

Application: Evergreen Charter School

Elena Litescu - elitescu@ecsl.org
2023-2024 Annual Report

Summary

ID: 0000000175

Status: Annual Report Submission

Last submitted: Nov 2 2024 08:53 PM (EDT)

Entry 1 – School Information and Cover Page

Completed - Aug 1 2024

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 2023-2024 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, 2024**) or you may not be assigned the correct tasks.

BASIC INFORMATION

a. LEGAL SCHOOL NAME (as chartered)

(Select name from the drop down menu)

EVERGREEN CHARTER SCHOOL 800000063984

b. Unofficial or Popular School Name

(No response)

c. CHARTER AUTHORIZER (As of June 30th, 2024)

Please select the correct authorizer as of June 30, 2024 or you may not be assigned the correct tasks.

BOARD OF REGENTS

c. School Unionized

Is your charter school unionized?

No

d. District/CSD of Location

HEMPSTEAD UFSD

e. Date of Approved Initial Charter

Jan 13 2009

f. Date School First Opened for Instruction

Sep 1 2009

g. Approved School Mission and Key Design Elements

(Regents, NYCDOE and Buffalo BOE authorized schools only)

Evergreen Charter School is a safe and secure environment focused on academic excellence. We offer opportunities to address the whole child. Electives and extracurricular activities, including clubs and sports, complement academic achievement. ECS takes pride in creating a family atmosphere for all stakeholders. We are proud of our high rating which is a reflection of everyone’s hard work and dedication.

h. School Website Address

<https://ecsli.org/>

i. Total Approved Charter Enrollment for 2023-2024 School Year

1100

j. Total Enrollment on June 30, 2024 - excluding Pre-K program enrollment

1100

k. Grades Served

Grades served during the 2023-2024 school year (exclude Pre-K program students):

Responses Selected:

Kindergarten
1
2
3
4
5
6
7
8
9
10
11
12

I. Charter Management Organization/Educational Management Organization

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

No

FACILITIES INFORMATION

m. FACILITIES: Owned, rented, leased to educate students

Will the school maintain or operate multiple sites in 2024-2025?

	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 Served at Site for 2023-2024 School Year (K-5, 6-9, etc.)	Grades to be Served at Site for 2024-2025 school 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. Hempstead, 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 ES	516-292-2060	407-733-4861	cweigand@ecsli.org
Operational Leader	Lisett Knox	Director of Finance and Operations	516-292-2060	516-884-2175	lknox@ecsli.org
Compliance Contact	Christine Weigand	Principal ES	516-292-2060	407-733-4861	cweigand@ecsli.org
Complaint Contact	Christine Weigand	Principal ES	516-292-2060	407-733-4861	cweigand@ecsli.org
DASA Coordinator	Elena Litescu	Superintendent	516-226-8655	516-582-1931	elitescu@ecsli.org
Phone Contact for After Hours Emergencies	Christine Weigand	School Director	516-292-2060	407-733-4861	cweigand@ecsli.org

m1b. Is site 1 in public space or in private space?

Private Space

m1c. Is site 1 in a co-located or not in a co-located facility?

Responses Selected:

Not Co-Located

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

m1e. 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, 2024.

Fire inspection certificates must be updated annually. For the upcoming school year 2024-2025, please submit a current fire inspection certificate.

If the fire inspection certificate will expire between the August 1, 2024, submission of the Annual Report and the November 1 Annual Report submission please submit the new certificate with the Annual Report entries due no later than 11:59 PM on November 1, 2024.

Site 1 Certificate of Occupancy (COO)

[605 Peninsula Blvd..pdf](#)

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

Site 1 Fire Inspection Report

This is required, marked optional for administrative purposes.

[ESC- 605 Peninsula 11.29.2023.pdf](#)

Filename: ESC- 605 Peninsula 11.29.2023.pdf **Size:** 1.2 MB

School Site 2

m2. SCHOOL SITES

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

	Physical Address	Phone Number	District/CSD	Grades Served at Site for 2023-2024 School Year (K-5, 6-9, etc.)	Grades to Be Served at Site for 2024-2025 School 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 , Hempstead,N Y	516-226-8680	Hempstead	2-4	2-4	No

m2a. Please provide the contact information for Site 2.

	Name	Title	Work Phone	Alternate Phone	Email Address
School Leader	Elena Litescu	Superintendent/ Principal IS	516-226-8655	516-582-1931	elitescu@ecsl.org
Operational Leader	Lisett Knox	Director of Finance and Operations	516-292-2060	516-884-2175	lknox@ecsl.org
Compliance Contact	Elena Litescu	Superintendent/ Principal ISIS	516-226-8655	516-582-1931	elitescu@ecsl.org
Complaint Contact	Elena Litescu	Superintendent/ IS	516-399-1020	516-582-1931	elitescu@ecsl.org
DASA Coordinator	Elena Litescu	Superintendent	516-226-8655	516-582-1931	elitescu@ecsl.org
Phone Contact for After Hours Emergencies	Elena Litescu	Superintendent/ IS	516-582-1931	516-582-1931	elitescu@ecsl.org

m2b. Is site 2 in public space or in private space?

Private Space

m2c. Is site 2 in a co-located or not in a co-located facility?

Responses Selected:

No Co-Located

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

m2e. 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, 2024.

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Site 2 Certificate of Occupancy (COO)

[CO for St. Ladislaus.pdf](#)

Filename: CO for St. Ladislaus.pdf **Size:** 106.0 kB

Site 2 Fire Inspection Report

This is required, marked optional for administrative purposes.

[ESC- 436 Front St 11.29.2023.pdf](#)

Filename: ESC- 436 Front St 11.29.2023.pdf **Size:** 1.2 MB

School Site 3

m3. SCHOOL SITES

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

	Physical Address	Phone Number	District/CSD	Grades Served at Site for 2023-2024 School Year (K-5, 6-9, etc.)	Grades to Be Served at Site for 2024-2025 School 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 Street Hempstead,N Y 11550	516-399-1020	Hempstead	5-8	5-8	No

m3a. Please provide the contact information for Site 3.

	Name	Title	Work Phone	Alternate Phone	Email Address
School Leader	Matthew Chuchul	MS Principal	516-399-1020	516-330-2008	mchuchul@ecsli.org
Operational Leader	Lisett Knox	Director of Finance and Operations	516-292-2060	516-884-2175	lknox@ecsli.org
Compliance Contact	Matthew Chuchul	MS School Director	516-399-1020	516-330-2008	mchuchul@ecsli.org
Complaint Contact	Matthew Chuchul	MS School Director	516-399-1020	516-330-2008	mchuchul@ecsli.org
DASA Coordinator	Elena Litescu	Superintendent	516-216-5981	516-330-2008	elitescu@ecsli.org
Phone Contact for After Hours Emergencies	Matthew Chuchul	Ms Principal	516-399-1020	516-330-2008	mchuchul@ecsli.org

m3b. Is site 3 in public space or in private space?

Private Space

m3c. Is site 1 in a co-located or not in a co-located facility?

Responses Selected:

Not Co-Located

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

m3e. 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, 2024.

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Site 3 Certificate of Occupancy (COO)

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

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

Site 3 Fire Inspection Report

This is required, marked optional for administrative purposes.

[ESC-120 Greewich 10.2.2023.pdf](#)

Filename: ESC-120 Greewich 10.2.2023.pdf **Size:** 888.7 kB

School Site 4

m4. SCHOOL SITES

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

	Physical Address	Phone Number	District/CSD	Grades Served at Site for 2023-2024 School Year (K-5, 6-9, etc.)	Grades to be Served at Site for 2024-2025 school 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 Street,Hempstead,NY 11550	516-216-5981	Hempstead	9-12	9-12	

m4a. Please provide the contact information for Site 4.

	Name	Title	Work Phone	Alternate Phone	Email Address
School Leader	Frances Echevarria	HS Principal	516-226-8680		fechevarria@ecsl.org
Operational Leader	Lisett Knox	Director of Finance and Operations	516-292-2060	516-884-2175	lknox@ecsl.org
Compliance Contact	Frances Echevarria	HS Principal	516-226-8680		fechevarria@ecsl.org
Complaint Contact	Frances Echevarria	HS Principal	516-226-8680		fechevarria@ecsl.org
DASA Coordinator	Elena Litescu	Superintendent	516-399-1020	516-582-1931	elitescu@ecsl.org
Phone Contact for After Hours Emergencies	Frances Echevarria	HS Principal	516-226-8680		fechevarria@ecsl.org

m4b. Is site 4 in public space or in private space?

Private Space

m4c. Is site 4 in a co-located or not in a co-located facility?

Responses Selected:

Not Co-Located

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

m4e. 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, 2024.

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Site 4 Certificate of Occupancy (COO)

[Korean Church CO.pdf](#)

Filename: Korean Church CO.pdf **Size:** 4.7 MB

Site 4 Fire Inspection Report

This is required, marked optional for administrative purposes.

[ESC- 94 Fulton St 12.01.2023.pdf](#)

Filename: ESC- 94 Fulton St 12.01.2023.pdf **Size:** 1.2 MB

School Site 5

m5. SCHOOL SITES

Please provide information on Site 5 for the upcoming school year.

	Physical Address	Phone Number	District/CSD	Grades Served at Site for 2023-2024 School Year (K-5, 6-9, etc.)	Grades to be Served at Site for 2024-2025 school year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 5						

m5a. Please provide the contact information for Site 5.

	Name	Title	Work Phone	Alternate Phone	Email Address
School Leader					
Operational Leader					
Compliance Contact					
Complaint Contact					
DASA Coordinator					
Phone Contact for After Hours Emergencies					

m5b. Is site 5 in public space or in private space?

(No response)

m5c. Is site 5 in a co-located or not in a co-located facility?

No Responses Selected

m5d. Please list the terms of your current co-location.

	Date school will leave current co-location	Is school working with NYCDOE to expand into current space?	If so, list year expansion will occur.	Is school working with NYCDOE to move to separate space?	If so, list the proposed space and year planned for move	School at Full Capacity at Site
Site 5						

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

m5e. Upload a current Certificate of Occupancy (COO) and the annual Fire Inspection Report for school site 5 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, 2024.

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Site 5 Certificate of Occupancy (COO)

Site 5 Fire Inspection Report

This is required, marked optional for administrative purposes.

n. List of owned, rented, leased facilities not used to educate students and the purpose of each.

Separate by semi-colon (;)

28 Richardson St, Hempstead NY, 11550 (administration and business offices.)

o1. Total Number of School Calendar Days

188

o2. Total Number of Instructional Hours by Month (Entries are required for all months. Enter a zero for months with no instructional hours.)

January 2024	21
February 2024	15
March 2024	19
April 2024	16
May 2024	22
June 2024	19
July 2023	0
August 2023	0
September 2023	19
October 2023	21
November 2023	20
December 2023	16

CHARTER REVISIONS DURING THE 2023-2024 SCHOOL YEAR

p. Summary of Material and Non-Material Charter Revisions approved or pending in 2023-2024, including updates to the school's board of trustees' bylaws, enrollment policy, discipline policy, or complaint policy.

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

Does the school have any material or non-material revisions approved or pending?

Yes

p2. 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	Change in Maximum Approved Enrollment	We asked for an increase in enrollment to serve current students who will be rolling up.	8/17/2023	7/31/2023
2	Other	We submitted a reviewing to the Academic and School Climate Policies.	1/25/2023	
3	Change in Bylaws	We submitted a reviewing to the policies and procedures for the Bylaws.	8/01/2023	9/14/2023
4				
5				

More revisions to add?

(No response)

p2. 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				
7				
8				
9				
10				

ATTESTATIONS

q. Name/Position of Person Completing/Submitting the 2023-2024 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	Alisha Anderson
Position	Director of Data, attendance and assessments
Phone/Extension	516-226-8680-260
Email	aanderson@ecsl.org

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 7 (Employee Fingerprint Requirements Attestation):

Our E-Signatures (not digital 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 7 and found in the [NYSED CSO Fingerprint Clearance Oct 2019 Memo](#). Click [YES](#) to agree.

Responses Selected:

Yes

Signature, Head of Charter School

(If you are not signing the application now, please click "Clear" on both signature fields before saving this task or else the system will return an error.)

A handwritten signature in black ink on a light gray background. The signature appears to read "E. Litescu". The letters are cursive and fluid, with a large 'E' and 'L'.

Signature, President of the Board of Trustees

(If you are not signing the application now, please click "Clear" on both signature fields before saving this task or else the system will return an error.)



Date

Jul 27 2024



Thank you.

Entry 2 – Links to Critical Documents on School Website

Completed - Aug 1 2024

Instructions

Required of ALL Charter Schools (Note that SUNY-authorized charter schools are not required to submit item 4: Authorizer-approved Dignity for All Students Act (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. All links must be readily found on the school's website.

1. Current Annual Report (i.e., 2023-2024 Annual Report);[\[1\]](#)
2. Board meeting notices, agendas and documents;
3. New York State School Report Card. This report captures school-level enrollment and demographic information, staff qualifications, electronic student records, and attendance rates, as prescribed by New York State law;[\[2\]](#) (Even if there is no school data yet reported, provide a direct web link to the most recent [New York State School Report Card](#) for the charter school.
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 July 2023 [Emergency Response Plan Memo](#) – Charter Schools Only);
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.)

[\[2\]](#) SRC data is included in the reporting requirements for New York charter schools in 8 NYCRR 119.3.

Entry 2 – Links to Critical Documents on School Website

School Name: Evergreen Charter School

Required of ALL Charter Schools (Note that SUNY-authorized charter schools are not required to submit item 4: Authorizer-approved Dignity for All Students Act (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. All links must be readily found on the school's website.

[New York State Report Card](#)

[Emergency Response Plan Memo](#)

[NYSED Subject Matter List](#)

	Link to Documents
1. Current Annual Report (i.e., 2023-2024 Annual Report)	https://ecsli.org/policies-and-procedures/
2. Board meeting notices, agendas and documents	https://ecsli.org/385-2/
3. New York State School Report Card. This report captures school-level enrollment and demographic information, staff qualifications, electronic student records, and attendance rates, as prescribed by New York State law; (Even if there is no school data yet reported, provide a direct web link to the most recent New York State School Report Card for the charter school.	https://ecsli.org/wp-content/uploads/2023/07/School-Report-Card-2022--EVERGREEN-CHARTER-SCHOOL-Report-Card--NYSED-Data-Site.pdf
4a. Authorizer-approved DASA Policy (For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)	https://ecsli.org/wp-content/uploads/2023/07/ECS-Student-Discipline-Code.pdf
4b. Authorizer-approved School Discipline Policy (For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)	https://ecsli.org/wp-content/uploads/2023/07/ECS-Student-Discipline-Code.pdf
5. District-wide safety plan, not a building level safety plan (as per the September 2021 Emergency Response Plan Memo	https://ecsli.org/wp-content/uploads/2023/09/BLERP1-2023-2024_ECS.pdf
6. Authorizer-approved FOIL Policy	https://ecsli.org/wp-content/uploads/2021/04/Evergreen-FOIL-Policy-Revised-April-28-2021.pdf
7. Subject matter list of FOIL records. (Example: See NYSED Subject Matter List)	https://ecsli.org/wp-content/uploads/2021/04/Evergreen-FOIL-Policy-



Thank you.

Entry 3 – Board of Trustees Disclosure of Financial Interest Form

Completed - Aug 1 2024

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 2023-2024 school year must complete and sign a Trustee [Disclosure of Financial Interest Form](#) due **no later than 11:59 PM on August 1, 2024**. 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 2023-2024 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.

[Board Disclosure Forms 2023-2024](#)

Filename: Board_Disclosure_Forms_2023-2024.pdf Size: 948.6 kB

Entry 4 – Board of Trustees Membership Table

Completed - Aug 1 2024

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 4 – Board of Trustees Membership 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. 2023-2024 Board Member Information (Enter info for each BOT member)

	Voting Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliation (s)	Voting Member Per By- Laws (Y/N)	Number of Completed Terms Served	Start Date of Current Term (MM/DD/ YYYY)	End Date of Current Term (MM/DD/ YYYY)	Board Meetings Attended During 2023- 2024
1	Gill Bernardi no	gbernardino@cdlh.org	Chair	Finance Education on and Account ability Personnel	Yes	6	07/01/2023	06/30/2026	12
2	Dr Sarah Brewster	sbrewster@cdlh.org	Vice Chair	Finance Education on and Account ability Personnel	Yes	5	07/01/2022	06/30/2024	12
3	YvonneM owatt	yvonnewattvisi@yahoocom	Trustee/ Member	Finance Education on and Account ability Personnel	Yes	5	07/01/2022	06/30/2024	10
4	Luis Ras	Lras@raslawfirm.com	Trustee/ Member	Finance Education on and Account ability Personnel	Yes	6	07/01/2023	06/30/2026	7
5	Gladys Rodriguez	seablueangel@hotmail.com	Secretary	Finance Education on and Account	Yes	6	07/01/2022	06/30/2025	11

		ed:seabl ueangel @hotmail .com]		ability Personn el					
6	Nancy IGlesias	nriglesias @optionli ne.net	Treasure r	Finance Educatio n on and Account ability Personn el	Yes	6	07/01/20 23	06/30/20 26	9
7									
8									
9									

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

No

2. Number of board meetings conducted in 2023-2024

12

3. Number of board meetings scheduled for the 2024-2025 school year

12

4. INFORMATION ABOUT MEMBERS OF THE BOARD OF TRUSTEES

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

a. Total number of Voting Members on June 30, 2024	6
b. Total number of Voting Members added during the 2023-2024 school year	0
c. Total number of Voting Members who left the board during 2023-2024 school year	0
d. Total Maximum Number of Voting Members in 2023-2024; as set by the board in bylaws, resolution, or minutes	5

5. INFORMATION ABOUT NON-VOTING MEMBERS OF THE BOARD OF TRUSTEES (REGENTS, NYCDOE, and BUFFALO BOE-AUTHORIZED ONLY)

a. Total number of Non-Voting Members on June 30, 2024	0
b. Total number of Non-Voting Members added during the 2023-2024 school year	0
c. Total number of Non-Voting Members who left the board during the 2023-2024 school year	0
d. Total Maximum Number of Non-Voting members in 2023-2024, as set by the board in bylaws, resolution, or minuteset by the board in bylaws, resolution, or minutes	0
e. Board members attending 8 or fewer meetings during 2023-2024	0

Thank you.

Entry 5 – Board Meeting Minutes

Completed - Aug 1 2024

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

Schools must upload a complete set of final monthly board meeting minutes (July 2023-June 2024), which should match the number of meetings held during the 2023-2024 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 **no later than 11:59 PM on August 1, 2024**.

ECS Board Minutes 2023-2024

Filename: ECS_Board_Minutes_2023-2024.pdf Size: 4.7 MB

Entry 6 – Enrollment & Retention

Completed - Aug 1 2024

Instructions for submitting Enrollment and Retention Efforts

Required of ALL Charter Schools

Describe the good faith efforts the charter school has made in 2023-2024 toward meeting targets to attract and retain the enrollment of Students with Disabilities (SWD), English Language Learner(s) (ELL), 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 2024-2025.

***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 6 – Enrollment and Retention of Special Populations

Good Faith Efforts to Meet Recruitment Targets (Attract)

	Describe Recruitment Efforts in 2023-2024	Describe Recruitment Plans in 2024-2025
Students with Disabilities	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.	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.

English Language Learners	Evergreen Charter School recruited students in a number of ways, Evergreen Charter School will continue to recruit students in 23/24 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.	Evergreen will continue 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 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
Economically Disadvantaged	Evergreen Charter School recruited students in several ways, beginning with alerting various community and religious	Evergreen will continue to reach out to underserved families of low to moderate income including families with children who have

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.

disabilities
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 will continue to reach out families with children that are English Language Learners.

Good Faith Efforts To Meet Retention Targets

	Describe Retention Efforts in 2023-2024	Describe Retention Plans in 2024-2025
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 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.	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 learners. Additional parent workshops will be held throughout the year in an effort to support families of students with disabilities.
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.
Economically Disadvantaged	To retain and address the needs of economically disadvantaged students, Evergreen provided	Evergreen will continue to provide individualized and small group interventions designed to accelerate

	individualized and small group interventions designed to accelerate learning and close achievement gaps. Evergreen supported families by offering outreach programs and workshops.	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.
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Entry 7 – Employee Fingerprint Requirements Attestation

Completed - Aug 1 2024

Entry 7 – Employee Fingerprint Requirements Attestation

A. TEACH System – Employee Clearance

Required of ALL Charter Schools

Charter schools must ensure that all prospective employees^[1] 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] 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 [NYSED CSO Employee Clearance and Fingerprint Memo](#) or visit the NYSED website at [Who Must Be Fingerprinted Charts](#) for more information regarding who must be fingerprinted. Also see, 8 NYCRR §87.2.

B. 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](#).

Attestation

Responses Selected:

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

Entry 8 – Organization Chart

Completed - Aug 1 2024

Instructions

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

Upload the 2023-2024 **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.

2022-2023 Org Chart - Final

Filename: 2022-2023_Org_Chart_-_Final.pdf Size: 78.2 kB

Entry 9 – School Calendar

Completed - Aug 1 2024

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 it **no later than 11:59 PM on August 1, 2024**. Charter schools must upload a final school calendar into the portal and may do so at any time but **no later than 11:59 PM on September 16, 2024**.

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.

Sample Calendar:

12 Month Calendar 2021-2022											
184 Instructional Days											
July						January (20)					
Mon	Tues	Wed	Thurs	Fri		Mon	Tues	Wed	Thurs	Fri	
			1	2		3	4	5	6	7	
5	6	7	8	9		10	11	12	13	14	
12	13	14	15	16		17	18	19	20	21	
19	20	21	22	23		24	25	26	27	28	
26	27	28	29	30		31					
August						February (15)					
Mon	Tues	Wed	Thurs	Fri		Mon	Tues	Wed	Thurs	Fri	
2	3	4	5	6			1	2	3	4	
9	10	11	12	13		7	8	9	10	11	
16	17	18	19	20		14	15	16	17	18	
23	24	25	26	27		21	22	23	24	25	
30	31					28					
September (18)						March (23)					
Mon	Tues	Wed	Thurs	Fri		Mon	Tues	Wed	Thurs	Fri	
		1	2	3			1	2	3	4	
6	7	8	9	10		7	8	9	10	11	
13	14	15	16	17		14	15	16	17	18	
20	21	22	23	24		21	22	23	24	25	
27	28	29	30			28	29	30	31		
October (20)						April (15)					
Mon	Tues	Wed	Thurs	Fri		Mon	Tues	Wed	Thurs	Fri	
				1						1	
4	5	6	7	8		4	5	6	7	8	
11	12	13	14	15		11	12	13	14	15	
18	19	20	21	22		18	19	20	21	22	
25	26	27	28	29		25	26	27	28	29	
November (18)						May (21)					
Mon	Tues	Wed	Thurs	Fri		Mon	Tues	Wed	Thurs	Fri	
1	2	3	4	5		2	3	4	5	6	
8	9	10	11	12		9	10	11	12	13	
15	16	17	18	19		16	17	18	19	20	
22	23	24	25	26		23	24	25	26	27	
29	30					30	31				
December (17)						June (17)					
Mon	Tues	Wed	Thurs	Fri		Mon	Tues	Wed	Thurs	Fri	
		1	2	3				1	2	3	
6	7	8	9	10		6	7	8	9	10	
13	14	15	16	17		13	14	15	16	17	
20	21	22	23	24		20	21	22	23	24	
27	28	29	30	31		27	28	29	30		

Staff Report - August 23rd

Early Dismissal Days

Holiday/Recess (No Students or Staff)

Superintendent's Conference Day (No School for Students)

Regents and School-level Exams

September 8, 2021 All Grade Levels Report

June 24, 2022 - Last Day of School

2024-2025 School Calendar

Filename: 2024-2025_School_Calendar_tJWNTHh.pdf Size: 703.9 kB

Entry 10 – Faculty/Staff Roster Template

Completed - Aug 1 2024

INSTRUCTIONS

Required of Regents, NYCDOE, and Buffalo BOE-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 2023-2024 school year).

Use of the 2023-2024 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.

