Evergreen Charter School
Virtual Meeting of the Board of Trustees
605 Peninsula Blvd, Hempstead, NY 11550
March 31, 2025

7:50 pm

The meeting was held at 605 Peninsula Boulevard

Members:

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

Also present:

Dr. Elena Litescu, 2-4 Principal, Superintendent
Ms. Lisett Knox, Director of Finance and Operations
Ms. Christine Weigand, Principal K-1
Ms. Temeka Godbolt, MS Principal
Mr. Nicolas Agosti, DCI/MS
Ms. Christine Civitano, HS AP
Mr. Brian Hill, DCI ELA 6-12
Mr. Sabato Torres, DCI STEM 6-12
Mr. Shaun Skariah, Director of Special Education

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

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

Mr. Bernardino welcomed everyone.

III. Superintendent's Report By Superintendent, Dr. Elena Litescu

Benchmark 1: Student Performance

- The third marking quarter will end on April 11, 2025.
- MS students will take an ELA and Math practice exam on 3/26 and 3/27;
- HS students are provided extra prep for the Regents exams
- Career Day for students and staff took place on March 17, 2025 at Peninsula.
- Graduation date was set for the MS on 6/17/25 and for the HS on 6/7/25.

Benchmark 2: Teaching and Learning

- Periodical meetings are hosted with Administration as scheduled, department meetings, lead teacher meetings, and grade level meetings. A faculty meeting will take place district-wide on Wednesday, April 2, 2025.
- Teachers continue to receive support in the form of coaching, peer observations, monthly faculty meetings, quarterly ½ day PDs.
- The DCIs meet with instructional staff on regular basis to do curriculum training and assessment of its implementation.
- Student Assessments are implemented in all four schools.
- Extra Help, Test Prep, After school, and Saturday School programs continue to be offered.
- Educational guidelines and academic expectations are communicated both to students and their families.
- At the HS any student scoring below 70% are required to attend teachers office hours at the end of the day to receive extra guidance and support.
- Support and AIS teachers push-into classrooms or pull out small groups of students.
- The Math DCI teaches small groups at the MS four days per week. Response to Intervention (RTI) groups, English as a New Language (ENL) groups and Enrichment Reading groups continue to meet as scheduled.
- Regents Prep, Test prep programs are offered.

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

School Climate and Culture Evaluation

- The Purple Awards Morning Assembly will take place on March 28th at Front St and on Friday, April 11th at Peninsula.
- Spanish awards took place in all four buildings.
- Attendance awards took place in all buildings.
- Progress reports were sent home for MS and HS students.
- Families are updated promptly either by phone, REMIND, or in person when their child doesn't follow the school's policies,

School Clubs

- Students participate in Spanish Club, Art Club and Social Club after school at Peninsula.
- Spanish and Orchestra Clubs are offered at the MS.
- At the HS students attend the Mindfulness Club on Wednesdays.

McKinney-Vento & Unaccompanied Minors

- Families continue to get the support when needed.

SEL

- A delegation from National University visited Evergreen to observe the implementation of the SEL curriculum.

Benchmark 7: Organizational Capacity

School Leadership

- Weekly Administrative meetings take place as scheduled.
- At building level, admin meetings are scheduled regularly to discuss the school's needs.

Professional Development

- On April 11th, all faculty will attend at ½ day of training.
- On March 21st, support, special teachers and administrators attended a full day of in-person training provided by Danielson Group.

Staff Feedback

- Staff is encouraged to provide feedback on any opportunity they have.
- The Board President and Vice President will meet with all staff in each school in April to gather the feedback.

Contracted Services

- ELA and Math consultants continue to provide professional development.

Benchmark 8: Mission and Key Design

- Ms. Melendez, Social Worker, continues to provide families with food and clothing donations.
- At Peninsula, the Garden Committee is in the process of selecting a Green House with the funds awarded by the Whole Kids Garden Grant.
- Throughout the school district the Earth Day and Earth Week activities are in the process of being planned based on this year's theme, "Our Power, Our Planet".
- Morning Assemblies cover topics such as healthy choices, including and not limited to food, habits, etc.
- National Breakfast Week took place the week of March 3, 2025.
- Once a month the Wellness Committee meets by Zoom.

- DCIs provide feedback on the lesson plans and the instruction continue to follow the mini-workshop model.

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

- Tuition billing 4 of 6 for this current school year was sent out on February 20, 2025, and we have received payments from 19 out 26 school districts. We have two districts that are late two billing cycles. Those districts are Uniondale and Copiague. Billing 5 of 6 will be sent out in the first week in April.

- We have submitted all claims for meals served to students from September through February to The Child Nutrition Administration. Those claims amount to $514,954.00 and we have received all reimbursements totaling the same amount. The claims for meals served during March will be submitted in the first week of April.

- This month we received an approval notification from NYSED regarding our Title IIIA application submitted back in August last year and they submitted the initial deposit in the amount of $9,633.00. The total approved was $48,167.00 and all Titles applications for the school year amount to $371,049.00 and we have received so far $74,208.00.

