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

1:30 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, Superintendent
Ms. Lisett Knox, Director of Finance and Operations
Ms. Christine Weigand, Principal K-1
Ms. Lisa Camili

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

- 29 incoming K, 25 K, and 27 1st grade students are attending summer programs at Peninsula.
- 58 students grades 2-4 are attending summer school.
- 21 rising 5th graders are attending Molloy University Summer Camp;
- M/S and H/S students are attending summer school at Front St.

Benchmark 2: Teaching and Learning

- Leadership team meetings were led by the superintendent to address school-wide issues, assess progress, and pinpoint areas for improvement for the 2025-2026.

Curriculum:

- Textbook Central order was sent over for processing.
- Classrooms and class rosters have been completed for the upcoming school year.
- Purchase orders for 2025-2026 School Year curriculum materials were submitted.
- School supply lists were sent home and are posted on School's website for digital access.

Student Assessment:

- The DIAL Assessment (Developmental Indicators for Assessment) continues to be administered to new K students.
- The New York State Identification Test for English Language Learners (NYSITELL) is being administered to the incoming K students.

Educational Success:

- Transition to K program was offered to incoming K students and their families between 07/07-07/10.

Support for Students with Diverse Learners:

- Spanish speaking teachers are providing extra support to ENL students during the summer school.
-

Academic Enrichment:

- Rising 5th graders are attending Summer camp at Molloy University.

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

- All families will receive the class and teacher's assignment for their child in the mail on the first week of August;
- On 08/20 & 08/26 all families of 7-12 grade students are expected to attend the "Back to School" night at the new building. Dinner will be provided.
- Planning is in progress to ensure the clubs start early in the next school year.
- The Dean of Students at the HS is planning a peer mentoring program for the 7& 8 grades and HS students.
- The McKinney-Vento representative, Mr. Skariah provided guidance to a dislocated student's family due to a multiple homes fire.
- The Molloy summer camp has an SEL component incorporated in the program daily.

Benchmark 7: Organizational Capacity

School Leadership:

- The School Leadership team set next school year's goals and expectations.
- The Admin team met frequently to review and revise the ECS policies, evaluate new platforms to be implemented or discontinued in the new school year.

Professional Development & Staff Feedback

- End of Year Evaluations for 24-25 school year were provided to staff.
- August Professional Development for all staff was planned and trainers, consultants, and presenters were confirmed.

Contracted Services

- The services of the ELA and Math consultants for K-5 grades were confirmed for the next year.

Benchmark 8: Mission and Key Design:

Mission

- Provide updates directly relevant to the mission and key design elements -may be appropriate to cross-reference updates from above here.

Planning and Instruction using the workshop model:

- Times were allocated for teachers to prepare lesson plans for the summer school.

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 1 of 6 for the new school year 2025-2026 was sent out on July 24, 2025. We still have tuition balances owed to our school for last year. Those districts with outstanding balances for billing 6 of 6 are Roosevelt, West Hempstead and Sewanhaka. The districts owing partial tuition also for the previous school year are NY City and Hempstead. Funding for school nurse services in the amount of $107,590,67 from Hempstead is still pending to be received for last year.

- We have submitted all claims for meals served to students from September through June to The Child Nutrition Administration. Those claims amount to $882,674 and we are pending to receive a balance of $87,760.00 for June's claims. These claims will resume in October.

- The total reimbursement amount from e-Rate funds received this year ending June 30, 2025, totaled $94,986.00.

- We are currently working on reconciling all Title claims I through IV to submit for reimbursement of expenses. The total amount pending to be received is $296,841.00. The new Title applications for the following school year will be submitted in August.

Benchmark 5: Financial Management

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

Benchmark 9: Enrollment

- 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 June 16, 2025

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:

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 for Evergreen to partner with NWEA for one year and launch Map Reading Fluency for grades K-8.	N/A
b.	Dr. Elena Litescu	Requesting approval for Joseph Pena, Roland Brown, and Lisa Camilli to attend Restorative Practices training provided by the NYSED. There is no registration fee.	8/6/25, 8/7/25, 8/8/25

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

 # 2 Be it therefore resolved, the Board of Trustees approves the following proposals under Culture, Climate, Student/Family Engagement:

#	Name of Staff	Workshop	Date
a.	Dr. Elena Litescu	Requesting approval for Evergreen to partner with Dean's List to manage critical non-academic student data so that every stakeholder in a student's education (parents/guardians, teachers, administrators) has access to relevant, up to date information.	N/A

Motion Nancy Iglesias
Second: Sarah Brewster
Vote: 6:

 # 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.	Dr. Elena Litescu	Requesting approval for the following staff members to be assigned district coordinator role for the 25-26 school year and to receive $5,000 compensation for the extra duties: • Josephine Castiglia- Nurse • Leslie Melendez- School Social Worker • Pedro Rincon-Music • Daniel Levitan- Physical Education • Ana R. Castro- Art	N/A
b.	Dr. Elena Litescu	Requesting approval for the following teachers to be Department Chairs at the high school and to receive $2,500 for fulfilling extra responsibilities: • Alexander Eichhorn • Elizabeth Weigand	N/A
c.	Dr. Elena Litescu	Requesting approval for the following teachers to be assigned lead teachers and to be compensated $2,500 for extra time (totaling 40 hours) required for fulfilling extra duties: • Taylor Caggiano • Karla Vasquez • Patricia Markey • Jennifer Gulino • Daniel Levitan • Angelica Martinez • Chemene Webber • Ashley Richards • Carol Reyes	N/A
d.	Dr. Elena Litescu	Requesting approval for the following teachers to be assigned as mentors, and to be compensated $2,500 for the extra time (totaling 40 hours) needed to fulfill the extra duties: • Taylor Caggiano • Merilee Lehmuller • Shannice Manning • Brittany Kosta	N/A
e.	Dr. Elena Litescu	Requesting approval to launch the Curriculum Coordinator role at the Middle School for 5th and 6th graders. Ms. Brianna Golio will be fulfilling the role's responsibilities for the 25-26 school year.	N/A
f.	Dr. Elena Litescu	Requesting approval to implement the Personal Electric Devices policy for students, starting on the 8/28/25 for the 25-26 school year.	N/A
g.	Dr. Elena Litescu	Requesting approval for the revised Student Code of	N/A

		Conduct 25-26, Parent Manual 25-26, Teacher's Manual 25-26, Uniform Policy 25-26, to be in effect from day one of school, on 8/28/25.	

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

 # 4 Be it therefore resolved the Board of Trustees approves the following new staff:

Name	Position	Building	Effective
Joseph Pena	MS Dean of Students	Loretto	08/04/25
Mohammed M. Islam	Math Teacher Grade 7 HS	TBD	TBD
Rakhi Ghosh	Permanent Sub Teacher 5th grade	Loretto	TBD
Meghan C. Smolenski	Physical Education Teacher Grades 7-8	HS	TBD
Patrick Muscarella	Facilities Maintenance Director	All Buildings	TBD
Leonard Wright III	Director of Data	Business Office	7/29/25
Nicholas Cavallo	PE/Health Teacher	HS	8/18/25
Pedro Gonzalez	Guidance Counselor	HS	TBD
Pardeep Loey	Science Teacher Grade 6	Loretto	TBD
Tyler Tallman	IT Specialist	All buildings	TBD
Melanie Morosof	Math Teacher	High School	TBD
John Phelan	Social Studies 9-12	High School	08/18/2025
Rachna Dogra	Math Teacher Grade 6	Loretto	TBD
Julia Varley	Permanent Substitute 2-4	Front Street	TBD
Sara Rapuzzi	First Grade Teacher	Peninsula	TBD
Nancy Norris	Assistant Principal 2-4	Front Street	TBD
Tara L. Gardner-Labas	School Nurse	Jr HS	TBD
Jenna Von Bevern	ELA-AIS	Front Street	TBD
Nicholas Dec	Permanent Substitute 5-6	Loretto	TBD
Nicoled Pedersen	K-1 ENL Teacher	Peninsula	TBD
Kaysie Frnacois	1st Grade Teacher	Peninsula	TBD

Employee Position and Salary Changes:

Name	Current Position	New Position	Effective
Nicholas Agosti	Assistant Principal Front St	Principal	07/1/25
Carlos Pumar	Director of Curriculum Instruction	Assistant Principal	07/1/25
Roland J. Brown	Dean of Students	Dean of Students	08/18/2025
Alicia Morera Tirado	Spanish Teacher	Director of World Languages	8/18/2025
Brianna Golio	Teacher	Director of Curriculum Coord.5/6	8/18/25
Sabato Torres	Director of Curriculum	Math Teacher 7&8th grades	8/18/25

Motion Sarah Brewster
Second: Luis Ras

Vote: 6:0

 # 5 Be it therefore resolved that the Board of Trustees approves the following Vendor proposals:

1. **Pitney Bowes Lease Renewal Agreement** for Postage Machine
   Term: 60 months
   Amount: $324.33 Quarterly or $108.11 Monthly

2. **Winter Brothers Waste Systems** for waste Removal Service
   Term: 60 months
   Amount: $925.00 Monthly for 2 3yard containers and three times a week pick up

3. **STAT Inspection Corp** for Fire Sprinkler Systems
   Term: 12 months

   Amount: $6,000 yearly plus $1,200 for alternate churn of fire pump

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

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

The ability to process ACH payments through our existing MIP Accounting system, following the school's existing approved ACH payment policy.

Motion Sarah Brewster
Second: Nancy Iglesias
Vote: 6:0

7 **Be it therefore resolved** that the Board of Trustees approves the following employees to carry and use a Home Deport credit card for school purchases, following the school's existing approved purchasing policies:

Santiago Maldonado and Bergany Edourard.

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

XII. Questions

There were none.

XII. Additional Reports By Vice President Dr. Sarah Brewster

School Construction:

Dr. Brewster explained that we are still waiting for a letter from the Village attorney. W have been informed that the letter will be executed on the August 4th meeting. Our Authorizer from the State came today to tour the building and complete the pre-opening inspection. We will forward her the final inspections from the fire marshal when complete.

We are planning to officially inaugurate the new school building on August 16, 2025.

XV. Adjournment

Meeting adjourned at 2:31 pm

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

Minutes submitted by:

Gladys Rodriguez
Secretary