Roster Data Elements	Explanations
Authorizer NOTE: MUST BE DONE FIRST	Select your school's authorizer from the drop-down list first , before completing the roster.
School Name and Institution ID	Select your school's name from the drop-down list .
Faculty/Staff First Name	Enter the first name of the Faculty/Staff person.
Faculty/Staff Last Name	Enter the last name of the Faculty/Staff person.
TEACH ID	Enter the 7 digit TEACH ID for the Faculty/Staff person.
Role in School	Select the best choice of role of the Faculty/Staff person from the drop-down list .
CPR/AED Certification Status	Select the appropriate choice from the drop-down list .
Hire Date	Enter the date that the Faculty/Staff person was hired.
Start Date	Enter the date that the Faculty/Staff person actually began employment in this school.
Total Years' Experience in this Role	Enter Total Years of Experience that the Faculty/Staff person has in their current role.
Total Years at this School	Enter the Total Years that the Faculty/Staff person has been employed in this school.
Out-of-Certification Justification	Select the appropriate choice from the drop-down list .
Subject Taught	Select the appropriate choice from the drop-down list .
Notes	Optional

[Evergreen faculty-staff-roster-te_rlnxHZa](#)

Filename: Evergreen_faculty-staff-roster-te_rlnxHZa.xlsx Size: 50.7 kB

Entry 11 – Progress Toward Goals

Completed - Oct 31 2024

Instructions

SUNY-Authorized Charter Schools ONLY- Complete Template and Upload to Epicenter

SUNY-authorized charter schools must download an Accountability Plan Progress Report template at [Accountability Plan Progress Report](#). After completing, SUNY-authorized charter schools must upload the document into the Annual Report Portal, and into the SUNY Epicenter document management system **no later than 11:59 PM on September 16, 2024**.

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 11:59 PM on November 1, 2024.**

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

Entry 11 – 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, 2024.

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, 2024.**

2023-2024 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	70% of tested students in K-8 will demonstrate adequate growth in Reading by reducing the gap that exists between their 1st diagnostic test (fall) iReady scaled score in Reading and the on level range scaled score by 50% on the final diagnostic assessment (spring).	I-Ready diagnostics in Reading	Met	The percentage of K-8 students that reduced their academic gap by 50% or more in Reading is 71.2%
Academic Goal 2	70% of tested students in K-8 will demonstrate adequate growth in Math by reducing the gap that exists between their 1st diagnostic test (fall) iReady scaled score in Math and the on level range scaled score by 50% on the final diagnostic assessment (spring).	I-Ready diagnostics in Math	Met	The percentage of K-8 students that reduced their academic gap by 50% or more in Math is 71.4%
Academic Goal 3	Evergreen students will outperform students enrolled in the local district on the Grade 3-8 NYS	NYS ELA exam	Met	

	Common Core English Language Arts Test			
Academic Goal 4	Evergreen students will outperform students enrolled in the local district on the Grade 3-8 NYS Common Core Math	NYS Math Exam	Met	
Academic Goal 5				
Academic Goal 6				
Academic Goal 7				
Academic Goal 8				
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%	Student management system (Schooltool) annual attendance report	Met	
Org Goal 2	95% of students will return to Evergreen Charter School	Enrollment reports generated from Schooltool, our student management system	Not Met	Due to the socio economic climate after the global pandemic, many of our students' families had to relocate. Evergreen will continue to monitor the withdrawal report and the Data Director will work closely with the Admissions department and review the reasons listed for withdrawal.
Org Goal 3	80% of parents will express satisfaction with the instructional program and staff at Evergreen Charter School	Parents 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	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	Partially Met	We have partially met this goal. We are in the process of completing construction on a new school facility and will be using some of our cash reserves to cover soft costs related to these efforts including architectural, technology and related costs associated with the secondary school facility . Our future budget will continue to build in the surplus needed to continue progress towards this goal.
Financial Goal 2	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. Construction should be finished in February 2025.
Financial Goal 3	This is a new goal to build working capital	This will be measured by audited financials	Not Met	This past year we sought and received bond financing to

	to a ratio of 1.2 or greater.	subtracting current liabilities from current assets.		build a new school facility. As we finish construction on this new space and transition to it, we will seek to build up our working capital.
Financial Goal 4				
Financial Goal 5				

7. Do have more financial goals to add?

No

Thank you.

Entry 12 – Audited Financial Statements

Completed - Oct 31 2024

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 11:59 PM on November 1, 2024**. **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 11:59 PM on November 1, 2024**. 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 2024 but will be identified as a required task thereafter and due on November 1, 2024. This is a required task, and it is marked optional for administrative purposes only.

[2024 Financial Statements-Audited](#)

Filename: 2024_Financial_Statements-Audited.pdf Size: 2.0 MB

Entry 12b – Audited Financial Report Template (BOR)

Completed - Oct 31 2024

[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 [2023-2024 Annual Reports](#) webpage. Upload the completed file in Excel format and submit **no later than 11:59 PM on November 1, 2024**.

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

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

[Audited-financial-report-template-nysed-for-ar-2023-24 1](#)

Filename: Audited-financial-report-template_hxB48Du.xlsx Size: 74.5 kB

Entry 12c – Additional Financial Documents

Completed - Oct 31 2024

Regents, NYCDOE and Buffalo BOE authorized schools must upload financial documents and submit **no later than 11:59 PM on November 1, 2024**. 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[\[1\]](#)
5. Corrective Action Plan for Audit Findings and Management Letter Recommendations

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

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

[3](#)

Filename: 3_CSP_Agreed_upon_Procedure_Repor_HYr8dxV.doc Size: 178.2 kB

[2](#)

Filename: 2_Federal_Single_Audit_hGmk3Zh.doc Size: 178.2 kB

[1](#)

Filename: 1_Advisory_And_Or_Management_Lett_tZa8K5h.doc Size: 178.2 kB

[5](#)

Filename: 5_Corretive_Action_Plan_and_Manag_FuqzvZ2.doc Size: 178.2 kB

[4](#)

Filename: 4_Annual_Escrow_Account_Information.pdf Size: 433.0 kB

Entry 12d – Financial Contact Information

Completed - Aug 1 2024

Regents, NYCDOE, and Buffalo BOE authorized schools should enter financial contact information directly into the form within the portal **no later than 11:59 PM on November 1, 2024**.

Form for "Financial Contact Information"

1. School Based Fiscal Contact Information

	School Based Fiscal Contact Name	School Based Fiscal Contact Email	School Based Fiscal Contact Phone
	Lisett Knox	lknox@ecsl.org	516-226-8680

2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm
	Condon O'Meara McGinty and Donnelly LLP	masaro@comdcpa.com	646-438-6243	14

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

	Firm Name	Contact Person	Mailing Address	Email	Phone	Years With Firm
	Carey & Co	Tom Torre	658 Peconic Avenue West Babylon, NY 11704	ttorre@ecsl.org	646-460-5509	1

Entry 13 – Fiscal Year 2024-2025 Budget

Completed - Aug 1 2024

SUNY-authorized charter schools should download the [2024-2025 Budget and Quarterly Report Template and the 2024-2025 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 no later than 11:59 PM on November 1, 2024.**

Regents, NYCDOE, and Buffalo BOE authorized charter schools should upload a copy of the school's FY25 Budget using the [2024-2025 Budget Template](#) into the Annual Report Portal or from the Annual Report website. **Due no later than 11:59 PM on November 1, 2024.**

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.

[ECS 2024-2025-annual-report-budget-template FN](#)

Filename: ECS__2024-2025-annual-report-budg_7i0wmdc.xlsx **Size:** 51.8 kB

Optional Additional Documents to Upload (BOR)

Incomplete

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

Trustee Name:

Gil Bernardino

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.).

Board President

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.

I am married to the Vice President of the Board of Trustees who is also the co-founder with me.

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.

My employer leases property to Evergreen Charter School

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
2023-2024 School Year	I work for the landlord of the school. My wife, the co-founder of the school is also on the Board of Trustees.	Disclosed conflict of interest and recused myself from voting when applicable.	Círculo de la Hispanidad, employer and Sarah Brewster wife.

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
Circulo de la Hispanidad	Circulo is the landlord of the school.	The rent is approximately \$1,200,000 a year.	I work for the landlord of the charter school, Círculo de la Hispanidad. My wife also worked for the same agency and is on the board. She is the co-founder of Evergreen.	Disclosed conflict of interest and recused self from voting when applicable.

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:

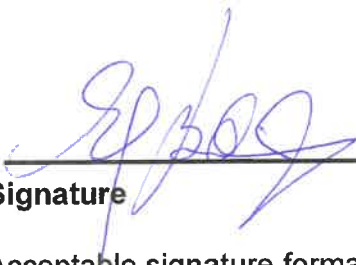
gbernardino@cdlh.org

Home Telephone:

516-297-4898

Home Address:

830 Shore Road, Apt. 2 P, Long Beach, NY 11561



Signature

July 24, 2024

Date

Acceptable signature formats include:

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

last revised 04/2022

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

Trustee Name: Gladys Rodriguez

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.).

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

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:

516 227-8556

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

July 22, 2024
Date

Acceptable signature formats include:

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

last revised 04/2022

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

Trustee Name:

Nancy Igelsias

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.).

Treasurer

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:

631-943-5061

Business Address:

408 Ann Street, Babylon, NY 11702

E-mail Address:

nriglesias@optonline.net

Home Telephone:

631-943-5061

Home Address:

408 Ann Street, Babylon, NY 11702

Nancy Iglesias

July 24, 2024

Signature

Date

Acceptable signature formats include:

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

last revised 04/2022

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

Trustee Name:

Sarah Brewster

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.).

Board Vice President

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.

I am married to the President of the Board of Trustees, who is also the co-founder with me.

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.

My employer leases property to Evergreen Charter School

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	Círculo is the landlord of the school.	The rent is approximately \$1,200,000 a year.	I work for the landlord of the charter school, Círculo de la Hispanidad. My husband also works for the same agency and is on the board.	Disclosed conflict of interest and recused self when applicable.

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:

sbrewster@cdlh.org

Home Telephone:

516-322-9203

Home Address:

830 Shore Road, Apt. 2 P, Long Beach, NY 11561



July 24, 2024

Signature

Date

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last revised 04/2022

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

Trustee Name:

Yvonne 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.).

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.

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:

Yvoneemowattvision@yahoo.com

Home Telephone:

516-984-8129

Home Address:

1046 Ardmore Road, Baldwin, NY 11510


Signature

July 24, 2024

Date

Acceptable signature formats include:

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

last revised 04/2022

**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.).

Member

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.

My daughter is a Spanish teacher

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.

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 other than standard employee relationship of my daughter (Spanish teacher)

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
N/A		would recuse myself if there were any resolution in disinterest involving my daughter.	Cristina Ray

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:

(914) 288-2809

Business Address:

RAS ASSOCIATES, PLLC 2500 Westchester Ave Ste 410
Purchase, N.Y. 10577

E-mail Address:

LRAS@RASLAWFIRM.COM

Home Telephone:

(516) 503-5741

Home Address:

8 THE RIDGE, MANHASSET N.Y. 11030


Signature

7/21/24
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 25, 2023**

7:45 pm

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

Members:

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

Also present:

**Dr. Elena Litescu, 2-4 Principal, Superintendent
Ms. Lisett Knox, Director of Finance and Operations
Ms. Christine Weigand, Principal
Dr. Frances Echevarria, Principal
Mr. Ahmed Zubair, 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**

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:

- All state exams were completed and were submitted by the Testing coordinator for the District.
- The Incoming Kindergarten students are assessed using the DIAL Assessment (Developmental Indicators for Assessment).
- The New York State Identification Test for English Language Learners (NYSITELL) is being administered to the incoming kindergarten students. This is the State's formal English language proficiency assessment for initially identifying English Language Learners in New York State.
- Summer school is attended by 25 out of 29 middle school students who were recommended to enroll.
- Students are utilizing Edgenuity for credit recovery for the HS summer school program.
- The Data team, in collaboration with Guidance Counselors at the High School reviewed transcript records and other related issues.
- The High School Guidance counselor has been on site during summer school providing assistance to MS/HS students.
- Staff attended state meetings to track graduation requirements.

Benchmark 2: Teaching and Learning:

- The summer School is taking place at Front Street for 2-11 grades students, and at Peninsula for Incoming K, K-1 students. Teachers are taking daily attendance.
- The Data Department completed End of Year Reports and submitted to the NYS the level 0 reports.
- The Data Team completed end of year tasks and they are working on Beginning of Year reports and tasks.
- The IT team collected student and staff devices, except HS students and those devices used by students and staff participating in summer school.
- The IT team will inspect and prepare the devices for distribution at the beginning of the 2023-2024 school year.
- The Transition to Kindergarten program at Peninsula, funded by a grant, was hosted at the beginning of the month for incoming Kindergarten students and their families. Out of the incoming Kindergarten students who registered, 46 families attended. The Transition to Kindergarten Program was financed by NYSB5 grant.

- Curriculum POs have been submitted to the business office for approval and processing.
- Curriculum maps are in development for elective courses for High School, such as; forensic, entrepreneurship, financial literacy, and drama studies.
- Resources are in the process of being ordered for the 2023-2024 school year.
- For summer school program HS and MS students are tasked to complete 100% of course work and attain at least a 65% or above to receive course recovery credit.
- One High School student completed their course recovery in 2 weeks.
- The DIAL Assessment (Developmental Indicators for Assessment) continues to be administered to the Incoming Kindergarten students.
- The New York State Identification Test for English Language Learners (NYSITELL) is being administered to the incoming kindergarten students. This is the State's formal English language proficiency assessment for initially identifying English Language Learners in New York State.
- The Edgenuity platform implanted for MS and HS students and access during summer school provided support for English language learned for course recovery.
- We are implementing a new program, CLEVER, throughout the district for easier access to available instructional platforms.

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

- Attendance is closely monitored for Summer School.
- Safety protocols are implemented for Summer School in both buildings.
- During the summer school, High School student progress monitoring reports are sent home to families on a weekly basis, to inform the parents on their child's academic progress.
- STEAM Night took place at Peninsula on Wednesday, June 28, 2022.
- Cornell University is hosting for students in 3-8 grades at Front St a summer program, three days a week. The program teaches students healthy habits, how to "Choose Healthy Food, Fun, and Fitness" (CHFFF), for the duration of the summer school. Parents were also invited to attend.
- Teaming up to Transition to Kindergarten took place from Monday, July 10, 2023 - Thursday, July 13, 2023, from 9:00 AM -1:00 PM daily. Forty-six families participated!
- Kindergarten Orientations took place on Wednesday, July 19, 2023.

- Administration and staff members participated in July's Inclusive Conversation- *Allyship (active support for the rights of a minority or marginalized group without being a member of it)* on Wednesday, July 19, 2023.

Benchmark 7: Organizational Capacity:

- Administrative meetings took place and the main focus is on planning for the 2023-2024 school year. Several handbooks and policies were reviewed and revised.
- End of Year Evaluations were provided to staff and administration.
- The schedule of Professional Development prior to new school year was developed and all parties involved were informed of their timeslot for hosting presentations/trainings.
- Feedback received from faculty and non-instructional staff was taken into account when generating the PD schedule.
- Various trainers/presenters/representatives of programs were contracted for hosting training sessions/presentations during the Professional Development scheduled between 8/21/23 – 9/1/23.

Benchmark 8: Mission and Key Design Elements:

- The K-1 School submitted an application for the Green Our Planet's Hydroponics STEM Program Grant.
- The Choose Healthy Food, Fund and Fitness (CHFFF) program sponsored by Cornell University is offered during summer school for 3-8 grade students.

Benchmark 9: Enrollment, Recruitment, and Retention:

- There are 975 currently enrolled.
- The administrative team continues recruiting, interviewing and scheduling demonstration lessons with candidates for teaching positions to fill all open positions through k-12 grades.

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:

None.

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

- We ended the school year 2022-2023 with a student enrollment total of 975. Some of our families moved and others failed to complete the re-registration process so therefore we have proceeded to fill those vacancies with students from our waiting lists to start this September.
- Enrollment for the following school year 2023-2024 starting in September will be 1,100.
- Our Admissions Department continues to work with parents of new students to complete their registration process to start in our school this coming September. A mandatory parent orientation for students coming in at the Kindergarten level took place on July 19, 2023.
- Billing 1 of 6 for tuition for the next school year 2023-2024 was mailed out on the 18th of July 2023. 22 out of 27 school districts have paid all tuition owed to our school for the previous school year ending this past June. An invoice for additional tuition was sent out to the Roosevelt school district for two students who moved from Elmont and a revised invoice was sent to the Elmont school district and they paid in full the adjusted invoice.
- We have submitted all claims to the Child Nutrition Administration for the meals served during the entire school year and most payments have been received already. We are only pending to receive 4 small amounts owed for meals served.
- 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 few weeks.
- All financial reports from July 2022 through May 2023 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 June 27, 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.

Benchmark Area: Teaching and Learning

1. **Be it therefore resolved,** that the Board of Trustees approves the following proposals under Teaching and Learning:
 - a. Ahmed Zubair is proposing to utilize a structure of department chairs. Department chairs at the high school are content specific individuals assigned to oversee a group of teachers. The duties and responsibilities for department chairs are attached for your review and approval.
 - b. Dr. Litescu is recommending Ms. Lombardo for the Special Education Mentor Role for the 2023-2024 school year.

Motion: Gladys Rodriguez

Second: Yvonne Mowatt

Vote: 5:0

Benchmark Area: Oversight and Governance

2. **Be it therefore resolved,** that the Board of Trustees approves the following proposals under Oversight/Governance:
 - The Administrative team is proposing the following revised policies for approval to be in effect for the 2023-2024 school year:
 - The Teachers' Manual;
 - The Student Code of Conduct;
 - The Parents' Manual;

Motion: Yvonne Mowat

Second: Nancy Iglesias

Vote: 5:0

Benchmark Area: Organizational Capacity

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).

Name/Nombre	Position	Building	Effective
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(Some of these were approved earlier this month. This resolution ratifies their approval).

Name	Position	Building	Effective
Darryl S, Woods	Custodian	Loretto	TBD
Thomas A, Salzarulo	Social Studies Teacher	Loretto	TBD
Shohreh Roozroh	Accounting Manager	Office Building	7/19/2023
Elfy A, Matias	IT Specialist	TBD	TBD
Kunal Singh	HS Music Teacher	Fulton	8/21/2023
Luis Tejada	HS Dean	Fulton	8/21/2023
Habib Safadi	Facilities Manager	Peninsula	TBD
Matthew Chuchul	MS Principal	Loretto	8/7/2023
Nicholas Carter	MS Music Teacher	Loretto	TBD
Aracely Leal	Lunch Aide	TBD	TBD
Cecilia L, Bauer	Lunch Aide	TBD	TBD
Anna Cherpelis	Lunch Aide	TBD	TBD
Helen S, Acosta	Lunch Aide	TBD	TBD
Danielle Serravalli	HS ELA AIS	Fulton	TBD
Brittany Olibrice	1 st Grade Teacher	Front	TBD
Toni Brisby	MS Math Teacher	Loretto	TBD
Name	Position	Building	Effective
Rabindra Ramkirath	HS Chemistry	Fulton	TBD

Nikisha Turner	HS Business	Fulton	TBD
Deana Beckwith	4 th Grade Teacher	Front	TBD
Michael Sonesen	MS Math Teacher	Loretto	TBD

Employee Position and Salary Changes:

Name	Current Position	New Position	Effective
Luis E. Bocanegra	Admissions Coordinator	Same	7/5/2023
Luis Navarro	Facilities Supervisor	Same	7/1/2023

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

Benchmark Area: Legal Compliance

4. Be it therefore resolved the Board of Trustees approves the following proposals under **legal compliance:**

- Dr. Litescu is requesting approval to sign the contract with Meg LLC so they continue to offer Mandarin classes to two groups of students: first group including students in grades 2-3, and the second group including students in grades 4-5. The contract is attached.

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

5. Be it therefore resolved the Board of Trustees approves Nancy Iglesias to serve as Treasurer for Evergreen for a three year term ending June 30, 2026.

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

XII. Old/ New Business: Old/New Business

Trustee Brewster provided a report about school construction. Construction continues to be on schedule and we anticipate moving in the facility in January 2025. We are expecting to receive steel in September. Foundations are being poured including walls for the lower level.

Mr. Bernardino wished everyone a good summer and thanked the administrators for their efforts.

XIII. Adjournment

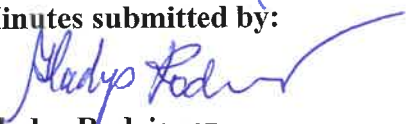
Motion: Trustee Yvonne Mowatt

Second: Trustee Nancy Iglesias

Vote: 5:0

Meeting adjourned at: 8:21 pm

Minutes submitted by:



Gladys Rodriguez
Secretary

**Evergreen Charter School
Virtual Meeting of the Board of Trustees
605 Peninsula Blvd, Hempstead, NY 11550
August 17, 2023**

7:45 pm

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

Members:

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

Also present:

**Dr. Elena Litescu, 2-4 Principal, Superintendent
Ms. Lisett Knox, Director of Finance and Operations
Ms. Christine Weigand, Principal Lower Elementary
Dr. Frances Echevarria, Interim HS Principal
Mr. Matthew Chuchul, MS Principal
Mr. Nicolas Agosti, Director of Curriculum and Instruction
Mr. Carlos Pumar, Director of Curriculum and Instruction**

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 Superintendent's Report

Benchmark 2 – Teaching and Learning

- The Data Team is working on the beginning of school year reports and tasks.
- The Annual report was submitted to the State.
- The Data Team organized and updated the student records for the new school year. The testing team for the School District is organizing and preparing for exams which will be administered during the 2023-2024 school year.
- AP programs are prepared to be launched in the new school year.
- The Admin Team has discussed and finalized logistics of upcoming PD's.
- Curriculum materials have been ordered.
- The DIAL Assessment (Developmental Indicators for Assessment) continues to be administered to the Incoming Kindergarten students. 2. The New York State Identification Test for English Language Learners (NYSITELL) will continue to be administered to the incoming kindergarten students in September. This is the State's formal English language proficiency assessment for initially identifying English Language Learners in New York State.
- Summer School for all students, except HS concluded on Thursday, August 3, 2023. The HS students attended the summer school until 7/28/23.

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

- Rosters per class and subjects were updated in Schooltool.
- Back-end in Schooltool was cleaned for the next school year. Attendance is closely monitored for Summer School.
- Kindergarten Orientations will take place on:
Wednesday, August 16, 2023, from 6:30 pm -7:45 pm
Thursday, August 17, 2023, from 9:15 am -10:30 am
Thursday, August 17, 2023, from 4:00 pm -5:15 pm
- Teacher Meet and Greet will take place:
At the MS and HS on Thursday, 8/31/23;
At the ES and IS on Friday, September 1, 2023
First Grade 9:00 am - 10:15 am
Kindergarten 10:15 am - 11:30 am
IS from 10:30 am – 12:00 pm

- Administration and staff members participated in August's Inclusive Conversation on Age and Inclusion, Wednesday, August 16, 2023.

Benchmark 7: Organizational Capacity:

- Administrative meetings took place to update manuals and policies.
- Administration is working close with the facilities teams to ensure all buildings are ready to welcome staff and students on day one of school.
- The Professional Development for the new teachers is starting on 8/21/23, and returning teachers will return on 8/24/23. The PD will end on 9/1/23. The agenda and logistics of the training sessions were set and finalized.
- Lunch staff members will receive training on interacting with younger student population during the PD.
- Representatives of various curriculum, programs, and platforms were contracted to host training sessions during the Professional Development.

Benchmark 8: Mission and Key Design Elements:

- Workshop Model Digital Tool-box being created for teachers to reference and utilize.

Benchmark 9: Enrollment, Recruitment, and Retention:

- All buildings are fully staffed with one or two positions open.
- Recruitment continues to be a priority to fill the few positions that are still open for teachers.

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

Mr. Bernardino extended his thanks to the administrators for their efforts over the summer and their preparation plans for the start of the new school year.

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:

- Enrollment for the following school year 2023-2024 starting in September will be 1,100.
- All new students coming in to start in September have completed the registration process. A second mandatory orientation meeting for new parents for students coming in at the kindergarten level took place last night August 16, 2023 and this afternoon.

- Billing 1 of 6 for tuition for the next school year 2023-2024 was mailed out on the 18th of July 2023 and we have already received payments from 6 out of 28 school districts. All regular tuition payments for 2022-2023 have been received with the exception of two that included additional tuition invoices sent out in June for new students who started that month.
- We are still pending to receive 4 small amounts owed from the state for meals served in May and June.
- We are currently working on preparing claims and expenditure reports for Titles I through IV for this school year and an expansion and ESSER grant.
- All financial reports from July 2022 through June 2023 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 July 25, 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:

Benchmark Area: Teaching and Learning:

1. **Be it therefore resolved**, that the Board of Trustees approves the following proposals under Teaching and Learning that include professional development:
 - a. Christine Weigand is requesting approval to offer the Kindergarten and First Grade students the Saturday school program for the 2023-2024 school year.
 - b. Christine Weigand is requesting approval for Dan Levitan to provide professional development to the lunch aids during the week of August 28,2023.

