILDING SAFETY REPORT**

Per NYS Education Law 807-A(1) All school buildings containing classroom, dormitory, laboratory, physical education, dining or recreational facilities for student use, which are owned, operated, or leased by nonpublic schools must be inspected at least annually for hazards which may endanger the lives of students, teachers and employees therein and for compliance with applicable sections of 8NYCRR155 Regulations of the Commissioner of Education and for compliance with the 2020 Building Code of New York State, 2020 Fire Code of New York State and the 2020 Property Maintenance Code of New York State.

NONPUBLIC SCHOOL BEDS CODE#

280201860947

School Name

Evergreen Charter School

Facility/Building Name

Fulton

Street Address (NO PO Box Numbers)

94 Fulton Avenue

City/Town/Village

Hempstead

Zip Code

11550

Name of Municipality Responsible for Local Code Enforcement

Town of Hempstead

**INSTRUCTIONS**

- Read the "*Manual for Nonpublic School Facility - Fire & Building Safety Inspections*" prior to inspecting the facility and complete a separate report for each facility/building and location.
- **Part I:** General Information. School officials must complete this section annually.
- **Part II:**
  - Items 08A-2 through 08E-2 on the Non-Conformance Report Sheet – Must be completed for facilities with electrically operated partitions per Regulations of the Commissioner 155.25
  - Items 09A-2 through 26 on the Non-Conformance Report Sheet – Must be completed for all facilities per 2020 Fire Code of New York State and the 2020 Property Maintenance Code of New York State.
- **Part III (A, B, C & D) Certifications** -To be completed by individuals as indicated.

A copy of this form must be kept on file at the school for three years and must be available for public review.



**Part I: General Information and Fire/Life Safety History** (complete annually)

Inspection Date

08/30/2022

**Note: Please insert the date the actual inspection took place.**

*Inspections shall be performed between July 1<sup>st</sup> and December 1<sup>st</sup> of the current school year.*

1. Please indicate the primary use of this facility:

☒ STUDENT INSTRUCTION

☐ OTHER STUDENT USE

Please Specify:

2. Is there a fire sprinkler system in this facility?

☐ YES ☒ NO

If 'yes', is the sprinkler alarm connected with the building alarm?

☐ YES ☐ NO

3. Is there a fire hydrant system for facility protection?

☐ YES ☐ NO

If YES, indicate ownership of system (select one):

\_\_\_\_\_ public owned  
\_\_\_\_\_ school owned  
other (please specify)

4. Indicate the ownership of this facility

☒ LEASED

☐ OWNED

5. What is the current gross Square footage of this facility?

(to the nearest whole ten feet)

6. Fire and Emergency Drills

a. Per Section 807, paragraph 2 of the New York State Education Law entitled Fire and Emergency Drills, confirm that a copy of Section 807 has been printed and distributed as guidance to teaching staff as required \_\_\_\_\_ YES \_\_\_\_\_ NO

b. Provide dates of twelve fire and emergency drills required by Section 807 of Education Law held between September 1<sup>st</sup> and June 30<sup>th</sup> of the previous school year:

**FIRE & EMERGENCY DRILLS**

**NOTE** Eight (8) are required between September 1, and December 31

Eight (8) drills are required to be evacuation drills.

Four (4) drills are required to be lockdown drills



|    | Date | Evacuation | Lockdown |
|----|------|------------|----------|
| 1  |      |            |          |
| 2  |      |            |          |
| 3  |      |            |          |
| 4  |      |            |          |
| 5  |      |            |          |
| 6  |      |            |          |
| 7  |      |            |          |
| 8  |      |            |          |
| 9  |      |            |          |
| 10 |      |            |          |
| 11 |      |            |          |
| 12 |      |            |          |

c. If the required number of fire and emergency drills were not held during this reporting cycle, please describe the reason:

d. Average time to evacuate this facility was: \_\_\_\_\_ minutes \_\_\_\_\_ seconds

e. Confirm that arson and fire prevention instruction was provided in accordance with Section 808 of the Education Law (revised 9/1/05) which requires every school in New York State to provide a minimum of 45 minutes of instruction in arson and fire prevention; injury prevention and life safety for each month that school is in session.

\_\_\_\_\_ YES \_\_\_\_\_ NO

f. Confirm that employee fire prevention, evacuation and fire safety training was provided and records maintained are being maintained in accordance with Section F406 of the NYS Fire Code

\_\_\_\_\_ YES \_\_\_\_\_ NO

7. Have there been any fires in this facility since the last annual fire safety inspection report?

\_\_\_\_\_ YES \_\_\_\_\_ NO

a. If YES, indicate: \_\_\_\_\_ total number of fires

b. \_\_\_\_\_ total number of injuries





c. \_\_\_\_\_ total cost of property damage

8. If the fire alarm system was activated since the last fire safety inspection, was the fire department immediately notified in accordance with Section F401.3.2 of the NYS Fire Code?

\_\_\_\_\_ YES \_\_\_\_\_ NO



**Part II: Nonpublic School Fire & Building Safety Non-Conformance Report Sheet**

School Name Evergreen Charter School Building Name Evergreen Charter HS.

| Item # | Non-Conformance | Date Corrected |
|--------|-----------------|----------------|
| 08A-2  |                 |                |
| 08B-2  |                 |                |
| 08C-2  |                 |                |
| 08D-2  |                 |                |
| 08E-2  |                 |                |
| 09A-2  |                 |                |
| 09B-2  |                 |                |
| 09C-1  |                 |                |
| 09D-1  |                 |                |
| 09F-2  |                 |                |
| 09G-2  |                 |                |
| 10A-2  |                 |                |
| 10B-2  |                 |                |
| 10C-1  |                 |                |
| 10D-1  |                 |                |
| 11A-2  |                 |                |
| 11B-1  |                 |                |
| 11C-2  |                 |                |
| 11D-2  |                 |                |
| 11E-1  |                 |                |
| 12A-1  |                 |                |
| 12B-3  |                 |                |
| 12C-2  |                 |                |
| 12D-2  |                 |                |
| 12E-1  |                 |                |
| 12F-1  |                 |                |
| 12G-1  |                 |                |
| 12H-1  |                 |                |
| 12I-1  |                 |                |
| 12J-1  |                 |                |
| 12K-1  |                 |                |
| 12L-1  |                 |                |
| 12M-1  |                 |                |
| 12N-1  |                 |                |
| 12O-2  |                 |                |
| 13A-2  |                 |                |
| 13B-2  | ✓               |                |

