Evergreen Charter School
Virtual Meeting of the Board of Trustees
605 Peninsula Blvd, Hempstead, NY 11550
April 30, 2025

7:45 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

- NYSESLAT testing (New York English as a Second Language Achievement Test) started on April 23, 2025, until Friday, May 23, 2025.
- On April 11, 2025, the third marking quarter ended.
- The students' report cards will be sent home to all families prior to the PTCs.
- HS Seniors started to decide on the college/university they'll attend.
- MS Graduation ceremony scheduled for 6/17/25.

Benchmark 2: Teaching and Learning

- The monthly faculty meeting took place on Wednesday, April 2, 2025
- Teachers are implementing the curriculum with fidelity. They provide clear learning objectives, feedback, and ensure active student engagement through questioning and discussion, scaffolds for new concepts, and differentiated instruction to maximize student learning outcomes.
- The Math and ELA Consultants provided guidance, professional development and shared best practices in math and literacy throughout the month of April.
- During April students participated in the Poetry Month
- Curriculum and Instructional programs, materials and resources are being reviewed fort the 2025-26 school year.
- The HS admin team have created curriculum for each content for teachers.
- Student Assessment:
    - The MS, 3rd, and 4th grade students will take the ELA NYS exam on April 29th and 30th.
- Homework, Test Prep, and Saturday School programs continue to be offered.
- CSE annual meetings took place during the month of April to review and evaluate the SpEd students' progress, and their IEP were updated accordingly.
- ENL teachers are providing support in all four buildings, at the HS the three ENL teachers provide support during the Advisory block.
- Spanish class teachers were asked to push in during classes to provide support to ENL students.
- RTI/AIS groups and students' progress are monitored closely.
- Targeted reading intervention is provided to help close learning gaps.

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

School Climate and Culture Evaluation

- Earth Day was celebrated throughout the school district with various projects.
- Attendance awards took place in all buildings.
- Fire drills and lock down drills are conducted periodically.
- Staff members completed the Mandated Reporter refresher training.

- Staff members must complete the Safe School Mandatory training by the end of this month.
- The Scholastic Book Fair is scheduled to take place the week of April 28, 2025 at Peninsula and the Intermediate School.
- Parent Teacher Conferences will take place in each building:
  - Peninsula on Wednesday, 4/30/2025;
  - Front St on Thursday, 5/1/25;
  - Middle School on Wednesday, 5/7/25;
  - High School on Tuesday, 4/29/25
- Elementary and Intermediate schools will celebrate the National PE and Sport Week between May 1- May 7" with *"Bring Someone Special to PE Day*

School Clubs

- Extracurricular Programs and Club are taking place in all buildings

McKinney-Vento & Unaccompanied Minors

- Mr. Skariah provides support to these families.

Benchmark 7: Organizational Capacity

School Leadership

- Administrative, Lead Teachers, grade level, support and special teachers meetings and check-ins took place throughout April.

Professional Development

- **Ready Growth Monitoring Professional Development was provided to ES and IS teachers on Friday, April 11, 2025.**
- Assistant Principals provided a refresher training from the Danielson Group's Project
- PLEDGE in all four buildings.
- NYSESLAT training took place on 4/22/25 for K-12 ENL teachers.
- Support and 4th grade teachers attended a training on proctoring CBT.
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Staff Feedback

- A survey was administered after ½ day PD hosted on 4/11/25, to gather staff's feedback.
- The Board President and Vice-President met with teachers in each school to gather their suggestions on improving operations.

Benchmark 8: Mission and Key Design

- Students continue to learn the Hispanic culture from various Spanish speaking countries.

Integration of Ecology

- The hydroponic plants at Peninsula will be harvested on Friday, April 25, 2025.
- Earth Day was celebrated in all school and students shared their ideas on how to make Earth a better place.
- HS Students are doing Community Service.

Fostering Healthy Life Choices

- Wellness Committee meetings continue to take place monthly.
- During the Morning Assemblies students participate in sharing the lunch menu.

Integration of Hispanic Culture and Respect for all Cultures

- During the month of May, students will celebrate Asian American and Pacific Islander Heritage Month

Planning and Instruction using the Workshop Model

- Lesson plans are generated using the mini-workshop model.
- Revisions to the lesson plans are made when needed.

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 5 of 6 for this current school year was sent out on April 14, 2025, and so far, we have received payment from 1 out 25 school districts. We have three school districts that are late by two billing cycles. Those districts are Lynbrook, Rockville Centre and Uniondale. NYCity has paid all invoices up to #6 but short-paid us $7,617.60. According to them the proof of address for two students is not acceptable. This will be disputed.

- We have submitted all claims for meals served to students from September through March to The Child Nutrition Administration. Those claims amount to $614, 748.00 with a pending balance to be received in the amount of $98,221.00. The next meal claim for meals served during this month of April will be submitted after the first week in May.

