Evergreen Charter School
Virtual Meeting of the Board of Trustees
605 Peninsula Blvd, Hempstead, NY 11550
June 16, 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	**Excused**
Ms. Yvonne Mowatt	**Present**
Ms. Gladys Rodríguez	**Present**
Mr. Luis Ras	**Present**

Also present:

Dr. Elena Litescu, Superintendent
Ms. Lisett Knox, Director of Finance and Operations
Ms. Christine Weigand, Principal K-1
Ms. Christine Civitano, HS AP
Mr. Brian Hill, DCI ELA 6-12
Mr. Shaun Skariah, Director of Special Education
Ms. Atia Pasha, 2-4 Principal

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 IS/MS/HS have completed all New York State assessments including NYSESLAT, ELA, and Mathematics assessments period.
- MS students in grades 5 & 8 completed the NYS science assessments.

- The 8th grade students enrolled in the LE cohort continue their test prep for the LE Regents exam scheduled at the end of June; they had already three mocks exams that they completed.
- At the high school the Regents exams are in progress. Evergreen has been selected to do field testing for Algebra I, U.S. History, and Geometry.
- The HS graduation took place on 6/7/25 and the MS graduation is scheduled on 6/20/25 at 6:00 pm.
- The school tool cloud has been updated and currently there are no changes to the platform. Data team began rolling over grades in school.
- 2.Master schedules for all buildings are finalized and populated in Schooltool.

Benchmark 2: Teaching and Learning

- Small group instruction continues with the focus on moving students towards grade level for a more personalized approach to support these students and their learning needs.
- ENL support through push-in and pull-out sessions continue following the completion of the NYSESLAT.
- The Ready Reading pilot is going well and students and teachers enjoy the program.

Student Assessment:

- I ready 3rd benchmark evaluation began on June 2nd for all students between Kindergarten and 8th grade.
- The final round of the F&P evaluations will be completed by end of June.
- The Ready Map Reading fluency platform piloted for 1st and 3rd grade is in progress.
- The ELA math and science NYS assessments have been completed for 4 through 8th grade students. This year 4-8 grades exams were computer based, and next year all grades will be taking the exams computer based.

Educational Success:

- Summer school for students in all grades will be provided from Monday, July 7th 2025 through Thursday, July 31,2025 for three hours daily, Monday through Thursday.

Support for Students with Diverse Learners:

- Students with behavioral concerns are being met with restorative practices such as group mediation, one to one meetings, and parent conferences, as well as meetings with Guidance and School Social Worker.

Academic Enrichment

- Extra support continues to be provided in various forms until the third week of June.

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

- Last round of attendance and tardiness letters were mailed out the second week of June.
- Carnival day will take place for K-8 students this month, and a field day will take place at the high school.
- Fire and lockdown drills will take place as scheduled.

- The Purple Awards Morning Assembly will take place one more time this month for students in K-4 grades.
- Royal breakfast will take place for the ES and IS students who attended the Purple Awards ceremony during the year. They will invite another student to join them in this special event.
- Attendance awards took place in all buildings. Students were recognized and the families of the students who have perfect attendance for the entire school year, will receive a letter
- Clubs will continue until the third week of June.
- The SEL curriculum is still taught until the end of the school year. SEL practices are embedded throughout the school day.

Benchmark 7: Organizational Capacity

School Leadership

- Weekly Administrative meetings take place as scheduled.

Professional Development & Staff Feedback

- Teachers were encouraged to participate in several end of year surveys:
  - Teaching preferences for 25-26 SY;
  - Making recommendations for PD topics;
  - Voting on the start date for 25-26 SY;
  - Providing feedback on the 24-25 SY, what went well, what needs to improve, etc.

Contracted Services

- The ELA and Math consultant wrapped up their support for the year.

Benchmark 8: Mission and Key Design

- The second grade students went on a trip to the Bronx Zoo to learn about the animals period on June 13th.
- Staff checks daily for clear and reusable water bottles, healthy snacks, and lunches, and the nutrition tip of the day is done at every morning assembly that pertains to the day's lunch.
- Asian Pacific American heritage month was celebrated throughout the month of May.
- At Peninsula one Kindergarten class hosted an international mystery reader from Japan on Tuesday, June 3rd.
- Lessons are provided using the mini-workshop model. Teaching candidates invited to do demo lessons, use the same format.

Benchmark 9: Enrollment, Recruitment and Retention:

- Administration continue to recruit and identify candidates for the open positions for the 2025-2026 SY.

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 6 of 6 for this current school year was sent out on June 5, 2025. We have four school districts that are late by two billing cycles. Those districts are Lynbrook and Rockville Centre. A tuition reconciliation report and invoice have been sent out to NY City for the underpayment of this school's year tuition in the amount of $7,617.60. Funding for school nurse services in the amount of $107,590,67 from Hempstead is still pending to be received for this year.

- We have submitted all claims for meals served to students from September through May to The Child Nutrition Administration. Those claims amount to $794,914.00 and we are pending to receive a balance of $1,595.00 for May's claims. Meal claims for the month of June will be sent out early in July.

- An e-rate survey has been completed and submitted for possible reimbursement eligibility this upcoming school year.