| Item # | Non-Conformance | Date Corrected |
|--------|-----------------|----------------|
| 14A-2  |                 |                |
| 14B-2  |                 |                |
| 14C-2  | ✓               |                |
| 14D-1  |                 |                |
| 14E-1  |                 |                |
| 15A-2  |                 |                |
| 15B-1  |                 |                |
| 15C-2  |                 |                |
| 15D-2  |                 |                |
| 15E-1  |                 |                |
| 16A-2  | ✓               |                |
| 16B-2  |                 |                |
| 16C-2  |                 |                |
| 16D-2  |                 |                |
| 17A-3  |                 |                |
| 17B-2  |                 |                |
| 17C-2  |                 |                |
| 17D-2  |                 |                |
| 17E-1  |                 |                |
| 17F-3  | ✓ 9/30          |                |
| 17G-1  |                 |                |
| 17H-2  |                 |                |
| 17I-2  |                 |                |
| 17J-1  |                 |                |
| 17K-1  |                 |                |
| 17L-1  |                 |                |
| 18A-2  |                 |                |
| 18B-2  |                 |                |
| 18C-2  |                 |                |
| 18D-2  |                 |                |
| 19A-3  |                 |                |
| 19B-2  |                 |                |
| 19C-1  |                 |                |
| 19D-1  |                 |                |
| 19E-1  |                 |                |
| 19F-1  |                 |                |
| 19G-1  |                 |                |
| 19H-2  |                 |                |

| Item # | Non-Conformance | Date Corrected |
|--------|-----------------|----------------|
| 20A-1  |                 |                |
| 20B-1  |                 |                |
| 20C-1  |                 |                |
| 21A-3  |                 |                |
| 22A-3  |                 |                |
| 22B-3  |                 |                |
| 22C-3  |                 |                |
| 23A-1  |                 |                |
| 23B-1  |                 |                |
| 23C-1  |                 |                |
| 23D-2  |                 |                |
| 24A-3  |                 |                |
| 25A-1  |                 |                |
| 25B-1  |                 |                |
| 25C-1  |                 |                |
| 26A-3  |                 |                |

**If any additional non-conformances are observed, check item 26A-3 and list the Code section below.**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Inspector**

The inspector has been provided with a copy of the previous year's school fire safety report:

Yes \_\_\_\_\_ No ✓



**Part III: NonPublic School Certifications**

**All sections are required to be completed: Section III-A; III-B III-C & III-D**

**Section III-A Fire Inspection Method**

Which method(s) did the school authorities use to complete the annual fire safety inspection for this building?

Check appropriate box or boxes

- ☐ Inspection by the fire department of the city, town, village or fire district in which the building is located
- ☐ Inspection by a fire corporation whose territory includes the school building
- ☒ Inspection by the county fire coordinator, or the officer performing the powers and duties of a county fire coordinator pursuant to a local law, of the county in which the building is located
- ☐ Inspection by a fire inspector (Building Safety Inspector or Code Enforcement Official) who holds a valid certification

For additional information regarding these methods, please see: <https://www.nysenate.gov/legislation/laws/EDN/807-A>

**Section III-B-Fire Inspection by Local Fire Department, Fire District, Fire Corporation, County Fire Coordinator and/ or Fire Inspector (Building Safety Inspector or Code Enforcement official) who holds a valid certification.**

The individual noted below inspected this building on \_\_\_\_\_ (date) and the information in this Report represents, to the best of their knowledge and belief, an accurate description of the building and conditions they observed. The individual that performed this inspection has maintained their certification requirements pursuant to 19 NYCRR 1208-3.1.

Inspector's Name: K. Rabinowitz Title: Fire Marshal

Signature: [Signature] Date: \_\_\_\_\_

Inspector's Organization: Nassau County Fire Marshal

Inspector's Telephone #: 516-573-9935 Inspector's Email: Krabinowitz@nassaucounty.ny.gov

Inspector's Code Enforcement Certification # 1211-0325  
(as assigned by the NYS Department of State)

**Section III-C Contact info for the Authority-Having-Jurisdiction [AHJ] Local Municipality, Town or Village**

Name of Local/Municipal Code Enforcement Office: Nassau County Fire Marshal

Address: 1194 Prospect Ave

Westbury NY 11590

Name of contact person: K Rabinowitz Title: Fire Marshal

Telephone #: 516-573-9935 Email address: Krabinowitz@nassaucounty.ny.gov

**Section III-D School or Building Administrator, Director, or Headmaster**

The individual noted below certifies that this building was inspected as indicated in Section III-A above and hereby submits this fire inspection report on behalf of the Board of Trustees and certifies that:

1. Public notice of report availability has been published, and that
2. Any nonconformances noted as corrected on the *Nonpublic School Fire Safety Non-Conformance Report Sheet* portion of this report were corrected on the date indicated, and that
3. Violations which were not corrected immediately shall be corrected within an accepted period of time as approved by the Commissioner.

Name: ELENA LITESCU Title: Acting Principal

Signature: [Signature] Telephone #: 516-226-8655

Email: ELITESCU@ecsl.org



The University of the State of New York  
THE STATE EDUCATION DEPARTMENT

revised 11.12.2020

State Office of Religious and Independent Schools - Room 1078 Education Building Annex  
Albany, New York 12234

**NONPUBLIC FIRE AND BUILDING SAFETY REPORT**

Per NYS Education Law 807-A(1) All school buildings containing classroom, dormitory, laboratory, physical education, dining or recreational facilities for student use, which are owned, operated, or leased by nonpublic schools must be inspected at least annually for hazards which may endanger the lives of students, teachers and employees therein and for compliance with applicable sections of 8NYCRR155 Regulations of the Commissioner of Education and for compliance with the 2020 Building Code of New York State, 2020 Fire Code of New York State and the 2020 Property Maintenance Code of New York State.

NONPUBLIC SCHOOL BEDS CODE#

280201860947

School Name

Evergreen Charter School

Facility/Building Name

Front Street

Street Address (NO PO Box Numbers)

436 Front Street

City/Town/Village

Zip Code

Hempstead 11550

Name of Municipality Responsible for Local Code Enforcement

Town of Hempstead

**INSTRUCTIONS**

- Read the "Manual for Nonpublic School Facility - Fire & Building Safety Inspections" prior to inspecting the facility and complete a separate report for each facility/building and location.
- **Part I:** General Information. School officials must complete this section annually.
- **Part II:**
  - Items 08A-2 through 08E-2 on the Non-Conformance Report Sheet – Must be completed for facilities with electrically operated partitions per Regulations of the Commissioner 155.25
  - Items 09A-2 through 26 on the Non-Conformance Report Sheet – Must be completed for all facilities per 2020 Fire Code of New York State and the 2020 Property Maintenance Code of New York State.
- **Part III (A, B, C & D) Certifications** -To be completed by individuals as indicated.

A copy of this form must be kept on file at the school for three years and must be available for public review.



**Part I: General Information and Fire/Life Safety History** (complete annually)

Inspection Date

08/30/2022

**Note: Please insert the date the actual inspection took place.**

*Inspections shall be performed between July 1<sup>st</sup> and December 1<sup>st</sup> of the current school year.*

1. Please indicate the primary use of this facility:

☒ STUDENT INSTRUCTION

☐ OTHER STUDENT USE

Please Specify:

2. Is there a fire sprinkler system in this facility?

☒ YES ☐ NO

If 'yes', is the sprinkler alarm connected with the building alarm?

