Evergreen Charter School
Virtual Meeting of the Board of Trustees
605 Peninsula Blvd, Hempstead, NY 11550
September 25, 2024

8:00 pm

The meeting was held at 605 Peninsula Boulevard

Members:

Mr. Gil Bernardino	**Present**
Dr. Sarah Brewster	**Present**
Ms. Nancy Iglesias-Gillen	**Present**
Ms. Yvonne Mowatt	**Present**
Ms. Gladys Rodríguez	**Present**
Mr. Luis Ras	**Excused**

Also present:

Dr. Elena Litescu, 2-4 Principal, Superintendent
Ms. Christine Weigand, Principal Lower Elementary
Mr. Nicolas Agosti, Director of Curriculum and Instruction
Ms. Lisa Camilli, DCI/AP
Ms. Tameka Godbolt, MS Principal
Ms. Emma Collado, HS Principal
Ms. Christine Civitano, HS AP
Mr. Sabato Torres, DCI STEM 6-12
Ms. Lisett Knox, Director of Finance and Operations
Ms. Alisha Anderson, Director of Data and Attendance
Mr. Brian Hill, DCI ELA 6-12
Mr. Shaun Skariah, Director of Special Education

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

I. Call to Order
By President, Mr. Gil Bernardino

The meeting was called to order at 8:00 pm

II. Superintendent's Report

By Superintendent, Dr. Elena Litescu

Benchmark 1: Student Performance

- The Administration of The New York State Identification Test for English Language Learners (NYSITELL) was completed for all new students in all buildings by Monday, September 16, 2024. This is the State's formal English language proficiency assessment for initially identifying English Language Learners in New York State.
- Grades K-6 are currently being assessed for reading levels using the Fountas and Pinnell Benchmark System.
- HS students started to create their CUNY application login.
- Seniors are enrolled in a college course provided by UPenn.
- Selected 8th graders are participating in a Regents course, Living Environments.
- The DCIs set-up weekly meetings with the teams, STEM and Humanities. They are also meeting 1:1 with teachers either weekly or bi-weekly.
- The no-Nonsense Nurturer, Restorative Justice Practices, and Teach Like a Champion strategies are implemented frequently in classrooms.
- Two first grade classes will pilot the Ready Reading Program and a determination will be made if this program will be considered for the future.

Benchmark 2: Teaching and Learning

- Faculty meetings were held in all schools.
- Lead Teacher Meetings, Grade Level Meetings, and Department Meetings will be held the last week of September.
- The DCIs set-up weekly meetings with the teams, STEM and Humanities. They are also meeting 1:1 with teachers either weekly or bi-weekly.
- The no-Nonsense Nurturer, Restorative Justice Practices, and Teach Like a Champion strategies are implemented frequently in classrooms.
- Two first grade classes will pilot the Ready Reading Program and a determination will be made if this program will be adopted for the 2025-26 school year.
- The DCIs generated curriculum mapping for MS and HS teachers.
- The PSAT and NMSQT for 11th graders will be administered on 10/10/24.
- The Homework Help program started at the Intermediate School and Peninsula will start it in October 2024.
- After school and Test Prep/Regents programs will start in October.
- Academic Intervention Services (AIS) and Response to Intervention (RTI), and English as a New Language (ENL) groups are being established.
- Enrichment groups are being established.

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

- Parent phone calls were made daily for students with multiple absences within the first 2 weeks of school.
- Discipline reports were submitted for the first three weeks of school.
- Uniform policy has been strictly enforced from day one of the school year.
- Multi-ier Dean-support levels were shared with staff at MS and HS. Families are notified promptly of their child misbehavior, and restorative practices are provided to encourage positive behavior.

School Health and Safety:

- Fire Drill and Lock Down procedures have been reviewed and updated.
- The first fire drill of the school year was conducted in all buildings.
- The Emergency plans will be submitted to the local fire and police departments as per NYSED requirements.

Events:

- *Back to School Night* events took place in all buildings.
- *"Storytime with Ms. Camilli"* will take place on Friday, September 27, 2024.
- *"Read and Move with Mr. Levitan"* will take place on Friday, October 11, 2024.
- The Mandarin Club will start the third week of September.
- More clubs will start in October
- The K-1 staff and students will pilot the Green Our Planet Studios SEL Program – *SELf Success*
- The K-1 staff and students will celebrate World Smile Day on Friday, October 4, 2024.

Benchmark 7: Organizational Capacity

- Weekly Administrative meetings and daily check-ins took place throughout the month of September.

  Professional Development:
  - GoGuardian training was provided to teachers in 2-12 grades.
  - The ELA, Math, and ENL consultants provided guidance to teachers.
- During the 10 days of Professional Development the staff completed daily survey providing detailed feedback.
- The Schooltool cloud has been updated and there are no changes to the platform.
- BOCES was contracted for customizing features in SchoolTool to electronic documents storage and support registration of new students.