Benchmark 5: Financial Management

- All financial reports from July 2024 through March 2025 have been submitted to our Board of Directors and School Administrators including all bank reconciliations.

Benchmark 9: Enrollment

- We currently have 1170 students enrolled and attending our school and 5 students going through the registration process to reach full enrollment of 1175 students.

- Our Virtual Lottery Event was held this past April 3rd and parents have begun the process of registration of the selected students to start in the next school year beginning September of 2025.

VIII. Approval of Minutes

Resolved the Board of Trustees approves the minutes March 31, 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:

Resolutions

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

	Who Proposes	What	Date
a	Ms. Joyce Ronayne	Requesting approval to purchase the recorded version of the Bureau of Education and Research workshop "Practical Strategies to Differentiate Your Math Instruction Using Small Groups, Centers and Whole Group Instruction."	Tue 5/13/25
b	Ms. Maria Nuria Figuera	Requesting approval to attend a workshop with the Instituto Cervantes to improve students' cognitive skills.	Fri 5/9/25

Motion: Nancy Iglesias
Second: Yvonne Mowatt
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.	Dr. Elena Litescu	Requesting approval for 20 current fourth grade students entering fifth grade in the 2025-2026 school year to attend the Rising Star Summer Camp at Molloy University. The teacher assigned to this group will be Ms. Karla Vasquez. Her hours will be from 8:30-2:30 during the summer camp. This camp and door-to-door transportation are free of charge for ECS families.	June 30th, 2025 – July 31st, 2025
c.	Dr. Elena Litescu	Requesting approval to change the middle school and high school formal uniforms.	2025-2026 School Year
f.	Mr. Daniel Levitan	Requesting approval to organize a family event, "Bring Someone Special to PE Day".	May TBD
g.	Elementary School Spanish Department	Requesting approval to purchase the Brother SCANNCUT Photo Scanning Machine to personalize awards, etc., to reduce the cost of items purchased for events.	N/A
h.	Mr. Carlos Pumar	Requesting approval to have Carnival Day for the IS students to celebrate and recognize the hard work, dedication and growth of the students throughout the school year.	Tue 6/24/25
j.	Ms. Danielle Classi	Requesting approval for the second-grade students to take a trip to the Bronx Zoo.	Fri 6/6/25
k.	Ms. Carol Reyes and Principal Godbolt	Requesting approval for the fifth-grade studenst to take a trip to Garvies Point Museum and Preseve.	MAY TBD

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

3. **<u>Be it therefore resolved</u> that the Board of Trustees approves the following proposals under <u>Organization Capacity:</u>**

	Who Proposes	What	Date
a.	Mr. Edward Olson	Requesting approval to update the procedure for tracking Coach and student attendance during the practices and matches.	N/A
b.	Mr. Edward Olson	Requesting approval for the Athletic Policies to be approved and posted on the school website (ECS Athletic Handbook/Student & Parent Contract).	N/A

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

4. **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
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: Luis Ras
Second: Gladys Rodriguez
Vote 6:0

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

    a. Renewal of Accounting Services Agreement with Carey & Company

        - Same terms and price as the previous contract
        - Previous contract expired in February 2025
        - Renewal effective March 1, 2025
        - They have been providing the same service out of contract

    b. Copying and printing contracts with New York Business Systems:
        - For the new High School building -39 months, 2 copiers 1 printer
          Contract Period: Starting May or June of 2025
        - Approximate cost $750.00 a month plus per copy cost
        - For the Office building -39 months, 1 copier (replacing a broken one that was owned by the school which was donated
          Contract Period: Starting April 1, 2025
          Cost $392.00 a month plus per copy cost

    c. Backflow Inspection five-year contract with STAT Inspection Corporation
        - Cost $6,000 per year
        - Additional monthly cost of $1,200 to inspect the Chum of Fire Pump

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

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

    a. A retainer agreement with Priscilla Suntoso, esq., for legal representation.

        See attached.

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

XII. Questions

There were none.

XII. Additional Reports By Vice President Dr. Sarah Brewster

School Construction:

Construction of the building is finished. We are just completing final details. We have been waiting for a response from the Village to resolve the situation with the Standpipe.

In the interim landscaping has been installed and we are completing final details. Unfortunately, we cannot move into the building until all issues are resolved, nor can furniture be moved into the building.

We hope to hear from the Village soon.

XIII. Old Business/New Business

Evergreen is asking for students, staff and family participation in a study that measures the impact of building environment on health and wellbeing.

XV. Adjournment

Motion: Yvonne Mowatt
Second: Luis Ras
Vote: 6:0

Meeting adjourned at: 8:53 pm

Minutes submitted by:

Gladys Rodriguez
Secretary