Motion: Trustee Sarah Brewster

Second: Trustee Gladys Rodriguez

Vote: 5:0

Benchmark Area: Culture and Climate

2. **Be it therefore resolved**, that the Board of Trustees approves the following proposals under Culture ,Climate, Student/Family Engagement:
 - a. Dr. Elena Litescu is requesting approval for the sports practice and games for the 2023-2024 school year.
 - b. Lisa Camilli is requesting approval to host Storytime with Ms. Camilli for the 2023-2024 school year.

Motion: Trustee Nancy Iglesias

Second: Trustee Yvonne Mowatt

Vote: 5:0

Benchmark Area: Organizational Capacity

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).

Name	Position	Building	Effective
Burke Tomaselli	Social Studies Teacher	Fulton	8/21/2023
Rosalia Gattuso	4 th Grade Teacher	Front St.	8/21/2023

Brandon W. Friend	Full-time Custodian	Loretto	8/18/2023
Sashane Hall	MS Math Teacher	Loretto	8/21/2023
Issac Sahoye	Full-time custodian	Loretto	TBD
William Diakakis	Facilities Supervisor	Front St.	TBD
Maegan Liebegott	3 rd Grade Teacher	Front St.	8/21/2023
Linda Shipley	HS Guidance Counselor	Fulton	8/21/2023
Catherine Krueger	HS ENL Teacher	Fulton	8/21/2023
Erroll Johnson	Staff Accountant	Richardson Pl	TBD
Matthew Ackerman	AIS/Math Teacher	Front St.	8/21/2023
Nanci Graff	K-1 Special Education Teacher	Peninsula	8/21/2023
Priscilla Princz-Sitzman	5 th Grade Math Teacher	Loretto	8/21/2023
Christopher Ramirez	HS Music Teacher	Fulton	8/21/2023
Maximillian Smith	Part-Time Custodian	Loretto	TDB

- b. Christine Weigand is requesting approval for the following staff members to be in the role of Lead Teachers for the 2023-2024 school year at Peninsula.
- Kindergarten- Angelica Martinez
 - First Grade- Ashley Richards
 - Special Subject Area Teachers- Dan Levitan
 - Support Teacher- Shanice Manning
- c. Dr Litescu is requesting approval for the following staff members from Middle School to be in the role of Lead/Mentor Teachers for the 2023-2024 school year.
- 5th grade- Ms. Reyes
 - 6th grade- Ms. Alvarracin
 - 7th/8th grade- Mr. Feltman
 - Special Support- Ms. Smith
- d. Dr Litescu is requesting approval for the following staff members from High School to be in the role of chairpersons for the 2023-2024 school year.
- ELA-Joanne Cimler
 - Social Studies- Alexander Eichhorn
 - Specials- Pedro Rincon
 - Math- Chris Gehring

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

Resolutions:

- 4. Be it therefore resolved** that the Board of Trustees approves a modification to its charter to increase its enrollment in order to ensure that existing students can continue their education at Evergreen through the end of its existing charter term.

Currently, Evergreen currently enrolls 1,100 students from kindergarten through twelfth grade.

- a. **Unless this cap is changed, the 125 students currently enrolled in our fourth grade will not be able move up to fifth grade. This is because we only have 75 student spaces at the fifth-grade level due to our current enrollment cap.**
- b. **Similarly, we have 75 seventh graders who will move to eighth grade next year. Under our existing enrollment cap we only have 50 spaces available at the eighth grade level.**

We seek to increase our enrollment from 1,100 students to 1,175 to ensure that existing students can continue their education at Evergreen through the end of our current charter term.

See chart:
Remaining Charter Term

	23-24	24-25
Kindergarten	125	125
First	125	125
Second	125	125
Third	125	125
Fourth	125	125
Fifth	75	125
Sixth	75	75
Seventh	75	75
Eighth	50	75
Ninth	50	50
Tenth	50	50
Eleventh	50	50
Twelfth	50	50
Total	1100	1175

Motion: Trustee Nancy Iglesias
Second: Trustee Yvonne Mowatt
Vote: 5:0

XII. Old/ New Business: Old/New Business

Trustee Brewster provided a report about school construction. We continue to be on schedule. They are preparing the towers for the stairs and elevators. We expect steel at the end of September and Cross laminated timber to be delivered as well.

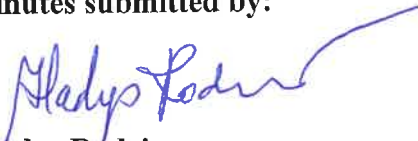
Mr. Bernardino wished everyone a good start to the new school year.

XIII. Adjournment

Motion: Trustee Yvonne Mowatt
Second: Trustee Nancy Iglesias
Vote: 5:0

Meeting adjourned at: 8:22 pm

Minutes submitted by:



Gladys Rodriguez
Secretary

**Evergreen Charter School
Virtual Meeting of the Board of Trustees
605 Peninsula Blvd, Hempstead, NY 11550
September 27, 2023**

7:45 pm

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

Members:

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

Also present:

**Dr. Elena Litescu, 2-4 Principal, Superintendent
Ms. Lisett Knox, Director of Finance and Operations
Ms. Christine Weigand, Principal Lower Elementary
Dr. Frances Echevarria, Interim HS Principal
Mr. Matthew Chuchul, MS Principal
Mr. Nicolas Agosti, Director of Curriculum and Instruction
Mr. Carlos Pumar, Director of Curriculum and Instruction
Mr. Luis Tejada, HS Dean**

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

I Call to Order

By Mr. Gil Bernardino, President

The meeting was called to order at 7:45 pm.

II Superintendent's Report

By Dr. Elena Litescu, Superintendent

Benchmark 1 – Student Performance

- The First set of evaluations for the school year started to be administered in all buildings, i.e. i-Ready Diagnostic for K-12 grades, F&P evaluations for K-6 students, etc.
The data from the NYS ELA and Math exams is embargoed. While it cannot be shared publicly, it will be used for forming RTI/AIS groups. The Guidance Counselors started the College Application process for the HS seniors.
- At the MS, 26 out of the 50 students in 8th grade are enrolled in an advanced Science class, Living Environment, which will culminate with the students taking the Regents exam.

Benchmark 2 – Teaching and Learning

- All the gradebooks have a uniform weighting for K-8 and 9-12 grades.
- At the end of Quarter 1, all middle school students will complete Interim Assessments in state-tested courses.
- During PD, teachers participated in various workshops and trainings, sharing best practices for maximizing learning for all students.
- AP programs for HS students are prepared to be launched in the new school year.
During PD, teachers participated in various workshops and trainings, sharing best practices for maximizing learning for all students.
- AP programs for HS students are prepared to be launched in the new school year.
- A new ELA curriculum, “Into Reading” is piloted in 4th grade
- “Eureka Math Square” was launched for 2nd grade students
- New curriculum was introduced at the HS level in several subjects, especially electives, such as “Overcoming Obstacles”, “Forensics”, “Entrepreneurship”, “Financial Literacy”, etc.
- The option to learn a second foreign language is offered to HS students, French
- ELA and Math consultants started working with the teachers (K-12), providing them guidance and support
- The New York State Identification Test for English Language Learners (NYSITELL) was administered to all incoming students. This is the State’s formal English language proficiency assessment for initially identifying English Language Learners in New York State.

- Small groups were formed so highly customized instruction and support can be provided based on the students' learning needs.
- All teachers reviewed the IEP and 504 plans at the beginning of the school year.
- After school, Regents prep, and Saturday programs are launched for students in all grades.
- HS will offer dual enrollment to several higher education institutions, so students will have the option to graduate from HS with several college credits listed on their transcript.

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

- Attendance was monitored closely and recorded high percentages across the school district.
- A new student code of conduct was launched that includes restorative practices, out of school suspensions will be the last resort for correcting students' behaviors.
- There is an improvement in compliance with nutrition and uniform policies. At the HS there was 99% compliance with the uniform policy.
- Fire drills have been conducted already in all four buildings.
- Bus safety measures were implemented as per notifications received from various districts.
- Teacher Meet and Greet and Back to School Night took place in all four buildings.
- The first parents workshop for this school year was hosted on 9/20/23 by the Mental Health committee. Representative from the Derner Clinic attended this workshop and they connected with Evergreen families.
- Various Clubs, i.e. Orchestra, Spanish, Student Government, Mandarin Club, School Newspaper (MS) will be launched shortly.
- Administration and staff members participated in September's Inclusivv webinar.

Benchmark 7: Organizational Capacity

- Administrative meetings took place weekly.
- First faculty meeting took place.
- I-Ready training is scheduled for MS at the end of September.
- Grades and department level meetings are taking place periodically.

Staff and families are encouraged to provide feedback through various channels, meetings in person, surveys, etc.

- ELA and Math consultants were contracted for this school year.

Benchmark 8: Mission and Key Design

- Evergreen nutrition policy and guidelines were reviewed with staff and families at the beginning of the school year.
- Teachers are actively monitoring the implementation of the nutrition policy and check daily for the students to comply with the water bottle requirement (using only clear reusable bottles).
- The celebration of the Hispanic Heritage Month started on September 15th and will continue the entire month, culminating with a concert.

Benchmark 9: Enrollment, Recruitment and Retention

- Recruitment continues to be a priority and multiple interviews have been scheduled to fill the few positions open.

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

Mr. Bernardino extended his thanks to administrators for their efforts over the summer and their preparation plans for the start of the new school year.

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

None.

V Director Finance and Operations Report

By Ms. Lisett Knox, Director of Finance and Operations

Benchmark 4: Financial Condition

- We have received payments for billing 1 of 6 from 17 out of 27 school districts.
- Billing 2 of 6 for tuition will be sent out by the end of this week.

- All regular tuition payments for 2022-2023 have been received with the exception of two, for additional tuition invoices sent out in June for new students who started that month. A final notice will be sent out with billing 2 of 6.
- We are still pending to receive 4 small amounts owed from the state for meals served in May and June of the previous school year. The claims for meals served to students this month will be sent out at the latest by October 15, 2023.
- We have a total of \$1,015.00 accumulated in past due student late pick up fees from the previous school year. Invoices are sent monthly to parents and additional follow will take place in the next week in efforts to collect all past due fees.
- All expenditure reports for last year's approved Title grants I through IV, ESSER 2 and an Expansion grant have been completed and submitted to NYSED for reimbursements with the exception of ESSER 3 which period ends 9/30/2024. An amendment or request to rollover funds will be required for Title III in order not to lose the approved funding. All applications for Titles I through IV for the school year 2023-2024 have been submitted for review and we are waiting for the approval notification from NYSED.

Benchmark 5: Financial Management

- All financial reports for July 2023 have been submitted to our Board of Directors and School Administrators.
- We are also in the process of finalizing our yearly fiscal audit. Audited financials are expected for our next Board Meeting in October.

Benchmark 9: Enrollment

- We currently have 1082 students enrolled and attending our school and we have 18 students going through the registration process to complete full enrollment of 1,100 students.

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 Trustees Reports

By Dr. Sarah Brewster, Vice President

Benchmark 6: Oversight and Governance:

- Evergreen's strategic plan was reviewed and updated.
- The Board continues to review policies and gain guidance from consultants and counsel.

Benchmark 10; Legal Compliance

- The Board continues to hold meetings monthly.

IX Approval of Minutes

Resolved the Board of Trustees approved the minutes August 17, 2023

Motion: Trustee Yvonne Mowatt

Second: Trustee Nancy Iglesias

Vote: 6:0

X Reading of the Resolutions:

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

XI Questions and comments from the public related to resolutions:

There were none.

XII Voting of the Resolutions:

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. Dr. Echevarria is proposing a dual enrollment program to help students transfer credits.

Motion: Nancy Iglesias

Second: 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** that include professional development:

- a. Dr. Litescu is requesting approval for staff conducting teachers observation to attend an online course provided by Danielson Group, for guiding their observation growth-focused. The following staff will attend the training: Dr. Echevarria, Ms. Weigand, Mr. Chuchul, Mr. Agosti, Mr. Pumar, Shaun Skariah, Dr. Litescu and Sandra Mesonero.
- b. Ms. Narduzzi, Ms. Bolanos, Ms. Kosta, are requesting approval to attend "Annual Autism Conference" virtually on Friday October 20th from 8:30 am- 2:15 pm to learn how to work with students who have autism.
- c. Lisa Camili is requesting an author visit for K-5 grades by Charity Michelle Harris to reinforce social emotional learning and literacy.
- d. Hina Gul and Chemene Webber are requesting approval to attend the workshop "Scaffolding Instruction for ELLS Across Proficiency Levels" that will provide resources to support schools ENL Students.
- e. Dan Levitan is requesting approval to attend The Suffolk Zone conference providing new curriculum ideas, SEL strategies and lesson plans for Physical Education.
- f. Cathy Austin is requesting approval to attend the workshop "Phonic Power: Explicit Instruction on the 6 Syllable types to help readers" will help our students build automaticity for fluid and flexible word solving.

Motion: Yvonne Mowatt

Second: Luis Ras

Vote: 6:0

Benchmark III: Punto #3: Culture, Climate, Student/Family Engagement

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

- a. Evergreen Charter School approves the clubs for the year.

See attached.

- b. Mayra Acosta is proposing to hold a senior BBQ for our 12th graders graduating this year at a local park.
- c. Mayra Acosta is requesting approval to host our first senior prom at an outside venue at Jericho Terrace on June 27, 2024.
- d. Mr. Agosti is proposing to announce the Evergreen mascot as the Bears for grades 5-12 and Cubs for grade K-4 and requests to purchase a school mascot costume for sporting events and school culture events.

Motion: Trustee Nancy Iglesias

Second: Trustee Yvonne Mowatt

Vote: 6:0

Benchmark VII: Organization Capacity

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).

Name	Position	Building	Effective
Jenna Greenberg	1 st Grade Techer	Peninsula	8/21/2023
Dylan O'Connor	Physical Education	Fulton	9/5/2023
Rigoberto Toro	Assistant Chef	Peninsula	9/5/2023
Christina Crehan	ELA Teacher	Loretto	8/29/2023
Ashley Liebegott	Support Teacher	Front	9/12/2023
Amanda Delia	AIS/Math Teacher	Front	8/30/2023
Cynthia Fiumara	ENL Teacher	Loretto	9/13/2023
Adefemi Ramierez	Substitute Teacher	Loretto	9/18/2023
Wilfredo Ramos	Facilities Supervisor	Peninsula	9/26/2023
Byron Stewart	1 st Grade Teacher	Front	8/23/2023
Indira Waldon	Spanish Teacher	Fulton	9/18/2023
Erica Saddler-Hall	Art Teacher	Fulton	9/19/2023
Brian Hettinger	PE Teacher	Loretto	9/20/2023
Dion Thomas	Math/Science Department Chair	Fulton	9/28/2023
David James	Permanent Substitute	Fulton	TBD
Vinicio Aguliar	Spanish Teacher	Fulton	TBD

Joseph Gallo Social studies Teacher Loretto TBD

Employee Position and Salary Changes:

Name	Current Position	New Position	Effective
Issac Sahoye	FT Custodian	Loretto	8/16/2023
Brandon W. Friend	FT Custodian	Peninsula	8/18/2023

- b. Dr.Litescu is requesting approval for Ms. Sandra Mesonero to oversee the Spanish Department for the district. That includes but is not limited to monitoring the Spanish curriculum implantation, extracurricular activities organized by the Spanish dept. etc. starting from the beginning of the school year 8/24/2023.

Motion: Trustee Gladys Rodriguez

Second: Trustee Sarah Brewster

Vote: 6:0

Benchmark 5 Financial Management

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

Resolved, the Board of Trustees approves the execution of the consent to assignment document submitted by Ponder Investment.

The document states Ponder Investment Co has entered into an asset purchase agreement with Kaufman Hall investment Management LLC. In connection with the transaction the Company, Onder intends to assign its existing agreement with Evergreen to Kaufman Hall & Associates.

See attached.

Motion: Trustee Luis Ras

Second: Trustee Yvonne Mowatt

Vote: 6:0

XII. Old/ New Business: Old/New Business

Trustee Brewster provided a report about school construction. The contractors are continuing to build the cement stair and elevators towers. We are at the third level. We should be finished with the towers in a few more weeks and then we can start the installation of steel. Cross laminated timber has been delivered.

A Parent asked about opportunities for track and field.

XIII. Adjournment

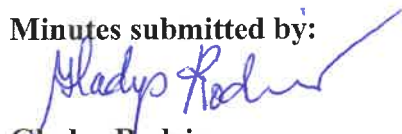
Motion: Trustee Yvonne Mowatt

Second: Trustee Nancy Iglesias

Vote: 6:0

Meeting adjourned at: 8:45 pm

Minutes submitted by:



Gladys Rodriguez
Secretary

**Evergreen Charter School
Virtual Meeting of the Board of Trustees
605 Peninsula Blvd, Hempstead, NY 11550
October 19, 2023**

7:45 pm

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

Members:

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

Also present:

**Dr. Elena Litescu, 2-4 Principal, Superintendent
Ms. Lisett Knox, Director of Finance and Operations
Ms. Christine Weigand, Principal Lower Elementary
Dr. Frances Echevarria, Interim HS Principal
Mr. Matthew Chuchul, MS Principal
Mr. Nicolas Agosti, Director of Curriculum and Instruction
Mr. Carlos Pumar, Director of Curriculum and Instruction
Mr. Luis Tejada, HS Dean**

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

I. Call to Order

By President Mr. Gil Bernardino

The meeting was called to order at 7:45 pm.

II. Superintendent's Report

By Dr. Elena Litescu

Benchmark 1 – Student Performance

- The data from the NYS ELA and Math exams was released from embargo, and it was analyzed and shared with faculty and curriculum consultants. This data had been used for forming RTI/AIS groups. The Fountas and Pinnell benchmark evaluations were completed for students up to 6th grade. The i-Ready diagnostic I is administered to all students K-9 grades.
- More than half of the 8th grade, 26 students, participate in a Regents level course. Middle School Students were selected to attend the accelerated Spanish track and they can earn HS credits. Many HS Seniors are near completion, and some even completed their credits needed to graduate HS.

Benchmark 2 – Teaching and Learning

- Lesson plans are submitted by all teachers weekly, and they are reviewed by the Directors of Instruction and Curriculum. Expectations shared with students at the beginning of the school year continue to be enforced, and restorative and discipline steps are implemented promptly when needed.
- Teachers are implementing the mini-workshop instructional model, ELA/Math/ENL consultants are providing support to teachers in implementing the curriculum with fidelity. The curriculum orders received incomplete at the beginning of the school year, were rectified and the missing materials were received. Staff is provided access to supplemental digital platforms.
- F&P testing concluded .Dolch testing for grades K-3 completed; i-Ready first diagnostic is still in progress.
- The I-ready resources are used to tailor group instruction to specific learning needs. After school enrichment, and the homework help programs started at the beginning of the month.
- The support provided to ELLs and SpEd students is closely monitored by the school administrators to ensure it is provided based on the requirements.
- Charity Michelle Harris, a children's book author hosted a virtual author visit for grades K-4. Mandarin Club sessions provided by Zoom started for students from grades 2-4. Enrichment activities have been added to the First Grade teachers pages on the ECS website.

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

- The MS launched a PBIS system per class. At the HS there is a high rate of compliance with the school's uniform policy, the classroom transitions have improved, and hallways are clear when classes are in session.
- A workshop will be hosted for families by Zoom on 10/18/23 at 7:00 pm (English) and 7:30 pm (Spanish) to discuss the restorative practices and the ECS student code of conduct. Purple Awards ceremonies recognizing students with best behavior during the month of September, will take place at Peninsula (10/13) and Front St (10/27). A calendar of events is distributed every month to all families. The MS Principal continues to send weekly the newsletter to families. Individual conferences were held with families in all buildings when was needed. Families are mainly supportive of the administrators' decisions applied to rectify their child's behavior in school.
- Storytime with Ms. Camilli will take place on Friday, 10/20/23.
- A Technology Parent Workshop will take place the week on 10/30/23.
- A variety of clubs and extracurricular activities were launched in all buildings. Front St (2-4 grades) is offering for the first time a Spanish Theater Club, and 26 students are enrolled.

There are two important soccer games:

- MS on the 24th and the HS on the 31st; the more support the MS and HS teams get from the school's community, the better.

Benchmark 7: Organizational Capacity

- Administrative meetings took place weekly.
- School administrators provide feedback monthly to Chef Josh.
- Administrators will attend a refresher training on conducting classroom observations and providing effective feedback to faculty.
- Consultants continued to provide guidance and support to teachers on the ELA/Math/ENL curriculum implementation, and to the HS administrators on leadership best practices. Staff and families are encouraged to provide feedback through various channels, meetings in person, surveys, etc.

Benchmark 8: Mission and Key Design

- Spanish teachers provide extra support to students throughout the day and after school.
- The Spanish awards ceremony will take place three times a year in all buildings under the coordination of the building's administrators and Ms. Mesonero, the Director of the WLD.

- The K-1 school is launching a Hydroponic Program in all classrooms.
- Ecology is the main focus of study for the eight graders in the Living Environment class.
- The hydroponic program will incorporate nutrition and healthy eating habits.
- Breakfast and lunch periods are running smoothly in all buildings.
- The salad bar at the HS is in high demand. The School District's Chef is seeking options to provide the same to the MS students.
- The celebration of the Hispanic Heritage Month that started on September 15th continued this month with decorated bulletin boards, MA displaying the Hispanic culture by including videos, presentations made by various classes, and a live performance in all four buildings, by the HS Orchestra led by Mr. Rincon.
- Various teachers collaborated cross-curriculum to include learning activities HHM oriented. For example, Social Studies and Graphic Design, PE and Literacy, and the Technology teachers encouraged students to research influential and impactful Hispanic innovators.

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

There were none.

IV. Questions and Comments from the Public related to reports:

None.

V. Director Finance and Operations Report

By Ms. Lisett Knox

Benchmark 4: Financial Condition

- We have received payments for billing 1 of 6 from 20 out of 27 school districts.
- Billing 2 of 6 was processed and sent out October 10, 2023.
- All regular tuition payments for 2022-2023 have been received with the exception of two, for additional tuition invoices sent out in June for new students who started that month. A final notice will be sent out next week.

- We are still pending to receive 4 small amounts owed from the state for meals served in May and June of the previous school year. There has been a delay submitting the claims for meals served to students in the month of September due to having to submit a new food program application including all buildings which were approved already.
- Last month we had a total of \$1,015.00 accumulated in past due student late pick up fees from the previous school year. The outstanding total now from last year is \$810.00 and the total past due for last month is \$95.00. Invoices are sent monthly to parents.
- All expenditure reports for last year's approved Title grants I, II, IV, ESSER 2 and an Expansion were completed and submitted to NYSED for reimbursements with the exception of ESSER 3 which period ends 9/30/2024. We have already received all funds for Titles I, II, IV and ESSER 2. Expenditure reports for Title III are being submitted this week. All applications for Titles I through IV for this school year 2023-2024 have been submitted and an approval was already received.

Benchmark 5: Financial Management

- All financial reports for August 2023 including bank reconciliations have been submitted to our Board of Directors and School Administrators.
- We are in the process of finalizing our yearly fiscal audit. Audited financials will be presented in the next two weeks.

Benchmark 9: Enrollment

- We currently have 1,090 students enrolled and attending our school and we have 10 students going through the registration process to complete full enrollment of 1,100 students.

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

Trustee Bernardino thanked Ms. Knox and the fiscal team for their effort. Evergreen has a positive audit and this reflects on the hard work of the business department and all staff.

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

There were none.

VIII. Additional Reports

By Vice President Dr. Sarah Brewster

Benchmark 6: Oversight and Governance:

- Auditors met with the financial committee to review the audit.
- Financials are reviewed regularly. Also the Members of the Executive Committee review items for construction including bond requisitions.
- Board and Administrator training including Charter School Conference, Gestalt, Somos and other relevant training opportunities are being reviewed and planned.

Benchmark 10; Legal Compliance

- The Board continues to hold meetings monthly.

IX. Approval of Minutes

Resolved the Board of Trustees approved the minutes September 26, 2023

Motion: Trustee Nancy Iglesias

Second: Trustee Yvonne Mowatt

Vote: 6:0

X. Reading of the Resolutions:

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

XI. Questions and comments from the public related to resolutions:

There were none.