Benchmark 8: Mission and Key Design

- Hispanic Heritage Month activities will take place from September 15, 2024-October15, 2024, and they will culminate with a live concert.
- Peninsula will renew the Green Our Planet Hydro Connect Program for the 2024-25 school year.
- Students are harvesting produce from the school garden and sharing it with the school community.
- Project-based learning targeted to research all cultures inclusive of Hispanic Culture.

- Lessons plans are reviewed and revised, and feedback is provided to teachers.

Benchmark 9: Enrollment, Recruitment, Retention

- Efforts to fill any teacher vacancies continue

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. Director Finance and Operations Report
By Ms. Lisett Knox, Director of Finance and Operations

Benchmark 4: Financial Condition

- For the previous school year 2023-2024 we received all tuition payments except for Lynbrook. They owe us for the entire school year the amount of $14,754.75. An intercept request will be submitted to NYSED next week. The Valley Stream CH district owes us payment 6 of 6 in the amount of $2,762.66 for previous school year as well.

- Tuition billing 1 of 6 for this current school year was sent out on August 5th and we have already received payments from 16 out of 26 school districts. Tuition invoices # 2 of 6 will be processed this upcoming week.

- All payments from the Child Nutrition Administration for all meals claimed for the previous school year were received. Our first claim for meals served in September will be submitted in the first week in October.

- All expenditure reports for all Titles from I through IV for the previous school year were submitted on August 30, 2024, and we have received all funding from NYSED for those claims.

- Expenditure reports for ESSER 3 and Part 2 or our Expansion Grant for the previous school year have been completed and will be mailed out tomorrow.

- All Title applications for this current school year 2024-2025 were submitted this past August and we are awaiting approval.

Benchmark 5: Financial Management

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

- Our Business Office is currently undergoing our yearly internal audit. We expect to be finished in the next week or so to have our audited financial statements ready for the next Board meeting.

Benchmark 9: Enrollment

- As per the date the enrollment reports were completed, we had 1125 students enrolled and attending our school and 50 students going through the registration process. New students have started and are scheduled to start this week and next week.

VI. Questions and Comments from the Board of Trustees related to the Financial Report:

There were none.

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

There were none.

VIII. Approval of Minutes

Resolved the Board of Trustees approves the minutes September 3, 2024

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:

Proposal Area:

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

Benchmark II Teaching and Learning

a. Dr. Litescu requests approval to add 22 more days for in person coaching from the ELA and Math consultants, Pam Kinnon & Sue Morris.

b. Ms. Ana Collado is requesting approval to attend the Jornada Sobre la Enseñanza de Español online conference for professional development to improve her skills as a Spanish teacher.

c. Mr. Hillman is requesting approval to attend the following outside Professional Developments: New York State English Council (NYSEC) 2024 Conference from Wednesday October 16- Friday October 18.

Motion: Trustee Gladys Rodriguez
Second: Trustee Sarah Brewster
Vote: 5:0

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

Benchmark III Culture, Climate

a. Ms. Weigand and the Kindergarten Team are requesting approval to organize a Fall Festival Event on Friday, November 8, 2024.

b. Ms. Weigand is requesting approval to hold a K-1 Parent University throughout the 2024-25 school year. Parents will be offered the opportunity to attend monthly workshops provided by the staff.

c. Ms. Webber, Ms. Gul, and Ms. Teixeira are requested approval to hold an ENL Night on Thursday, October 24, 2024.

d. Mr. Skariah is seeking approval for Crisis Prevention Institute materials. It positively impacts staff and students by supporting their social, emotional and cognitive well-being, fostering a positive school culture and climate, and creating a safer learning space.

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

3. **Be it therefore resolved, the Board of Trustees** approves the following under

Benchmark VII: Organization Capacity

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

Name	Position	Building	Effective
Brianna V. Golio	Science Teacher	MS-Loretto	08/19/2024
Maria N Figuera Gonzalez	Spanish Teacher	HS-Fulton	08/19/2024
Maria E. Trevino	Receptionist/Administrator Assistant	28RichardsonPl	09/09/2024
Morgan B. Brust	First Grade Teacher	Peninsula	08/22/2024
Juan A. Paulino Burga	Administrative Assistant	HS-Fulton	08/21/2024
Mariela D. Acosta Matias	School Social Worker	HS- Fulton/MS-Loretto	08/21/2024
Alexis Delk	Special Education Teacher	Front St.	08/22/2024
Joyce M. Ronayne	K-1 AIS Math teacher	Peninsula	08/26/2024
Atia Pasha	Principal	Front St.	10/28/2024
Nicolette R. Poggioli	5TH grade Teacher	MS-Loretto	09/03/2024
Erin E. Piersa	Art Teacher	HS-Fulton	09/03/2024
Alexa Wielstein	5TH Grade Teacher	MS-Loretto	09/04/2024
Carleen M. Maher	7th &8th grade Science Teacher	MS- Loretto	09/05/2024
Victor J. DeNicola	Physical Education Teacher	HS- Fulton	09/04/2024
Rodrigo Vergara Lagos	Science Teacher	HS-Fulton	09/04/2024
Margaret E. Smith	Art Teacher	MS-Loretto	09/09/2024
Maryanne Von Bevern	8th grade ELA AIS Teacher	MS-Loretto	09/11/2024
Debra T. Dearie	8th grade ELA Teacher	MS-Loretto	09/23/2024
Emily McNicholas	Electives Teacher	HS-Fulton	09/17/2024
Nicola A. Wilson	K-1 Teacher	Peninsula	09/19/2024
Yanais Paulino	HS-receptionist	HS-Fulton	09/17/2024
Geronimo Martinez Padilla	Custodian	Peninsula	08/30/2024
Dina Advincula	Lunch Aide	Peninsula	09/16/2024
Mayra Rodriguez Bueso	Lunch Aide	Peninsula	09/04/2024
Pilar D. Molina	Kitchen Cleaner	Peninsula	09/03/2024
Claudia M. Andrade Martinez	Lunch Aide	Peninsula	09/04/2024
Thomas Feigelson	ELA Teacher	HS-Fulton	09/23/2024
Sarah Ferrante	Geometry and Pre-Calc	HS-Fulton	09/25/2024
Joes Bossous	Permanent Substitute	MS- Loretto	TBD
Sarah Bersamin	Substitute Teacher	Front St.	TBD
Roxana Rodriguez	Lunch Aide	Peninsula	TBD
Teri Lee	Payroll Specialist	Office Building	
David Dunn	Facilities Director	Office Building	TBD

