

Application: Evergreen Charter School

Karen Leeper - kleeper@ecsl.org
2020-2021 Annual Report

Summary

ID: 0000000047

Labels: Board of Regents

Entry 1 School Info and Cover Page

In Progress Last edited: Jan 3 2022

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 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 2020-2021 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, 2021)** or you may not be assigned the correct tasks.

BASIC INFORMATION

a. SCHOOL NAME

(Select name from the drop down menu)

EVERGREEN CHARTER SCHOOL 280201860947

a1. Popular School Name

Evergreen Charter School

b. CHARTER AUTHORIZER (As of June 30th, 2021)

Please select the correct authorizer as of June 30, 2021 or you may not be assigned the correct tasks.

BOARD OF REGENTS

c. DISTRICT / CSD OF LOCATION

HEMPSTEAD UFSD

d. DATE OF INITIAL CHARTER

1/2009

e. DATE FIRST OPENED FOR INSTRUCTION

9/2009

f. APPROVED SCHOOL MISSION (Regents, NYCDOE, and Buffalo BOE authorized schools only)

MISSION STATEMENT

The mission of Evergreen Charter School (ECS) is to nurture the intellectual, physical and social development of children, grades K-8, through a comprehensive program that promotes academic excellence and prepares its students for success in school and in life. Evergreen promotes respect for self, respect for others, and respect for the environment.

g. KEY DESIGN ELEMENTS (Regents, NYCDOE, and Buffalo BOE authorized schools only)

KEY DESIGN ELEMENTS (Briefly describe each Key Design Elements (KDE) as presented in the schools approved charter. KDEs are those general aspects of the school that are innovative or unique to the school's mission and goals, are core to the school's overall design, and are critical to its success.

KDE 1	Second language instruction in Spanish for all grades.
KDE 2	Integration of ecology throughout the curriculum and culture with the recurring theme of "reduce, reuse, recycle".
KDE 3	To foster healthy life choices within a child-centered, environmentally friendly school.
KDE 4	Integration of Hispanic culture and respect for diverse cultures through experiential activities and classroom instruction.
KDE 5	Planning and instruction utilizing the workshop model of instruction.
KDE 6	(No response)
KDE 7	(No response)
KDE 8	(No response)
KDE 9	(No response)
KDE 10	(No response)

Need additional space for variables

No

h. SCHOOL WEB ADDRESS (URL)

www.ecsli.org

i. TOTAL MAX APPROVED ENROLLMENT FOR THE 2020-2021 SCHOOL YEAR (exclude Pre-K program enrollment)

715

j. TOTAL STUDENT ENROLLMENT ON JUNE 30, 2021 (exclude Pre-K program enrollment)

710

k. GRADES SERVED IN SCHOOL YEAR 2020-2021 (exclude Pre-K program students)

Check all that apply

Grades Served

K, 1, 2, 3, 4, 5, 6, 7, 8, 9

l1. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION?

No

FACILITIES INFORMATION

m. FACILITIES

Will the school maintain or operate multiple sites in 2021-2022?

	Yes, 3 sites
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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 to be Served at Site for coming 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 Blvd. Hempstead NY 11550	516-292-2060	Hempstead	K-1	No

m1a. Please provide the contact information for Site 1.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Christine Weigand	516-292-2060		cweigand@ecsl.org
Operational Leader	Christine Weigand	516-292-2060		cweigand@ecsl.org
Compliance Contact	Christine Weigand	516-292-2060		cweigand@ecsl.org
Complaint Contact	Christine Weigand	516-292-2060		cweigand@ecsl.org
DASA Coordinator	Karen Leeper	516-216-5981		kleeper@ecsl.org
Phone Contact for After Hours Emergencies	Christine Weigand	516-292-2060		cweigand@ecsl.org

m1b. Is site 1 in public (co-located) space or in private space?

Private Space

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

m1d. 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, 2021.

Site 1 Certificate of Occupancy (COO)

[2020-21 Peninsula Certificate of Occupancy.pdf](#)

Filename: 2020-21 Peninsula Certificate of Occupancy.pdf **Size:** 119.5 kB

Site 1 Fire Inspection Report

[605 Fire and Inspection Report.pdf](#)

Filename: 605 Fire and Inspection Report.pdf **Size:** 424.7 kB

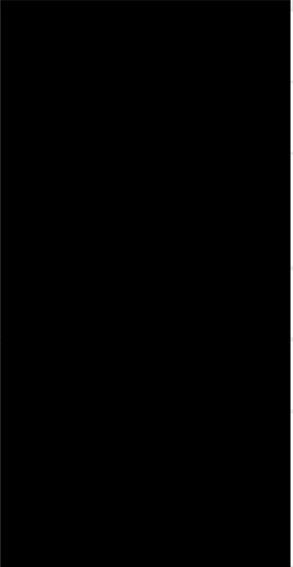
School Site 2

m2. SCHOOL SITES

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

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 2	120 Greenwich St. Hempstead NY 11550	516-399-1020	Hempstead	2-4	No

m2a. Please provide the contact information for Site 2.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Elena Litescu	516-399-1020		elitescu@ecsl.org
Operational Leader	Elena Litescu	516-399-1020		elitescu@ecsl.org
Compliance Contact	Elena Litescu	516-399-1020		elitescu@ecsl.org
Complaint Contact	Elena Litescu	516-399-1020		elitescu@ecsl.org
DASA Coordinator	Karen Leeper	516-216-5981		kleeper@ecsl.org
Phone Contact for After Hours Emergencies	Elena Litescu	516-399-1020		elitescu@ecsl.org

m2b. Is site 2 in public (co-located) space or in private space?

Private Space

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

m2d. 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, 2021.

Site 2 Certificate of Occupancy (COO)

[2020-21 Greenwich Certificate of Occupancy.pdf](#)

Filename: 2020-21 Greenwich Certificate of Occupancy.pdf **Size:** 459.0 kB

Site 2 Fire Inspection Report

[2021 Greenwich Fire and Building Safety Report.pdf](#)

Filename: 2021 Greenwich Fire and Building Safety Report.pdf **Size:** 372.9 kB

School Site 3

m3. SCHOOL SITES

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

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 3	990 Holzheimer St. Franklin Square NY 11010	516-216-5981	Hempstead	5-10	No

m3a. Please provide the contact information for Site 3.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Karen Leeper	516-216-5981		kleeper@ecsli.org
Operational Leader	Karen Leeper	516-216-5981		kleeper@ecsli.org
Compliance Contact	Karen Leeper	516-216-5981		kleeper@ecsli.org
Complaint Contact	Karen Leeper	516-216-5981		kleeper@ecsli.org
DASA Coordinator	Karen Leeper	516-216-5981		kleeper@ecsli.org
Phone Contact for After Hours Emergencies	Karen Leeper	516-216-5981		kleeper@ecsli.org

m3b. Is site 3 in public (co-located) space or in private space?

Private Space

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

m3d. 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, 2021.

Site 3 Certificate of Occupancy (COO)

[2020-21 Holzheimer Certificate of Occupancy.pdf](#)

Filename: 2020-21 Holzheimer Certificate of Occupancy.pdf **Size:** 42.9 kB

Site 3 Fire Inspection Report

[2021 Holzheimer Fire and Building Safety Report.pdf](#)

Filename: 2021 Holzheimer Fire and Building Safety Report.pdf **Size:** 309.0 kB

CHARTER REVISIONS DURING THE 2020-2021 SCHOOL YEAR

n1. Were there any revisions to the school's charter during the 2020-2021 school year? (Please include approved or pending material and non-material charter revisions).

Yes

n2. 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 organizational structure	Changes in the organizational/ leadership structure to meet the growing needs of	12/09/2020	05/11/2021

		the school.		
2	Other	Purchase of property known as 495 Peninsula Boulevard, Hempstead, NY	07/29/2020	2/3/2021
3	Other	Negotiation of lease with the Diocese of Rockville Centre, NY for space known as	10/28/2020	

		436 Front Street.		
4	Other	Purchase of property known as 18 and 18A Evans Avenue, Hempstead, NY	05/27/2020	
5				

More revisions to add?

No

o. Has your school's Board of Trustee's approved a budget for the 2020-2021 FY?

(No response)

ATTESTATIONS

p. Individual Primarily Responsible for Submitting the Annual Report.

Name	Karen Leeper
Position	Acting Principal
Phone/Extension	516-216-5981
Email	kleeper@ecsl.org

p. Our 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 10 and found in the [NYSED CSO Fingerprint Clearance Oct 2019 Memo](#). Click **YES to agree.**

Responses Selected:

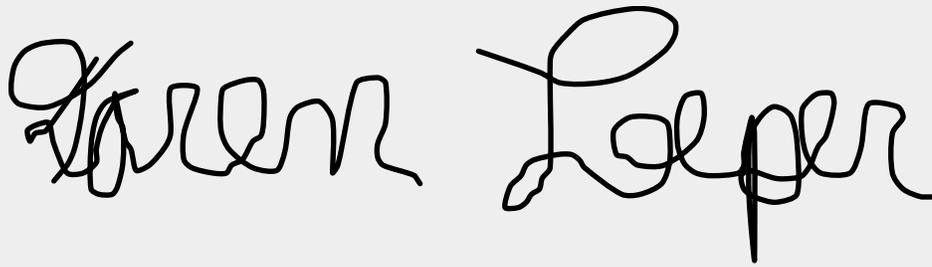
Yes

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).**

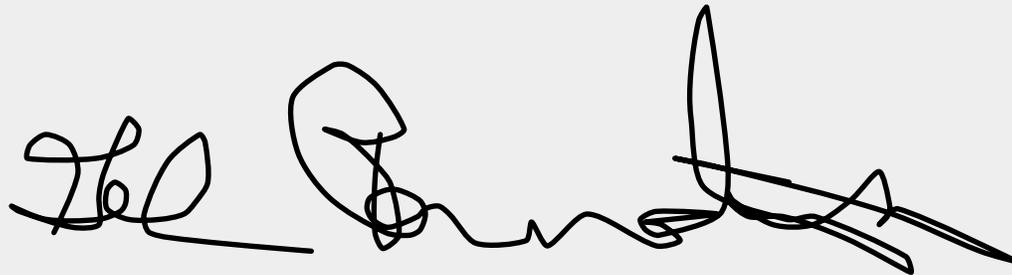
Responses Selected:

Yes

Signature, Head of Charter School



Signature, President of the Board of Trustees



Date

Jul 26 2021

Thank you.