XII. Voting of the Resolutions:

Proposal Area:

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 that include professional development:

- a. Mrs. Narduzzi is requesting approval to attend a conference “ Supporting students with Dyslexia in your learning environment” on October 11th,2023 via zoom from 9 am- 3 pm to help those students who may have dyslexia and at the same time train other staff member in working with these students.
- b. Mrs. Narduzzi is requesting approval to attend a conference “ Phonological Awareness” on October 26,2023 via zoom from 10 am – 1 pm that will benefit the ELA RTI and Special Education team to properly teach phonics.
- c. Mrs. Narduzzi is requesting approval to attend a conference “ Strategies for Academic Success: ELLs” on November 3rd, 2023 via zoom from 9 am- 12 pm to learn real -life examples and experience hand-on activities to help teachers and students.
- d. Mrs. Narduzzi is requesting approval to attend a conference “Supporting ELLs in Learning Environment” on November 8th, 2023 online course from 9 am – 3 pm to guide staff into working with ELLs in the classroom and small groups.
- e. Mrs. Narduzzi is requesting approval to attend a conference “ Using a FBA/BIP to support student needs” on November 14,21,28 and December 5 and 12th online course from 10 am- 12 pm to work will staff members to implement the BIP for this child and evaluate future students.
- f. Mrs. Narduzzi is requesting approval to attend a conference “ Working with Families to Improve student outcomes” on November 29th, 2023 online course from 10 am – 1 pm to bring those practices to Evergreen.
- g. Mrs. Narduzzi is requesting approval to attend “ Differentiated Instruction” on November 29, 2023 online course from 9 am – 12 pm to utilize the strategies learned with my groups of students.
- h. Mrs. Narduzzi is requesting approval to attend a conference “ Alternatives to suspension “ on December 14 and 21st, 2023 online course from 10 am – 12 pm to help to apply these strategies to our school to hope to lower negative impacts on students.
- i. Mrs. Narduzzi is requesting approval to attend a conference “ Test Accommodations- SWD” on January 5th, 2024 online course from 10 am – 12 pm to facilitate the use of testing accommodations for SWD.
- j. Alexander Eichhorn is requesting approval to attend a conference “ Social Studies Coordinator Network meetings BOCES” on October 25th, February 14th and May 15th @ Wheatley heights, NY from 8:30 am – 11 :30 am to benefits from new developments in regent exam testing and extend learning opportunities and programs to benefit student learning and achievement.

- k. Alexander Eichhorn is requesting approval to attend a conference “Using a Lens: Literacy, creativity and Documentation” on November 7th, 2023 @ Intrepid sea, air and space Museum in NY from 9:30 am – 3 pm to enhance students primary source analysis skills and improve news/media literacy in the social studies classroom.
- l. Alexander Eichhorn is requesting approval to attend a conference “Coming together : shared lessons from Intrepid and WWII Museum “ in NY from 9 am – 3:30 pm to gain new strategies & classroom materials for teaching about propaganda and news literacy and also new topics and resources covering WWII.

Motion: Trustee Nancy Iglesias
Second: Trustee Gladys Rodriguez
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. Nathalie Bolanos is requesting approval to host a “fire safety assembly” on November 3rd, 2023 where volunteer firefighters will teach grades 2-4 how to identify fire hazards, how to prevent fires and how to practice a fire escape plan. After the assembly, students will be able to go into the fire trucks and learn about the different functions.

Motion: Trustee Gladys Rodriguez
Second: Trustee Nancy Iglesias
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).

Name/Nombre	Position/Titulo	Building/Edificio	Effective/Efectivo
Josephine Castiglia	Nurse	Loretto	10/16/2023
Jason Maund	Social Studies/Science	Loretto	10/30/2023

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

4. Be it therefore resolved that the Board of Trustees authorizes a school trip for the high school students to watch the Long Island Soccer Championship game where Evergreen's Varsity Soccer team will play.

Motion: Nancy Iglesias

Second: Gladys Rodriguez

Vote: 5:0

XIII. Old/ New Business:

Trustee Brewster provided a report about school construction. Steel installation will begin shortly. The Cross laminated timber will be installed with the steel. Contractors have been working on Saturdays to make up for the delays with the rain. The contractors are continuing to build the cement stair and elevators towers. We are at the third level. We should be finished with the towers in a few more weeks and then we can start the installation of steel. Cross laminated timber has been delivered.

A Parent asked about uniforms for the volleyball team. These have been ordered.

XIV. Adjournment:

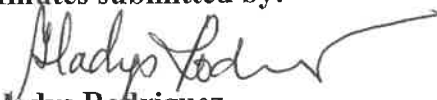
Motion: Trustee Yvonne Mowatt

Second: Trustee Nancy Iglesias

Vote: 5:0

Meeting adjourned at: 9:03 pm

Minutes submitted by: 1


Gladys Rodriguez
Secretary

**Evergreen Charter School
Virtual Meeting of the Board of Trustees
605 Peninsula Blvd, Hempstead, NY 11550
November 29, 2023**

7:45 pm

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

Members:

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

Also present:

**Dr. Elena Litescu, 2-4 Principal, Superintendent
Ms. Lisett Knox, Director of Finance and Operations
Ms. Christine Weigand, Principal Lower Elementary
Dr. Frances Echevarria, Interim HS Principal
Mr. Matthew Chuchul, MS Principal
Mr. Nicolas Agosti, Director of Curriculum and Instruction
Mr. Carlos Pumar, Director of Curriculum and Instruction
Mr. Luis Tejada, HS Dean**

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

I. Call to Order

By Mr. Gil Bernardino, President

The meeting was called to order at 7:45 pm.

II. Superintendent's Preport

By Dr. Elena Litescu, Superintendent

Benchmark 1 – Student Performance

- I-Ready first diagnostic test for ELA and Math was completed for elementary students.
- At the end of Quarter 1, the MS students completed interim assessments in ELA and Math. The purpose of these assessments is to give teachers, students, and their families a projection of proficiency level on the state tests in the Spring.
- The Spanish department worked to ensure that MS students have the proper course designations in SchoolTool to earn high school credits.

Teachers are exploring opportunities to have trips to local college campuses for MS students.

- In January, we will invite current college students come to speak with our students about college opportunities.

Benchmark 2 – Teaching and Learning

- The October staff meeting focused on maintaining high expectations for all students in classrooms and during transitions. Systems were implemented for teachers to quickly report when students are not meeting expectations.
- In ELA, Social Studies, and Science classes, MS students follow the Habits of Close Reading.
- The ELA, Math, and ENL coaches provided support and guidance to the teachers.
- Coaching meetings continued this month for faculty to share/provide effective instructional strategies.
- Continued use of strategies from Teach Like a Champion is frequently embedded into coaching and instruction.
- The i-ready test prep materials were received for grades 3 through 8.
- A culturally responsive Hydroponics curriculum framework is being reviewed to enhance the SEL curriculum for K and 1 grades.
- All MS students completed the ELA and Math interim assessments. MS students in Living Environment also completed an interim assessment. Quarter 1 ended on November 10th and report cards will be distributed to families the week of November 27th. The academic progress of each student will be discussed with their families during the parent teacher conferences on 11/28 (ES and HS) and 11/29 (IS and MS).

- The AIS, RTI, and ENL support is provided in all four buildings. After school and Saturday school continued to be offered this month. At Front St. two more classes were added for after school support. Now, there are in total 176 students attending the after school programs.
- This school year Evergreen charter school has a total of 124 students with disabilities. Speech services, occupational therapy services, counseling services, and vision itinerant services are contracted by the school districts, and they are provided accordingly based on the determined need.
- Teachers have access to student IEPs and they signed the Chapter 408 compliance forms.
- Each building has its own child/student study process to support struggling students with intervention services.
- At Front St, Spanish teachers provide extra support to ENL students.
- There is ELA and Math tutoring for students after school.
- Steven Schwartz the author of “The Whale and the Caribou” visited Peninsula and Front St schools. He read his book to the students, and discussed his career as an author.
- To conclude the celebration of the family Literacy month in November, the Hempstead Mayor, Mr. Hobbs, will be visiting as a guest reader, Front St on 11/28/23.

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

- A successful Pep Rally in October was hosted to celebrate the MS boys soccer team.
- Student Government elections at the MS were hosted on 11/17.
- Administration is using the Code of Conduct to determine the proper disciplinary steps. To the greatest extent possible, restorative justice practices are implemented. Families are notified promptly when discipline infractions occur.
- Fire drills and lockdown drills were conducted in all four buildings.
- Administration continued to meet with all families that requested a conference.
- A meeting with families of students in 4th grade is scheduled to take place at Front Street on November 30th at 6:00 pm.
- A Zoom session for 7th and 8th grade families was hosted on 11/20 to reiterate the academic expectations and the school’s policies.
- During their weekly SEL class, the MS students completed a gratitude survey to share with teachers feedback and thanks from Quarter 1.

- SEL curriculum for K-6 grades, incorporates subjects such as nutrition, climate and environmental activism, and global citizenship.
- A holiday boutique will take place at Peninsula and Front Street in December, to emphasize the importance of giving. Students can use their Evergreen dollars to purchase gifts for their families.
- School social workers provide support weekly or by-weekly to students with emotional distress due to family stressors, behavioral issues, low self-esteem, and diagnosis of ADHD. They also make referrals for free counseling provided by Derner clinic practitioners, at Front St on Tuesday evenings.

Benchmark 7: Organizational Capacity

- The entire Administration team completed a refresher training on using the Danielson framework for teaching when conducting classroom observations and providing feedback to the teachers.
- School leadership team meets with chef Josh monthly to provide feedback about breakfast and lunch.
- Admin team meets weekly, and periodic meetings are taking place with lead teachers, grade level, special, and support teachers.
- During morning assembly school administration team addresses any specific items related to the school's mission, values, and culture. For example, the importance of complying with the uniform and nutrition policy, using reusable water bottles, etc.
- The MS and HS admin team are meeting with a leadership coach.
- ELA, ENL, Math coaches continued to work with the teachers.
- Several teachers were approved for independent professional development.
- GoGuardian training will be provided to staff and mental health committee.
- All teachers had the first informal observation completed. In addition, feedback meetings were conducted.
- Staff can provide feedback during the monthly faculty meetings, or any time through one-on-one meetings with the administration.
- Amy Benjamin, the ENL consultant, was part of the MS PD regarding the Habits of Close Reading, to ensure alignment in instructional focus areas for grades 6-8.

Benchmark 8: Mission and Key Design

- The Clip-up and PBIS systems aligned to our school's mission are used to recognize students' behavior.
- Spanish Awards were hosted in all four buildings.
- At the MS the Spanish classes in 8th grade are co-taught to ensure that students benefit from differentiation in instruction.
- The Data Department was providing support to ensure that all courses are correctly coded in SchoolTool.
- Students completed the ecology unit in Living Environment. As part of it, they learned about sustainability and environmental impact.
- The school's lunch is promoted each day during Morning Assembly.
- During the month of November elementary students celebrated indigenous communities and their harvest, nutrition, and customs.
- In Social Studies 7, students are learning about different Native American cultures as part of Native American Heritage Month.
- At the MS the ELA and SS/Science teachers are planning instruction based on the Habits of Close Reading and the workshop model.
- On the lesson plans teachers note how they implement the workshop model and KAGAN structures.
- Twice a week grade level and support teachers meet for common planning

III. Questions and Comments from the Board of Trustees related to Superintendent's and Principals' reports:

There were none.

IV. Questions and Comments from the Public related Superintendent's and Principals' reports:

None.

V. Director Finance and Operations Report

By Ms. Lisett Knox, Director of Finance and Operations

Benchmark 4: Financial Condition

- We have received payments from 22 out of 27 school districts for billing 2 of 6. Three districts did not pay in full, and their balance will be added in the next billing. 5 districts are over 30 days late paying.
- Billing 3 of 6 will be processed this week.
- Last week we received the last 4 small amounts owed from the state for meals served in May and June of the previous school year. All claims for meals served in September and October of this year have been submitted and payments from the state have been received. We are now pending to receive the federal payments.
- We continue to have an outstanding balance of \$810.00 for students late pick up. Invoices are sent monthly to parents, but we are not receiving payments as we should.
- We have received all funds related to titles claims from I through IV and an expansion and ESSER 2 grants. ESSER 3 is still pending as the period ends 9/30/2024. All applications for Titles I through IV for this school year have been submitted and approved. We are just waiting to receive the first payments.

Benchmark 5: Financial Management

- All financial reports for September 2023 including bank reconciliations have been submitted to our Board of Directors and School Administrators.
- We are in week four of the audit process by the Comptroller's Office. This audit is done every seven years.

Benchmark 9: Enrollment

We currently have 1092 students enrolled and attending our school and we have 10 students going through the registration process to complete full enrollment of 1,100 students.

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

Trustee Brewster explained that the auditors met with the financial committee to present the audit and this will be submitted to the State website.

Trustee Bernardino thanked Ms. Knox and the fiscal team for their effort. Evergreen has a positive audit and this reflects on the hard work of the business department and all staff.

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 October 19, 2023

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:

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: Mr. Agosti is requesting approval for a Smart Pass that is a digital hall pass that replaces traditional hall passes such as sign-out sheets, lanyards, and more. SmartPass provides complete insight over student movement in the building.

Motion: Trustee Gladys Rodriguez

Second: Trustee Nancy Iglesias

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. Mrs. Gaete, Mr. Mejia and Mrs. Logan (the ENL Team @ Front St) and Ms. Gul, Ms. Teixeira and Ms. Webber (the ENL Team @ Peninsula) are asking for approval to attend a meeting “ NYSED- OBEWL’S Voices United Conference” on December 7th, 2023 from 8 am- 3:15 pm to implement high- quality academically rigorous instruction for ELLs students.
- b. Mrs. Weigand is requesting approval for Ms. Castro to attend the NAEA 2024 virtual convention from 4/4/2023-4/6/2023 to enhance students creative and communicative skills.
- c. Mrs. Weigand is requesting approval for Mrs. Camilli to attend a reading workshop online “Enhancing Reading Workshop” on January 12th, 2024.
- d. Dr. Litescu is asking to add 10 extra days of coaching by: Sue Morris- Math Coach due to 2nd grade piloting new curriculum and also Pam Kinnon- ELA Coach due to 4th grade piloting new curriculum.

Motion: Trustee Yvonne Mowatt

Second: Trustee Luis Ras

Vote: 6:0

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

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

- a. Mr. Pumar is requesting approval to host a Parents Workshop for Mental Health team and serve refreshments.
- b. Mrs. Weigand is requesting approval for Mr. Levitan to organize a “Read and Move” Family Engagement program to promote literacy and physical fitness.
- c. Mrs. Weigand is requesting approval for Mr. Levitan to host “Bring your parent to PE day” in December 2023.
- d. Mrs. Weigand and Ms. Sanjurjo (nurse) are requesting approval to schedule the “Colgate Bright Smiles, Bright Futures Mobile Van Unit” to provide dental screenings in April 2024.

Motion: Trustee Gladys Rodriguez

Second: Trustee Yvonne Mowatt

Vote: 6:0

XII. Additional Reports

By Dr. Sarah Brewster, Vice President

Benchmark 6: Oversight and Governance:

- The School will be preparing to submit a new charter application for the upcoming year and will be working with administrators and consultants to review and prepare for this submission.
- Board Members and Administrators actively share information from training and consultants.

Benchmark 10: Legal Compliance

- The Board continues to hold meetings monthly.
- The Board continues to regularly consult with legal counsel as needed.

School Construction:

Trustee Brewster provided a report about school construction. They have started to install the cross laminated timber. The first day they were able to install one panel. The second day they installed over 30 panels. Work on the stair towers has been completed. We are working to obtain funding to support additional features of the building.

XIII. Old/New Business:

There was none.

XIV. Adjournment:

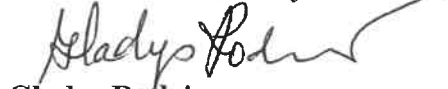
Motion: Trustee Yovonne Mowatt

Second: Trustee Nancy Iglesias

Vote: 6:0

Meeting adjourned at: 8:45 pm

Minutes submitted by:



Gladys Rodriguez
Secretary

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

7:45 pm

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

Members:

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

Also present:

**Dr. Elena Litescu, 2-4 Principal, Superintendent
Ms. Lisett Knox, Director of Finance and Operations
Ms. Christine Weigand, Principal Lower Elementary
Dr. Frances Echevarria, Interim HS Principal
Mr. Matthew Chuchul, MS Principal
Mr. Nicolas Agosti, Director of Curriculum and Instruction
Mr. Carlos Pumar, Director of Curriculum and Instruction
Mr. Luis Tejada, HS Dean**

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

I. Call to Order

By Mr. Gil Bernardino, President

The meeting was called to order at 7:45 pm.

II. Superintendent's Report

By Dr. Elena Litescu, Superintendent

Benchmark 1 – Student Performance

- Students continue receiving AIS and RTI support to help them to be proficient in ELA and Math.
- The second reading benchmark assessment (Fountains and Pinell) for K-6 grades students will take place from mid-December to mid-January.
- Students' progress continued to be tracked on the student academic tracker.
- All students have taken interim assessments.
- PSAT was administered.
- High school seniors submitted college applications; 4 out of 35 seniors have already been accepted to colleges and they were granted scholarships for various amounts.
- Several students applied to Ivy League schools; the early decision on their acceptance will be released by mid December.
- The HS Student Council will participate in organizing fundraising events for the school and the graduating class.
- 26 eighth grade students continue to participate in the Regents level course Living Environment;

Benchmark 2 – Teaching and Learning

- The Hydroponics STEM curriculum is being incorporated in all classrooms at K-1 building, to enhance the Science 21 curriculum
- All grade books were completed by November 20th.
- Before/after school and Saturday programs, APEX support, and Edgenuity will be utilized for enrichment, acceleration, and remediation.
- Small group instruction continues to be provided to ENL and SWD students.
- 26 Students are enrolled in the Mandarin Club

- Enrichment reading groups continue to meet.
- A tiered intervention approach is implemented in all buildings

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

- A holiday raffle for students will take place before the Christmas break.
- Students at risk for chronic absenteeism and tardiness have had parent meetings conducted for Q1.
- The holiday boutique initiative will be launched before 12/22/23.
- The Scholastic bookfairs were hosted at Front St and Peninsula.
- Teachers continue to monitor students for adherence to the uniform and nutrition policy in all buildings.
- Lockdown and fire drills were conducted.
- A special assembly was hosted for 7th and 8th grade students to address behavioral choices, and emphasize the importance of academic achievement.
- The Code of Conduct is followed across the district to ensure equity in implementing the disciplinary steps when needed.
- Constant communication, i.e. newsletter, email, phone blast, takes place in English and Spanish with the families.
- MS/HS Honor Roll and High Honor Roll students and families participated in a ceremony recognizing their accomplishment.
- Parent teacher conferences took place in all four buildings at the end of November, and the attendance rate for the families was solid.
- Holiday concerts will take place in all buildings and the families are invited to attend them.
- Purple Awards ceremonies are scheduled at Peninsula and Front St.
- The dates of these events for each building are listed in the “December important dates” newsletter that was distributed to all families.
- A culturally responsive hydroponics teaching framework is being planned to enhance the SEL curriculum at Peninsula.

- The Front St Social Worker meets with all the MS/HS students serving ISS at Front St.
- Counseling and support services are offered free of charge by Derner clinic professionals to the students recommended to them.
- SEL classes are offered weekly, and the curriculum incorporates topics such as, nutrition, climate and environmental, activism and global citizenship.

Benchmark 7: Organizational Capacity

- The Leadership team met to discuss best practices for conducting classroom observations.
- Weekly and daily notifications are distributed to staff listing the schools priorities and upcoming initiatives.
- Admin meetings were held weekly.
- Staff completed assigned trainings through Safe Schools.
- Lead teachers started conducting peer observations.
- 4th grade teachers are being trained on Into Reading. New ELA curriculum for 4th grade.
- Go Guardian representatives delivered a professional development session for all staff in December.
- The ENL team attended a one-day conference in NYC, titled ‘Voices United - Embracing Diversity to Foster Multiculturalism and Multilingualism’
- Teachers are providing feedback during their weekly coaching sessions with the administrators.
- ELA/Math coaches continue to provide feedback and support to teachers in all four buildings.
- A leadership consultant continues to provide coaching to MS/HS admin;

Benchmark 8: Mission and Key Design

- Provide updates directly relevant to the mission and key design elements -may be appropriate to cross-reference updates from above here.
- Spanish Teachers provide extra support to the students throughout the day and after school.
- 5th grade students are currently learning about renewable energy opportunities.
- Students at Peninsula will plant 400 bulbs of tulips, daffodils, and freesia the week of

December 11th.

- The salad bar is available now at the MS also.
- MA are focused on discussing healthy choices including but not limited to nutrition, work ethic, academic integrity, and making good behavioral choices.
- The Spanish award took place in all four buildings.
- 7th grade students are learning about different Native American cultures as part of Native American Heritage month.
- Grade level and support teachers have dedicated time to meet weekly for common core planning.
- Lead and department chair teachers are meeting with their respective teams to discuss best practices and strategies.
- Teachers are encouraged to conduct peer observations and exchange best teaching techniques.

III. Questions and Comments from the Board of Trustees related to Superintendent's and Principals' reports:

There were none.

IV. Questions and Comments from the Public related to Superintendent's and Principals' reports:

None.

V. Director Finance and Operations Report

By Ms. Lisett Knox, Director of Finance and Operations

Benchmark 4: Financial Condition

- Tuition billing 3 of 6 was sent out this month on the 7th. We have received payments from 23 school districts for billing 2 of 6 and 4 districts are over 60 days late paying. Those districts are Elmont, Floral Park, Rockville Centre and Valley Stream # 30.
- A final notice has been sent to the Roosevelt school district for past due tuition balances owed to our school for the school years 21-22 and 22-23 totaling \$10,183.70. A intercept process will be started if the payment is not received by the end of this month.

- All claims for meals served from September through November totaling \$280,666.00 have been submitted and we have received to date \$8,035.00. The rest is still outstanding.
- The past due parent balances for late student pickups have decreased from \$810.00 last reported to \$290.00.
- Last week we received the first payments for all the approved Title applications from I through IV for the 2023-2024 school year.

Benchmark 5: Financial Management

- All financial reports for the month of October 2023 including bank reconciliations have been submitted to our Board of Directors and School Administrators.
- All renewal applications for property tax exemption were submitted yesterday to the Incorporated Village of Hempstead and the Nassau County Department of Assessment.
- A bank statement from the Bethpage Federal Credit Union was received for the Evergreen Charter School's Parent Association showing a balance of \$2,794.21 for the month of November. No transactions were recorded.

Benchmark 9: Enrollment

- We currently have 1098 students enrolled and attending our school and we have 2 students going through the registration process to complete full enrollment of 1,100 students.

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 November 29, 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:

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. Ms. Camilli is requesting approval to schedule a visitation by the Hempstead Library on January 12th, 2024.

Motion: Sarah Brewster

Second: 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 that include professional development:

- a. Ms. Camilli is requesting approval to attend the Bureau of Education Workshop “ Guided Reading, Maximize the Power of Differentiation” on Thursday, February 15th, 2024.
- b. Dr. Frances Echevarria is proposing to hire two specialized Regents Teachers. The teacher’s role would be to prepare students specifically for the Regents. The teachers would be on a part-time basis. Because students’ academic gaps are so wide, students would need to prep in the ELA 11 Regents and Global History. The function of the teachers would be to prep students during lunch, before and after school for a total of at least 16-25 hours per week.
- c. Mr. Skariah, Ms. Costa and Ms. Graf are proposing to attend a special education working on January 23-23 on creating the IEP.

Motion: Gladys Rodriguez

Second: Luis Ras

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. Frances Echevarria is proposing an event for students from Roosevelt Academy (Middle School) who have expressed an interest in attending Evergreen Charter School. The Guidance Counselor (9th grade) and the principal want to host a “Tour Evergreen Charter High School” night. Students and their families would visit the school and be provided with a tour, virtual snippet of what classes they would be getting (Spanish, Living Environment, Global History, Entrepreneurship). The evening would end with beverages and a dessert (cookies and coffee by Chef Josh).
- b. The Kindergarten teachers are requesting approval to take the students on a trip to the Queens Zoo on Tuesday June 6th, 2024.
- c. The first grades teachers are requesting approval to schedule a trip to the Science Museum of Long Island on Tuesday, May 29th, 2024, and Wednesday, May 30th, 2024.
- d. Mr. Pedro Rincon is requesting a trip to the Lincoln Center Plaza on January 19th, 2024.