☐ YES ☐ NO

3. Is there a fire hydrant system for facility protection?

☐ YES ☐ NO

If YES, indicate ownership of system (select one):

\_\_\_\_\_  
\_\_\_\_\_  
other (please specify)

4. Indicate the ownership of this facility

☒ LEASED

☐ OWNED

5. What is the current gross Square footage of this facility?

(to the nearest whole ten feet)

6. Fire and Emergency Drills

a. Per Section 807, paragraph 2 of the New York State Education Law entitled Fire and Emergency Drills, confirm that a copy of Section 807 has been printed and distributed as guidance to teaching staff as required \_\_\_\_\_ YES \_\_\_\_\_ NO

b. Provide dates of twelve fire and emergency drills required by Section 807 of Education Law held between September 1<sup>st</sup> and June 30<sup>th</sup> of the previous school year:

**FIRE & EMERGENCY DRILLS**

**NOTE** Eight (8) are required between September 1, and December 31  
Eight (8) drills are required to be evacuation drills.  
Four (4) drills are required to be lockdown drills

|    | Date | Evacuation | Lockdown |
|----|------|------------|----------|
| 1  |      |            |          |
| 2  |      |            |          |
| 3  |      |            |          |
| 4  |      |            |          |
| 5  |      |            |          |
| 6  |      |            |          |
| 7  |      |            |          |
| 8  |      |            |          |
| 9  |      |            |          |
| 10 |      |            |          |
| 11 |      |            |          |
| 12 |      |            |          |

c. If the required number of fire and emergency drills were not held during this reporting cycle, please describe the reason:

d. Average time to evacuate this facility was: \_\_\_\_\_ minutes \_\_\_\_\_ seconds

e. Confirm that arson and fire prevention instruction was provided in accordance with Section 808 of the Education Law (revised 9/1/05) which requires every school in New York State to provide a minimum of 45 minutes of instruction in arson and fire prevention; injury prevention and life safety for each month that school is in session.

\_\_\_\_\_ YES \_\_\_\_\_ NO

f. Confirm that employee fire prevention, evacuation and fire safety training was provided and records maintained are being maintained in accordance with Section F406 of the NYS Fire Code

\_\_\_\_\_ YES \_\_\_\_\_ NO

7. Have there been any fires in this facility since the last annual fire safety inspection report?

\_\_\_\_\_ YES \_\_\_\_\_ NO

a. If YES, indicate: \_\_\_\_\_ total number of fires

b. \_\_\_\_\_ total number of injuries

c. \_\_\_\_\_ total cost of property damage

8. If the fire alarm system was activated since the last fire safety inspection, was the fire department immediately notified in accordance with Section F401.3.2 of the NYS Fire Code?

\_\_\_\_\_ YES \_\_\_\_\_ NO

**Part II: Nonpublic School Fire & Building Safety Non-Conformance Report Sheet**

School Name Evergreen Charter School Building Name Front St.

| Item # | Non-Conformance | Date Corrected | Item # | Non-Conformance | Date Corrected | Item # | Non-Conformance | Date Corrected |
|--------|-----------------|----------------|--------|-----------------|----------------|--------|-----------------|----------------|
| 08A-2  |                 |                | 14A-2  | ✓               | 9/30           | 20A-1  |                 |                |
| 08B-2  |                 |                | 14B-2  |                 |                | 20B-1  |                 |                |
| 08C-2  |                 |                | 14C-2  | ✓               | 9/30           | 20C-1  |                 |                |
| 08D-2  |                 |                | 14D-1  |                 |                |        |                 |                |
| 08E-2  |                 |                | 14E-1  |                 |                | 21A-3  |                 |                |
| 09A-2  |                 |                | 15A-2  |                 |                | 22A-3  |                 |                |
| 09B-2  |                 |                | 15B-1  |                 |                | 22B-3  |                 |                |
| 09C-1  |                 |                | 15C-2  |                 |                | 22C-3  |                 |                |
| 09D-1  |                 |                | 15D-2  | ✓               | 9/30           |        |                 |                |
| 09E-2  |                 |                | 15E-1  |                 |                | 23A-1  |                 |                |
| 09F-2  |                 |                |        |                 |                | 23B-1  |                 |                |
| 09G-2  |                 |                | 16A-2  |                 |                | 23C-1  |                 |                |
|        |                 |                | 16B-2  |                 |                | 23D-2  |                 |                |
| 10A-2  |                 |                | 16C-2  |                 |                |        |                 |                |
| 10B-2  |                 |                | 16D-2  |                 |                | 24A-3  |                 |                |
| 10C-1  |                 |                |        |                 |                |        |                 |                |
| 10D-1  |                 |                | 17A-3  |                 |                | 25A-1  |                 |                |
|        |                 |                | 17B-2  |                 |                | 25B-1  |                 |                |
| 11A-2  |                 |                | 17C-2  |                 |                | 25C-1  |                 |                |
| 11B-1  |                 |                | 17D-2  |                 |                |        |                 |                |
| 11C-2  |                 |                | 17E-1  |                 |                | 26A-3  |                 |                |
| 11D-2  |                 |                | 17F-3  |                 |                |        |                 |                |
| 11E-1  |                 |                | 17G-1  |                 |                |        |                 |                |
|        |                 |                | 17H-2  |                 |                |        |                 |                |
| 12A-1  |                 |                | 17I-2  |                 |                |        |                 |                |
| 12B-3  |                 |                | 17J-1  |                 |                |        |                 |                |
| 12C-2  |                 |                | 17K-1  |                 |                |        |                 |                |
| 12D-2  |                 |                | 17L-1  |                 |                |        |                 |                |
| 12E-1  |                 |                |        |                 |                |        |                 |                |
| 12F-1  |                 |                | 18A-2  |                 |                |        |                 |                |
| 12G-1  |                 |                | 18B-2  |                 |                |        |                 |                |
| 12H-1  |                 |                | 18C-2  |                 |                |        |                 |                |
| 12I-1  |                 |                | 18D-2  |                 |                |        |                 |                |
| 12J-1  |                 |                |        |                 |                |        |                 |                |
| 12K-1  | ✓               | 9/30           | 19A-3  |                 |                |        |                 |                |
| 12L-1  |                 |                | 19B-2  |                 |                |        |                 |                |
| 12M-1  |                 |                | 19C-1  |                 |                |        |                 |                |
| 12N-1  |                 |                | 19D-1  |                 |                |        |                 |                |
| 12O-2  |                 |                | 19E-1  |                 |                |        |                 |                |
|        |                 |                | 19F-1  |                 |                |        |                 |                |
| 13A-2  |                 |                | 19G-1  |                 |                |        |                 |                |
| 13B-2  |                 |                | 19H-2  |                 |                |        |                 |                |

**If any additional non-conformances are observed, check item 26A-3 and list the Code section below.**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Inspector**

The inspector has been provided with a copy of the previous year's school fire safety report:

Yes \_\_\_\_\_ No ✓

**Part III: NonPublic School Certifications**

**All sections are required to be completed: Section III-A; III-B III-C & III-D**

**Section III-A Fire Inspection Method**

Which method(s) did the school authorities use to complete the annual fire safety inspection for this building?