Entry 3 Progress Toward Goals

Completed Oct 31 2021

Instructions

Regents, NYCDOE, and Buffalo BOE-authorized charter schools

For the 2020-2021 school year, any academic or 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”. **Deadline is November 1, 2021.**

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

Entry 3 Progress Toward Goals

PROGRESS TOWARD CHARTER GOALS

Board of Regents-authorized and NYCDOE-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 2, 2021.

1. ACADEMIC STUDENT PERFORMANCE GOALS

For the 2020-2021 school year, any academic 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”.

2020-2021 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

<p>Academic Goal 1</p>	<p>75% of kindergarten students will be proficient in ELA</p>	<p>Fountas and Pinnell</p>	<p>Not Met</p>	<p>To close the performance gap, the school will undertake the following initiatives:</p> <p>Continue to strengthen the school's Response to Intervention Program (RTI) and Academic Intervention Services (AIS).</p> <p>Provide additional training and time for teachers to analyze student performance data on an ongoing basis with the support of the Data Specialist.</p> <p>Provide professional development opportunities that support the implementation of the English Language Arts Standards. This would include research-based strategies to improve teacher pedagogy and skills for literacy instruction.</p> <p>Continue to utilize iReady, a</p>
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				<p>technology-based program that diagnoses student performance and provides data on student growth and needs along with an action plan for instruction.</p> <p>Continue to offer After School, Saturday and Summer Programs to provide additional small group support.</p> <p>Continue to offer parent workshops/trainings designed to support literacy skills at home.</p>
				<p>To close the performance gap, the school will undertake the following initiatives:</p> <p>Continue to strengthen the school's Response to Intervention Program (RTI) and Academic Intervention Services (AIS).</p> <p>Provide additional training and time for teachers to analyze student</p>

<p>Academic Goal 2</p>	<p>75% of first grade students will be proficient in ELA</p>	<p>Fountas and Pinnell</p>	<p>Not Met</p>	<p>performance data on an ongoing basis with the support of the Data Specialist.</p> <p>Provide professional development opportunities that support the implementation of the English Language Arts Standards. This would include research-based strategies to improve teacher pedagogy and skills for literacy instruction.</p> <p>Continue to utilize iReady, a technology-based program that diagnoses student performance and provides data on student growth and needs along with an action plan for instruction.</p> <p>Continue to offer After School, Saturday and Summer Programs to provide additional small group support.</p> <p>Continue to offer parent</p>
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				workshops/trainings designed to support literacy skills at home.
Academic Goal 3	75% of second grade students will be proficient in ELA	Fountas and Pinnell	Not Met	<p>To close the performance gap, the school will undertake the following initiatives:</p> <p>Continue to strengthen the school's Response to Intervention Program (RTI) and Academic Intervention Services (AIS).</p> <p>Provide additional training and time for teachers to analyze student performance data on an ongoing basis with the support of the Data Specialist.</p> <p>Provide professional development opportunities that support the implementation of the English Language Arts Standards. This would include research-based strategies to improve teacher pedagogy and</p>

				<p>skills for literacy instruction.</p> <p>Continue to utilize iReady, a technology-based program that diagnoses student performance and provides data on student growth and needs along with an action plan for instruction.</p> <p>Continue to offer After School, Saturday and Summer Programs to provide additional small group support.</p> <p>Continue to offer parent workshops/trainings designed to support literacy skills at home.</p>
				<p>To close the performance gap, the school will undertake the following initiatives:</p> <p>Continue to strengthen the school's Response to Intervention Program (RTI) and Academic Intervention</p>

<p>Academic Goal 4</p>	<p>75% of third grade students will be proficient in ELA</p>	<p>Fountas and Pinnell</p>	<p>Not Met</p>	<p>Services (AIS).</p> <p>Provide additional training and time for teachers to analyze student performance data on an ongoing basis with the support of the Data Specialist.</p> <p>Provide professional development opportunities that support the implementation of the English Language Arts Standards. This would include research-based strategies to improve teacher pedagogy and skills for literacy instruction.</p> <p>Continue to utilize iReady, a technology-based program that diagnoses student performance and provides data on student growth and needs along with an action plan for instruction.</p> <p>Continue to offer After School, Saturday and Summer Programs</p>
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				<p>to provide additional small group support.</p> <p>Continue to offer parent workshops/trainings designed to support literacy skills at home.</p>
	<p>75% of fourth</p>			<p>To close the performance gap, the school will undertake the following initiatives:</p> <p>Continue to strengthen the school's Response to Intervention Program (RTI) and Academic Intervention Services (AIS).</p> <p>Provide additional training and time for teachers to analyze student performance data on an ongoing basis with the support of the Data Specialist.</p> <p>Provide professional development opportunities that support the implementation of the English Language Arts</p>

Academic Goal 5	grade students will be proficient in ELA	Fountas and Pinnell	Not Met	<p>Standards. This would include research-based strategies to improve teacher pedagogy and skills for literacy instruction.</p> <p>Continue to utilize iReady, a technology-based program that diagnoses student performance and provides data on student growth and needs along with an action plan for instruction.</p> <p>Continue to offer After School, Saturday and Summer Programs to provide additional small group support.</p> <p>Continue to offer parent workshops/trainings designed to support literacy skills at home.</p>
				<p>To close the performance gap, the school will undertake the following initiatives:</p> <p>Continue to</p>

Academic Goal 6

75% of fifth grade students will be proficient in ELA

Fountas and Pinnell

Not Met

strengthen the school's Response to Intervention Program (RTI) and Academic Intervention Services (AIS).

Provide additional training and time for teachers to analyze student performance data on an ongoing basis with the support of the Data Specialist.

Provide professional development opportunities that support the implementation of the English Language Arts Standards. This would include research-based strategies to improve teacher pedagogy and skills for literacy instruction.

Continue to utilize iReady, a technology-based program that diagnoses student performance and provides data on student growth and needs along with an action plan

				<p>for instruction.</p> <p>Continue to offer After School, Saturday and Summer Programs to provide additional small group support.</p> <p>Continue to offer parent workshops/trainings designed to support literacy skills at home.</p>
Academic Goal 7	<p>75% of tested kindergarten students will reach or surpass the expected on level range scaled score on the iReady Diagnostic in Reading OR 75% of tested students will demonstrate adequate growth in Reading by reducing the gap that exists between their preliminary (fall) iReady scaled score in Reading and the on level range scaled score by 50% on the final diagnostic assessment (spring).</p>	iReady Diagnostic Assessment in Reading	Unable to Assess	<p>The School was unable to determine with accuracy whether a student met their annual growth goal due to unprecedented testing conditions in the fall.</p>
	75% of tested first grade students will			

Academic Goal 8	reach or surpass the expected on level range scaled score on the iReady Diagnostic in Reading OR 75% of tested students will demonstrate adequate growth in Reading by reducing the gap that exists between their preliminary (fall) iReady scaled score in Reading and the on level range scaled score by 50% on the final diagnostic assessment (spring).	iReady Diagnostic Assessment in Reading	Unable to Assess	The School was unable to determine with accuracy whether a student met their annual growth goal due to unprecedented testing conditions in the fall.
Academic Goal 9	75% of tested second grade students will reach or surpass the expected on level range scaled score on the iReady Diagnostic in Reading OR 75% of tested students will demonstrate adequate growth in Reading by reducing the gap that exists between their preliminary (fall) iReady scaled score in Reading and the on level range scaled score by 50% on the	iReady Diagnostic Assessment in Reading	Unable to Assess	The School was unable to determine with accuracy whether a student met their annual growth goal due to unprecedented testing conditions in the fall.

	final diagnostic assessment (spring).			
Academic Goal 10	75% of tested third grade students will reach or surpass the expected on level range scaled score on the iReady Diagnostic in Reading OR 75% of tested students will demonstrate adequate growth in Reading by reducing the gap that exists between their preliminary (fall) iReady scaled score in Reading and the on level range scaled score by 50% on the final diagnostic assessment (spring).	iReady Diagnostic Assessment in Reading	Unable to Assess	The School was unable to determine with accuracy whether a student met their annual growth goal due to unprecedented testing conditions in the fall.

2. Do have more academic goals to add?

Yes

2020-2021 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	2019-2020 progress toward attainment of goal Met/Not Met/Unable to

				Assess During Due to Closure
Academic Goal 11	75% of tested fourth grade students will reach or surpass the expected on level range scaled score on the iReady Diagnostic in Reading OR 75% of tested students will demonstrate adequate growth in Reading by reducing the gap that exists between their preliminary (fall) iReady scaled score in Reading and the on level range scaled score by 50% on the final diagnostic assessment (spring).	iReady Diagnostic Assessment in Reading	Unable to Assess	The School was unable to determine with accuracy whether a student met their annual growth goal due to unprecedented testing conditions in the fall.
Academic Goal 12	75% of tested fifth grade students will reach or surpass the expected on level range scaled score on the iReady Diagnostic in Reading OR 75% of tested students will demonstrate adequate growth in Reading by reducing the gap that exists between their preliminary (fall)	iReady Diagnostic Assessment in Reading	Unable to Assess	The School was unable to determine with accuracy whether a student met their annual growth goal due to unprecedented

	<p>iReady scaled score in Reading and the on level range scaled score by 50% on the final diagnostic assessment (spring).</p>			<p>testing conditions in the fall.</p>
<p>Academic Goal 13</p>	<p>75% of tested sixth grade students will reach or surpass the expected on level range scaled score on the iReady Diagnostic in Reading OR 75% of tested students will demonstrate adequate growth in Reading by reducing the gap that exists between their preliminary (fall) iReady scaled score in Reading and the on level range scaled score by 50% on the final diagnostic assessment (spring).</p>	<p>iReady Diagnostic Assessment in Reading</p>	<p>Unable to Assess</p>	<p>The School was unable to determine with accuracy whether a student met their annual growth goal due to unprecedented testing conditions in the fall.</p>
	<p>75% of tested seventh grade students will reach or surpass the expected on level range scaled score on the iReady Diagnostic in Reading OR 75% of</p>			<p>The School was</p>

Academic Goal 14	<p>tested students will demonstrate adequate growth in Reading by reducing the gap that exists between their preliminary (fall) iReady scaled score in Reading and the on level range scaled score by 50% on the final diagnostic assessment (spring).</p>	iReady Diagnostic Assessment in Reading	Unable to Assess	<p>unable to determine with accuracy whether a student met their annual growth goal due to unprecedented testing conditions in the fall.</p>
Academic Goal 15	<p>75% of tested eighth grade students will reach or surpass the expected on level range scaled score on the iReady Diagnostic in Reading OR 75% of tested students will demonstrate adequate growth in Reading by reducing the gap that exists between their preliminary (fall) iReady scaled score in Reading and the on level range scaled score by 50% on the final diagnostic assessment (spring).</p>	iReady Diagnostic Assessment in Reading	Unable to Assess	<p>The School was unable to determine with accuracy whether a student met their annual growth goal due to unprecedented testing conditions in the fall.</p>
	75% of tested ninth grade			