- Our IT department is currently undergoing a Data Security and Privacy audit, and they are working with our It vendor to complete creating additional policies for the school.

Benchmark 5: Financial Management

- All financial reports from July 2024 through February 2025 have been submitted to our Board of Directors and School Administrators. All bank reconciliations for February 2025 will be distributed later this week.

Benchmark 9: Enrollment

- We currently have 1169 students enrolled in and attending our school and 6 students going through the registration process to reach full enrollment of 1175 students.

- Our Virtual Lottery Event 2025 will be held this Wednesday, April 3 at 7:00pm.

VIII. Approval of Minutes

Resolved the Board of Trustees approves the minutes February 26, 2025

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

IX. Reading of the Resolutions:

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

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

There were none.

XI. Voting of the Resolutions:

Benchmark I:

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

	Who Proposes	What	When
a	Dr. Elena Litescu Ms. Lisa Camilli Mr. Carlos Pumar Mr. Nicholas Agosti Ms. Christine Civitano Mr. Brian Hillman Mr. Sabato Torres	Requesting approval to attend an online training course from 9:30-11:30 am, to become PLC facilitators and structure PLEDGE-related training in all schools.	Fri 4/4/25
b.	Ms. Jacqueline Rosenking	Requesting approval to attend an online training on 04/09/25 from 1:00 – 2:15 pm on generating and implementing student behavior contract.	Wed 04/09/25

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

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

	Who Proposes	What	Date
a.	Mrs. Temeka Godbolt Mr. Nicholas Agosti	Requesting approval for the March to Success Incentive Initiative for the Middle School.	Thu & Fri 04/03/25 04/04/25
b.	Ms. Mayra Acosta	Requesting approval for the High School Seniors to have a prom at Jericho Terrace.	Wed 06/11/25

Motion: Yvonne Mowatt
Second: Nancy Iglesias-Gillen
Vote 6:0

3. **<u>Be it therefore resolved</u> that the Board of Trustees approves the following proposals under <u>Mission and Key Design:</u>**

	Who Proposes	What	Date
a.	Peninsula Art, Spanish and Music Department	Requesting approval to purchase supplies for the First Grade Spanish Club Play totaling in $672.52	TBD

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

4. **<u>Be it therefore resolved</u>**, 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
Mary Lawson	5th Grade Teacher	Loretto	03/24/2025
Sandra A. Torres	8th Grade Spanish Teacher	Loretto	TBD
Nancy Rubio	8th Grade Spanish Teacher	Loretto	TBD
Joseline Rodriguez	Admissions Clerk	Business Office	03/21/2025
Diana Romero	Receptionist/Administrative Assistant		TBD
Tiffany Familia	Payroll Specialist	Business Office	04/01/2025
Darren Villante	Facilities Director	All Buildings	TBD
Andres Rojas	PT-Custodian	Front St	04/01/2025

Employee Position and Salary Changes:

Name	Current Position	New Position	Effective
Maria O. Amaya Melendez	Chef Assistant	Chef Assistant	03/01/2025

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

5. Be it therefore resolved, the Board of Trustees approves the following Conference Request from Samuel Laloi and Elfy Matias, IT Director and Data privacy Officer and IT Specialist:

1. ISTE 2025 Conference in San Antonio Texas
    a. **Purpose:** To stay ahead of cybersecurity, data privacy, and IT management trends are critical. ISTE 2025 offers expert-led sessions and hands-on training to help strengthen our IT infrastructure, security, and digital learning environments
    b. Date of Conference: June 30th to July 2nd
    c. Date of travel: June 29th and July 3rd
    d. Estimated cost per person: $2,710 - $2,935

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

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

H.V.A.C Preventative Maintenance and Inspection Service Contract

a. Renewal Contract Period: March 2025 to February 28, 2026
b. The yearly rate is $14,123.00 to be paid in quarterly payments of $3,530.80 each. This renewal has an increase of $135.80 compared to the previous contract that's ended this past February.

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

7. **Be it therefore resolved the Board of Trustees approves the official Inauguration of the Secondary School to be August 16, 2025.**

Motion: Gil Bernardino
Second: Yvonne Mowatt
Vote 6:0

XII. Questions

There were none.

XII. Additional Reports By Vice President Dr. Sarah Brewster

School Construction:

We are waiting for inspection and have been working with consultants to address issues. We need to install an additional radio frequency system in the building to ensure that emergency services can work.

XIII. Old Business/New Business

Mr. Bernardino announced that we will organize tours with students and their families to see the space once we have passed all inspections. We are also planning a community open house.

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

Motion: Trustee Yvonne Mowatt
Second: Trustee Nancy Iglesias-Gillen
Vote: 6:0

XV. Adjournment

Motion: Yvonne Mowatt
Second: Luis Ras
Vote: 5:0 (one board member had to leave)

Meeting adjourned at: 8:53 pm
Minutes submitted by:

Gladys Rodriguez
Secretary