Check appropriate box or boxes

- ☐ Inspection by the fire department of the city, town, village or fire district in which the building is located
- ☐ Inspection by a fire corporation whose territory includes the school building
- ☒ Inspection by the county fire coordinator, or the officer performing the powers and duties of a county fire coordinator pursuant to a local law, of the county in which the building is located
- ☐ Inspection by a fire inspector (Building Safety Inspector or Code Enforcement Official) who holds a valid certification

For additional information regarding these methods, please see: <https://www.nysenate.gov/legislation/laws/EDN/807-A>

**Section III-B-Fire Inspection by Local Fire Department, Fire District, Fire Corporation, County Fire Coordinator and/ or Fire Inspector (Building Safety Inspector or Code Enforcement official) who holds a valid certification.**

The individual noted below inspected this building on 8/30/2022 (date) and the information in this Report represents, to the best of their knowledge and belief, an accurate description of the building and conditions they observed. The individual that performed this inspection has maintained their certification requirements pursuant to 19 NYCRR 1208-3.1.

Inspector's Name: K. Rabinowitz Title: Fire Marshal

Signature: [Signature] Date: 8/30/2022

Inspector's Organization: Nassau County Fire Marshal

Inspector's Telephone #: (516) 573-9935 Inspector's Email: Krabinowitz@nassaucounty.ny.gov

Inspector's Code Enforcement Certification # 1211-0325  
(as assigned by the NYS Department of State)

**Section III-C Contact info for the Authority-Having-Jurisdiction [AHJ] Local Municipality, Town or Village**

Name of Local/Municipal Code Enforcement Office: Nassau County Fire Marshal

Address: 1194 Prospect Ave.

Westbury NY

Name of contact person: K. Rabinowitz Title: Fire Marshal

Telephone #: (516) 573-4935 Email address: Krabinowitz@nassaucounty.ny.gov

**Section III-D School or Building Administrator, Director, or Headmaster**

The individual noted below certifies that this building was inspected as indicated in Section III-A above and hereby submits this fire inspection report on behalf of the Board of Trustees and certifies that:

1. Public notice of report availability has been published, and that
2. Any nonconformances noted as corrected on the *Nonpublic School Fire Safety Non-Conformance Report Sheet* portion of this report were corrected on the date indicated, and that
3. Violations which were not corrected immediately shall be corrected within an accepted period of time as approved by the Commissioner.

Name: ELENA LITESCU Title: Acting Principal

Signature: [Signature] Telephone #: 516-226-8655

Email: ELITESCU@ecsl.org



# *The Incorporated Village of Hempstead*

*"New York State's Largest Incorporated Village"*

Honorable Don L. Ryan, Mayor

CHARLES E. RENFROE  
Deputy Mayor

PERRY PETTUS  
Trustee

LaMONT JOHNSON  
Trustee

JEFFERY J. DANIELS  
Trustee

PATRICIA PEREZ  
Village Clerk

DEBRA URBANO-DISALVO, Esq.  
Village Attorney

RAYMOND J. CALAME  
Treasurer

June 11, 2018

RE: 114 Greenwich Street  
SCHOOL aka 120 Greenwich Street  
Hempstead, NY 11550  
Sec. 34 Block 357 Lot 71

Dear Sir/Madam:

Please be advised that the 131' 0"x 57'8" building (school) at the above premises was built under Building Permit # 710, issued May 27, 1926 and according to our records a Certificate of Occupancy was not mandatory at that time.

Very truly yours,

Joseph Simone  
Superintendent Bldg. Dept.

JS:aps

### NONPUBLIC FIRE AND BUILDING SAFETY REPORT

Per NYS Education Law 807-A(1) All school buildings containing classroom, dormitory, laboratory, physical education, dining or recreational facilities for student use, which are owned, operated, or leased by nonpublic schools must be inspected at least annually for hazards which may endanger the lives of students, teachers and employees therein and for compliance with applicable sections of 8NYCRR155 Regulations of the Commissioner of Education and for compliance with the 2020 Building Code of New York State, 2020 Fire Code of New York State and the 2020 Property Maintenance Code of New York State.

**NONPUBLIC SCHOOL BEDS CODE#**

|   |   |   |   |   |   |   |   |   |   |   |   |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 2 | 8 | 0 | 2 | 0 | 1 | 8 | 6 | 0 | 9 | 4 | 7 |
|---|---|---|---|---|---|---|---|---|---|---|---|

**School Name**

|   |   |   |   |   |   |   |   |   |  |   |   |   |   |   |   |   |  |   |   |   |   |   |   |  |  |
|---|---|---|---|---|---|---|---|---|--|---|---|---|---|---|---|---|--|---|---|---|---|---|---|--|--|
| E | V | E | R | G | R | E | E | N |  | C | H | A | R | T | E | R |  | S | C | H | O | O | L |  |  |
|---|---|---|---|---|---|---|---|---|--|---|---|---|---|---|---|---|--|---|---|---|---|---|---|--|--|

**Facility/Building Name**

|   |   |   |   |   |   |   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|---|---|---|---|---|---|---|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| L | O | R | E | T | T | O |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|---|---|---|---|---|---|---|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|

**Street Address (NO PO Box Numbers)**

|   |   |   |  |  |   |   |   |   |   |   |   |   |   |  |   |   |   |   |   |   |  |  |  |  |  |
|---|---|---|--|--|---|---|---|---|---|---|---|---|---|--|---|---|---|---|---|---|--|--|--|--|--|
| 1 | 2 | 0 |  |  | G | R | E | E | N | W | I | C | H |  | S | T | R | E | E | T |  |  |  |  |  |
|---|---|---|--|--|---|---|---|---|---|---|---|---|---|--|---|---|---|---|---|---|--|--|--|--|--|

**City/Town/Village**

**Zip Code**

|   |   |   |   |  |   |   |   |   |   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|---|---|---|---|--|---|---|---|---|---|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| H | E | M | P |  | S | T | E | A | D |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|---|---|---|---|--|---|---|---|---|---|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|