Academic Goal 16	<p>students will reach or surpass the expected on level range scaled score on the iReady Diagnostic in Reading OR 75% of tested students will demonstrate adequate growth in Reading by reducing the gap that exists between their preliminary (fall) iReady scaled score in Reading and the on level range scaled score by 50% on the final diagnostic assessment (spring).</p>	iReady Diagnostic Assessment in Reading	Unable to Assess	<p>The School was unable to determine with accuracy whether a student met their annual growth goal due to unprecedented testing conditions in the fall.</p>
Academic Goal 17	<p>75% of tested kindergarten students will reach or surpass the expected on level range scaled score on the iReady Diagnostic in Math OR 75% of tested students will demonstrate adequate growth in Math by reducing the gap that exists between their preliminary (fall) iReady scaled score in Math and the on level range scaled score by</p>	iReady Diagnostic Assessment in Math	Unable to Assess	<p>The School was unable to determine with accuracy whether a student met their annual growth goal due to unprecedented testing conditions in the fall.</p>

	50% on the final diagnostic assessment (spring).			
Academic Goal 18	75% of tested first grade students will reach or surpass the expected on level range scaled score on the iReady Diagnostic in Math OR 75% of tested students will demonstrate adequate growth in Math by reducing the gap that exists between their preliminary (fall) iReady scaled score in Math and the on level range scaled score by 50% on the final diagnostic assessment (spring).	iReady Diagnostic Assessment in Math	Unable to Assess	The School was unable to determine with accuracy whether a student met their annual growth goal due to unprecedented testing conditions in the fall.
Academic Goal 19	75% of tested second grade students will reach or surpass the expected on level range scaled score on the iReady Diagnostic in Math OR 75% of tested students will demonstrate adequate growth in Math by reducing the gap that exists	iReady Diagnostic Assessment in Math	Unable to Assess	The School was unable to determine with accuracy whether a student met their annual growth goal due to unprecedented

	<p>between their preliminary (fall) iReady scaled score in Math and the on level range scaled score by 50% on the final diagnostic assessment (spring).</p>			<p>testing conditions in the fall.</p>
<p>Academic Goal 20</p>	<p>75% of tested third grade students will reach or surpass the expected on level range scaled score on the iReady Diagnostic in Math OR 75% of tested students will demonstrate adequate growth in Math by reducing the gap that exists between their preliminary (fall) iReady scaled score in Math and the on level range scaled score by 50% on the final diagnostic assessment (spring).</p>	<p>iReady Diagnostic Assessment in Math</p>	<p>Unable to Assess</p>	<p>The School was unable to determine with accuracy whether a student met their annual growth goal due to unprecedented testing conditions in the fall.</p>

3. Do have more academic goals to add?

Yes

2020-2021 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 Meet	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 21	75% of tested fourth grade students will reach or surpass the expected on level range scaled score on the iReady Diagnostic in Math OR 75% of tested students will demonstrate adequate growth in Math by reducing the gap that exists between their preliminary (fall) iReady scaled score in Math and the on level range scaled score by 50% on the final diagnostic assessment (spring).	iReady Diagnostic Assessment in Math	Unable to Assess	The School was unable to determine with accuracy whether a student met their annual growth goal due to unprecedented testing conditions in the fall.
	75% of tested fifth grade students will reach or surpass the expected on level range scaled score on the iReady Diagnostic in Math OR 75% of tested students			The School was unable to

Academic Goal 22	will demonstrate adequate growth in Math by reducing the gap that exists between their preliminary (fall) iReady scaled score in Math and the on level range scaled score by 50% on the final diagnostic assessment (spring).	iReady Diagnostic Assessment in Math	Unable to Assess	determine with accuracy whether a student met their annual growth goal due to unprecedented testing conditions in the fall.
Academic Goal 23	75% of tested sixth grade students will reach or surpass the expected on level range scaled score on the iReady Diagnostic in Math OR 75% of tested students will demonstrate adequate growth in Math by reducing the gap that exists between their preliminary (fall) iReady scaled score in Math and the on level range scaled score by 50% on the final diagnostic assessment (spring).	iReady Diagnostic Assessment in Math	Unable to Assess	The School was unable to determine with accuracy whether a student met their annual growth goal due to unprecedented testing conditions in the fall.
	75% of tested seventh grade students will reach			

<p>Academic Goal 24</p>	<p>or surpass the expected on level range scaled score on the iReady Diagnostic in Math OR 75% of tested students will demonstrate adequate growth in Math by reducing the gap that exists between their preliminary (fall) iReady scaled score in Math and the on level range scaled score by 50% on the final diagnostic assessment (spring).</p>	<p>iReady Diagnostic Assessment in Math</p>	<p>Unable to Assess</p>	<p>The School was unable to determine with accuracy whether a student met their annual growth goal due to unprecedented testing conditions in the fall.</p>
<p>Academic Goal 25</p>	<p>75% of tested eighth grade students will reach or surpass the expected on level range scaled score on the iReady Diagnostic in Math OR 75% of tested students will demonstrate adequate growth in Math by reducing the gap that exists between their preliminary (fall) iReady scaled score in Math and the on level range scaled score by 50% on the final</p>	<p>iReady Diagnostic Assessment in Math</p>	<p>Unable to Assess</p>	<p>The School was unable to determine with accuracy whether a student met their annual growth goal due to unprecedented testing conditions in the fall.</p>

	diagnostic assessment (spring).			
Academic Goal 26	75% of tested ninth grade students will reach or surpass the expected on level range scaled score on the iReady Diagnostic in Math OR 75% of tested students will demonstrate adequate growth in Math by reducing the gap that exists between their preliminary (fall) iReady scaled score in Math and the on level range scaled score by 50% on the final diagnostic assessment (spring).	iReady Diagnostic Assessment in Math	Unable to Assess	The School was unable to determine with accuracy whether a student met their annual growth goal due to unprecedented testing conditions in the fall.
				To close the performance gap, the school will undertake the following initiatives: Continue to strengthen the school's Response to Intervention Program (RTI) and Academic Intervention Services (AIS).

<p>Academic Goal 27</p>	<p>75% of 3-8 students will be proficient in ELA</p>	<p>NYS Common Core English Language Arts Test</p>	<p>Not Met</p>	<p>Provide additional training and time for teachers to analyze student performance data on an ongoing basis with the support of the Data Specialist.</p> <p>Provide professional development opportunities that support the implementation of the English Language Arts Standards. This would include research-based strategies to improve teacher pedagogy and skills for literacy instruction.</p> <p>Continue to utilize iReady, a technology-based program that diagnoses student performance and provides data on student growth and needs along with an action plan for instruction.</p> <p>Continue to offer After School, Saturday and Summer Programs to provide</p>
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				<p>additional small group support.</p> <p>Continue to offer parent workshops/trainings designed to support literacy skills at home.</p>
Academic Goal 28	Evergreen students will outperform students enrolled in the local district on the Grade 3-8 NYS Common Core English Language Arts Test	NYS Common Core English Language Arts Test	Unable to Assess	Not reported
				<p>To close the performance gap, the school will undertake the following initiatives:</p> <p>Continue to strengthen the school's Response to Intervention Program (RTI) and Academic Intervention Services (AIS).</p> <p>Provide additional training and time for teachers to analyze student performance data on an ongoing basis with the support of the Data Specialist.</p>

<p>Academic Goal 29</p>	<p>75% of 3-8 students will be proficient in Math</p>	<p>NYS Common Core Mathematics Test</p>	<p>Not Met</p>	<p>Provide professional development opportunities that support the implementation of the Mathematics Standards. This would include research-based strategies to improve teacher pedagogy and skills for mathematics instruction.</p> <p>Continue to utilize iReady, a technology-based program that diagnoses student performance and provides data on student growth and needs along with an action plan for instruction.</p> <p>Continue to offer After School, Saturday and Summer Programs to provide additional small group support.</p> <p>Continue to offer parent workshops/trainings designed to support mathematics skills at home.</p>
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Academic Goal 30	Evergreen students will outperform students enrolled in the local district on the Grade 3-8 NYS Common Core Mathematics Test	NYS Common Core Mathematics Test	Unable to Assess	Not reported
Academic Goal 31	75% of fourth grade students will be proficient in Science	Grade 4 NYS Science Test	Met	
Academic Goal 32	75% of eighth grade students will be proficient in Science	Grade 8 NYS Science Test	Not Met	<p>To close the performance gap, the school will undertake the following initiatives:</p> <p>Provide additional training and time for teachers to analyze student performance data on an ongoing basis with the support of the Data Specialist.</p> <p>Provide professional development opportunities that support the implementation of the Next Generation Science Standards. This would include research-based strategies to improve teacher pedagogy and</p>

				skills for science instruction. Continue to offer After School, Saturday and Summer Programs to provide additional small group support.
Academic Goal 33				
Academic Goal 34				
Academic Goal 35				
Academic Goal 36				
Academic Goal 37				
Academic Goal 38				
Academic Goal 39				
Academic Goal 40				
Academic Goal 41				
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Academic Goal 64				
Academic Goal 65				
Academic Goal 66				
Academic Goal 67				
Academic Goal 59				
Academic Goal 60				
Academic Goal 61				
Academic Goal 62				

4. ORGANIZATION GOALS

For the 2020-2021 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”.

2020-2021 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 will have an annual attendance rate of 90%.	SchoolTool Attendance Summary Report	Met	
Org Goal 2	95% of students will return to Evergreen Charter School	Enrollment Data	Met	
Org Goal 3	80% of parents will express satisfaction with the instructional program and staff at Evergreen	Parent 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

2020-2021 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	Keep line of credit current		Met	
				This year we have achieved over a \$100,000 operating surplus and will be using this to put towards our 3-month cash reserve. We still have not achieved our 3-month cash reserve; this will take some time as

Financial Goal 2	This is a long term goal which is to establish a three month cash reserve by earning \$100,000 operating surplus each year until the goal is achieved.		Partially Met	our school is continuing to grow each year and as a result, the 3-month cash reserve we need is also growing. Nevertheless, we proud that we have achieved our goal for this year to earn at least \$100,000 in operating surplus to put towards our 3-month cash reserve. Thus while we did meet the short term goal this year to put \$100,000 towards a cash reserve, we still have not met our long term goal of having a 3-month cash reserve.
Financial Goal 3				
Financial Goal 4				
Financial Goal 5				

7. Do have more financial goals to add?

No

Thank you.