Motion: Yvonne Mowatt

Second: Nancy Iglesias

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:

Name	Position	Building	Effective
David Montgomery	ELA Teacher	Loretto	12/11/2023
Grace Carson	First Grade Teacher	Peninsula	01/02/2024
Travis Stanley	FT Custodian	Peninsula	TBD
John Jenkins	FT Assistant Chef	Peninsula	TBD
Maria Calles	Lunch Monitor	Front St	12/11/2023
Erika Hernandez	Lunch Aide	Front St	TBD
Giselle Perez-Villalta	FT Receptionist	Front St	TBD
Claude Irwin	Permanent Substitute	Loretto	TBD
Athan Davies	ENL/French Teacher	Fulton	TBD

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

XII. Additional Reports

By Dr. Sarah Brewster, Vice President

Benchmark 6: Oversight and Governance:

- The School will be preparing to submit a new charter application for the upcoming year and will be working with administrators and consultants to review and prepare for this submission.

Benchmark 10: Legal Compliance

- The Board continues to hold meetings monthly.

School Construction:

Trustee Brewster provided an update about the school construction. The construction has been going well. They continue to install the steel framework and cross laminated panels and are up several floors. This week lights have been installed in the building and you can see the construction from the Boulevard now that the steel framework has been installed. The plan is to complete the steel framework by mid-January. This next week they will begin to install the trusses for the gymnasium.

XIII. Old/ New Business

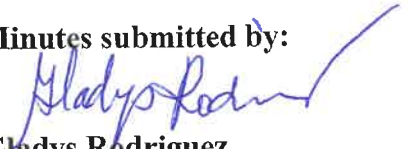
Mr. Bernardino wished everyone a safe and healthy holiday.

XIV. Adjournment

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

Meeting adjourned at: 9:00 pm

Minutes submitted by:


Gladys Rodriguez
Secretary

**Evergreen Charter School
Virtual Meeting of the Board of Trustees
605 Peninsula Blvd, Hempstead, NY 11550
January 24, 2024**

7:45 pm

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

Members:

Mr. Gil Bernardino	Present
Dr. Sarah Brewster	Present
Ms. Nancy Iglesias-Gillen	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
Dr. Frances Echevarria, Interim HS Principal
Mr. Matthew Chuchul, MS Principal
Mr. Nicolas Agosti, Director of Curriculum and Instruction
Mr. Carlos Pumar, Director of Curriculum and Instruction
Mr. Luis Tejada, HS Dean
Mr. Shaun Skariah, Director of Special Education
Ms. Alicia Anderson, Director of Data and Attendance**

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

I. Call to Order

By Mr. Gil Bernardino. President

The meeting was called to order at 8:00 pm.

II. Superintendent's Report

By Dr. Elena Litescu, Superintendent

Benchmark 1 – Student Performance

- All students in K-6 grades are in the process of taking the second reading benchmark assessment (Fountains and Pinell).
- 3-4 grade students will complete a practice ELA state exam during week three of January.
- Students began their second interim assessments as of mid-January.
- The third week of January they will take a practice Computer Based Test (CBT) to familiarize with the new format of the state exam.
- PSAT was administered.
- ELA Regents exam will be administered during the third week of January.
- All 35 seniors applied to colleges.
- Guidance counselors plan college trips for Juniors and 8th graders.

Benchmark 2 – Teaching and Learning

- Progress reports were completed and distributed to MS families.
- All teachers will have been observed three times (two informal and one formal observation) before going out for winter break.
- The Hydroponics STEM curriculum is being incorporated in all classrooms at K-1 building, to enhance the Science 21 curriculum.
- Various assessments formal and informal are implemented in all grades.
- A tiered intervention approach is implemented in all buildings.
- Support continues to be provided to ENL and SWD students.
- Various clubs are hosted in all buildings.
- Students will participate in the 41st Annual Nassau Reading Council Young Authors Contest.

- Evergreen submitted the highest number of entries to the NYS Exhibition honoring Dr. MLK's legacy.

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

- The entire school celebrated Evergreen 15th Birthday and Founders Day with special Morning Assemblies in all four buildings.
- The Out of School Suspensions for Middle and High School students were converted to In School Suspensions served at Front St.
- Meetings were conducted with families of students with excessive absences.
- Parent meetings took place at the HS to ensure the feedback is gathered from HS families.
- Restorative meetings with families of students who are serving OOS or ISS are always hosted in advance of the discipline step being implemented.
- The 8th grade students signed a contract committing themselves to displaying appropriate behaviors.
- The second quarter ends on 1/26/24, and the parent teacher conferences will take place on the following dates.
 - 2/13/24 – Peninsula and High School.
 - 2/15/24 – Front St and Loretto
- Picture Day was scheduled in all four buildings and families were notified accordingly.
- Various clubs are taking place in all four buildings.
- The Derner clinic professionals started a professional group for teachers sharing best practices on addressing challenging behavior.
- The Culturally Responsive Hydroponics Curriculum is being incorporated in all classrooms at Peninsula to enhance the SEL curriculum.
- A new elective SEL oriented was launched at the HS, "Overcoming Obstacles".

Benchmark 7: Organizational Capacity

- Leadership consultant visited MS and HS.

- Consistent PD takes place either by grade level teams, or teaching subject.
- Teachers are encouraged to seek also professional development opportunities, individually.
- Staff feedback is gathered either individually or as a group from teachers during the weekly and monthly meetings.
- Teachers and leadership continue to work with ELA /Math /ENL /Leadership coaches.
- A Guidance consultant provides support and coaching to the guidance counselors;

Benchmark 8: Mission and Key Design

- Provide updates directly relevant to the mission and key design elements -may be appropriate to cross-reference updates from above here.
- Middle school students' progress is tracked in relation to Checkpoint A and Checkpoint B readiness and completion.
- Spanish instruction is differentiated by co-teaching Spanish at the middle school.
- During the Science courses, the 5th and 8th grade students continue to learn about ecology.
- The salad bar menu option is offered both to MS and HS students.
- National School Choice Week participation this year will include K-12 grades.
- The Spanish awards is scheduled in all four buildings the first week of February.
- The entire school allocated specific Morning Assembly to honor the legacy of Dr. Martin Luther King Jr.
- Common planning time is allocated for all teachers in all four buildings.

III. Questions and Comments from the Board of Trustees related to Superintendent's and Principals' reports:

There were none.

IV. Questions and Comments from the Public related to Superintendent's and Principals' reports:

None.

V. Director Finance and Operations Report

By Trustee Brewster in the absence of Ms. Knox, Director of Finance and Operations

Benchmark 4: Financial Condition

- We still have not received per pupil fundings from eight districts including Hempstead. We are following up with two districts who were short on their second payment. Payment three was sent in December. We are now preparing for payment four of six.
- We have submitted meal claims for the month of December. We are waiting to receive payment for title grants.

Benchmark 5: Financial Management

- The Financial Committee continues to receive regular reports including cash flows, bank reconciliations, information on operating and related accounts, financial statements and other relevant reports.

Benchmark 9: Enrollment

- We have begun the registration process for the new school year. Registration will close April 1, 2024.

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

There were none.

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

There were none.

VIII. Approval of Minutes

Resolved the Board of Trustees approved the minutes December 13, 2023

Motion: Trustee Sarah Brewster

Second: Trustee Yvonne Mowatt

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:

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. The HS is proposing an Under Armour shirt and sweatpants with pockets for purposes of hygiene, warmth and aesthetics. The Under Armour shirt will ensure that students are appropriately dressed for gym without students changing into black shirts due to the excessive amount of sweat noticeable through our current grey shirts. The sweatpants with pockets will ascertain that students place hands in pockets when cold, rather than inside their pants to remain warm.

Motion: Gladys Rodriguez

Second: 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 that include professional development:
 - a. Ms. Camilli is requesting approval to attend a conference on March 21st, 2024 – “Practical Early Intervention Stages that Work: Supporting Young Children with Developmental Delays and Challenging Behaviors” PreK-K.
 - b. The Kindergarten Team is proposing a Parent Engaging Literacy Event. The kindergarten team would like to help establish a positive home-school connection by having the students invite a special person to school to participate in an activity. This will help promote literacy, nutrition, and social-emotional development.
 - c. Mr. Agosti is requesting a proposal for Educational Vistas (Ed Vistas) for the Middle School. The license would be active for use from K-12. The major and initial focus of of EdVistas use at the Middle School would be for test preparation for the NYS Assessments.
 - d. Ms. Weigand is requesting approval to partner with World Vision to allow Evergreen Teachers to visit their free Teacher Resource Center.

Motion: Yvonne Mowatt

Second: Nancy Iglesias

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. The Kindergarten Team would like to invite the parents to participate in a Literacy Event on February 14th, 2024 and February 15th, 2024.
- b. Mr. Agosti is proposing Spirit Week. Spirit week would be held from February 5-9. Mr. Agosti is proposing “Valentines Day Grams”. Staff have collected a number of items to sell in the days leading up to Valentine’s Day as Valentines Grams. Students and teachers would be able to purchase items to be delivered to students on February 14th.
- c. Ms. Mayra Acosta is proposing to order Yearbooks for our graduating class 2024. Students will be responsible for paying for their own yearbooks, which will contain their senior pictures, along with other pictures of events, school trips and activities to remember their years at Evergreen after graduating.
- d. The senior committee would like to propose an overnight senior trip to Boston. This senior trip will be educational filled with visits to free museums, yet fun and entertaining for our seniors. Students will share a hotel room with 1-2 classmates of the same gender, with individual beds. Each student will be contributing for their hotel stay and food. Students will also have the opportunity to visit Harvard University.
- e. Mr. Edward Olson is requesting After School Sport “Badminton” for the HS.

Motion: Nancy Iglesias

Second: 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).

Name	Position	Building	Effective
Jason E. Zove	Permanent Substitute	Front St	01/03/2024
Alexandra Scott	Special Education Teacher	Front St	01/10/2024
Sophia J. Baptiste	Physical Education Teacher	Fulton	01/29/2024
Berlize Pena Jimenez	Social Worker	Fulton	02/01/2024
Kristen Bischoff	Permanent Substitute Teacher	Peninsula	02/08/2024

Maria Spagnuolo	MS Dean of Students	Loretto	TBD
Kris Noonan	ELA AIS Teacher	Loretto	TBD
Sharon Harris	Special Education	Front St	TBD

Employee Position and Salary Changes:

Name	Current Position	New Position	Effective
Natalie Alicea	Teacher Assistant	Permanent Substitute Teacher	02/01/2024
Taylah J. Lovett	Teacher Assistant	Stem Teacher	02/01/2024

Motion: Sarah Brewster

Second: Gladys Rodriguez

Vote: 5:0

XII. Additional Reports

By Dr. Sarah Brewster, Vice President

Benchmark 6 Oversight and Governance

Benchmark 10: Legal compliance

School Hearing:

Evergreen has asked the New York State Board of Regents and the Charter School Office to approve its request for enrollment expansion. Evergreen initiated its request several years ago and was told to wait until 2024 year to submit an increase.

Our current enrollment in 1,100 students. We have 125 students from kindergarten to fourth grade, seventy-five students from fifth to seventh grade and fifty students from eighth to twelfth grade. We want all students to continue their education at Evergreen and have asked that enrollment be expanded this coming school year by seventy-five students to enable fourth and seventh grade students to move to the next grade level. This is because we only have seventy-five spaces for the fifth grade and we currently have one hundred and twenty-five

fourth grade students. They will be fifth graders next year. We also only have fifty spaces for eighth grade and we currently have seventy-five students at the seventh grade level who will be moving to eighth grade. We want to support these students to continue their education at Evergreen.

The Hempstead School District will hold a hearing for this purpose sometime in February. We informed the New York State Office of School choice of the discrimination our families have been subjected to by the Local School District at past hearings and our fear of this continued abuse. We were encouraged to attend. We will document any abuses if they occur and send them to our authorizer.

School Construction:

Trustee Brewster provided an update about the school construction. Supports for the gymnasium were completed. Last week Evergreen celebrated the "topping out" of its school. This involved the setting of the last beam of steel for the facility. Members of the Board and Administrators attended and signed the beam. The construction continues to be on schedule. Installation of the HVAC equipment is occurring. The next phase entails enclosing the building. The building is scheduled to be completed by January 2025.

We will be meeting with administrators and staff to plan for the opening of the building.

Nassau Music Educators Association:

Trustee Brewster stated that several students were selected to participate in the All-County Music Festival held in early January. This is an exciting event that features youth musicians from all schools across the county. Students learn several pieces over a few weeks and perform them.

XIII. Old/New Business:

There was none.

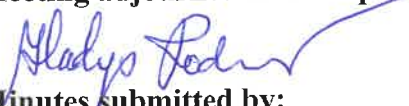
XIV. Adjournment

Motion: Trustee Yvonne Mowatt

Second: Trustee Nancy Iglesias

Vote: 5:0

Meeting adjourned at: 8:38 pm


Minutes submitted by:
Gladys Rodriguez

**Evergreen Charter School
Virtual Meeting of the Board of Trustees
605 Peninsula Blvd, Hempstead, NY 11550
February 28, 2024**

7:45 pm

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

Members:

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

Also present:

**Dr. Elena Litescu, 2-4 Principal, Superintendent
Ms. Christine Weigand, Principal Lower Elementary
Dr. Frances Echevarria, Interim HS Principal
Mr. Matthew Chuchul, MS Principal
Mr. Nicolas Agosti, Director of Curriculum and Instruction
Mr. Carlos Pumar, Director of Curriculum and Instruction
Mr. Luis Tejada, HS Dean
Mr. Shaun Skariah, Director of Special Education
Ms. Maria Spagnuolo, Dean**

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 Dr. Elena Litescu

Benchmark 1 – Student Performance

- The Second i-Ready Diagnostic for Reading and Math was completed and scores were shared with each student's family. The Fountas & Pinnell Benchmark assessments were completed.
- The 2nd Intermediate assessments were administered at the middle school for both ELA and math. For ELA, students performed better in grades five and six and for math, they performed better in grades five and eight. Students' progress continues to be tracked on the student academic tracker, including ENL hours.
- ELA Regents exam for 11th grade students was administered.
- The Guidance Counselor visited the ES and delivered a presentation on college and career planning to our younger students.
- Out of the 35 high school seniors, 21 students have received acceptance letters from multiple colleges and universities and had been awarded scholarships.
- The guidance counselors and the school social worker at the high school are working alongside with the Dean of students. To organize and plan senior events.
- The Student Council will participate in organizing fundraising events for the graduating class.

Benchmark 2 – Teaching and Learning

- Parent meetings took place to discuss excessive tardiness and absences.
- Teachers grade books in school tone are aligned to the same weight as the following: 20% homework, 20% class work, and 60% major assessments.
- Administration, faculty meetings, lead teachers, grade level meetings, department meetings, and support and special teachers meetings were held.
- The first round of the announced Formal Classroom Observations are in process with an anticipated completion date of Friday, March 8, 2024.
- The Administration will attend an *Imagine Learning* presentation for the *Language and Literacy Curriculum* on Tuesday, February 27, 2024.

- Sue Morris (Math Consultant) and Pam Kinnon (ELA Consultant) provided Professional Development to support teachers with best practices for guided reading, writing and poetry. They analyzed the data gathered after the ELA and Math practice exams and adjusted instructional pacing accordingly.
- Students continue to participate in Mandarin club, Spanish Theatre Club, After School and Test Prep, Regents Prep, Before and After School Academy, Saturday School, Homework Help, Spanish Club, Art Club, and Social Club. (Please see the attached Extracurricular Program/Club Attendance Report).
- Students participated in “100 Days of School” activities on Tuesday, February 6, 2024.
- Students and staff continue to celebrate *Black History Month* activities.
- Read Across America initiatives including Day/Character Day will take place throughout March.
- Staff and students will attend a special ECS birthday morning assembly on March 15, 2024.
- Groups are rearranged based on the 2nd i-Ready diagnostic scores, the ELA and Math practice exam scores, and the F&P evaluations, to launch the second half of the school year.
- interventions and support, such as Response to Intervention (RTI) , English as a New Language (ENL) , and Enrichment Reading groups, that continue to meet weekly.
- Child Study Meetings continue to take place.
- Annual reviews for SWD are held with the public school district CSE.
- Support groups and RTI groups continue to meet at their scheduled times in all four buildings.

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

- Attendance continues to be monitored and parent meetings are scheduled to discuss excessive tardiness and absences, in all four buildings.
- Attendance letters were sent home.
- A special Evergreen District Birthday Celebration will take place during morning assembly on Friday, March 15, 2024.
- The week before the winter break. A successful Spirit Week took place at the middle school.
- A school emergency response team was formed.

- Safety drills continue to be scheduled.
- A workshop for parents will be hosted by the Derner clinic on February 28th. remotely.
- “Read and Move” with Mr. Levitan took place on Friday, February 9, 2024. Forty families attended.
- Spanish Awards Ceremonies were scheduled in all four buildings.
- Kindergarten Parent University Workshop “*Kindergarten Math Adventures*” presented by Ms. Manning took place on, February 13, 2024, an additional morning workshop will take on Wednesday, February 28, 2024, at 8:45 am.
- Parent Teacher Conferences were scheduled this month in all four schools.
- The Purple Awards ceremonies were scheduled in ES and IS.
- Two new clubs will be launched at K-1, a Kindness Club and Garden Club. These clubs will service as enrichment and take place during the school day.
- Various SEL initiatives are scheduled throughout the week in all school buildings.

Benchmark 7: Organizational Capacity

- Meetings were held as scheduled to communicate updates, initiatives, goals etc.
- Spanish teachers will attend workshops provided by Institute of Cervantes.
- An SEL refresher training was provided by the Sanford-Harmony representative.
- Bi-weekly PD training takes place every Thursday at the MS.
- Sue Morris (Math Consultant) and Pam Kinnon (ELA Consultant) continue to provide professional development.

Benchmark 8: Mission and Key Design

- Spanish Awards Ceremonies were scheduled in all four buildings.
- There are preparations for the school’s garden at Peninsula.
- Ms. Weigand and Ms. Camilli attended The Whole Kids Foundation 2024 Garden Grant Q&A Webinar on Thursday, February 15, 2024 to prepare for the grant application submission on March 1, 2024.

- The second hydroponic planting took place at Peninsula on Friday, February 16, 2024.
- Black History Month celebrations took place in all four buildings throughout February.

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

There were none.

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

None.

V. Director Finance and Operations Report **By Ms. Lisett Knox**

Benchmark 4: Financial Condition

- Tuition billing 4 of 6 was sent out this month on the 15th. 20 out of 27 school districts are up to date with payments and 5 are late. The districts that are late paying are Floral Park, Hempstead, Lynbrook, Rockville Centre and Wyandanch.
- A final notice has been sent to the Roosevelt school district for past due tuition balances owed to our school for the school years 21-22 and 22-23 totaling \$10,183.70. Yesterday I was informed they will pay in the next check run.
- All claims for meals served from September through January totaling \$452,120.00 have been submitted and we have received to date exactly that amount in reimbursement.
- The past due parent balances from parents for late student pickups amount to \$240.00.
- Lisett is currently working on a budget for part two of our expansion grant to submit to Grants Finance in NYSED.

Benchmark 5: Financial Management

- All financial reports up to December 2023 including bank reconciliations have been submitted to our Board of Directors and School Administrators.
- All renewal applications for property tax exemption were submitted in December to the Incorporated Village of Hempstead and to Nassau County Department of Assessment and we are awaiting a response from them.

Benchmark 9: Enrollment

We currently have 1100 students enrolled and attending our school.

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 January 24, 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.

XII. Voting of the Resolutions:

Proposal Area:

Benchmark I: Student Performance

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

- a. Mr. Agosti is requesting approval for an after school Math Tutoring Program for the 6th grade students.
- b. Mr. Agosti is requesting approval for a Test Prep Incentive to the classes that perform the highest in the test prep assessments.

Motion: Gladys Rodriguez

Second: Yvonne Mowatt

Vote: 5:0

Proposal Area:

Benchmark 2: Teaching and Learning

2. **Be it therefore resolved,** the Board of trustees approves the following proposals under Teaching and learning:
- a. Mr. Levitan is requesting approval to attend the “Ride the Wave to Wellness” Conference on March 22, 2024.
 - b. Dr. Litescu is asking approval for one day professional development hosted by CT3 for MS & HS teachers on Classroom management best practices.

Motion: Sarah Brewster

Second: Luis Ras

Vote: 5:0

Benchmark 3: Culture and Climate and Family Engagement

3. **Be it therefore resolved,** the Board of trustee approves the following proposal under Culture, Climate, Student/Family Engagement (include activities to meet student/family needs, trips)
- a. Dr. Echevarria/HS Student Council are proposing a STEM trip to Six Flags. Dates proposed: April 25th or April 27th, 2024.

As a requisite, there will be a meeting to review safety, security and behavior expectations for the trip.
 - b. Dr. Litescu is asking approval to have a guest speaker hosting a DEI workshop on 3/22/24 for MS & HS students.

Motion: Yvonne Mowatt

Second: Gladys Rodriguez

Vote: 5:0

Benchmark 7: Organizational Capacity

4. **Be it therefore resolved,** the Board of trustees approves the following proposals under Organization Capacity

The Board of Trustees approves the following new staff:
(Some of these were approved earlier this month. This resolution ratifies their approval).

Name	Position	Building	Effective
Sabato L. Torres	Math Teacher	Fulton	02/07/2024
Maria Serrano De Hernandez	Kitchen Helper	Peninsula	02/26/2024
Sheyla Y. Santana	Escoto Admissions Clerk	28 Richardson Pl	TBD
Ariel Trelles	FT Custodian	Fulton St	TBD
Jhovani Franco	Spanish Teacher Assistant	Fulton	TBD
Lydia Fraga	Spanish Teacher	Peninsula	TBD
Luis Denicola	Physical Education Teacher		TBD
Jean Anne Totah	Permanent Substitute		TBD

Name	Employee Position and Salary Changes:		Effective
	Current Position	New Position	
Berkys A. Ramirez Diaz	Custodian	Teacher Assistant	02/26/2024
Mayra Alvarracin	Spanish Teacher	Interim Director World Language	02/26/2024
Joan Soares	Teacher	PT Teacher	TBD

Motion: Luis Ras
Second: Sarah Brewster
Vote: 5:0

Benchmark 10: Legal Compliance

5. **Be it therefor resolved,** The Board of trustees approves the Members of the Executive Committee to negotiate, extend and execute the following leases:

94 Fulton Stret, Hempstead, NY
Through December 2024 with an option to extend month by month.

120 Greenwich Street, Hempstead, NY
Through December 2024 with an option to extend month by month.

Motion: Yvonne Mowatt
Second: Luis Ras
Vote: 5:0

XIII. Special Education Report **By Mr. Shaun Skariah, Director of Special Education**

- We currently have 127 students with disability and 14 students with 504 plans. Annual reviews are being held with all students.

XIV. Additional Reports

By Vice President Dr. Sarah Brewster

Benchmark 6: Oversight and Governance:

- We are working on our upcoming application to renew our charter school. Administrators, instructional and related staff, Consultants, Fiscal staff and the Board will be participating in this process. All will be working together to review, give input, and prepare for this submission.

Benchmark 10: Legal Compliance

- The school has been reviewing options to renew 2 of its leases on a month-to-month basis for next year as our plan is to move these students to our new school location.

School Hearing:

The school hearing was held on February 12, 2024, at the Hempstead ABGS Middle School. Evergreen representatives ended up leaving the hearing early in protest of the treatment received from representatives from the district.

Board representatives sent an account of the report to the state.

School Construction:

Construction continues to be on schedule. This past month framing has begun. We are looking to install windows next month. The goal is to get the building enclosed and watertight. The building is scheduled to be completed by January 2025. Administrators were able to get a tour of the facility space.

Nassau Music Educators Association:

Trustee Brewster stated that several students were selected to participate in the All-County Music Festival held in early January. This is an exciting event that features youth musicians from all schools across the county. Students learn several pieces over a few weeks and perform them.

XV. Old Business/New Business

Students attending the meeting had some questions. They asked about websites that are currently blocked with our security software. Administrators will review this for the buildings. Seniors in attendance also asked about senior activities. An activity was approved at the Board meeting with the understanding that all participants and coordinators develop a safety plan to ensure for the safety of all attending. Participants also asked about ACT/SAT and preparation and tests.

XVI. Adjournment

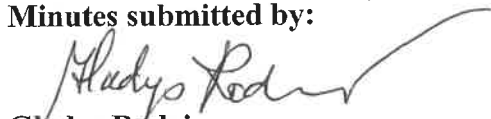
Motion: Trustee Yvonne Mowatt

Second: Trustee Gladys Rodriguez

Vote: 5:0

Meeting adjourned at: 9:23

Minutes submitted by:

A handwritten signature in dark ink, appearing to read 'Gladys Rodriguez', is written over the printed name.