**Name of Municipality Responsible for Local Code Enforcement**

|   |   |   |   |   |   |   |  |   |   |  |   |   |   |   |   |   |   |   |   |  |  |  |  |  |  |
|---|---|---|---|---|---|---|--|---|---|--|---|---|---|---|---|---|---|---|---|--|--|--|--|--|--|
| V | I | L | L | A | G | E |  | O | F |  | H | E | M | P | S | T | E | A | D |  |  |  |  |  |  |
|---|---|---|---|---|---|---|--|---|---|--|---|---|---|---|---|---|---|---|---|--|--|--|--|--|--|

### INSTRUCTIONS

- Read the “*Manual for Nonpublic School Facility - Fire & Building Safety Inspections*” prior to inspecting the facility and complete a separate report for each facility/building and location.
- **Part I:** General Information. School officials must complete this section annually.
- **Part II:**
  - Items 08A-2 through 08E-2 on the Non-Conformance Report Sheet – Must be completed for facilities with electrically operated partitions per Regulations of the Commissioner 155.25
  - Items 09A-2 through 26 on the Non-Conformance Report Sheet – Must be completed for all facilities per 2020 Fire Code of New York State and the 2020 Property Maintenance Code of New York State.
- **Part III (A, B, C & D) Certifications** -To be completed by individuals as indicated.

A copy of this form must be kept on file at the school for three years and must be available for public review.

**Part I: General Information and Fire/Life Safety History** (complete annually)

Inspection Date

09/09/2022

**Note: Please insert the date the actual inspection took place.**

*Inspections shall be performed between July 1<sup>st</sup> and December 1<sup>st</sup> of the current school year.*

1. Please indicate the primary use of this facility:

☒ STUDENT INSTRUCTION

☐ OTHER STUDENT USE

Please Specify:

2. Is there a fire sprinkler system in this facility?

☐ YES ☒ NO

If 'yes', is the sprinkler alarm connected with the building alarm?

☐ YES ☐ NO

3. Is there a fire hydrant system for facility protection?

☐ YES ☒ NO

If YES, indicate ownership of system (select one):

☐ public owned  
☐ school owned  
☐ other (please specify)

4. Indicate the ownership of this facility

☒ LEASED

☐ OWNED

5. What is the current gross Square footage of this facility?

21172

(to the nearest whole ten feet)

6. Fire and Emergency Drills

a. Per Section 807, paragraph 2 of the New York State Education Law entitled Fire and Emergency Drills, confirm that a copy of Section 807 has been printed and distributed as guidance to teaching staff as required ☒ YES ☐ NO

b. Provide dates of twelve fire and emergency drills required by Section 807 of Education Law held between September 1<sup>st</sup> and June 30<sup>th</sup> of the previous school year:

**FIRE & EMERGENCY DRILLS**

**NOTE** Eight (8) are required between September 1, and December 31

Eight (8) drills are required to be evacuation drills.

Four (4) drills are required to be lockdown drills



|    | Date               | Evacuation | Lockdown  |
|----|--------------------|------------|-----------|
| 1  | 9/24/21            |            | 9/24/21 ✓ |
| 2  | 9/27/21            | 9/27/21    |           |
| 3  | 10/20/21           | ✓          |           |
| 4  | 11/1/21            | ✓          |           |
| 5  | 11/2/21            | ✓          |           |
| 6  | 12/1/21            | ✓          |           |
| 7  | 2/17/22            | ✓          |           |
| 8  | 4/13/22            | ✓          |           |
| 9  | 5/11/22            |            | ✓         |
| 10 | 5/16/22            | ✓          |           |
| 11 | 5/24               |            | ✓         |
| 12 | 6/13/22<br>6/15/22 | ✓          | ✓         |

c. If the required number of fire and emergency drills were not held during this reporting cycle, please describe the reason:

d. Average time to evacuate this facility was: \_\_\_\_\_ minutes \_\_\_\_\_ seconds

e. Confirm that arson and fire prevention instruction was provided in accordance with Section 808 of the Education Law (revised 9/1/05) which requires every school in New York State to provide a minimum of 45 minutes of instruction in arson and fire prevention; injury prevention and life safety for each month that school is in session.

\_\_\_\_\_ ✓ YES \_\_\_\_\_ NO

f. Confirm that employee fire prevention, evacuation and fire safety training was provided and records maintained are being maintained in accordance with Section F406 of the NYS Fire Code

\_\_\_\_\_ ✓ YES \_\_\_\_\_ NO

7. Have there been any fires in this facility since the last annual fire safety inspection report?

\_\_\_\_\_ YES \_\_\_\_\_ ✓ NO

a. If YES, indicate: \_\_\_\_\_ total number of fires

b. \_\_\_\_\_ total number of injuries

c. N/A total cost of property damage

8. If the fire alarm system was activated since the last fire safety inspection, was the fire department immediately notified in accordance with Section F401.3.2 of the NYS Fire Code?

                     YES                      NO

N/A

**Part II: Nonpublic School Fire & Building Safety Non-Conformance Report Sheet**

School Name Evergreen Charter School Building Name Our Lady of Loretto

| Item # | Non-Conformance | Date Corrected | Item # | Non-Conformance | Date Corrected | Item # | Non-Conformance | Date Corrected |
|--------|-----------------|----------------|--------|-----------------|----------------|--------|-----------------|----------------|
| 08A-2  |                 |                | 14A-2  |                 |                | 20A-1  |                 |                |
| 08B-2  |                 |                | 14B-2  |                 |                | 20B-1  |                 |                |
| 08C-2  |                 |                | 14C-2  |                 |                | 20C-1  |                 |                |
| 08D-2  |                 |                | 14D-1  |                 |                |        |                 |                |
| 08E-2  |                 |                | 14E-1  |                 |                | 21A-3  |                 |                |
|        |                 |                |        |                 |                |        |                 |                |
| 09A-2  |                 |                | 15A-2  |                 |                | 22A-3  |                 |                |
| 09B-2  |                 |                | 15B-1  |                 |                | 22B-3  |                 |                |
| 09C-1  |                 |                | 15C-2  |                 |                | 22C-3  |                 |                |
| 09D-1  |                 |                | 15D-2  |                 |                |        |                 |                |
|        |                 |                | 15E-1  |                 |                | 23A-1  |                 |                |
| 09F-2  |                 |                |        |                 |                | 23B-1  |                 |                |
| 09G-2  |                 |                | 16A-2  | ✓ 9/9/22        |                | 23C-1  |                 |                |
|        |                 |                | 16B-2  |                 |                | 23D-2  |                 |                |
| 10A-2  |                 |                | 16C-2  |                 |                |        |                 |                |
| 10B-2  |                 |                | 16D-2  |                 |                | 24A-3  |                 |                |
| 10C-1  |                 |                |        |                 |                |        |                 |                |
| 10D-1  |                 |                | 17A-3  |                 |                | 25A-1  |                 |                |
|        |                 |                | 17B-2  |                 |                | 25B-1  |                 |                |
| 11A-2  |                 |                | 17C-2  |                 |                | 25C-1  |                 |                |
| 11B-1  |                 |                | 17D-2  |                 |                |        |                 |                |
| 11C-2  |                 |                | 17E-1  |                 |                | 26A-3  | ✓ 9/9/22        |                |
| 11D-2  |                 |                | 17F-3  |                 |                |        |                 |                |
| 11E-1  |                 |                | 17G-1  |                 |                |        |                 |                |
|        |                 |                | 17H-2  |                 |                |        |                 |                |
| 12A-1  |                 |                | 17I-2  |                 |                |        |                 |                |
| 12B-3  |                 |                | 17J-1  |                 |                |        |                 |                |
| 12C-2  |                 |                | 17K-1  |                 |                |        |                 |                |
| 12D-2  |                 |                | 17L-1  |                 |                |        |                 |                |
| 12E-1  |                 |                |        |                 |                |        |                 |                |
| 12F-1  |                 |                | 18A-2  |                 |                |        |                 |                |
| 12G-1  |                 |                | 18B-2  |                 |                |        |                 |                |
| 12H-1  |                 |                | 18C-2  |                 |                |        |                 |                |
| 12I-1  |                 |                | 18D-2  |                 |                |        |                 |                |
| 12J-1  |                 |                |        |                 |                |        |                 |                |
| 12K-1  |                 |                | 19A-3  |                 |                |        |                 |                |
| 12L-1  |                 |                | 19B-2  |                 |                |        |                 |                |
| 12M-1  |                 |                | 19C-1  |                 |                |        |                 |                |
| 12N-1  |                 |                | 19D-1  |                 |                |        |                 |                |
| 12O-2  |                 |                | 19E-1  |                 |                |        |                 |                |
|        |                 |                | 19F-1  |                 |                |        |                 |                |
| 13A-2  |                 |                | 19G-1  |                 |                |        |                 |                |
| 13B-2  |                 |                | 19H-2  |                 |                |        |                 |                |
|        |                 |                |        |                 |                |        |                 |                |