Entry 4 - Audited Financial Statements

Completed Oct 25 2021

Required of ALL Charter Schools

ALL SUNY-authorized charter schools must upload the financial statements in .pdf format into the SUNY Epicenter system no later than **November 1, 2021**. SUNY CSI will forward to NYSED CSO.

ALL Regents, NYCDOE, and Buffalo BOE authorized charter schools must upload final, audited financial statements to the [Annual Report Portal](#) no later than **November 1, 2021**. 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 protection are turned off.

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

ECS Financial Statements 2021

Filename: ECS Financial Statements 2021.pdf **Size:** 1.1 MB

Entry 4b - Audited Financial Report Template (BOR/NYC/BOE)

Completed Dec 20 2021

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 website at [2020-2021 Charter School Annual Report webpage](#). Upload the completed file in Excel format. **Due November 1, 2021.**

Education Corporations with more than one school should complete the Excel spreadsheet for the Education Corporation as a whole, not for the individual schools. Please submit the same Excel spreadsheet for each of the schools.

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

Evergreen CS BEDS-280201860947 2020-21

Filename: Evergreen CS BEDS 280201860947 2020 21.xlsx **Size:** 76.0 kB

Entry 4c - Additional Financial Documents

Completed Nov 1 2021

Instructions - Regents, NYCDOE and Buffalo BOE authorized schools must upload financial documents in this section **by November 1, 2021**. 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. CSP 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.

[Entry 4 C Additional Financial Documents](#)

Filename: Entry 4 C Additional Financial Documents.pdf **Size:** 18.7 kB

[People's Bank Bank Statement Escrow Funds](#)

Filename: Peoples Bank Bank Statement Escrow Funds.pdf **Size:** 167.8 kB

Entry 4d - Financial Services Contact Information

Completed Oct 31 2021

Instructions: Please enter the contact information for school staff, firms or other entities providing financial services to the education corporation by **November 1, 2021**.

Form for "Financial Services 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	[REDACTED]	[REDACTED]

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 & Donnelly LLP	[REDACTED]	[REDACTED]	30

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
	NonProfit Fiscal Management LLC	Matt Dapolito	5 Penn Plaza, 19th Floor, Suite 1976, New York, NY 10001	[REDACTED]	[REDACTED]	10

Entry 5 - Fiscal Year 2021-2022 Budget

Completed Oct 31 2021

Instructions - Regents, NYCDOE, and Buffalo BOE authorized charter schools should upload a copy of the school's FY21 Budget using the 2021-2022 [Projected Annual Budget template](#) in the portal or from the Annual Report website **by November 1, 2021**.

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.

Instructions - SUNY authorized charter schools should download the [2021-2022 Budget and Quarterly Report Template](#) on the SUNY website or Epicenter and upload the completed template into the portal **by November 1, 2021**.

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

[ECS Final 2021-2022 Budget Template](#)

Filename: ECS Final 2021 2022 Budget Template .xlsx **Size:** 47.4 kB

Entry 6 - Board of Trustees Disclosure of Financial Interest Form

Completed Jan 5 2022

Required of ALL Charter Schools by August 2

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 2020-2021 school year must complete a signed:

- Regents, NYCDOE, and Buffalo BOE Authorized Schools: [Disclosure of Financial Interest Form](#)
- SUNY- Authorized Charter Schools: [SUNY Trustee Financial Disclosure Form](#)

All completed forms must be collected and uploaded in .PDF format for each individual member. **If a**

trustee is not able or available to complete the form by the deadline, the education corporation is responsible for doing so on behalf of the trustee. (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 Disclosure of Financial Interest Form, trustees must disclose information relevant to any of the schools served by the governing education corporation. Note: Docusign is accepted.

[ECS Disclosure of Financial Interest 2020-2021](#)

Filename: ECS Disclosure of Financial Intere QfYHqzv.pdf **Size:** 914.1 kB

Entry 7 BOT Membership Table

Completed Dec 30 2021

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 7 BOT 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.

1. 2020-2021 Board Member Information (Enter info for each BOT member)

Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2020-2021

1	Gil Bernardino		Chair	Executive Finance Education and Accountability Personnel	Yes	5	7/1/2020	06/30/2023	12
2	Jose Canosa		Treasurer	Executive Finance Education and Accountability	Yes	4	7/1/2021	06/30/2024	12
3	Sarah Brewster		Vice Chair	Executive Finance Education and Accountability Personnel	Yes	5	7/1/2021	06/30/2024	12
4	Gladys Rodriguez		Secretary	Executive Finance Personnel	Yes	5	7/1/2019	06/30/2022	11
5	Nancy Iglesias		Trustee/Member	Education and Accountability Executive personnel	Yes	4	7/1/2021	06/30/2023	10
				Executive					

6	Yvonne Mowatt		Trustee/Member	Finance Personnel	Yes	5	7/1/2021	06/30/2024	8
7	Ariel Sotelo		Trustee/Member	Executive Education and Accountability Finance Personnel	Yes	5	07/01/2020	06/30/2023	10
8	Luis Ras		Trustee/Member	Executive Personnel	Yes	5	7/1/2020	06/30/2023	11
9									

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

No

2. INFORMATION ABOUT MEMBERS OF THE BOARD OF TRUSTEES

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

a. Total Number of BOT Members on June 30, 2021	8
b.Total Number of Members Added During 2020-2021	0
c. Total Number of Members who Departed during 2020-2021	0
d.Total Number of members, as set in Bylaws, Resolution or Minutes	7

3. Number of Board meetings held during 2020-2021

12

4. Number of Board meetings scheduled for 2021-2022

12

Thank you.

Entry 8 Board Meeting Minutes

Completed Oct 31 2021

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

Schools must upload a complete set of monthly board meeting minutes (July 2020-June 2021), which should match the number of meetings held during the 2020-2021 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 by August 2, 2021.

[ECS Board Minutes 2020-2021](#)

Filename: ECS Board Minutes 2020 2021.pdf Size: 3.8 MB

Entry 9 Enrollment & Retention

Completed Oct 31 2021

[Instructions for submitting Enrollment and Retention Efforts](#)

ALL charter schools must complete this section. Describe the good faith efforts the charter school has made in 2020-2021 toward meeting targets to attract and retain the enrollment of Students with Disabilities (SWDs), English Language Learners (ELLs), 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 2021-2022.

Entry 9 Enrollment and Retention of Special Populations

[Instructions for Reporting Enrollment and Retention Strategies](#)

Describe the efforts the charter school has made in 2020-2021 toward meeting targets to attract and retain enrollment of students with disabilities, English language learners, 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 2021-2022.

Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2020-2021	Describe Recruitment Plans in 2021-2022
	Evergreen Charter School recruited students in several ways, beginning with alerting various community and religious based institutions and organizations such as The Nassau County Department of	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

Economically Disadvantaged

Social Services, The Family Services Corporation, The Interfaith Nutrition Network, Union Baptist Church, Miracle Christian Center, The Hagerdorn 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 recruited students in a number of

Nassau County Department of Social Services, The Family Services Corporation, The Interfaith Nutrition Network, Union Baptist Church, Miracle Christian Center, The Hagerdorn 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 with the support of the Parent Association. Evergreen will place additional announcements in local community papers 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.

Evergreen Charter School will continue to recruit students in a number of ways, beginning with alerting various community and religious based institutions and organizations such as The

<p>English Language Learners</p>	<p>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 Hagerdorn 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. In addition, Evergreen placed announcements in local community papers including Spanish newspapers. All correspondences were written in English and Spanish in an effort 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.</p>	<p>Nassau County Department of Social Services, The Family Services Corporation, The Interfaith Nutrition Network, Union Baptist Church, Miracle Christian Center, The Hagerdorn Family Resource Center, The Hispanic Counseling Center, Head Start, and local soup kitchens, among others. More detailed information will be posted on the school's updated website regarding support services and programs for English Language Learners. Open Houses will be organized to provide an awareness of the educational opportunities that Evergreen offers. Updated flyers will be distributed throughout the community with the support of the Parent Association. Evergreen will place additional announcements in local community papers 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.</p>
	<p>Evergreen Charter School</p>	<p>Evergreen Charter School will continue to recruit students in a number of ways, beginning with alerting various community and religious based institutions and</p>

Students with Disabilities

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 Hagerdorn 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. In addition, Evergreen placed announcements in local community papers including Spanish newspapers. All correspondence was written in English and Spanish in an effort 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.

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 Hagerdorn Family Resource Center, The Hispanic Counseling Center, Head Start, and local soup kitchens, among others. More detailed information regarding special education will be posted on the school's updated website. 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 with the support of the Parent Association. Evergreen will place additional announcements in local community papers including Spanish newspapers. All correspondences will continue to be written in English and Spanish in an effort 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.

Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in	Describe Retention Plans in
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	2020-2021	2021-2022
Economically Disadvantaged	<p>To retain and address the needs of economically disadvantaged students, Evergreen provided individualized and small group interventions designed to accelerate learning and close achievement gaps.</p> <p>Evergreen supported families by offering outreach programs and workshops.</p> <p>In addition to the School's (3) Social Workers, Evergreen hired the full time equivalent (FTE) of a School Psychologist to help support expected social and emotional challenges due to COVID.</p>	<p>Evergreen will continue to provide individualized and small group interventions designed to accelerate learning and close achievement gaps.</p> <p>Students' progress toward attaining goals determines the type, duration, and intensity of continued support.</p> <p>Evergreen will hire additional staff to support the School's RTI and AIS programs.</p> <p>To support the needs of families, Evergreen will continue to provide outreach workshops and programs.</p>
English Language Learners	<p>To retain and address the needs of students with limited English proficiency, Evergreen had on staff the full time equivalent of seven (7 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.</p> <p>Professional development was provided to all staff in the area of best teaching practices and strategies for English Language Learners.</p>	<p>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.</p> <p>Professional development will be provided to all staff in the area of best teaching practices and strategies for English Language Learners.</p> <p>To support the needs of families, Evergreen will continue to increase the number of outreach workshops and programs.</p>
	<p>To retain and address the needs of students with disabilities, Evergreen faculty administered diagnostic/benchmark</p>	

Students with Disabilities	<p>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. Due to these needs, Evergreen had on staff the full time equivalent of four (4 FTE) Special Education Teachers and one Special Education Coordinator.</p>	<p>Evergreen will continue to administer diagnostic/benchmark assessments throughout the year to collect data and provide individualized interventions for struggling learners.</p>
	<p>Parent workshops were held throughout the year to support families of students with disabilities.</p>	<p>Evergreen will hire additional staff to support the School's special education population.</p>
	<p>The school's efforts and plans have resulted in a steady or increased number of students identified across special education population groups.</p>	<p>Additional parent workshops will be held throughout the year in an effort to support families of students with disabilities.</p>
	<p>Evergreen's percentage of students with disabilities is comparable with the local school district.</p>	

Entry 10 - Teacher and Administrator Attrition

Completed Oct 31 2021

Form for "Entry 10 - Teacher and Administrator Attrition" Revised to Employee Fingerprint Requirements Attestation

A. TEACH System - Employee Clearance

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 that 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 that 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 <http://www.p12.nysed.gov/psc/aboutcharterschools/lawsandregs/EmployeeFingerprintOct19.pdf> or visit the NYSED website at: <http://www.highered.nysed.gov/tsei/ospra/fingerprintingcharts.html> 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 simultaneously 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

<http://www.p12.nysed.gov/psc/aboutcharterschools/lawsandregs/EmployeeFingerprintOct19.pdf>.