Jeanne Smith	Special Education Teacher	Front St.	TBD
Brittany Colman	1st Grade Teacher	Peninsula Bldg.	TBD

Employee Position and Salary Changes:

Name	Current Position	New Position	Effective
Mayra O. Acosta	FT Guidance Counselor	PT Guidance counselor	08/19/2024
Elizabeth P. Weigand	FT- Teacher	PT-Teacher	08/19/2024
Jing Xuan Zhang	FT-Music Teacher	PT- Music Teacher	08/19/2024
Mariela Plasencia	HR Coordinator		08/16/2024
Nathalie R. Bolanos	School Social Worker		08/19/2024
Angelina Sangiovanni	Substitute Teacher	4TH grade Teacher	08/19/2024
Daniel A. Chavez	Art Teacher	Multimedia Librarian	08/22/2024
Ashley Liebegott	Teacher	Special Education	08/19/2024
Cindy Serrano	Substitute teacher	4th grade teacher	08/19/2024
Joanne Powell	Leave of Absence teacher	4TH grade teacher	08/19/2024
Karla Vasquez	Technology teacher	Technology teacher	08/19/2024

Stipends/Other Services

Mayra Alvarracin	Interim Director of the World languages Director of the World languages
Daniel Levitan	Physical Education Teacher District / Physical Education Coordinator
Leslie Melendez	Social Worker / Mental Health Coordinator
Nuria Figuera	Spanish Instruction

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

4. **Be it therefore resolved, the Board of Trustees** approves the following under

Benchmark V Financial Management

a. Computer Resources of America for IT equipment for the new HS building Quote# 7155 in the amount of $154,107.80.

b. Computer Resources of America for IT upgraded servers and fire walls equipment needed for the building at 436 Front Street. Quote# 7153 in the amount of $11,820.96.

c. Computer Resources of America for IT upgraded servers and fire walls equipment needed for the building at 605 Peninsula. Quote# 7154 in the amount of $17,036.97.

d. Telephone Dynamics for a phone system for the new HS building SV9100 Phone System in the amount of $37,850.00.

e. Control Technologies for HVAC controls replacement and repairs for the 605 Peninsula building HVAC Controllers replacement and programing in the amount of $54,870.

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

5. **Be it therefore resolved, the Board of Trustees** approves the following under

Benchmark VIII: Mission and Key Design

a. Ms. Weigand is requesting approval to renew the Green Our PlanetHydro Connect Program for the 2024-25 school year.

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

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

Members of the Executive Committee of Evergreen Charter School to solicit a property appraisal for property near Evergreen Charter' School's campuses.

See attached.

Motion: Trustee Sarah Brewster
Second: Trustee Gladys Rodriguez
Vote: 5:0

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

Members of the Board of Trustees Executive Committee to negotiate and execute a contract of sale for property near Evergreen campus locations to support the needs of the school.

All final contract approvals are subject to NYSED approval.

See attached.

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

8. **Be it therefore resolved, the Board of Trustees** approves Evergreen's Charter School's participation in the Hispanic Day Parade in NYC in celebration of Hispanic Heritage Month on October 13, 2024.

See attached.

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

XII. Questions

There were none.

XII. Additional Reports
By Vice President Dr. Sarah Brewster

School Construction:

The construction is going well. Plans are to be in the building at the end of January. Over the next month they will be finishing the installation of some of the windows, and siding. They will also continue to tile bathrooms and install bathroom fixtures. They are priming some of the classrooms for painting. Floors are being prepared for the cement topping.

XIII. Old Business/New Business

Trustee Brewster thanked administrators and staff for a successful start to the 2024-2025 school year.

XIV. Adjournment

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

Meeting adjourned at: 8:45 pm

Minutes submitted by:

Gladys Rodriguez
Secretary