**If any additional non-conformances are observed, check item 26A-3 and list the Code section below.**

2-102

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**Inspector**

The inspector has been provided with a copy of the previous year's school fire safety report:

Yes ✓ No

**Part III: NonPublic School Certifications**

**All sections are required to be completed: Section III-A; III-B III-C & III-D**

**Section III-A Fire Inspection Method**

Which method(s) did the school authorities use to complete the annual fire safety inspection for this building?

**Check appropriate box or boxes**

- ☐ Inspection by the **fire department** of the city, town, village or **fire district** in which the building is located
- ☐ Inspection by a **fire corporation** whose territory includes the school building
- ☒ Inspection by the **county fire coordinator**, or the officer performing the powers and duties of a county fire coordinator pursuant to a local law, of the county in which the building is located
- ☐ Inspection by a **fire inspector (Building Safety Inspector or Code Enforcement Official)** who holds a valid certification

*For additional information regarding these methods, please see: <https://www.nysenate.gov/legislation/laws/EDN/807-A>*

**Section III-B-Fire Inspection by Local Fire Department, Fire District, Fire Corporation, County Fire Coordinator and/ or Fire Inspector (Building Safety Inspector or Code Enforcement official) who holds a valid certification.**

The individual noted below inspected this building on 9/9/2022 (date) and the information in this Report represents, to the best of their knowledge and belief, an accurate description of the building and conditions they observed. The individual that performed this inspection has maintained their certification requirements pursuant to 19 NYCRR 1208-3.1.

Inspector's Name: K. Rabinowitz Title: Fire Marshal

Signature: [Signature] Date: 9/9/2022

Inspector's Organization: Nassau County Fire Marshal

Inspector's Telephone #: (516) 573-9935 Inspector's Email: Krabinowitz@nassau-county.ny.gov

Inspector's Code Enforcement Certification # 1211-0325  
(as assigned by the NYS Department of State)

**Section III-C Contact info for the Authority-Having-Jurisdiction [AHJ] Local Municipality, Town or Village**

Name of Local/Municipal Code Enforcement Office: Nassau County Fire Marshal

Address: 1194 Prospect Ave.  
Westbury, NY 11590

Name of contact person: K. Rabinowitz Title: Fire Marshal

Telephone #: (516) 573-9935 Email address: Krabinowitz@nassau-county.ny.gov

**Section III-D School or Building Administrator, Director, or Headmaster**

The individual noted below certifies that this building was inspected as indicated in Section III-A above and hereby submits this fire inspection report on behalf of the Board of Trustees and certifies that:

1. Public notice of report availability has been published, and that
2. Any nonconformances noted as corrected on the *Nonpublic School Fire Safety Non-Conformance Report Sheet* portion of this report were corrected on the date indicated, and that
3. Violations which were not corrected immediately shall be corrected within an accepted period of time as approved by the Commissioner.

Name: ELENA LITESCU Title: Acting Principal

Signature: [Signature] Telephone #: 516-226-8655

Email: ELITESCU@ECSD1.ORG

**ORIGINAL**

2022

The University of the State of New York  
THE STATE EDUCATION DEPARTMENT

revised 11.12.2020

State Office of Religious and Independent Schools - Room 1078 Education Building Annex  
Albany, New York 12234

**NONPUBLIC FIRE AND BUILDING SAFETY REPORT**

Per NYS Education Law 807-A(1) All school buildings containing classroom, dormitory, laboratory, physical education, dining or recreational facilities for student use, which are owned, operated, or leased by nonpublic schools must be inspected at least annually for hazards which may endanger the lives of students, teachers and employees therein and for compliance with applicable sections of 8NYCRR155 Regulations of the Commissioner of Education and for compliance with the 2020 Building Code of New York State, 2020 Fire Code of New York State and the 2020 Property Maintenance Code of New York State.

**NONPUBLIC SCHOOL BEDS CODE#**

280201860947

**School Name**

Evergreen Charter School

**Facility/Building Name**

Circulo de la Hispanidad

**Street Address (NO PO Box Numbers)**

605 Peninsula Boulevard

**City/Town/Village**

Hempstead

**Zip Code**

11550

**Name of Municipality Responsible for Local Code Enforcement**

Village of Hempstead

**INSTRUCTIONS**

- Read the "Manual for Nonpublic School Facility - Fire & Building Safety Inspections" prior to inspecting the facility and complete a separate report for each facility/building and location.
- **Part I:** General Information. School officials must complete this section annually.
- **Part II:**
  - Items 08A-2 through 08E-2 on the Non-Conformance Report Sheet – Must be completed for facilities with electrically operated partitions per Regulations of the Commissioner 155.25
  - Items 09A-2 through 26 on the Non-Conformance Report Sheet – Must be completed for all facilities per 2020 Fire Code of New York State and the 2020 Property Maintenance Code of New York State.
- **Part III (A, B, C & D) Certifications** -To be completed by individuals as indicated.