Attestation

Responses Selected:

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

Entry 11 Percent of Uncertified Teachers

Completed Oct 31 2021

Instructions

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

The table below reflects the information collected through the online portal for compliance with New York State Education Law 2854(3)(a-1) for teaching staff qualifications. Uncertified teachers are those not certified pursuant to the State Certification Requirements established by the NYSED Commissioner of Education.

Enter the relevant full-time equivalent (FTE) count of teachers in each column. For example, a school with 20 full-time teachers and 5 half-time teachers would have an FTE count of 22.5.

Entry 11 Uncertified Teachers

School Name:

Instructions for Reporting Percent of Uncertified Teachers

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

The table below reflects the information collected through the online portal for compliance with New York State Education Law 2854(3)(a-1) for teaching staff qualifications. Uncertified teachers are those not certified pursuant to the State Certification Requirements established by the NYSED Commissioner of Education. Enter the relevant full-time equivalent (FTE) count of teachers in each column. For example, a school with 20 full-time teachers and 5 half-time teachers would have an FTE count of 22.5.

If more than one line applies to a teacher, please include in only one FTE uncertified category. Please do not include paraprofessionals, such as teacher aides.

CATEGORY A. 30% OR 5 UNCERTIFIED TEACHERS WHICHEVER IS LESS

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2021)	3
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2021)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2021)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2021)	2
Total Category A: 5 or 30% whichever is less	5.0

CATEGORY B. PLUS FIVE UNCERTIFIED TEACHERS IN MATHEMATICS, SCIENCE, COMPUTER SCIENCE, TECHNOLOGY OR CAREER AND TECHNICAL EDUCATION.

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2021)	3
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2021)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2021)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2021)	0
Total Category B: not to exceed 5	3.0

CATEGORY C: PLUS 5 ADDITIONAL UNCERTIFIED TEACHERS

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2021)	3
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2021)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2021)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2021)	2
Total Category C: not to exceed 5	5.0

CATEGORY D: TOTAL FTE COUNT OF UNCATEGORIZED, UNCERTIFIED TEACHERS

(Include teachers who do not fit in one of these categories or if did fit would exceed the numerical limits for that category)

	FTE Count
Total Category D	0

CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS

	FTE Count
Total Category E	61

CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	74



Thank you.

Entry 12 Organization Chart

Completed Oct 31 2021

[Instructions](#)

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

Upload the 2020-2021 **Organization Chart**. The organization chart should include position titles and reporting relationships. Employee names should not appear on the chart

2021 ECS Organizational Chart

Filename: 2021 ECS Organizational Chart.pdf **Size:** 19.9 kB

Entry 13 School Calendar

Completed Jan 6 2022

[Instructions for submitting School Calendar](#)

Required of ALL Charter Schools

Given these uncertain and changing times, charter schools may or may not have a school calendar ready to upload by the submission deadline this year of August 2, 2021. If the charter school has a tentative calendar based on available information and guidance at the time, please submit with the August 2nd submission. Charter schools will be able to upload an updated school calendar into the portal at any time but no later than **September 15, 2021**.

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 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.

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

[ECS 2021-22 School Calendar](#)

Filename: ECS 2021 22 School Calendar .pdf **Size:** 185.2 kB

[2021-22 School Calendar - Updated Jan 6 2022 \(1\)](#)

Filename: 2021 22 School Calendar Updated EdvukMI.pdf **Size:** 180.7 kB

Entry 14 Links to Critical Documents on School Website

Completed Oct 31 2021

Instructions

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

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:

1. Most recently filed Annual Report (i.e., 2019-2020 Annual Report);
2. Most recent board meeting notice, documents to be discussed at the meeting (if any), and webcast of Board meetings (if held virtually per Governor's Executive Order);
3. Link to New York State School Report Card;
4. Lottery Notice announcing date of lottery;
5. Authorizer-approved DASA Policy;
6. District-wide safety plan and Authorizer-approved Discipline Policy (as per August 29, 2019 [Emergency Response Plan Memo](#));
7. Authorizer-approved FOIL Policy; and
8. Subject matter list of FOIL records.
9. Link to School Reopening Plan

Form for Entry 14 Links to Critical Documents on School Website

School Name: Evergreen Charter School

Required of ALL Charter Schools noting that SUNY-authorized charter schools are not required to submit item 5: Authorizer-approved DASA 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:

	Link to Documents
1. Most Recent Annual Report (i.e., 2019-20)	https://eccli.org/wp-content/uploads/2021/04/2019-20-Annual-Report-redacted.pdf
2. Most recent board meeting notice, documents to be discussed at the meeting (if any)	https://eccli.org/wp-content/uploads/2021/07/Board-Meeting-July-14-2021-1.pdf
2a. Webcast of Board Meetings (per Governor's Executive Order)	https://eccli.org/385-2/
3. Link to NYS School Report Card	https://data.nysed.gov/profile.php?instid=800000063984
4. Lottery Notice announcing date of lottery	https://eccli.org/enroll/
5. Authorizer-approved DASA Policy (For Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY);	https://eccli.org/wp-content/uploads/2021/03/DASA-Updated-2.pdf
6. District-wide Safety Plan	https://eccli.org/wp-content/uploads/2021/03/2020-21-Safety-Plan-Public-Documents.pdf
6a. Authorizer-Approved Discipline Policy (as per August 29, 2019 Emergency Response Plan Memo)	https://eccli.org/wp-content/uploads/2021/07/ECS-Code-of-Conduct-word.pdf
7. Authorizer-Approved FOIL Policy	https://eccli.org/wp-content/uploads/2021/04/Evergreen-FOIL-Policy-Revised-April-28-2021.pdf
8. Subject matter list of FOIL records	https://eccli.org/wp-content/uploads/2021/04/Evergreen-FOIL-Policy-Revised-April-28-2021.pdf

Thank you.



EVERGREEN CHARTER SCHOOL

**Financial Statements
and
Supplementary Information
For the Years Ended
June 30, 2021
and
June 30, 2020**

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Independent Auditor's Report

To the Board of Trustees of
Evergreen Charter School

Report on the Financial Statements

We have audited the accompanying financial statements of Evergreen Charter School (the "School") which comprise the statement of financial position as of June 30, 2021 and June 30, 2020 and the related statements of activities, functional expenses and cash flows for the years then ended and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes 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.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. 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. Those standards require that we plan and perform the audits to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements 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 entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to on the previous page present fairly, in all material respects, the financial position of Evergreen Charter School as of June 30, 2021 and June 30, 2020 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.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated September 29, 2021 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 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 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.

Condon O'Meara McHugh & Donnelly LLP

EVERGREEN CHARTER SCHOOL

Statement of Financial Position

Assets

	June 30	
	2021	2020
Current assets		
Cash	\$ 2,280,718	\$ 597,124
Government contracts receivable	2,230,611	1,833,457
Other receivables	92,515	132,236
Prepaid expenses and security deposits	336,474	268,157
Total current assets	4,940,318	2,830,974
Restricted cash	75,000	75,000
Property and equipment, net	3,964,453	3,285,980
Real estate deposit	110,000	-
Total assets	\$ 9,089,771	\$ 6,191,954

Liabilities and Net Assets

Current liabilities		
Accounts payable and accrued expenses	\$ 1,483,612	\$ 1,038,905
PPP loan	1,102,514	-
Total liabilities	2,586,126	1,038,905
Net assets without donor restrictions	6,503,645	5,153,049
Total liabilities and net assets without donor restrictions	\$ 9,089,771	\$ 6,191,954

See notes to financial statements.

EVERGREEN CHARTER SCHOOL

Statement of Activities

	For the Year Ended June 30	
	<u>2021</u>	<u>2020</u>
Support and revenue		
Public School Districts – student enrollment	\$13,916,199	\$11,630,043
State grants	364,305	456,345
Federal grants	531,431	256,514
Other	<u>51,061</u>	<u>36,073</u>
Total support and revenue	<u>14,862,996</u>	<u>12,378,975</u>
Expenses		
Program services		
Regular education		
Elementary school	7,701,719	6,814,670
Middle school	3,107,612	3,058,249
High school	828,493	-
Special education	<u>386,820</u>	<u>406,507</u>
Total program services	12,024,644	10,279,426
Supporting activities		
Management and general	<u>1,487,756</u>	<u>1,527,516</u>
Total expenses	<u>13,512,400</u>	<u>11,806,942</u>
Increase in net assets without donor restrictions	1,350,596	572,033
Net assets without donor restrictions, beginning of year	<u>5,153,049</u>	<u>4,581,016</u>
Net assets without donor restrictions, end of year	<u>\$ 6,503,645</u>	<u>\$ 5,153,049</u>

See notes to financial statements.