Gladys Rodriguez
Secretary

**Evergreen Charter School
Virtual Meeting of the Board of Trustees
605 Peninsula Blvd, Hempstead, NY 11550
March 27, 2024**

8:00 pm

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

Members:

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

Also present:

**Dr. Elena Litescu, 2-4 Principal, Superintendent
Ms. Christine Weigand, Principal Lower Elementary
Dr. Frances Echevarria, Interim HS Principal
Mr. Matthew Chuchul, MS Principal
Mr. Nicolas Agosti, Director of Curriculum and Instruction
Mr. Carlos Pumar, Director of Curriculum and Instruction
Mr. Luis Tejada, HS Dean
Mr. Shaun Skariah, Director of Special Education
Ms. Maria Spagnuolo, Dean
Ms. Lisett Knox, Director of Finance and Operations
Ms. Alisha Anderson, Director of Data and Attendance**

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

I. Call to Order

By President, Mr. Gil Bernardino

The meeting was called to order at 8:00 pm.

II. Superintendent's Report

By Superintendent, Dr. Elena Litescu

Benchmark 1 – Student Performance

- Students in 3rd and 4th grades continue to prepare for the ELA and Math NYS exams.
- F&P (Fountas Pinnell) to assess reading comprehension and reading fluency, began for K-1 students the week of 3/18/24.
- Dolch Sight Word testing began for K-1 grades the week of March 18, 2024.
- All grades in the MS will complete the practice state assessments in ELA and Math during the week of March 25th.
- The HS staff is encouraging students to share their college admissions story, so students aim for college and also for college readiness.
- The HS Dean of students is assisting interested student athletes to apply to Onondaga Community College for their Syracuse pathway program.
- The HS administrators are working with guidance and social work counselors to organize and plan for senior events. The student council will participate in organizing fundraising events for the high school and the graduating class.
- Selected 8th grade students continue to participate in the Regents level course, Living Environment, and the labs for this course are underway.

Benchmark 2 – Teaching and Learning

- Parent meetings took place to discuss excessive tardiness and absences.
- The Dean of Students at the middle school continues to support the enforcement of expectations for students in their classrooms and any other spaces at the school.
- Best practices from “Teach Like a Champion” continue to become embedded into the school fabric and culture through the weekly PD's hosted by the DCI Mr. Agosti. This month's theme is “Check for understanding.”
- Sue Morris (Math Consultant), Pam Kinnon (ELA Consultant), Amy Benjamin (ENL Consultant), and Jill Bloomberg (Leadership Consultant) provided professional development as scheduled.
- There is a PD scheduled on 3/28/24 for the MS and HS teams on implementing best practices for classroom management.

- A new platform for helping ENL students is piloted between now and the end of this school year, with ten students. This new platform is “Imagine Learning”.
- Ms. Camilli, the reading coordinator for K-8, is supporting the middle school teachers with ELA small group instruction for 5th and 6th grade.
- A planning meeting was scheduled to prepare for administering when NYSESLAT 2024
- The scores from the second iready evaluation and the scores from the math and ELA practice exams were analyzed and used to generate the groups for the second cycle of the AIS and RTI groups of this school year.
- The progress reports for Q3 were mailed out to middle school students’ families during the week of March 18th.
- After school support programs and clubs continue to be offered on their normally scheduled times.
- After school tutoring has expanded to now include 6th grade math at the middle school.
- The ELA teachers continue to provide enrichment opportunities for K-1st grade students.
- Annual review meetings are held once a year to review how the SWD students are progressing and any changes needed are implemented to their IEP.
- Hempstead annual reviews are ongoing, and buildings’ leaders have provided coverage and translation to allow for successful meetings thus far.
- New special education teachers attended a free online IEP development workshop.
- Mr. Skariah goes over expectations with the SpEd teachers about procedures, student reports, goals, and Frontline IEP input, through SpEd memos and weekly meetings he is hosting via Google meets.
- Each school building has its own child student study process. One of the functions of a child/student study is to support struggling students with response to intervention and documented intervention services.
- Students continue to participate weekly in all buildings in various clubs, such as Spanish, Art, Newspaper, and Social Clubs.

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

- The celebration of Evergreen’s 15th birthday was greatly enjoyed by staff and students and it took place in all four buildings.

- Students and staff members celebrated with a presentation shared in all four buildings, and after that, they were treated to a special ballet performance.
- Attendance continues to be monitored and parent meetings are scheduled as needed to discuss excessive tardiness and absences, in all four buildings.
- The Q2 Spanish awards took place as scheduled in all buildings and they were a big success.
- The HS Dean introduce a new detention protocol.
- Parent meetings are held and discipline steps continue to be implemented as per the Dean of students at the middle school.
- i-Ready awards were presented to students for their achievement in Reading and Math both at Peninsula and Front St.
- Attendance awards were presented to students for perfect school attendance at Peninsula.
- At the High School it has been a fortified effort for all staff to contact families via phone, REMIND, or email to build relationships with families.
- At the Middle school the weekly newsletter continues to be distributed on Fridays to families.
- Administration continues to meet with 100% of families that request to do so. At the middle school priority conferences are held by Mr. Agosti with families of the students currently struggling academically.
- A Purple Awards Morning Assembly took place at Peninsula and Front St, to recognize students for their outstanding behavior.
- K-1 Parent University Workshop, “*How to Support Your Child at Home*” presented by Bridget Venegas and Angelica Martinez took place on Monday, March 25, 2024.
- Students continue to participate in Saturday School, Homework Help, Spanish Club, Art Club and Social Club.
- The SEL curriculum is implemented as planned.

Benchmark 7: Organizational Capacity

- Administration met weekly.
- Faculty meetings, grade level meetings, department meetings and lead teacher meetings were held.
- The Special Education Team members are attending various workshops.

- Ms. Melendez (Social Worker) provided staff with procedures and documents for Child Protective Services and mandated reporting during the March Faculty Meeting at Peninsula.
- The teacher group chosen to help select the new literacy program will view presentations and meet to provide feedback.
- The Board President and Vice President met with staff in all four buildings.
- Staff continues to meet with the school leadership team.
- The administration team meets by-weekly with consultants assisting with the charter renewal application.
- Teachers and members of the leadership team worked with the contracted consultants as scheduled.

Benchmark 8: Mission and Key Design

- Checkpoint A exams have been ordered by the data team.
- Earth Day Activities are in the process of being planned.
- Middle school students continue to learn about ecology in the 8th grade science courses.
- The science 5 teacher is exploring opportunities for students to grow plants in classrooms.
- At the HS and MS the salad bar continues to be a popular option on the menu.
- Peninsula students completed Healthy Habits Activity Calendars to promote healthy habits at home including fitness, nutrition, family bonding, and personal fun.
- Black History Month was celebrated with activities.
- At the MS students continue to learn about the Aztec, Inca, and Mayan civilizations in social studies.
- The K-1 students are participating in an International Video Exchange with an Elementary School from Japan. The videos will introduce a new language and culture to our students.
- All teachers are expected to continue to do instruction based on the mini workshop model implemented by the Evergreen Charter School.

Benchmark 9:

- Promotion in doubt notification were provided to parents/guardians during Parent Teacher Conferences that took place in all buildings.

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

There were none.

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

None.

V. Director Finance and Operations Report

By Ms. Lisett Knox, Director of Finance and Operations

Benchmark 4: Financial Condition

- Tuition billing 4 of 6 was sent out last month to 27 school districts and 18 are up to date with their payments. Hempstead has paid for invoice # 4 but not yet for # 3. There are 4 districts that are late between 60 and 90 days. Those districts are Floral Park, Hempstead, Lynbrook, and Wyandanch. Floral Park asked for additional information which was provided this week.
- All claims for meals served from September through February totaling \$520,975.00 have been submitted and so far, we have received all reimbursements with the exception of two small amounts totaling \$1,159.00.
- The past due parent balances from parents for late student pickups amount to \$285.00.
- Part two of our expansion grant budget has been completed and is just pending revision to submit to the Grants Finance office in NYSED.

Benchmark 5: Financial Management

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

Benchmark 9: Enrollment

- We will hold our school lottery April 4, 2024.
- We currently have 1100 students enrolled and attending our school.

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 February 28, 2024

Motion: Trustee Sarah Brewster

Second: Trustee Yvonne Mowatt

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:

Benchmark I: Student Performance

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

- a. Dr. Litescu is asking permission for the 3rd and 4th grade students at Front St to participate in a Pep Rally for their NYS ELA exam on 4/8 between the hours of 1:30 – 3:45 pm.
- b. Ms. Spagnuolo, Dean of Students at the Middle School, is requesting approval for an after school club called the “Sisterhood” Club for female students in grades 5th, 6th, 7th and 8th.
- c. Ms. Castro, Art Teacher, is requesting approval for an after school Art Club at the Middle School.

Motion: Yvonne Mowatt

Second: Nancy Iglesias

Vote: 4:0

Benchmark II: Teaching and Learning

2. **Be it therefore resolved,** the Board of Trustees approves the following items under Teaching and Learning:
- a. Mr. Skariah, Ms. Graff and Ms. Kosta are requesting approval to attend a workshop “Distinguishing Language Acquisition from Learning Disabilities in English Language Learners” on May 20, 2024 and May 22, 2024.
 - b. Ms. Camilli is requesting approval to attend a Bureau of Education and Research workshop “Maximize your ELL Students’ Learning in Pre-K – Kindergarten” on April 23, 2024.
 - c. Ms. Castro, Ms. Ras, and Ms. Collado, Spanish Teachers, are requesting approval to attend “III Congreso Annual del Instituto Cervantes de Nueva York” on May 10, 2024.
 - d. Ms. Narduzzi, Special Education Teacher, and Ms. Scott, are requesting approval to attend an online professional training on ““Distinguishing Language Acquisition from Learning Disabilities in English Language Learners” on May 20, 2024 and May 22, 2024.
 - e. Ms. Scott is requesting approval to attend online professional training “Self-Paced Foundations Level 2 Launch”.
 - f. Ms. Scott is requesting approval to attend a professional training “Creating the Individualized Education Program (IEP) on April 19, 2024.

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

Benchmark III. Culture, Climate and Family Engagement

3. **Be it therefore resolved,** The Board of Trustees approves the following items under cultural, climate and student/family engagement:
- a. Mr. Pumar is requesting approval to use “Teacher List Platform” for school supplies lists.
 - b. Mr. Pumar is requesting approval for an after school Art Club for the Front Street location.

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

Benchmark VII. Organizational Capacity:

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

- a. **Resolved**, the Board of Trustees approves the following new staff:

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

Name	Position	Building	Effective
Ana E. Oliva	Hall Monitor	Loretto	03/25/2024
Sherina S. Wright	Math Specialist / AIS Teacher	Loretto	3/18/2024
Christine Civitano	Assistant Principal	Front St	TBD
Robin Duke	MS Science Teacher	Loretto	2024-2025 School year

Employee Position and Salary Changes:

Name	Current Position	New Position	Effective
Joan Nidzyn-Soares	FT Teacher	PT Teacher	03/11/2024
Maria E. Espinar	Admin Assist	Admin Assistant	03/01/2024

Motion: Nancy Iglesias
Second: Yvonne Mowatt
Vote: 4:0

Benchmark X: Legal Compliance

5. **Be it therefore resolved**, the Board of Trustees approves the annual school lottery to be held April 4, 2024. The lottery will be held virtually.

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

6. **Be it therefore resolved**, the Board of Trustees approves a contract with Excelsior Advisors to support Evergreen Charter school. See agreement.

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

XII. Questions

There were none.

XII. Additional Reports

By Vice President Dr. Sarah Brewster

Benchmark 10: Legal Compliance

- The Board continues to hold meetings monthly.

School Construction:

Contractors are continuing to frame out the facility in an effort to get the building enclosed and watertight. Members of the Executive Team continue to be present for weekly owner, architect and contractor, (OAC), meetings to review programs and address issues as they arise. In addition, members of the executive committee continue to work with Northstar Owners representatives to plan and prepare for the facility opening.

XIII. Old Business/New Business

Trustee Brewster extended best wishes to everyone for a healthy and safe spring break.

XIV. Adjournment

Motion: Trustee Yvonne Mowatt

Second: Trustee Nancy Iglesias

Vote: 4:0

Meeting adjourned at: 8:50

Minutes submitted by:


Gladys Rodriguez
Secretary

**Evergreen Charter School
Virtual Meeting of the Board of Trustees
605 Peninsula Blvd, Hempstead, NY 11550
April 24, 2024**

8:00 pm

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

Members:

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

Also present:

**Dr. Elena Litescu, 2-4 Principal, Superintendent
Ms. Christine Weigand, Principal Lower Elementary
Mr. Matthew Chuchul, MS Principal
Mr. Nicolas Agosti, Director of Curriculum and Instruction
Mr. Carlos Pumar, Director of Curriculum and Instruction
Mr. Luis Tejada, HS Dean
Mr. Shaun Skariah, Director of Special Education
Ms. Maria Spagnuolo, Dean
Ms. Lisett Knox, Director of Finance and Operations
Ms. Alisha Anderson, Director of Data and Attendance**

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

I. Call to Order

By President, Mr. Gil Bernardino

The meeting was called to order at 8:00 pm.

II. Superintendent's Report

By Superintendent, Dr. Elena Litescu

Benchmark 1: Student Performance

- All ELL students will be administered the NYSESLAT (New York English as a Second Language Achievement Test) between Monday, April 15, 2024 - Friday, May 24, 2024.
- The 3rd and 4th grade students completed the NYS ELA exam (1.5% opted out).
- State exams will be computer based this year.
- Students are getting ready for the Regents exams to be administered in May and June. The ELA Regents practice exam was administered and recorded a passing rate of 54%.
- The college application rate for Seniors is 100%.
- HS Juniors visited Molloy College.

Benchmark 2: Teaching and Learning

- Faculty Meetings, Grade Level Meetings, Department Meetings and Lead Teacher Meetings took place as scheduled this month.
- An ECS Literacy Committee consisting of ELA, support teachers from all buildings, was formed to review the new ELA curriculum for the next school year. The team attended an in-person presentation hosted at Front St by representatives from Wit and Wisdom and Curriculum Associates, i-Ready Magnetic Reading, and the Writing Program.
- F&P (Fountas Pinnell) Benchmarking to assess reading comprehension and reading fluency are in the process.
- NYSESLAT evaluations (New York English as a Second Language Achievement Test) will take place from Monday, April 15, 2024 - Friday, May 24, 2024.
- Students continue to participate in Saturday School, Homework Help, Regents and ELA/Math test prep, and After school support.
- Child Study Meetings continue to take place.
- Special Education Annual Reviews are taking place.
- RtI/AIS groups are monitored closely.
- Language Development class has begun for HS students.

- Spanish, Art, Mandarin, Hydronauts, Earth Keepers, Orchestra, Social Group and Kindness Clubs continue to meet weekly in addition to other clubs and groups.

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

- Safety drills continue to be scheduled.
- Staff completed the Safe Schools Mandatory Trainings: Online Safety, School Violence and Workplace Violence by April 19, 2024.
- LifeVac suction rescue devices have been strategically placed in the school for immediate emergency response.
- “*Story Time with Ms. Camilli* will take place on Friday, April 26, 2024, at 6:30 PM.
- The K-4 Scholastic Book Fair is scheduled to take place on May 2nd and week of May 6th, 2024.
- Parent Teacher Conferences will take place, on:
 - Peninsula: Wednesday, May 8, 2024.
 - Front St: Thursday, May 2, 2024.
 - Middle School: Tuesday, May 14, 2024
 - High School: Wednesday, May 8, 2024
- Students are participating in various activities to celebrate Earth Week (April 22 - April 26, 2024) and Earth Day (April 22, 2024).
- Kindness Awards will be presented during the May 3, 2024.
- A Girls Self-Esteemed club has begun at HS.

Benchmark 7: Organizational Capacity

- Faculty meetings, grade level meetings, department meetings and lead teacher meetings were held as scheduled.
- Administration meetings are held regularly.
- MS/HS teachers attended a ½ day PD in March.
- All ENL teachers attended a NYSESLAT training hosted by Ms. Logan, to prepare materials and our English Language Learners for the 2024 Assessment.
- Staff feedback was collected at the end of ½ day PD in March.

- Reading, Math, ENL, Leadership Consultants provided coaching to faculty and administration.

Benchmark 8: Mission and Key Design

- The Spanish Department is the process of planning a play in collaboration with the music and art department. Date TBD.
- Students are taking part in Earth Day Activities the week of April 22, 2024.
- The second cycle of the Hydroponic gardening has begun. Produce will be sold at an ECS mini farmer's market (TBD). Proceeds will fund our gardens and replenish garden supplies.
- The Nutrition Curriculum continues to be implemented.
- Dental Health Education was provided by the Colgate Bright Smiles, Bright Futures Mobile Van visit to Peninsula.
- Students are participating in Bilingual/Multilingual Month throughout the month of April.
- Refresher training was provided to faculty on implementing the mini-workshop model.

Benchmark 9:

- Recruitment efforts are underway to fill the open teachers positions.
- Promotion in doubt notification information was provided to parents.

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

There were none.

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

None.

V. Director Finance and Operations Report

By Ms. Lisett Knox, Director of Finance and Operations

Benchmark 4: Financial Condition

- Tuition billing 5 of 6 was sent out on the 19th of this month to all 27 school districts and 22 of them are up to date with their payments. There are 3 districts with past due balances between 60 and 90 days. Those districts are Lynbrook, Rockville Centre and Wyandanch.

- All claims for meals served from September through March totaling \$614, 844.00 have been submitted and so far, we have received all reimbursements with the exception of four state reimbursements for breakfast and lunch claims totaling \$1,575.00.
- The past due parent balances from parents for late student pickups are increasing as we get closer to the end of the school year. The total owed to the school amounts to \$380.00.
- Part two of our expansion grant budget has been completed and is just pending review to submit to the Grants Finance office in NYSED.

Benchmark 5: Financial Management

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

Benchmark 9: Enrollment

- We held our school lottery on April 4, 2024.

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

There were none.

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

There were none.

VIII. Approval of Minutes

Resolved the Board of Trustees approves the minutes March 27, 2024

Motion: Trustee Luis Ras

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:

Benchmark I: Student Performance

1. **Be it therefore resolved** the Board of Trustees approves the following items under Student Performance:
 - a. Dr. Litescu is asking permission for the 3rd and 4th grade students at Front Streett to participate in a Pep Rally for their NYS ELA exam on 4/8 between the hours of 1:30 – 3:45 pm.

Motion: Sarah Brewster

Second: Gladys Rodriguez

Vote: 5:0

Benchmark II: Teaching and Learning

2. **Be it therefore resolved**, the Board of Trustees approves the following items under Teaching and Learning:
 - a. Ms. Camilli is requesting approval to attend workshop “i-Ready Supercharging Academic Intervention” on June 6, 2024.
 - b. Ms. Camilli is requesting approval to attend the “National Association for the Education of Young Children Institute” in New Orleans from 6/2/24 – 6/5/24.
 - c. Ms. Weigand is requesting approval for attend the “National Association for the Education of Young Children Institute” in New Orleans from 6/2/24 – 6/5/24.
 - d. Ms. Castro, Ms. Zhang, Ms. Perez and Mr. Aguilar are requesting approval for extra hours and materials to create a first grade Play.
 - e. Mr. Levitan is requesting approval for “Summer Physical Education Program”.
 - f. Ms. Acosta is requesting approval to attend the “NYU Counselor Open House” on May 23, 2024.
 - g. Ms. Collado is requesting approval to attend a workshop at Institute of Cervantes on April 27, 2024.

Motion: Gladys Rodriguez

Second: Sarah Brewster

Vote: 5:0

Benchmark III. Culture, Climate and Family Engagement

3. **Be it therefore resolved,** The Board of Trustees approves the following items under cultural, climate and student/family engagement:
- a. Ms. Acosta is requesting approval to hire a DJ for the “Senior Prom” and additionally a photobooth so that the students can capture this moment.

Motion: Sarah Brewster

Second: Luis Ras

Vote: 5:0

Benchmark VII. Organizational Capacity:

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

¶ . **Resolved,** the Board of Trustees approves the following new staff:

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

Name	Position	Building	Effective
Roland Brown	GenEd Coordinator	Loretto	TBD
Najee Hall	Math Teacher	Loretto	2024-2025 school year TBD
Maria Urena	Bookkeeper	28 Richardson Pl	TBD

Employee Position and Changes:

Name	Current Position	New Position	Effective
Natalie Alicea	Permanent Substitute	Teacher 2 nd Grade Teacher	04/29/24

Motion: Gladys Rodriguez

Second: Sarah Brewster

Vote: 5:0

XII. Questions

There were none.

XII. Additional Reports

By Vice President Dr. Sarah Brewster

Benchmark 10: Legal Compliance

- The Board continues to hold meetings monthly.

School Construction:

We are anticipating the installation of windows in the next month. They continue to frame out the building. This past week they have been installing the timber on the Roof Café, otherwise known as the One World Room. The weather has certainly helped with keeping things on schedule.

XIII. Old Business/New Business

XIV. Adjournment

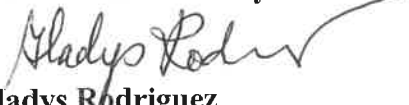
Motion: Trustee Yvonne Mowatt

Second: Trustee Gladys Rodriguez

Vote: 5:0

Meeting adjourned at: 8:26

Minutes submitted by:



Gladys Rodriguez
Secretary

**Evergreen Charter School
Virtual Meeting of the Board of Trustees
605 Peninsula Blvd, Hempstead, NY 11550
May 21, 2024**

8:00 pm

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

Members:

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

Also present:

**Dr. Elena Litescu, 2-4 Principal, Superintendent
Ms. Christine Weigand, Principal Lower Elementary
Mr. Nicolas Agosti, Director of Curriculum and Instruction
Mr. Carlos Pumar, Director of Curriculum and Instruction
Mr. Luis Tejada, HS Dean
Mr. Shaun Skariah, Director of Special Education
Ms. Christine Civitano, AP
Ms. Lisett Knox, Director of Finance and Operations
Ms. Alisha Anderson, Director of Data and Attendance**

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

I. Call to Order

By President, Mr. Gil Bernardino

The meeting was called to order at 8:00 pm.

II. Superintendent's Report

By Superintendent, Dr. Elena Litescu

Benchmark 1: Student Performance

- F&P (Fountas Pinnell) Benchmarking takes place for grades K-6.
- NYSESLAT testing (New York English as a Second Language Achievement Test) for all grades continues until Friday, May 24, 2024.
- The i-Ready Reading and Math Diagnostic 3 will begin Tuesday, May 28, 2024 for K-9 grades.
- Computer Based Testing (CBT) took place for ELA, Math and Science.
- Field tests took place.
- AP Spanish and Human Geography exams were administered to all students enrolled in these classes.
- College and career readiness initiatives are taking place in all buildings.

Benchmark 2: Teaching and Learning

- Quarter three ended and parent teacher conferences were held in all four schools.
- Faculty, grade level, department, special/support and lead teacher meetings were held in all four buildings.
- K-1 Students participated in Poetry Month throughout the month of April.
- The ELA committee decided to implement the i-Ready curriculum for K-5 grades.
- The PE coordinator is currently researching new K-12 Physical Education Curriculums.
- Student Assessments in all buildings were administered as planned. The data team is monitoring the distribution and collection of all testing materials.

Gap closing activities:

- Regents prep program, Language development class for ELLs students, Before/After School Academy programs are offered at the HS.

Summer Programs:

- A Transition to Kindergarten Program will be offered to our incoming Kindergarten students from Monday, July 8, 2024 - July 11, 2024, from 9:00-1:00.
- Summer School for incoming Kindergarten and currently K-11 grade students will be offered from Monday, July 8, 2024- Thursday, August 1, 2024, from 9:00-12:00.
- Incoming K, and K-1 students will attend the summer school at Peninsula.
- All other grades will attend the summer school at Front St.

Extracurricular Programs:

- 30 of our 4th grade students will attend free of charge the Rising Star five weeks program at Molloy college, who will covering the transportation and all other costs related to offering this program to our students. The students will enrolled on a first come, first served basis.

Schoolwide Educational Activities:

- Students are participating in Be Kind to Animals Month throughout the month of April and May.
- K-8 grade students participated in the American Heart Association, Kids Heart Challenge program.