A copy of this form must be kept on file at the school for three years and must be available for public review.

**Part I: General Information and Fire/Life Safety History** (complete annually)

Inspection Date

09/09/2022

**Note: Please insert the date the actual inspection took place.**

*Inspections shall be performed between July 1<sup>st</sup> and December 1<sup>st</sup> of the current school year.*

1. Please indicate the primary use of this facility:

☒ STUDENT INSTRUCTION

☐ OTHER STUDENT USE

Please Specify:

2. Is there a fire sprinkler system in this facility?

☒ YES ☐ NO

If 'yes', is the sprinkler alarm connected with the building alarm?

☐ YES ☐ NO

3. Is there a fire hydrant system for facility protection?

☐ YES ☐ NO

If YES, indicate ownership of system (select one):

\_\_\_\_\_ public owned  
\_\_\_\_\_ school owned  
other (please specify)

4. Indicate the ownership of this facility

☒ LEASED

☐ OWNED

5. What is the current gross Square footage of this facility?

36,269

(to the nearest whole ten feet)

6. Fire and Emergency Drills

a. Per Section 807, paragraph 2 of the New York State Education Law entitled Fire and Emergency Drills, confirm that a copy of Section 807 has been printed and distributed as guidance to teaching staff as required ☒ YES ☐ NO

b. Provide dates of twelve fire and emergency drills required by Section 807 of Education Law held between September 1<sup>st</sup> and June 30<sup>th</sup> of the previous school year:

**FIRE & EMERGENCY DRILLS**

**NOTE** Eight (8) are required between September 1, and December 31

Eight (8) drills are required to be evacuation drills.

Four (4) drills are required to be lockdown drills



|    | Date     | Evacuation | Lockdown |
|----|----------|------------|----------|
| 1  | 09/30/21 | ✓          |          |
| 2  | 10/20/21 | ✓          |          |
| 3  | 11/04/21 | ✓          |          |
| 4  | 11/09/21 | ✓          |          |
| 5  | 11/10/21 | ✓          |          |
| 6  | 12/16/21 | ✓          |          |
| 7  | 12/23/21 |            | ✓        |
| 8  | 12/23/21 |            | ✓        |
| 9  | 05/27/22 |            | ✓        |
| 10 | 06/2/22  | ✓          |          |
| 11 | 06/2/22  | ✓          |          |
| 12 | 06/29/22 |            | ✓        |

c. If the required number of fire and emergency drills were not held during this reporting cycle, please describe the reason:

N/A

d. Average time to evacuate this facility was: 2 minutes 56 seconds

e. Confirm that arson and fire prevention instruction was provided in accordance with Section 808 of the Education Law (revised 9/1/05) which requires every school in New York State to provide a minimum of 45 minutes of instruction in arson and fire prevention; injury prevention and life safety for each month that school is in session.

✓ YES        NO

f. Confirm that employee fire prevention, evacuation and fire safety training was provided and records maintained are being maintained in accordance with Section F406 of the NYS Fire Code

✓ YES        NO

7. Have there been any fires in this facility since the last annual fire safety inspection report?

       YES ✓ NO

a. If YES, indicate: N/A total number of fires

b.        total number of injuries

c. N/A total cost of property damage

8. If the fire alarm system was activated since the last fire safety inspection, was the fire department immediately notified in accordance with Section F401.3.2 of the NYS Fire Code?

\_\_\_\_\_ YES \_\_\_\_\_ NO

N/A



## Part II: Nonpublic School Fire & Building Safety Non-Conformance Report Sheet

School Name \_\_\_\_\_ Building Name \_\_\_\_\_

| Item # | Non-Conformance | Date Corrected |
|--------|-----------------|----------------|
| 08A-2  |                 |                |
| 08B-2  |                 |                |
| 08C-2  |                 |                |
| 08D-2  |                 |                |
| 08E-2  |                 |                |
| 09A-2  |                 |                |
| 09B-2  |                 |                |
| 09C-1  |                 |                |
| 09D-1  |                 |                |
| 09F-2  | ✓ 9/1/22        |                |
| 09G-2  |                 |                |
| 10A-2  |                 |                |
| 10B-2  |                 |                |
| 10C-1  |                 |                |
| 10D-1  |                 |                |
| 11A-2  |                 |                |
| 11B-1  |                 |                |
| 11C-2  |                 |                |
| 11D-2  |                 |                |
| 11E-1  |                 |                |
| 12A-1  |                 |                |
| 12B-3  |                 |                |
| 12C-2  |                 |                |
| 12D-2  |                 |                |
| 12E-1  |                 |                |
| 12F-1  |                 |                |
| 12G-1  |                 |                |
| 12H-1  | ✓ 4/1/22        |                |
| 12I-1  |                 |                |
| 12J-1  |                 |                |
| 12K-1  |                 |                |
| 12L-1  |                 |                |
| 12M-1  |                 |                |
| 12N-1  |                 |                |
| 12O-2  |                 |                |
| 13A-2  |                 |                |
| 13B-2  |                 |                |

| Item # | Non-Conformance | Date Corrected |
|--------|-----------------|----------------|
| 14A-2  |                 |                |
| 14B-2  |                 |                |
| 14C-2  |                 |                |
| 14D-1  |                 |                |
| 14E-1  |                 |                |
| 15A-2  |                 |                |
| 15B-1  |                 |                |
| 15C-2  |                 |                |
| 15D-2  |                 |                |
| 15E-1  |                 |                |
| 16A-2  | ✓ 9/1/22        |                |
| 16B-2  |                 |                |
| 16C-2  |                 |                |
| 16D-2  |                 |                |
| 17A-3  |                 |                |
| 17B-2  |                 |                |
| 17C-2  |                 |                |
| 17D-2  |                 |                |
| 17E-1  |                 |                |
| 17F-3  |                 |                |
| 17G-1  |                 |                |
| 17H-2  |                 |                |
| 17I-2  |                 |                |
| 17J-1  |                 |                |
| 17K-1  |                 |                |
| 17L-1  |                 |                |
| 18A-2  |                 |                |
| 18B-2  |                 |                |
| 18C-2  |                 |                |
| 18D-2  |                 |                |
| 19A-3  |                 |                |
| 19B-2  |                 |                |
| 19C-1  |                 |                |
| 19D-1  |                 |                |
| 19E-1  |                 |                |
| 19F-1  |                 |                |
| 19G-1  |                 |                |
| 19H-2  |                 |                |

| Item # | Non-Conformance | Date Corrected |
|--------|-----------------|----------------|
| 20A-1  |                 |                |
| 20B-1  |                 |                |
| 20C-1  |                 |                |
| 21A-3  | ✓ 9/9/22        |                |
| 22A-3  |                 |                |
| 22B-3  |                 |                |
| 22C-3  |                 |                |
| 23A-1  |                 |                |
| 23B-1  |                 |                |
| 23C-1  |                 |                |
| 23D-2  |                 |                |
| 24A-3  |                 |                |
| 25A-1  |                 |                |
| 25B-1  |                 |                |
| 25C-1  |                 |                |
| 26A-3  | ✓ 9/9/22        |                |

If any additional non-conformances are observed, check item 26A-3 and list the Code section below

6-D2

**Inspector**

The inspector has been provided with a copy of the previous year's school fire safety report:

Yes ☒ No ☐

**Part III: NonPublic School Certifications**

**All sections are required to be completed: Section III-A; III-B III-C & III-D**

**Section III-A Fire Inspection Method**

Which method(s) did the school authorities use to complete the annual fire safety inspection for this building?