EVERGREEN CHARTER SCHOOL

Statement of Functional Expenses
For the Years Ended June 30, 2021 and June 30, 2020

	2021						2020					
	Regular Education			Supporting Activities and Management			Regular Education			Supporting Activities and Management		
	Elementary School	Middle School	High School	Special Education	General	Total	Elementary School	Middle School	Special Education	General	Total	
Salaries and wages	\$ 4,043,794	\$ 1,947,358	\$ 353,818	\$ 236,529	\$ 934,751	\$ 7,516,250	\$ 3,336,310	\$ 1,648,917	\$ 215,377	\$ 951,858	\$ 6,152,462	
Payroll taxes and fringe benefits	901,183	433,980	78,850	52,712	208,315	1,675,040	748,618	369,992	48,327	213,583	1,380,520	
Professional fees	74,285	23,203	6,686	7,368	122,587	234,129	141,816	23,470	8,684	98,899	272,869	
Contracted services	11,050	7,845	2,995	1,715	30,907	54,512	9,717	7,010	1,497	24,527	42,751	
Equipment rental/lease	30,138	12,759	1,695	1,662	6,569	52,823	31,209	8,031	1,424	-	40,664	
Food	290,906	64,720	21,573	12,256	-	389,455	457,926	1,727	16,675	-	476,328	
Insurance	50,498	12,674	4,225	2,512	9,929	79,838	45,198	4,136	2,131	9,420	60,885	
Library	1,434	2,131	79	118	-	3,762	2,680	697	123	-	3,500	
Maintenance and repairs	74,194	43,876	9,339	4,750	18,770	150,929	81,888	36,869	5,131	22,675	146,563	
School expansion	-	4,935	8,979	-	-	13,914	-	-	-	-	-	
Mobile classroom	39,566	-	-	1,286	-	40,852	33,724	-	1,223	-	34,947	
Occupancy	1,399,840	250,799	236,915	22,617	14,905	1,925,076	1,150,421	528,503	63,148	61,826	1,803,898	
Other	126,215	26,819	13,609	5,719	9,379	181,741	119,095	24,066	5,450	7,115	155,726	
Supplies and materials	247,091	98,101	42,460	14,451	57,109	459,212	306,410	53,474	15,548	68,715	444,147	
Staff development	67,523	47,370	13,006	4,156	-	132,055	94,214	73,374	6,080	-	173,668	
Telephone	24,411	7,066	2,216	1,256	4,964	39,913	10,944	6,851	769	3,398	21,962	
Transportation (student)	-	-	-	-	-	-	326	169,545	-	-	169,871	
Travel	1,883	1,093	394	109	-	3,479	2,436	272	98	-	2,806	
Utilities	113,109	24,355	13,752	5,637	22,278	179,131	86,343	24,513	4,789	21,167	136,812	
Depreciation and amortization	204,599	98,528	17,902	11,967	47,293	380,289	155,395	76,802	10,033	44,333	286,563	
Total	\$ 7,701,719	\$ 3,107,612	\$ 828,493	\$ 386,820	\$ 1,487,756	\$ 13,512,400	\$ 6,814,670	\$ 3,058,249	\$ 406,507	\$ 1,527,516	\$ 11,806,942	

See notes to financial statements.

EVERGREEN CHARTER SCHOOL

Statement of Cash Flows

	For the Year Ended June 30	
	<u>2021</u>	<u>2020</u>
Cash flows from operating activities		
Increase in net assets without donor restriction	\$ 1,350,596	\$ 572,033
Adjustments to reconcile increase in net assets without donor restriction to net cash provided by (used in) operating activities		
Depreciation and amortization	380,289	286,563
(Increase) decrease in assets		
Government contracts receivable	(397,154)	(1,502,700)
Other receivables	39,721	(80,392)
Prepaid expenses and security deposits	(68,317)	(85,473)
Increase in liabilities		
Accounts payable and accrued expenses	<u>444,707</u>	<u>219,665</u>
Net cash provided by (used in) operating activities	<u>1,749,842</u>	<u>(590,304)</u>
Cash flows from investing activities		
Purchases of property and equipment	(1,058,762)	(1,474,486)
Real estate deposit	<u>(110,000)</u>	<u>-</u>
Net cash (used in) investing activities	<u>(1,168,762)</u>	<u>(1,474,486)</u>
Cash flows from financing activities		
Proceeds from PPP loan	<u>1,102,514</u>	<u>-</u>
Net increase (decrease) in cash	1,683,594	(2,064,790)
Cash, beginning of year	<u>672,124</u>	<u>2,736,914</u>
Cash, end of year	<u>\$ 2,355,718</u>	<u>\$ 672,124</u>
 Consists of:		
Unrestricted	\$ 2,280,718	\$ 597,124
Restricted	<u>75,000</u>	<u>75,000</u>
Total	<u>\$ 2,355,718</u>	<u>\$ 672,124</u>

See notes to financial statements.

EVERGREEN CHARTER SCHOOL

Notes to Financial Statements June 30, 2021 and June 30, 2020

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.

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, 2021 and June 30, 2020, the School has no net assets with donor restrictions.

Funding

The School is funded through various contracts with the New York State Department of Education and through tuition based upon a per pupil allocation from public school districts in which the students are registered.

Cash equivalents

The School deems all highly liquid investments with original maturities of 90 days or less to be cash equivalents. As of June 30, 2021 and June 30, 2020, the School has no cash equivalents.

Allowance for doubtful accounts

As of June 30, 2021 and June 30, 2020, 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, 2021 and June 30, 2020****Note 1 – Nature of organization and summary of significant accounting policies (continued)**Revenue

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

All other revenue sources, including government grants and tuition, are recorded as revenue when earned.

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.

In-kind services

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.

Risks and uncertainties

On March 13, 2020, a national emergency was declared due to extraordinary circumstances resulting from the coronavirus. The economic impact of the coronavirus on the School's future financial operations is not readily determinable.

EVERGREEN CHARTER SCHOOL

**Notes to Financial Statements (continued)
June 30, 2021 and June 30, 2020**

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 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 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 contracts 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 and receivables.

Subsequent events

The School has evaluated events and transactions for potential recognition or disclosure through September 29, 2021, 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, 2021 and June 30, 2020 that are available to pay general expenditures within one year of the statement of financial position date:

	<u>2021</u>	<u>2020</u>
Cash – unrestricted	\$ 2,280,718	\$ 597,124
Government contracts receivable	2,230,611	1,833,457
Other receivables	<u>92,515</u>	<u>132,236</u>
Total	<u>\$ 4,603,844</u>	<u>\$ 2,562,817</u>

In addition to the above financial assets, as of June 30, 2021 and June 30, 2020, the School has restricted cash of \$75,000 (see note 3). To manage liquidity the School maintains a \$900,000 line of credit with a bank that may be drawn upon as needed during the year (see note 5).

Note 3 – Restricted cash

In accordance with New York State Board of Education Regulations, the School established an escrow account in order to be able to cover certain expenses in the case of insolvency of the School.

EVERGREEN CHARTER SCHOOL

Notes to Financial Statements (continued)
June 30, 2021 and June 30, 2020

Note 4 – Property and equipment

A summary of the property and equipment as of June 30, 2021 and June 30, 2020 is as follows:

	<u>2021</u>	<u>2020</u>
Land	\$ 2,136,976	\$ 2,117,583
Leasehold improvements	1,299,629	1,242,115
Furniture and equipment	1,776,625	1,180,288
Construction in progress	<u>435,418</u>	<u>152,580</u>
Sub-total	5,648,648	4,692,566
Less: accumulated depreciation and amortization	<u>1,684,195</u>	<u>1,406,586</u>
Total	<u>\$ 3,964,453</u>	<u>\$ 3,285,980</u>

During the 2021 fiscal year, the School wrote off fully depreciated assets totaling \$102,680. During the 2020 fiscal year the School wrote off \$231,633 of fully depreciated assets.

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. As of June 30, 2021, the School had made a real estate deposit toward the purchase totaling \$110,000. During 2020, the School purchased two additional properties for a total cost of \$878,264. The School intends to use the properties for the expansion of the middle school and high school and its recreational and educational activities.

Note 5 – Commitments

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”).

EVERGREEN CHARTER SCHOOL

Notes to Financial Statements (continued)
June 30, 2021 and June 30, 2020

Note 5 – Commitments (continued)

Community Center lease (continued)

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 of 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 August 2017, the School entered into a three year lease for additional space which expired August 14, 2020. The School exercised the option to extend the lease and the lease is now due to expire June 30, 2022. The lease requires monthly payments of \$13,871 with annual increases of 3% per year thereafter.

In August 2019, the School entered into a second lease for additional space with a church expiring June 30, 2022. The lease requires monthly payments of \$29,167 through June 2020 and increasing to \$37,500 per month thereafter. The School has the option to extend the lease for a term of one year.

Rental expense for the 2021 and 2020 fiscal years was approximately \$1,885,000 and \$1,777,000, respectively.

As of June 30, 2021, the future minimum annual payments under the lease agreements are as follows:

<u>Fiscal Year</u>	<u>Community Center</u>	<u>Church Leases</u>	<u>Total</u>
2022	\$ 1,197,403	\$ 701,604	\$ 1,899,007
2023	1,195,684	-	1,195,684
2024	1,202,935	-	1,202,935
2025	1,194,024	-	1,194,024
2026	1,199,190	-	1,199,190
2027 and thereafter	<u>22,186,520</u>	<u>-</u>	<u>22,186,520</u>
Total	<u>\$ 28,175,756</u>	<u>\$ 701,604</u>	<u>\$ 28,877,360</u>

EVERGREEN CHARTER SCHOOL**Notes to Financial Statements (continued)
June 30, 2021 and June 30, 2020****Note 5 – Commitments (continued)****Line of credit**

The School has a \$900,000 revolving line of credit with a bank. The line bears interest at the Wall Street Journal's Prime Rate plus .5% which as of June 30, 2021 was 3.75%. The line is secured by all assets of the School and expires February 2022. As of June 30, 2021 and June 30, 2020, there was no balance outstanding under the line.

Note 6 – PPP loan

During July 2020, the School applied for and in August 2020 received \$1,102,514 under the Paycheck Protection Program ("PPP") which is a business loan program established under the Coronavirus Aid, Relief, and Economic Security Act. The School has elected to record the proceeds as a liability until the loan is, in part or wholly, forgiven and the School is legally released. Any amounts not forgiven are subject to interest at a fixed rate of 1% for a five year-term.

Note 7 – Retirement plan

The School sponsors a non-contributory 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 2021 and 2020, the School contributed \$264,736 and \$144,919 to the plan, respectively.

Note 8 – Related party transactions

The Chair, Vice Chair and a member of the Board of Trustees of the School are the Executive Director, Assistant Executive Director and an employee, respectively, of the Circulo de la Hispanidad, Inc. (the "Agency"), a not-for-profit organization who is the sole member of the Corporation. During the 2021 and 2020 fiscal years, the School reimbursed the Agency approximately \$3,000 and \$47,000, respectively, for expenses paid by the Agency relating to the School's utilities, repair and maintenance and other shared costs based upon the reimbursement methods detailed in the lease between the organizations. Effective August 2019, 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 5).

Note 9 – 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***

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, 2021 and the related statements of activities, functional expenses and cash flows for the year then ended and the related notes to the financial statements, and have issued our report thereon dated September 29, 2021.

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) to determine the audit procedures that are appropriate in 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 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 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. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

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 determination of financial statement amounts. 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.