- A First Grade Field Trip to the Science Museum of Long Island will take place on Wednesday, May 29, 2024, and Thursday, May 30, 2024.
- Child Study Meetings continue to take place.
- RtI (Response to Intervention) and AIS are monitored closely.
- Special Education Annual Reviews are taking place.
- Spanish Club, Art Club, Hydronauts Club, Earth Keepers Club and Kindness Club are meeting weekly.
- After school and Saturday support is provided in all buildings.
- Enrichment reading groups for K-1 students are being held weekly for students reading 2 or more levels above grade level.

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

- Attendance continues to be monitored and parent meetings are scheduled to discuss excessive tardiness and absences in all four buildings.
- Safety drills continue to be scheduled.
- *"Story Time with Ms. Camilli"* scheduled to take place, Friday, May 31, 2024, at 6:30 PM.
- K-12 grades Parent Teacher Conferences took place this month in all four buildings.
- The Scholastic Book Fair took place at Peninsula and Front St.
- K-1 Parent University Workshops continue to take place to increase parent engagement and student achievement.
- Spanish Awards Morning Assembly took place in all buildings this month.
- Purple Awards celebrating positive student behavior took place this month both at Peninsula and Front St.
- Students continue to participate in Saturday School, After School, Homework Help, Spanish Club, and Art Club are taking place for K-8 grades.
- The McKinney-Vento representative is providing support to one family who needs it.
- The NED Show took place on Friday, May 3, 2024 at Peninsula.
- Weekly kindness awards is taking place at Front St.
- Acts of Kindness Awards will be presented at Peninsula on 05/31/24

Benchmark 7: Organizational Capacity

- Administrative, Leadership team, and Technology committee meetings continue to be held as scheduled.
- Faculty receives coaching and support from building administrators, and the coaches.
- The data team continues to attend training provided by BOCES.
- A survey was given to a select literacy team to gain feedback regarding various reading curriculum programs. Survey results will determine which program will best meet our students' needs.
- Math consultants for Elementary and High Schools will provide Math Professional Development in May and June.
- ENL/ELA consultant for MS/HS provided coaching to teachers.
- Leadership consultant provided coaching to administrators.
- Guidance Counseling consultant worked with the HS team this month.

Benchmark 8: Mission and Key Design

- Spanish Awards Special Morning Assemblies were hosted in all four buildings this month.
- Students are taking part in Earth Day Activities the week of April 22, 2024.
- The First Grade Earth Keeper's Club will hold their First Mini Farmer's Market on Friday, May 17, 2024.
- A local Girl Scout Troop generously donated raised planting beds for K-1 outdoor garden.
- Ms. Weigand and school staff continue to attend Green Our Planet Meetings and continue to visit their portal to access videos, resources, curriculum for the Hydro Connect Program and the Garden Connect Program.
- Nutrition Curriculum continues to be implemented.
- The salad bar option is provided to MS and HS students.
- Asian American, Native Hawaiian, and Pacific Islander (AAPI) Heritage Month is being celebrated during the May Morning Assemblies.
- Continuous training is provided to faculty to implement the workshop model with fidelity.
- Refresher training was provided to faculty on implementing the mini-workshop model.

Benchmark 9: Enrollment, Recruitment, Retention

- The Light's Retention Scale will be completed by classroom teachers to make decisions regarding student retention. Parents will be notified by mid-June if their child will be retained for the 2024-25 school year.

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

There were none.

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

None.

V. Director Finance and Operations Report

By Ms. Lisett Knox, Director of Finance and Operations

Benchmark 4: Financial Condition

- Tuition billing 5 of 6 was sent out on April 19th and so far, we have received tuition payments from 8 out of 27 school districts. There are four districts with past due balances between 60 and 90 days. Those districts are Hempstead, Lynbrook, Rockville Centre, and Uniondale.

- All claims for meals served from September through April totaling \$686, 435.00 have been submitted and we have received all reimbursements from the Child Nutrition Administration.
- The past due parent balances for late student pickups are increasing as we get closer to the end of the school year. The total owed to the school amounts to \$385.00.
- Part two of our expansion grant budget in the amount of \$244,871 has been completed and submitted to the Grants Finance office in NYSED.

Benchmark 5: Financial Management

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

Benchmark 9: Enrollment

- We are at full enrollment.
- All current students have re-registered with us to return in September except for 13 students who have reported they are moving out of the state.
- All students selected for the next school year are now going through the registration process. 75 of those students selected have completed their paperwork already.

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 April 24, 2024

Motion: Trustee Nancy Iglesias

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:

Benchmark I: Student Performance

1. **Be it therefore resolved** the Board of Trustees approves the following items under Student Performance:
 - a. Programs for Summer School for all building. See attached.
 - b. Mr. Pumar 4th grade students Molloy College Summer Camp Budget.
 - c. Mr. Chuchul is requesting approval to provide educational support sessions after school to prepare students for the Living Environment Regent.

Motion: Gladys Rodriguez

Second: Nancy Iglesias

Vote: 5:0

Benchmark II: Teaching and Learning

2. **Be it therefore resolved,** the Board of Trustees approves the following items under Teaching and Learning:
 - a. Ms. Manning, Math Teacher, is requesting approval to attend the Curriculum Associates Workshop “Supercharging Academic Intervention” on June 6, 2024.
 - b. La Sra. Weigand, la Sra. Camilli, la Sra. Santana, la Sra. Roth y la Sra. Venegas solicitan aprobación para asistir al foro “Transición a Kindergarten” de la Ciudad de Nueva York el 11 de junio de 2024.
 - c. Ms. Weigand, Ms. Camilli, Ms. Santana, Ms. Roth, and Ms. Venegas are requesting approval to attend the New York City “Transition to Kindergarten” forum on June 11, 2024.

Motion: Nancy Iglesias

Second: Luis Ras

Vote: 5:0

Benchmark III. Culture, Climate and Family Engagement

3. **Be it therefore resolved,** The Board of Trustees approves the following items under cultural, climate and student/family engagement:
- a. Mr. Pumar is requesting approval to have the End of Year Carnival on June 25, 2024.
 - b. Ms. Weigand is requesting approval to purchase outdoor equipment for student's recess.

Motion: Gladys Rodriguez

Second: Nancy Iglesias

Vote: 5:0

Benchmark VII. Organizational Capacity:

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

□ . **Resolved,** the Board of Trustees approves the following new staff:

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

Name	Position	Building	Effective
Natalia Giunta	Permanent Substitute	Peninsula	TBD

Name	Employee Position and Changes:		Effective
	Current Position	New Position	
Jing Xuan Zhang	FT Music Teacher	PT Music Teacher	2024-2025
Edward Olson	PE Teacher Assistant	PE Teacher	2024-2025
	Athletic Director	Athletic Director	

Motion: Sarah Brewster

Second: Gladys Rodriguez

Vote: 5:0

XII. Questions

There were none.

XII. Additional Reports

By Vice President Dr. Sarah Brewster

Benchmark 10: Legal Compliance

- The Board continues to hold meetings monthly.

School Construction:

The construction is going well. The installation of the windows has begun and the CLT in the Roof Café has been completed. The plan now is to finishing closing in the building so we can start on interiors.

XIII. Old Business/New Business

There was none.

XIV. Adjournment

Motion: Trustee Gladys Rodriguez

Second: Trustee Nancy Iglesias

Vote: 5:0

Meeting adjourned at: 8:31

Minutes submitted by: ,



**Gladys Rodriguez
Secretary**

**Evergreen Charter School
Virtual Meeting of the Board of Trustees
605 Peninsula Blvd, Hempstead, NY 11550
June 27, 2024**

7:45 pm

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

Members:

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

Also present:

**Dr. Elena Litescu, 2-4 Principal, Superintendent
Ms. Christine Weigand, Principal Lower Elementary
Mr. Nicolas Agosti, Director of Curriculum and Instruction
Mr. Carlos Pumar, Director of Curriculum and Instruction
Mr. Luis Tejada, HS Dean
Mr. Shaun Skariah, Director of Special Education
Ms. Christine Civitano, AP
Ms. Tameka Godbolt, MS Principal
Mr. Roland Brown, Dean
Ms. Lisett Knox, Director of Finance and Operations
Ms. Alisha Anderson, Director of Data and Attendance**

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

I. Call to Order

By President, Mr. Gil Bernardino

The meeting was called to order at 7:45pm.

II. Superintendent's Report

By Superintendent, Dr. Elena Litescu

Benchmark 1: Student Performance

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

Benchmark 2: Teaching and Learning

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

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

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

Benchmark 7: Organizational Capacity

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

Benchmark 8: Mission and Key Design

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

Benchmark 9: Enrollment, Recruitment, Retention

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

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

There were none.

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

None.

V. Director Finance and Operations Report

By Ms. Lisett Knox, Director of Finance and Operations

Benchmark 4: Financial Condition

- Final tuition billing 6 of 6 for the school year 2023-2024 was sent out on May 30, 2024, and so far, we have received all tuition payments from 14 out of 27 school districts. We have 6 school districts with past due balances between 60 and 120 days. Those districts are Hempstead, Uniondale, Lynbrook, Island Park, Rockville Centre, and Wyandanch.
- All claims for meals served from September through May totaling \$784, 520.00 have been submitted and we have received all reimbursements from the Child Nutrition Administration. The meal claims for meals served in June will be submitted in July.
- The past due parent balances for late student pickups for students at the elementary school level have not decreased much. Most of the outstanding balances are still from October and November of last year. The total owed is \$310.00 and the past due balance is \$240.00. Support is requested from the school principals of these buildings to send out a notification to parents as the past due notices from the Business Office are being ignored.
- We continue to work with the Grants Finance office in NYSED regarding our expansion grant budget in the amount of \$244,871.

Benchmark 5: Financial Management

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

Benchmark 9: Enrollment

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

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

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

There were none.

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

There were none.

VIII. Approval of Minutes

Resolved the Board of Trustees approves the minutes May 22, 2024

Motion: Trustee Yvonne Mowatt

Second: Trustee Gladys Rodriguez

Vote: 4:0

IX. Reading of the Resolutions:

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

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

There were none.

XI. Voting of the Resolutions:

Proposal Area:

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

Motion: Sarah Brewster

Second: Gladys Rodriguez

Vote: 4:0

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

Motion: Gladys Rodriguez

Second: Yvonne Mowatt

Vote: 4:0

3. Be it therefore resolved, the Board of Trustees approves the following new staff:

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

Name	Position	Building	Effective
Brian Hillman	DCI ELA/Humanities	6-12 Grades	07/10/2024
Temeka Osborne-Godbolt	MS Principal	Loretto	06/10/2024
Emma Collado	HS Principal	Fulton	TBD
Gabriel Ramirez	PT IT Specialist	28 Richardson PL	TBD

Employee Position and Salary Changes:

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

Motion: Yvonne Mowatt

Second: Sarah Brewster

Vote: 4:0

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

Motion: Sarah Brewster

Second: Yvonne Mowatt

Vote: 4:0

XII. Questions

There were none.

XII. Additional Reports

By Vice President Dr. Sarah Brewster

School Construction:

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

XIII. Old Business/New Business

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

XIV. Adjournment

Motion: Trustee Yvonne Mowatt

Second: Trustee Gladys Rodriguez

Vote: 4:0

Meeting adjourned at: 8:24

Minutes submitted by:

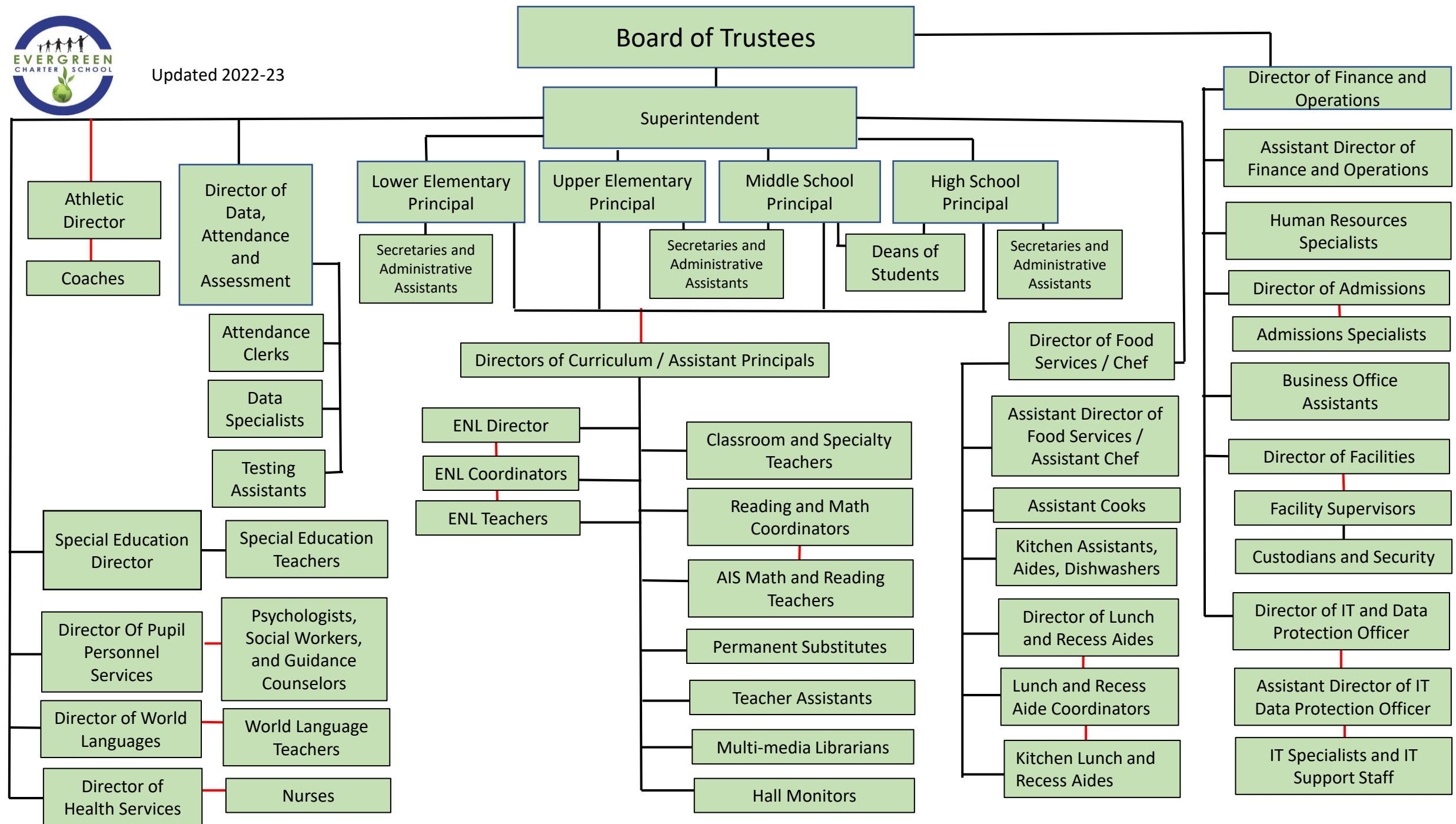


Gladys Rodriguez

Secretary



Updated 2022-23



EVERGREEN CHARTER SCHOOL 2024-2025 SCHOOL YEAR

JULY - 2024						
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6	7	8	9	10	11	12
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AUGUST - 2024						
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SEPTEMBER - 2024						
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OCTOBER - 2024						
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NOVEMBER - 2024						
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DECEMBER - 2024						
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JANUARY - 2025						
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FEBRUARY - 2025						
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MARCH - 2025						
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APRIL - 2025						
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MAY - 2025						
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JUNE - 2025						
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Meet the Teacher Event:

ES: 08/30

IS and MS: 08/29

HS: 08/29 & 08/30

Faculty Meetings:

Sept: TBA

10/16/24, 11/13/24, 12/11/24

01/08/25, 02/05/25, 03/05/25

04/02/25, 05/07/25, 06/24/25

End of Quarters:

11/8/24, 01/24/25

04/11/25, 06/20/25

Parent Teacher Conferences

ES: 11/20/24, 02/13/25, 04/30/25

IS: 11/21/24, 02/06/25, 05/01/25

MS: 11/19/24, 02/12/25, 05/01/25

HS: 11/19/24, 02/04/25, 04/29/25

Board Meetings:

09/26/24, 10/30/24, 11/21/24

12/12/24, 01/30/25, 02/27/25

03/27/25, 04/24/25, 05/29/25

6/25/2025

SCHOOL CLOSED

Sept 2	Labor Day
Oct 14	Columbus Day
Nov 5	Conf. Day Staff - Half Day Students
Nov 11	Veterans Day
Nov 28	Thanksgiving
Nov 29	Day after Thanksgiving
Dec 23- Jan 1	Holiday Recess
Jan 20	Dr. M.L.K. Jr. Day
Jan 29	Lunar New Year
Feb 14	Conf. Day Staff - Half Day Students
Feb 17- 21	Winter Recess
Apr 11	Conf. Day Staff - Half Day Students
April 14 - 18	Spring Recess
May 26	Memorial Day
June 19	Juneteenth

Academic Year

First Day for Students: September 3

Last Day: June 30

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

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 de nuestro planeta.

EVERGREEN CHARTER SCHOOL

**Financial Statements
and
Supplementary Information
For the Years Ended
June 30, 2024
and
June 30, 2023**

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Independent Auditor's Report

To the Board of Trustees of
Evergreen Charter School

Opinion

We have audited the accompanying financial statements of Evergreen Charter School (the "School") which comprise the statement of financial position as of June 30, 2024 and June 30, 2023, and the related statements of activities, functional expenses and cash flows for the years then ended, and the related notes to the financial statements.

In our opinion, the financial statements present fairly, in all material respects, the financial position of the School as of June 30, 2024 and June 30, 2023, and the results of its activities and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the School and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the School's ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the School's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated October 30, 2024 on our consideration of the School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the School's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the School's internal control over financial reporting and compliance.

Cordon D'Neave McGinty & Donnelly LLP

October 30, 2024

EVERGREEN CHARTER SCHOOL

Statement of Financial Position

Assets

	June 30	
	2024	2023
Current assets		
Cash	\$ 6,329,956	\$ 3,679,375
Government contracts receivable	6,458,837	5,189,585
Other receivables	183,440	91,502
Prepaid expenses and security deposits	<u>568,293</u>	<u>658,558</u>
Total current assets	13,540,526	9,619,020
Restricted cash and cash equivalents	31,254,874	59,745,050
Property and equipment, net	61,354,672	24,728,023
Right-of-use asset – operating leases	<u>19,035,996</u>	<u>20,073,596</u>
Total assets	<u>\$125,186,068</u>	<u>\$114,165,689</u>

Liabilities and Net Assets

Current liabilities		
Contracts payable	\$ 8,060,764	\$ 6,070,254
Accounts payable and accrued expenses	2,172,336	2,245,765
Current portion of operating leases payable	<u>1,039,567</u>	<u>1,037,599</u>
Total current liabilities	11,272,667	9,353,618
Bonds payable, net	71,110,238	70,987,741
Operating leases payable, net of current portion	<u>17,996,429</u>	<u>19,035,997</u>
Total liabilities	100,379,334	99,377,356
Net assets without donor restrictions	<u>24,806,734</u>	<u>14,788,333</u>
Total liabilities and net assets	<u>\$125,186,068</u>	<u>\$114,165,689</u>

See notes to financial statements.

EVERGREEN CHARTER SCHOOL

Statement of Activities

	Year Ended June 30	
	2024	2023
Support and revenue		
Public School Districts – student enrollment	\$25,972,717	\$21,431,803
Government contracts and grants	2,403,613	2,263,447
Other	<u>144,048</u>	<u>67,541</u>
Total support and revenue	<u>28,520,378</u>	<u>23,762,791</u>
Expenses		
Program services		
Regular education		
Elementary school	11,114,931	11,442,904
Middle school	3,380,811	3,338,514
High school	3,665,963	3,341,873
Special education	<u>470,840</u>	<u>564,185</u>
Total program services	18,632,545	18,687,476
Supporting activities		
Management and general	<u>2,563,235</u>	<u>2,280,966</u>
Total expenses	<u>21,195,780</u>	<u>20,968,442</u>
Increase in net assets without donor restrictions before interest income on restricted cash equivalents	7,324,598	2,794,349
Interest income on restricted cash equivalents	<u>2,693,803</u>	<u>924,394</u>
Increase in net assets without donor restrictions	10,018,401	3,718,743
Net assets without donor restrictions, beginning of year	<u>14,788,333</u>	<u>11,069,590</u>
Net assets without donor restrictions, end of year	<u>\$24,806,734</u>	<u>\$14,788,333</u>

See notes to financial statements.

EVERGREEN CHARTER SCHOOL

**Statement of Functional Expenses
For the Years Ended June 30, 2024 and June 30, 2023**

	2024						2023					
	Regular Education				Supporting Activities Management and General	Total	Regular Education				Supporting Activities Management and General	Total
	Elementary School	Middle School	High School	Special Education			Elementary School	Middle School	High School	Special Education		
Salaries and wages	\$ 5,581,385	\$ 1,822,493	\$ 1,936,399	\$ 227,812	\$ 1,822,493	\$11,390,582	\$ 5,961,010	\$ 1,836,447	\$ 1,678,046	\$ 312,339	\$ 1,554,242	\$11,342,084
Payroll taxes and fringe benefits	1,054,947	344,473	366,002	43,059	344,473	2,152,954	1,091,144	427,143	298,701	52,020	231,229	2,100,237
Professional fees	152,209	49,701	52,807	6,213	94,701	355,631	256,237	53,307	67,238	12,750	98,473	488,005
Contracted services	58,757	16,209	16,209	-	10,131	101,306	30,290	-	6,302	2,500	51,679	90,771
Equipment rental/lease	39,190	9,033	2,368	1,433	-	52,024	32,985	7,603	1,993	1,206	-	43,787
Food	554,211	201,157	107,725	24,440	-	887,533	409,054	148,471	79,510	18,039	-	655,074
Insurance	161,826	140,074	76,441	10,714	-	389,055	129,400	112,006	61,124	8,567	-	311,097
Library	8,641	14,885	1,860	724	-	26,110	418	720	90	35	-	1,263
Maintenance and repairs	254	77,519	195,853	8,724	34,464	316,814	379	115,787	292,540	13,031	51,478	473,215
School expansion	-	-	-	-	-	-	32,821	-	-	929	-	33,750
Mobile classroom	38,671	-	-	1,095	-	39,766	41,207	-	-	1,167	-	42,374
Occupancy	1,923,494	188,190	282,733	67,805	-	2,462,222	2,029,057	198,518	298,250	71,526	-	2,597,351
Other	237,550	108,615	187,477	16,044	32,948	582,634	165,016	75,450	130,232	11,145	22,888	404,731
Supplies and materials	487,795	210,519	179,501	24,858	-	902,673	436,787	188,505	160,731	22,259	-	808,282
Staff development	170,098	48,478	77,515	8,384	-	304,475	157,856	44,989	71,936	7,781	-	282,562
Telephone	104,353	17,573	25,524	4,186	373	152,009	46,240	7,787	11,310	1,855	165	67,357
Transportation (student)	16,987	10,827	9,147	-	-	36,961	27,440	17,490	14,776	-	-	59,706
Travel	1,293	309	352	55	-	2,009	2,057	491	561	88	-	3,197
Utilities	137,473	1,901	39,445	5,080	564	184,463	268,637	3,715	77,080	9,926	1,102	360,460
Depreciation and amortization	385,797	118,855	108,605	20,214	100,591	734,062	324,869	100,085	91,453	17,022	84,705	618,134
Interest	-	-	-	-	122,497	122,497	-	-	-	-	185,005	185,005
Total	\$11,114,931	\$ 3,380,811	\$ 3,665,963	\$ 470,840	\$ 2,563,235	\$21,195,780	\$ 11,442,904	\$ 3,338,514	\$ 3,341,873	\$ 564,185	\$ 2,280,966	\$20,968,442

See notes to financial statements.