**Check appropriate box or boxes**

- ☐ Inspection by the fire department of the city, town, village or fire district in which the building is located
- ☐ Inspection by a fire corporation whose territory includes the school building
- ☒ Inspection by the county fire coordinator, or the officer performing the powers and duties of a county fire coordinator pursuant to a local law, of the county in which the building is located
- ☐ Inspection by a fire inspector (Building Safety Inspector or Code Enforcement Official) who holds a valid certification

*For additional information regarding these methods, please see: <https://www.nysenate.gov/legislation/laws/EDN/807-A>*

**Section III-B-Fire Inspection by Local Fire Department, Fire District, Fire Corporation, County Fire Coordinator and/ or Fire Inspector (Building Safety Inspector or Code Enforcement official) who holds a valid certification.**

The individual noted below inspected this building on 9/9/2022 (date) and the information in this Report represents, to the best of their knowledge and belief, an accurate description of the building and conditions they observed. The individual that performed this inspection has maintained their certification requirements pursuant to 19 NYCRR 1208-3.1.

Inspector's Name: K. Rabinowitz Title: Fire Marshal

Signature: [Signature] Date: 9/9/2022

Inspector's Organization: Nassau County Fire Marshal

Inspector's Telephone #: (516) 573-9935 Inspector's Email: KRabinowitz@nassaucountyny.gov

Inspector's Code Enforcement Certification # 12-11-0325  
(as assigned by the NYS Department of State)

**Section III-C Contact info for the Authority-Having-Jurisdiction [AHJ] Local Municipality, Town or Village**

Name of Local/Municipal Code Enforcement Office: Nassau County Fire Marshal

Address: 1194 Prospect Ave.  
Westbury NY 11590

Name of contact person: K. Rabinowitz Title: Fire Marshal

Telephone #: (516) 573-9935 Email address: KRabinowitz@nassaucountyny.gov

**Section III-D School or Building Administrator, Director, or Headmaster**

The individual noted below certifies that this building was inspected as indicated in Section III-A above and hereby submits this fire inspection report on behalf of the Board of Trustees and certifies that:

1. Public notice of report availability has been published, and that
2. Any nonconformances noted as corrected on the *Nonpublic School Fire Safety Non-Conformance Report Sheet* portion of this report were corrected on the date indicated, and that
3. Violations which were not corrected immediately shall be corrected within an accepted period of time as approved by the Commissioner.

Name: ELENA LITESCU Title: Acting Principal

Signature: [Signature] Telephone #: 516-226-8655

Email: ELITESCU@ECSLI.ORG



Fee \$2.00

Occupancy Certificate

No. 4232

194 Fulton Ave

Bureau of Buildings  
Village of Hempstead, N. Y.

DATE May 22 1942

This certifies that the building located on Lots

Block No.

Map of Description

Location 5/5 Fulton Ave 322' W/1' E 111' x 111'

conforms substantially to the approved plans on file in this office. Permit No. 6308 Date June 15 1948

and to all requirements of the Building Zone Ordinance and Building Code of the Village of Hempstead, N. Y.

ZONE

R-200

OCCUPANCY

Private Home  
School Community House

This certificate issued to

Hebrew Congregation of the aforesaid building.

Address

16 Centre St. Hempstead, N. Y.

OWNER - BUILDER - ARCHITECT

By Order Board of Trustees  
Village of Hempstead, N. Y.

BUILDING INSPECTOR



TRIPLICATE

Fee \$5.00

# Certificate of Occupancy

No 5968

VILLAGE OF HEMPSTEAD

99 NICHOLS COURT  
HEMPSTEAD, N. Y.

Date Nov. 15, 1963

5-6-7-15-16-17

This certifies that the building located on Lots 21 & 114 Block No. 393

Map of Sec 34 Location N/W 1/4 Prospect Pl & Villa Court

conforms substantially to the approved plans on file in this office. Permit No. 12748 Date Oct 10, 1962

and to all requirements of the Building Zone Ordinance and Building Code of the Village of Hempstead, N. Y.

ZONE

Res B

OCCUPANCY

Class II School, Convent, Class III garage

This certificate issued to St. Ladislaus Church

Owner

of the aforesaid building.

Address 253 Front Street,

Hempstead, N.Y.

Owner - Builder - Architect

By Order Board of Trustees  
Village of Hempstead, N. Y.

Edmund J. [Signature]

Building Inspector

FEE \$500.00

# Certificate of Occupancy

VILLAGE OF HEMPSTEAD  
BUILDING DEPARTMENT  
99 NICHOLS COURT  
HEMPSTEAD, N.Y.

No. 7225

Rec. No. 93451

Date JAN. 5, 2010

This certifies that the building located on Section 34 Block No. 380  
Lots 256, 454, 455, 464, 467, 470 Street Address 605 Perimeter Blvd.  
Location W/Ec Sycamore Ave. + Perimeter Blvd.

conforms substantially to the approved plans on file in this office. Permit No. 23868 Date JAN. 25, 2007

and to all requirements of the Building Zone Ordinance and Building Code of the Village of Hempstead, N.Y.

Zone BUS. C Occupancy Two story community center

This certificate issued to Circulo De La Hispanidad Owner of aforesaid Building

Address 26 West Park Ave. Long Beach, NY

Z.B. Case # 1477

By Order Board of Trustees  
Village of Hempstead, N.Y.

[Signature]  
Superintendent of Building Department

Date Dec 22 2009

INC. VILLAGE OF HEMPSTEAD  
99 NICHOLS CT., HEMPSTEAD, N. Y. 11551

No. 93451

## GENERAL RECEIPT

Received From Circulo De La Hispanidad \$ 500.00  
(Name)

26 West Park Ave Long Beach NY 11561  
(Street) (Village)

Five Hundred Dollars

For Certificate of Occupancy

605 Perimeter Blvd

THIS IS NOT A PERMIT OR LICENSE

| Fund    | Code | Amount |
|---------|------|--------|
| A/S6001 |      | 500.00 |
|         |      |        |
|         |      |        |
|         |      |        |

CIC  
27268

Please make check payable to:  
Inc. Village of Hempstead

Rec'd By

[Signature]