Benchmark 5: Financial Management

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

- This week we will meet with our Superintendent and Data Director to review all expenses incurred in 2024-2025 related to Titles I through IV and will begin the application process for the same funding for the next school year 2025-2026.

Benchmark 9: Enrollment

- We currently have 1172 students enrolled and attending our school and 3 students going through the registration process to reach full enrollment of 1175 students.

- Our Admissions team continue to assist parents with the registration process for the upcoming school year.

VIII. Approval of Minutes

Resolved the Board of Trustees approves the minutes May 28, 2025

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:

Resolutions

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

#	Name of Staff	Workshop	Date
a.	Dr. Elena Litescu	Requesting approval to attend the AI symposium in Albany for district leaders.	7/8/25-7/10/25

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

Second: Luis Ras
Vote: 6:0

 # 2 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
Stephanie L. Cutrona	HS ELA Teacher	High School	25-26 School Year
Amy Hughes	HS Social Studies Teacher	High School	25-26 School Year
Kristen Meyer	5th Grade Teacher	Loretto	25-26 School Year
Ricardo Aguilar	Business Office/HR Assistant	28 Richardson PL	06/09/2025
Elizabeth E. Joseph	Bookkeeper/Accounting	28 Richardson PL	TBD
Isabel Alvarez	1st grade	Peninsula	TBD
Tiffany Montedesco	K TA	Peninsula	TBD

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

 # 3 Be it therefore resolved, the Board of Trustees approves the following:

To continue the previous terms of Evergreen Charter School's 403b Retirement Plan for its staff.

(No waiting period, up to 5% employer match with a minimum 1.5 % employee contribution to qualify for the match)

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

 # 4 Be it therefore resolved, the Board of Trustees approves the following vendor proposals:

1. Computer Resources of America
    a. Loretto Network Cleanup organization and centralization
        - This proposal addresses ongoing network issues at the Loretto site caused by poor original setup and environmental factors such as dust exposure. With confirmation that the site will remain in use for the foreseeable future, this quote covers the reorganization, testing, termination, and re-patching of approximately 200 cables. Additionally, CRA will furnish

and install 4 patch panels and 2 wall racks to centralize the cabling.
Quote # 7427 - Total cost: $22,340.00

b. Loretto Switch Upgrades
- Due to the continued use of the Loretto location, this proposal upgrades the aging switches that are currently in place to support more reliable connectivity.

Quote # 7347 - Total cost: $7,728.84

c. Front St. Desktop Replacement for computer lab
- Front Street is currently using Mac computers that are over 12 years old, which has impacted instruction. This proposal provides 25 new Windows desktop computers to replace the outdated units and improve instructional delivery.

Quote # 7414 - Total cost: $26,569.25

d. High School Computer Lab and College Access Stations
- This proposal includes 30 new desktop computers: 26 to be installed in the high school computer lab and 4 in the guidance counselor area for student use in college and financial aid applications.

Quote # 7105 - Total cost: $31,834.10

2. STS Education
   a. Student Chromebooks
      - This proposal includes the purchase of 300 Chromebooks to upgrade current inventory, accommodate new students, and maintain a loaner pool for exam periods. The quote includes devices, licenses, white glove service, and protective cases.

      Quote # Q-47248 - Total cost: $87,588.00
3. Dell
   a. Desktop Computers and Monitors for Staff
      - This proposal includes the purchase of 5 desktop computers and 10 monitors to support staff computing needs.

      Quote # 3000190992901.1 - Total cost: $6,695.85

   b. **Laptop for Staff**
      - This quote covers the purchase of 20 laptops to be used by staff members for mobile and flexible work environments.

      Quote # 3000190994033.1 - Total cost: $17,193.40

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

 # 5 <u>Be it therefore resolved</u>, the Board of Trustees approves the school budget for the 2025-2026 school year

<u>Motion: Yvonne Mowatt</u>
<u>Second: Sarah Brewster</u>
<u>Vote: 5:0</u>

XII. Questions

There were none.

<u>XII. Additional Reports By Vice President Dr. Sarah Brewster</u>

School Construction:

Construction is complete, but we are currently unable to move into the building. To get final approval for our fire inspection, we need an executed letter/agreement from the Hempstead Village Attorney. This agreement would grant us permission to modify an existing Village water main at Evergreen's expense.

The issue stems from the current water main, which connects our building to Laurel Avenue and has limited pressure for emergencies. While we can temporarily connect hoses to the Peninsula Boulevard water source (which has sufficient pressure) for emergencies, the long-term solution involves replacing the water main from Laurel Avenue to Peninsula Boulevard and connecting it to the fire hydrant in front of the school on Laurel Avenue.

We have been waiting for the Village Attorney to sign off on this request since March 28th. Evergreen Board President Mr. Bernardino asked the Hempstead Mayor to intervene, and a meeting with the Mayor, Village Attorney, and Village Water Consultant was held on May 22nd. We are still awaiting the letter/agreement. Once we receive it, we can submit it to the fire marshal for review and approval.

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.

<u>Motion: Yvonne Mowatt</u>
<u>Second: Luis Ras</u>
<u>Vote: 5:0</u>

XV. Adjournment

Meeting adjourned at: 8:50 pm

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

Minutes submitted by:

Gladys Rodriguez
Secretary