EVERGREEN CHARTER SCHOOL

Statement of Cash Flows

	For the Year Ended June 30	
	<u>2024</u>	<u>2023</u>
Cash flows from operating activities		
Increase in net assets without donor restrictions	\$10,018,401	\$ 3,718,743
Adjustments to reconcile increase in net assets without donor restrictions to net cash provided by operating activities		
Depreciation and amortization	734,062	618,134
Amortization and write-off of deferred loan costs	122,497	185,005
Amortization of right-of-use asset – operating leases	1,037,599	1,586,939
(Increase) decrease in assets		
Government contracts receivable	(1,269,252)	(1,158,388)
Other receivables	(91,938)	84,274
Prepaid expenses and security deposits	90,265	(108,799)
Increase (decrease) in liabilities		
Accounts payable and accrued expenses	(73,429)	393,160
Operating leases payable	<u>(1,037,599)</u>	<u>(1,586,939)</u>
Net cash provided by operating activities	<u>9,530,606</u>	<u>3,732,129</u>
Cash flows from investing activities		
Purchases of property and equipment	(37,360,711)	(17,416,165)
Increase in contracts payable	<u>1,990,510</u>	<u>6,070,254</u>
Net cash (used in) investing activities	<u>(35,370,201)</u>	<u>(11,345,911)</u>
Cash flows from financing activities		
Proceeds from bond payable	-	75,045,000
Repayment of loan payable	-	(2,385,034)
Bond issuance costs	<u>-</u>	<u>(4,057,259)</u>
Net cash provided by financing activities	<u>-</u>	<u>68,602,707</u>
Net increase (decrease) in cash and cash equivalents	(25,839,595)	60,988,925
Cash and cash equivalents, beginning of year	<u>63,424,425</u>	<u>2,435,500</u>
Cash and cash equivalents, end of year	<u>\$37,584,830</u>	<u>\$63,424,425</u>
Consists of:		
Unrestricted	\$ 6,329,956	\$ 3,679,375
Restricted	<u>31,254,874</u>	<u>59,745,050</u>
Total	<u>\$37,584,830</u>	<u>\$63,424,425</u>
Supplemental disclosure of cash flow information:		
Cash paid for interest (including capitalized interest of \$3,984,062 and \$2,070,080 in fiscal 2024 and 2023)	<u>\$ 3,984,062</u>	<u>\$ 2,255,085</u>

See notes to financial statements.

EVERGREEN CHARTER SCHOOL

Notes to Financial Statements June 30, 2024 and June 30, 2023

Note 1 – Nature of organization and summary of significant accounting policies

Nature of organization

The Evergreen Charter School (the “School”) is a New York State nonprofit corporation. The School’s primary goal is to nurture the intellectual, physical and social development of children, through a comprehensive program that promotes academic excellence and prepares its students for success in school and in life. The School’s charter with New York State currently expires in June 2025. The School is in the process of applying for a renewal of its charter and anticipates receiving a four-year renewal by the end of the 2025 fiscal year.

In July 2022, Friends of Evergreen CS LLC (the “LLC”) was incorporated. The School is the sole member of the LLC and for tax purposes, the LLC will be treated as a disregarded entity. The LLC had no financial activity for the 2024 and 2023 fiscal years.

Basis of presentation

Net assets of the School are reported in each of the following two classes: (a) net assets without donor restrictions, and (b) net assets with donor restrictions.

Net assets of the restricted classes are created only by donor-imposed restrictions on their use. Donor-restricted contributions whose restrictions are met in the same accounting period are reported as contributions without donor restrictions.

As of June 30, 2024 and June 30, 2023, the School has no net assets with donor restrictions.

Cash equivalents

The School deems all highly liquid investments with original maturities of 90 days or less to be cash equivalents.

Allowance for doubtful accounts

As of June 30, 2024 and June 30, 2023, the School’s management has determined that there are no potentially uncollectible receivables and thus, an allowance for doubtful accounts is not necessary. Such estimate is based on management’s experience, the aging of the receivables, subsequent receipts and current economic conditions.

Property and equipment

Property and equipment are recorded at cost. The School capitalizes property and equipment expenditures over \$1,000. Leasehold improvements are being amortized using the straight-line method over a ten year period which is the lesser of the estimated useful life or lease term. Furniture and equipment is being depreciated using the straight-line method over estimated useful lives of five years.

EVERGREEN CHARTER SCHOOL**Notes to Financial Statements (continued)****June 30, 2024 and June 30, 2023****Note 1 – Nature of organization and summary of significant accounting policies (continued)**Deferred financing costs

Deferred financing costs are being amortized over the term of the related debt.

Revenue recognition

The School is funded through various government grants and through tuition based upon a per pupil allocation from public school districts in which the students are registered.

Public School Districts – student enrollment represents tuition as is recorded as revenue in the respective school year. The School receives contract and grants from government agencies. The School recognizes government contract and grant revenue as expenses are incurred to a maximum of the contract and grant awards.

Contributions are considered to be available for general use unless specifically restricted by the donor.

Reimbursements under government contracts are subject to audit by the various government agencies. The effects of any potential audit disallowances for these contracts have not been recognized in these financial statements. Management is of the opinion that any potential disallowances will not be material to the accompanying financial statements.

Contributed nonfinancial assets

A number of volunteers have donated their time to the School. While these contributed services are important in assisting the School in carrying out its operations, these volunteer services have not been recorded in the accompanying statement of activities because they do not meet the revenue recognition criteria for recording such services.

Functional expenses and allocations

The costs of providing the various programs and other activities have been summarized on a functional basis. Accordingly, certain costs have been allocated between the program services and supporting activities benefited. Expenses attributable to more than one functional category are allocated based on time and effort.

Use of estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the amounts reported in the financial statements. Actual results could differ from these estimates.

EVERGREEN CHARTER SCHOOL

Notes to Financial Statements (continued)

June 30, 2024 and June 30, 2023

Note 1 – Nature of organization and summary of significant accounting policies (continued)

Concentrations of credit risk

The School's financial instruments that are potentially exposed to concentrations of credit risk consist primarily of cash, cash equivalents and receivables. At times during the year, the School's bank accounts were in excess of the FDIC insurance limit. The School places its cash, cash equivalents with what it believes to be quality financial institutions. The School has not experienced any losses in such accounts to date. The School's receivables consist of amounts due from public schools, government grants and other miscellaneous receivables. The School's management monitors its cash and the collectability of its receivables. As a result, the School believes no significant concentrations of credit risk exist with respect to its cash, cash equivalents and receivables.

Subsequent events

The School has evaluated events and transactions for potential recognition or disclosure through October 30, 2024, which is the date the financial statements were available to be issued.

Note 2 – Liquidity and availability of financial assets

The School's working capital and cash flows vary due to timing of payments received from public school districts, government grants and other revenue items.

The following is a summary of the School's financial assets as of June 30, 2024 and June 30, 2023 that are available to pay general expenditures within one year of the statement of financial position date:

	<u>2024</u>	<u>2023</u>
Cash – unrestricted	\$ 6,329,956	\$ 3,679,375
Government contracts receivable	6,458,837	5,189,585
Other receivables	<u>183,440</u>	<u>91,502</u>
Total	<u>\$12,972,233</u>	<u>\$ 8,960,462</u>

Note 3 – Restricted cash

Escrow account

In accordance with New York State Board of Education Regulations (the "Regulations"), the School established an escrow account in order to be able to cover certain expenses in the case of insolvency of the School. At June 30, 2024 and June 30, 2023, the School had \$100,000 set aside in accordance with the Regulations.

EVERGREEN CHARTER SCHOOL

Notes to Financial Statements (continued)
June 30, 2024 and June 30, 2023

Note 3 – Restricted cash (continued)

Bond reserves

As part of its December 2022 bond financing (see note 5), the School was required to establish escrow accounts representing debt service reserves and for unspent project funds. The balances in the bond reserves at June 30, 2024 and June 30, 2023 were \$31,054,874 and \$59,570,050.

Repair fund

In accordance with the School's Community Center lease (note 7), the School is required to deposit \$25,000 annually to a Repair Fund (the "Fund") upon commencement of the lease. The Fund acts as security for the full and faithful performance by the School for all repair, maintenance and replacement obligations. The balance in the Fund at June 30, 2024 and June 30, 2023 was \$100,000 and \$75,000, respectively.

Note 4 – Property and equipment

A summary of the property and equipment as of June 30, 2024 and June 30, 2023 is as follows:

	<u>2024</u>	<u>2023</u>
Land	\$ 3,171,535	\$ 3,171,535
Buildings	2,048,877	1,161,218
Leasehold improvements	2,139,542	2,080,043
Furniture and equipment	3,556,388	3,200,566
Construction in progress	<u>53,964,729</u>	<u>17,906,998</u>
Sub-total	64,881,071	27,520,360
Less: accumulated depreciation and amortization	<u>3,526,399</u>	<u>2,792,337</u>
Total	<u>\$ 61,354,672</u>	<u>\$ 24,728,023</u>

During May 2021, the School entered into an agreement of sale for the purchase of a new property for a total cost of \$2,200,000. The School closed on the sale in October 2021 at a total cost of \$2,186,927. The property is being used for the expansion of the secondary school and its recreational and educational activities. During December 2022, the School obtained financing through the issuance of bonds in order to construct a new secondary school. As of June 30, 2024, the School had incurred total construction costs of \$53,964,729, which are recorded as construction in progress.

EVERGREEN CHARTER SCHOOL

Notes to Financial Statements (continued)
June 30, 2024 and June 30, 2023

Note 5 – Bonds payable

During December 2022, in connection with the construction of the new secondary school, the Town of Hempstead Local Development Corporation issued Education Revenue Bonds, Series 2022A for \$74,525,000 and Taxable Education Bonds, Series 2022B for \$520,000 (collectively the “Bonds”). The Bonds were issued pursuant to a loan agreement between the Town of Hempstead Local Development Corporation and the School.

The Bonds were issued bearing interest at annual rates in the range of 5.0%-7.0%. Interest payments are due semi-annually beginning in June 2023. Bond maturities are scheduled to begin in June 2026 through maturity in June 2057. The Bonds contain certain financial covenants as outlined in the agreement. The Bonds are secured by mortgage liens on and security interests in the property, a collateral assignment of all the School’s leases and rents, as well as a collateral assignment of all of the School's respective rights, titles and interests in all contracts and permits, as defined in the agreement. The proceeds of the Bonds are to be used for the construction of the new secondary school, the funding of debt service reserves, the payment of closing costs and the repayment of the loan taken out to purchase the property (see note 8).

Town of Hempstead Local Development Corporation bonds	\$ 75,045,000
Less: unamortized bond costs	<u>3,934,762</u>
Bonds payable, net	<u>\$ 71,110,238</u>

As of June 30, 2024, the future minimum annual payments under the bonds are as follows:

<u>Fiscal Year</u>	<u>Amount</u>
2025	\$ -
2026	720,000
2027	1,015,000
2028	1,070,000
2029	1,120,000
2030 and thereafter	<u>71,120,000</u>
Total	<u>\$ 75,045,000</u>

Note 6 – Construction contracts

In connection with the construction of the new secondary school, as of June 30, 2024, the School has entered into various contracts, including change orders, totaling approximately \$60.8 million. As of June 30, 2024, work completed under the contracts totaled approximately \$42.0 million with \$8.1 million unpaid at June 30, 2024. The unpaid amount is reflected as contracts payable on the statement of financial position. The School expects the secondary school to be completed in fiscal 2025.

EVERGREEN CHARTER SCHOOL**Notes to Financial Statements (continued)
June 30, 2024 and June 30, 2023****Note 7 – Operating leases****Community Center lease**

In April 2019, the School entered into a lease agreement with Círculo Real Property Holding Corporation (the “Corporation”), a related party, to rent space at its Community Center. The lease commenced on the date of the closing of the Agency’s Town of Hempstead Local Development Corporation Revenue Bonds Series 2019 (the “Bonds”), which was August 2019, and terminates and expires on the date that none of the Bonds remain outstanding and no Bonds or other debt issued to refund any of the Bonds remain outstanding (“Refunding Bonds”).

The lease requires payments in an amount equal to the principal and interest payments due on the Bonds and redemption premium, if any, due on the Bonds and any principal and interest payments and redemption premium, if any, due on any Refunding Bonds. The lease payments also will include any amounts required to restore any debt service reserve fund for the Bonds or any Refunding Bonds to its required funding level as noted in the Bond documents, any amounts required to restore the Repair Fund, any Bonds Trustee fees and expenses, any TOHLDC fees and expenses imposed under the Bond documents and all other sums, cost, expenses, charges or other payments that the School assumes, agrees or is obligated to pay pursuant to any provision of the lease or under the Bond documents. The lease requires the School to deposit \$25,000 with the Bond Trustee upon the commencement of the lease and annually for the next nine years for security for the full and faithful performance by the School for all repair, maintenance and replacement obligations. The School is also subject to certain financial covenants as defined in the lease. The lease agreement also contains certain restrictive borrowing covenants.

Church leases

In April 2022, the School entered into a lease for additional space with a church, which expired on June 30, 2024. The School is currently operating under the lease terms on a month-to-month basis.

In December 2021, the School entered into two leases for two additional spaces with a church, both commencing on July 1, 2022 and expiring June 30, 2028. The leases require monthly payments of \$8,801 and \$36,584 in 2024, with annual increases of 3% per year thereafter.

In May 2022, the School entered into a lease for additional space with another church commencing on September 1, 2023 which expired on August 31, 2024. The School is currently operating under the lease terms on a month-to-month basis.

EVERGREEN CHARTER SCHOOL

Notes to Financial Statements (continued)
June 30, 2024 and June 30, 2023

Note 7 – Operating leases (continued)

As of June 30, 2024, the future minimum annual payments under the lease agreements are as follows:

<u>Fiscal Year</u>	<u>Community Center</u>	<u>Church</u>	<u>Total</u>
2025	\$ 1,194,024	\$ 614,774	\$ 1,808,798
2026	1,199,190	571,417	1,770,607
2027	1,202,973	588,559	1,791,532
2028	1,195,372	606,217	1,801,589
2029	1,201,540	-	1,201,540
2030 and thereafter	<u>18,586,636</u>	<u>-</u>	<u>18,586,636</u>
Total	<u>\$24,579,735</u>	<u>\$ 2,380,967</u>	<u>26,960,702</u>
Less: discount to present value			<u>7,924,706</u>
Operating leases payable			19,035,996
Less: current portion			<u>1,039,567</u>
Long-term portion			<u>\$17,996,429</u>

Lease cost for the years ended June 30:

	<u>2024</u>	<u>2023</u>
Operating lease cost	<u>\$ 2,410,000</u>	<u>\$ 2,298,220</u>

Cash flow items for the year ended June 30:

	<u>2024</u>	<u>2023</u>
Right-of-use asset recorded for new lease liabilities	<u>\$ -</u>	<u>\$21,660,535</u>
Operating lease	<u>\$ -</u>	<u>\$21,660,535</u>

Average remaining term of leases at June 30, 2023 6.72 Years

Rental expense for the 2024 and 2023 fiscal years was approximately \$2,410,000 and \$2,298,220, respectively.

Note 8 – Loan payable

During October 2021, the School entered into a loan agreement with a Corporation whereby the School could draw up to \$4,310,000 for the purchase and development of a piece of property, closing costs on the loan and the funding of an interest reserve up to \$375,000 to be held by the Corporation. The loan required interest at a fixed rate of 4.75% per annum and was due and payable on November 1, 2024 at which time the outstanding loan balance, together with accrued and unpaid interest, was due in full. As of June 30, 2022, the School drew down \$2,385,034 on the loan. The loan was secured by a mortgage on the School's real and personal property. The loan was repaid in full in January 2023 from the proceeds of the bond financing (note 5).

EVERGREEN CHARTER SCHOOL**Notes to Financial Statements (continued)**
June 30, 2024 and June 30, 2023**Note 9 – Retirement plan**

The School sponsors a 403(b) plan that covers all eligible employees. An eligible employee can defer a portion of his/her compensation not to exceed limits set by the Internal Revenue Code for a 403(b) plan. For fiscal years ended 2024 and 2023, the School contributed \$211,339 and \$270,786 to the plan, respectively.

Note 10 – Related party transactions

The Chair, Vice Chair and a member of the Board of Trustees of the School are the Executive Director, Chief Director of Services and Operations and a staff employee, respectively, of Circulo de la Hispanidad, Inc. (the “Agency”), a not-for-profit organization who is the sole member of the Circulo Real Property Holding Corporation. The School is responsible for substantially all building expenses. In addition, the School entered into a lease agreement with the Corporation to rent space (see note 7).

Note 11 – Legal proceeding

During 2024, the School was named as a defendant and is involved in litigation arising in the ordinary course of business. The School intends to defend itself vigorously and, in the opinion of management, it is uncertain if the disposition of such matter will have a material effect, if any, on the School’s financial statements.

Note 12 – Tax status

The School is exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code (the “Code”). In addition, the School has been determined by the Internal Revenue Service to be a publicly supported organization and not a private foundation within the meaning of Section 509(a)(1) of the Code.

**Independent Auditor's Report on Internal Control
Over Financial Reporting
and on Compliance and Other Matters Based
on an Audit of Financial Statements
Performed in Accordance
With *Government Auditing Standards***

**CONDON
O'MEARA
McGINTY &
DONNELLY LLP**

Certified Public Accountants

One Battery Park Plaza
New York, NY 10004-1405
Tel: (212) 661 - 7777
Fax: (212) 661 - 4010

To the Board of Trustees of
Evergreen Charter School

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Evergreen Charter School (the "School"), which comprise the statement of financial position as of June 30, 2024 and June 30, 2023, and the related statements of activities, functional expenses and cash flows for the years then ended, and the related notes to the financial statements, and have issued our report thereon dated October 30, 2024.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the School's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, we do not express an opinion on the effectiveness of the School's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of the internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the School's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of This Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the School's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the School's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Cordon O'Meara McGinty & Donnelly LLP

EVERGREEN CHARTER SCHOOL
Schedule of Findings and Questioned Costs
For the Year Ended June 30, 2024

Section I – Summary of Auditor’s Results

Financial Statements

Type of auditor’s report issued:

Unmodified

Internal control over financial reporting:

Material weakness(es) identified?

_____ yes √ no

Significant deficiency(ies) identified

not considered to be material weaknesses?

_____ yes √ none reported

Noncompliance material to financial
statements noted?

_____ yes √ no

FOR INQUIRIES CALL: NOT FOR PROFIT NEW YORK CITY
(212) 350-2000

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P

000011519 FIDS1548D01701394369 01 000000 011519 001



EVERGREEN CHARTER SCHOOL
GIL BERNARDINO
605 PENINSULA BLVD
HEMPSTEAD NY 11550-5424

10/8/24

ACCOUNT TYPE	
COMMERCIAL MONEY MARKET SAVINGS	
ACCOUNT NUMBER	STATEMENT PERIOD
15006500807862	SEP.01-SEP.30,2024
BEGINNING BALANCE	\$107,310.54
DEPOSITS & CREDITS	0.00
LESS CHECKS & DEBITS	0.00
INTEREST	338.91
LESS SERVICE CHARGES	0.00
ENDING BALANCE	\$107,649.45

INTEREST PAID YEAR TO DATE

\$3,184.15

ACCOUNT ACTIVITY

POSTING DATE	TRANSACTION DESCRIPTION	DEPOSITS & OTHER CREDITS (+)	WITHDRAWALS & OTHER DEBITS (-)	DAILY BALANCE
09/01/2024	BEGINNING BALANCE			\$107,310.54
09/30/2024	INTEREST PAYMENT	\$338.91		107,649.45
	ENDING BALANCE			\$107,649.45

INTEREST RATE HISTORY

INTEREST RATE	BEGINNING DATE	ENDING DATE
4.02%	08/31/2024	09/19/2024
3.52%	09/20/2024	09/30/2024

00011519 14550 0001-0001 DIDS1548D01710394369 00 L 00011519

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
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School Name

E	V	E	R	G	R	E	E	N		C	H	A	P	T	E	R		S	C	H	O	O		
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Facility/Building Name

F	U	L	T	O	N																		
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Street Address (NO PO Box Numbers)

8	4	F	U	L	T	O	N		S	T	R	E	E	T										
---	---	---	---	---	---	---	---	--	---	---	---	---	---	---	--	--	--	--	--	--	--	--	--	--

City/Town/Village

Zip Code

H	E	M	P	S	T	E	E	D															
---	---	---	---	---	---	---	---	---	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Name of Municipality Responsible for Local Code Enforcement

V	I	L	L	A	S	E		0	6		H	E	M	P	S	T	E	E	D				
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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

Note: Please insert the date the actual inspection took place.

Inspections shall be performed between July 1st and December 1st 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?

13,6

(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 1st and June 30th 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	9-29-22	✓	
2	10-28-22	✓	
3	11-7-22	✓	
4	11-10-22	✓	
5	12-19-22	✓	
6	12-21-22	✓	
7	12-21-22		✓
8	12-22-22		✓
9	12-23-22		✓
10	9-27-23	✓	
11	10-30-23		✓
12	11-6-23		✓

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: 2 minutes 15 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. N/A 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

Part II: Nonpublic School Fire & Building Safety Non-Conformance Report Sheet

School Name Evergreen Building Name 94 Fulton

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	✓	11/24/20
12K-1	✓	11/24/20
12L-1		
12M-1		
12N-1		
12O-2		
13A-2		
13B-2		

Item #	Non-Conformance	Date Corrected
14A-2		
14B-2		
14C-2	✓	12/1/23
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		
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 12/1/23 (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: 12/1/2023

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: Trancess Echwarria Title: 12/1/23

Signature: [Signature] Telephone #: 516-292-2060 ext 303

Email: fecherwarria@esli.org

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
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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

F	R	O	N	T	S	T	R	E	E	T											
---	---	---	---	---	---	---	---	---	---	---	--	--	--	--	--	--	--	--	--	--	--

Street Address (NO PO Box Numbers)

4	3	6		F	R	O	N	T	S	T	R	E	E	T								
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City/Town/Village

Zip Code

H	E	M	P	S	T	E	A	D													
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Name of Municipality Responsible for Local Code Enforcement

T	O	W	N	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

Note: Please insert the date the actual inspection took place.

Inspections shall be performed between July 1st and December 1st 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 1st and June 30th 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	9/30/22	2:52:19	12/20/22
2	10/6/22	2:58:63	12/23/22
3	11/7/22	2:07:96	6/26/23
4	01/4/23	2:22:24	6/28/23
5	02/16/23	2:43:98	
6	03/21/23	2:41:39	
7	06/5/23	2:14:15	
8	10/28/22		
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: 2 minutes 37 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 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 YES _____ NO

7. Have there been any fires in this facility since the last annual fire safety inspection report?

_____ YES NO 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 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 11/29/2022 (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: 11/29/2023

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: Dr. Iltescu Title: Superintendent & Principal

Signature: [Signature] Telephone #: 516-226-8655

Email: ELITES@ecsl.org

Part II: Nonpublic School Fire & Building Safety Non-Conformance Report Sheet

School Name Evergreen Charter Building Name Front Street

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	✓	10/2/23
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	✓	11/29/23
16B-2	✓	11/29/23
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		
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 ☐



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							
---	---	---	--	---	---	---	---	---	---	---	---	---	--	---	---	---	---	---	--	--	--	--	--	--	--

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

Note: Please insert the date the actual inspection took place.

Inspections shall be performed between July 1st and December 1st 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?

27,172

(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 1st and June 30th 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	9/22/23	✓	
2	9/30/22	✓	
3	10/06/22	✓	
4	11/07/22	✓	
5	1/04/23	✓	
6	2/16/23	✓	
7	3/21/23	✓	
8	12/20/22		✓
9	12/23/22		✓
10	6/22/23		✓
11	6/27/23		✓
12	6/28/23		✓

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 37 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. n/a total number of injuries

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 10/2/2023 (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: 10/2/2023

Inspector's Organization: Nassau County Fire Marshal

Inspector's Telephone #: (516) 573-9935 Inspector's Email: KRabinowitz@nassaucountyny.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@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: Matthew Chuchul Title: Principal

Signature: [Signature] Telephone #: 516-399-1160

Email: mchuchul@ecsl.org

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 BLVD

City/Town/Village

Zip Code

HEMPSTEAD 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

Note: Please insert the date the actual inspection took place.

Inspections shall be performed between July 1st and December 1st 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?

36,260

(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 1st and June 30th 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	9/26/22	✓	
2	10/13/22		✓
3	10/27/22	✓	
4	11/4/22	✓	
5	11/7/22	✓	
6	11/23/22	✓	
7	12/6/22	✓	
8	12/12/22		✓
9	12/22/22		✓
10	6/5/23		✓
11	6/15/23	✓	
12	6/20/23	✓	

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: 2 minutes 37 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 K-1 Elementary School

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	✓	11/24/17	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			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 11/24/2022 (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: 11/24/2022

Inspector's Organization: Nassau County Fire Marshal

Inspector's Telephone #: (516) 573-9935 Inspector's Email: KRabinowitz@nassaucountyny.gov

Inspector's Code Enforcement Certification # 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@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: Lisel M. Knox Title: Director of Finance and Operations

Signature: [Signature] Telephone #: 516-226-8680

Email: lknox@ecsl.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 1/2 Fulton Ave 322' W/1' E 111' S 111' E

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

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 Perennula Blvd.
Location W/Ec Sycamore Ave. + Perennula 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 Perennula 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]