Condon O'Meara McIntyre & Donnelly LLP

September 29, 2021

EVERGREEN CHARTER SCHOOL

**Schedule of Findings and Questioned Costs
For the Year Ended June 30, 2021**

Section I – Summary of Auditor’s Results

Financial Statements

Type of auditor’s report issued:		<u>Unmodified</u>	
Internal control over financial reporting:			
Material weakness(es) identified?	_____ Yes	_____ <input checked="" type="checkbox"/> _____	No
Significant deficiency(ies) identified that are not considered to be material weakness(es)?	_____ Yes	_____ <input checked="" type="checkbox"/> _____	None noted
Noncompliance material to financial statements noted?	_____ Yes	_____ <input checked="" type="checkbox"/> _____	No



Evergreen Charter School
605 Peninsula Boulevard
Hempstead, New York 11550
(516) 292-2060 Phone (516) 292-0575 Fax

4 C Addition Financial Documents

1. Advisory and/or Management Letter

Not applicable for 2020-2021 year. None given.

2. Federal Single Audit

A federal single audit was not required because the school did not expend federal funds of more than the \$750,000 threshold.

3. CSP Agreed-Upon Procedure Report

Not Applicable.

4. Evidence of Required Escrow Account

See attached.

5. Corrective Action Plan for Audit Finding and Management Letter Recommendations

Not applicable.



Reconciled 10/22/21 (KP)
August 31, 2021 - September 30, 2021
Days in stmt period: 30

005066
EVERGREEN CHARTER SCHOOL
GIL BERNARDINO
605 PENINSULA BLVD
HEMPSTEAD NY 11550

People's United Bank, N.A.
132 Fulton Ave.
Hempstead, NY 11550

Direct Inquiries to:
CALL CENTER
1-800-894-0300

Summary of Account Balance		
Account	Number	Ending Balance
NON-PROFIT MONEY MARKET	[REDACTED]	\$101,694.37

Non-Profit Money Market 6500807862	
Average Balance	\$101,677.66
Interest Paid Year to Date	\$224.87
Annual Percentage Yield Earned	0.20%
Interest-bearing Days	30
Average Balance for APY	\$101,677.66
Interest Earned	\$16.71

42000 Interest Earned SEP 2021

CR09-005

Activity				
Date	Description	Additions	Subtractions	Balance
08-31	BEGINNING BALANCE			\$101,677.66
09-30	#INTEREST	\$16.71		\$101,694.37
09-30	ENDING TOTALS	\$16.71	\$0.00	\$101,694.37

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name: Gil Bernardino

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Board President

2. Are you an employee of any school operated by the education corporation?
 Yes **No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No.

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No.

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

No.

6. 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.

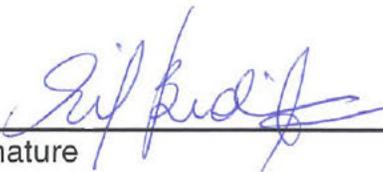
My employer leases property to Evergreen Charter School

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house 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-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

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
2020-2021 School Year	I work for the landlord of the school. My wife is also on the Board of Trustees.	Disclosed conflict of interest with respect to working for landlord and recused myself from voting when applicable.	Sarah Brewster, Wife.

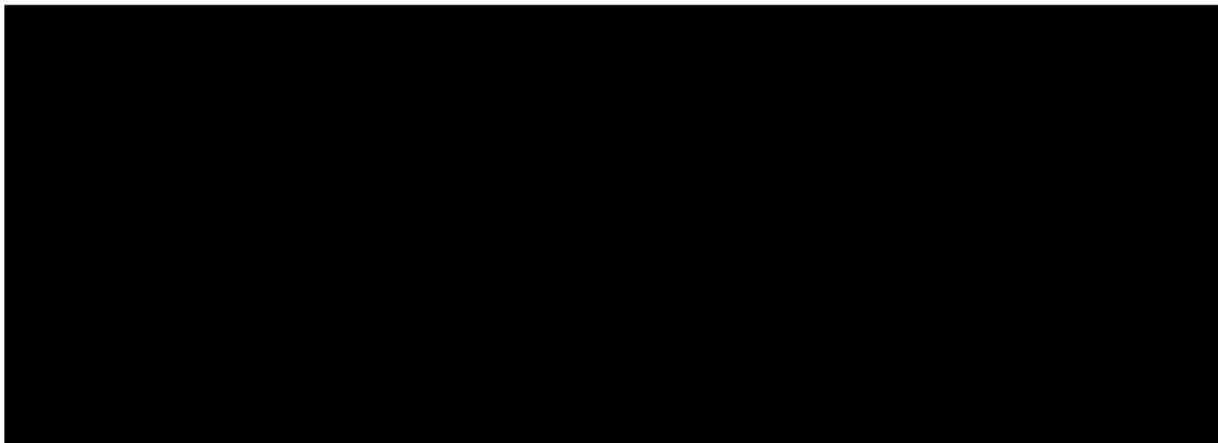
8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **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) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are 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, write "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 wife also works for the same agency and is also on the board.	Disclosed conflict of interest with respect to working for landlord and recused self from voting when applicable.

Signature 

Date 

Please note that 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. Personal contact information provided below will be redacted.



Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name: Jose Canosa

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Treasurer

2. Are you an employee of any school operated by the education corporation?
 Yes No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No.

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No.

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

No.

6. 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

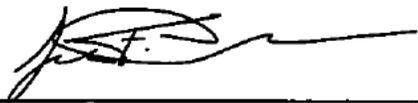
If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house 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-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

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
<i>None.</i>			

8. 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) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are 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, write "**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
<i>None.</i>				

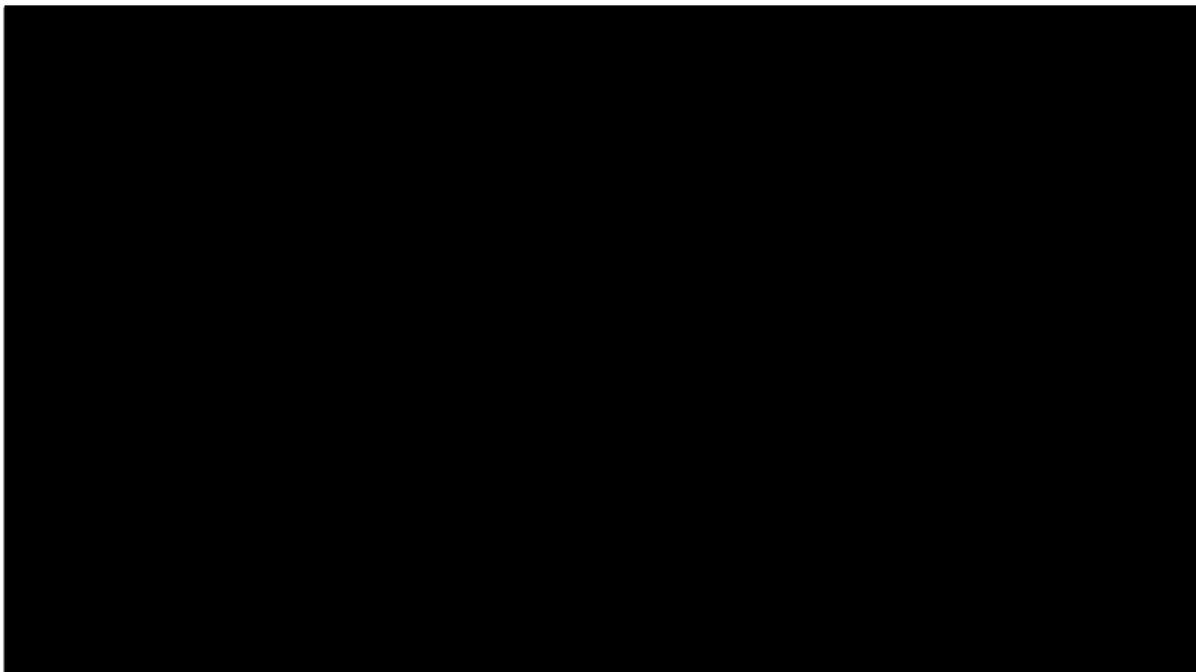


Signature

July 20, 2021

Date

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Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name: Sarah Brewster

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Board Vice President

2. Are you an employee of any school operated by the education corporation?
 Yes **No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No.

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No.

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

No.

6. 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 interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house 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-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

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
2020-2021 School Year	I work for the landlord of the school. My husband is also on the Board of Trustees.	Disclosed conflict of interest with respect to working for landlord and recused myself from voting when applicable.	Gil Bernardino, husband.

8. 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) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are 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, write "**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 also on the board.	Disclosed conflict of interest with respect to working for landlord and recused self from voting when applicable.

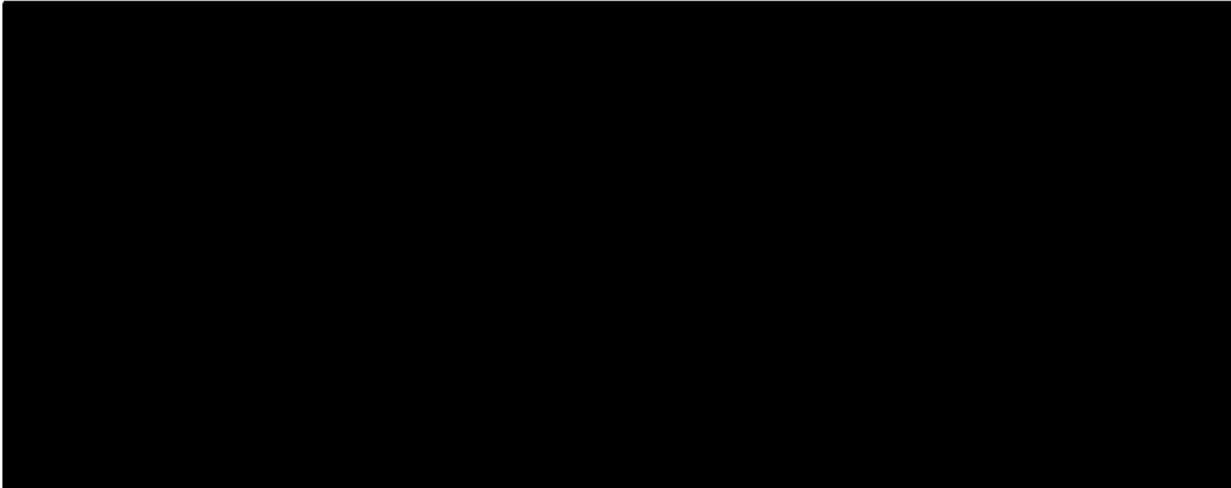


July 15, 2021

Signature

Date

Please note that 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. Personal contact information provided below will be redacted.



Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name: Gladys Rodriguez

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Board Member

2. Are you an employee of any school operated by the education corporation?
 Yes No

If Yes, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school?

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

No.

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

No.

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

Yes No

6. 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.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house 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-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

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
None.			

8. 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) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are 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, write "**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
None.				

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name: Nancy Iglesias

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Board Member

2. Are you an employee of any school operated by the education corporation?
 Yes X No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No.

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No.

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

Yes. I am the father of a teacher at the school.

6. 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.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house 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-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered Yes to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

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
None.			

8. 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) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are 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, write "**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
None.				

Nancy DeLuca-Siller

Signature

7/17/2021

Date

Please note that 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. Personal contact information provided below will be redacted.



7/20/21

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name: Yvonne Mowatt

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Board Member

2. Are you an employee of any school operated by the education corporation?
 Yes X No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No.

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No.

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

No.

6. 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.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house 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-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

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
None.			

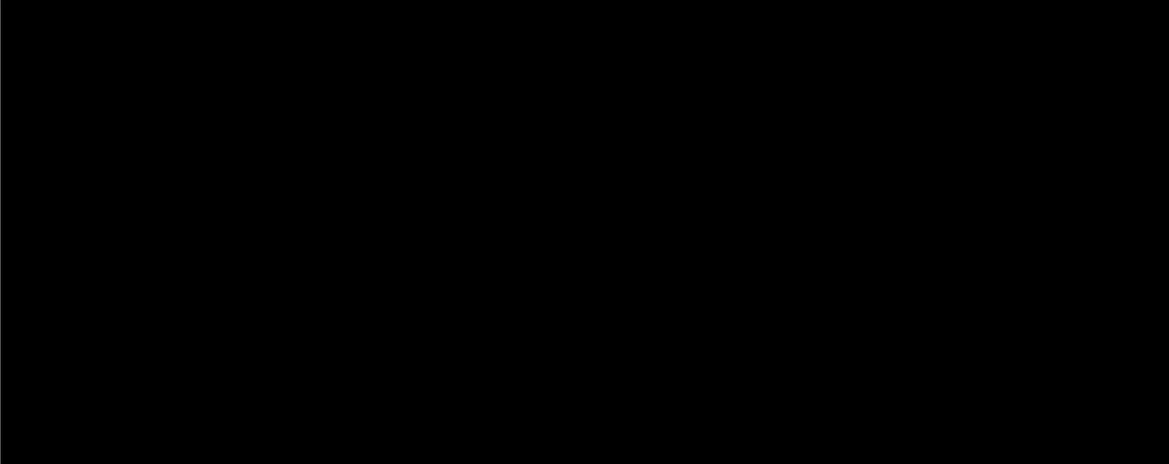
8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **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) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are 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, write "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
None.				

M. M. Morrell
Signature

7/30/2021
Date

Please note that 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. Personal contact information provided below will be redacted.



Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name: Luis Ras

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Board Member

2. Are you an employee of any school operated by the education corporation?
 Yes X No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

Yes. I am the father of an assistant teacher at the school.

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No.

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

Yes. I am the father of an assistant teacher at the school.

6. 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

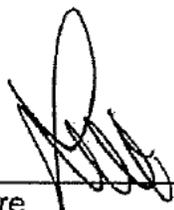
If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house 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-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

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
2020-2021 School Year	I am the father of an employee at the school.	Disclosed conflict of interest with respect to my relationship as father to a staff person and recused myself from voting when applicable.	Cristina Ras (daughter)

8. 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) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are 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, write "**None.**"

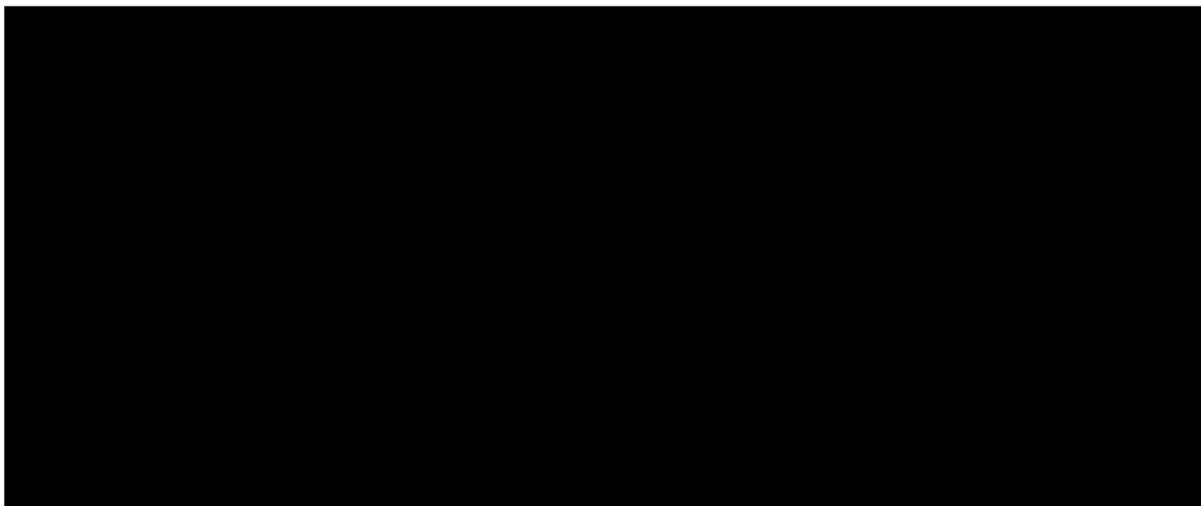
Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
None.				



Signature

7/24/21
Date

Please note that 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. Personal contact information provided below will be redacted.



Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name: Ariel Sotelo

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Board Member

2. Are you an employee of any school operated by the education corporation?
 Yes **No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No.

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No.

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

No.

6. 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.

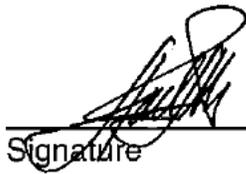
My employer leases property to Evergreen Charter School

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house 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-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

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
2020-2021 School Year	I work for the landlord of the school.	Disclosed conflict of interest with respect to working for landlord and recused myself from voting when applicable.	

8. 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) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are 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, write "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.	Disclosed conflict of interest with respect to working for landlord and recused self from voting when applicable.



Signature

7/16/2021

Date

Please note that 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. Personal contact information provided below will be redacted.



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

**July 29, 2020
7:00 pm**

The meeting was virtual for the public

Members:

Mr. Gil Bernardino	Present
Dr. Sarah Brewster	Present
Mr. José Canosa, Esq.	Present
Ms. Nancy Iglesias	Absent
Mr. Luis Ras, Esq.	Present
Ms. Yvonne Mowatt	Absent
Ms. Gladys Rodríguez	Present
Mr. Ariel Sotelo	Present

Also present:

**Ms. Karen Leeper, Acting Principal, Middle School Director
Ms. Christine Weigand, Principal, Elementary School k-2
Ms. Lisett Knox, Director of Finance and Operations
Ms. Christine Wise, Director of Data and Attendance
Dr. Elena Litescu, Director Elementary School 3-5
Mr. Ronald Rivera, Director, High School**

Mr. Jason Black, Data Security Officer/Technology Coordinator

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

I. Call to Order by President Bernardino at 7:05 pm.

President Bernardino called the meeting to order and welcomed everyone to the virtual meeting. He introduced Interim Principal, Karen Leeper her report:

Welcome and Call to order by President Gil Bernardino.

Monthly Principal Report by Karen Leeper, Acting Principal:

July 29, 2020

**Report presented by
Ms. Leeper, School
Interim Principal**

A. Enrollment:

Grade Level	Number of Students
Kindergarten	115
First Grade	125
Second Grade	75
Third Grade	75
Fourth Grade	75
Fifth Grade	50
Sixth Grade	50
Seventh Grade	49
Eighth Grade	51
Ninth Grade	50
Total:	715

B. Attendance:

- 1) Summer School Teachers track daily student attendance.

C. Curriculum & Instruction:

- 1) Technology Committee Meetings and Administration Meetings continue to be held.
- 2) Administration continues to work on our Re-Entry Plan that requires 3 options:
 - Fully In Person
 - Hybrid Model
 - Distance Learning
- 3) Summer School began on Monday, July 13, 2020.
- 4) Resources and materials for the 2020-21 school year are in the process of being ordered.
- 5) Student math and Spanish textbook orders were submitted through Textbook Central. (approximately \$50 per student per year)

D. Professional Development:

- 1) All administrators participate in regular webinars hosted by the National Charter School Network and Newsday.
- 2) August Professional Development for staff is in the process of being planned. Topics include: Supporting English Language Learners, Distance Learning, English Language Arts, Mathematics, Social Emotional Learning, Promethean Board, School Tool and Diversity, Inclusion and Equity.

E. Parent Involvement/Activities:

- 1) A Parent Re-Entry Survey was distributed on Thursday, July 23, 2020.
- 2) A Technology Needs Assessment will be conducted beginning the week of July 27, 2020.

F. Personnel:

- 1) Job postings have been created and are active for the 2020-21 school year.

Job Openings	
Nurse	3-5
AIS Teacher	K-2

G. Student Assessment:

- 1) DIAL assessment for incoming Kindergartners began the week of July 6, 2020.

H. Challenges:

- 1) Known state guidance for school re-entry.

I. Successes:

J. Proposals:

- 1) New staff hires (resumes attached):

Concilia Dyce-Mclean- MS/HS Nurse
Victoria Olukogbon-Part-Time Librarian
Emely Rodriguez- MS/HS Spanish Teacher
Thomas Eustaquio-Part Time Music Teacher
Chemene Webber- ENL Teacher

Attachments:

- 1. Resumes

**II. Questions and Comments from the Board of Trustees related
Principal’s report:**

**Questions and
Comments from
the Board of
Trustees**

President Bernardino reminded everyone to review the documents that were attached for this board meeting. Also included were documents for the reopening of the school.

Each re-entry plan (three options) was explained in detail by Principal Leeper and President Bernardino. Regardless of what the Governor will put in place, parents will have choices. The deadline to submit the re-entry plan to the State is July 31, 2020. Parents were sent a survey to make a choice. President Bernardino stated that he was happy that parents were in attendance at the meeting because this is fundamental information. “Health and safety is our number one priority.” “We are waiting for the governor’s decision which should come the first week in August.” Plans will be in compliance with guidelines that have been provided by the NYS Education Department, the Department of Health and CDC. The total plan will be posted on the website. Parents will be able to change their mind quarterly prior to the end of each marking period.

One-way routes for hallways, stairways, social distancing and as many events as possible will take place outside. We are temporarily eliminating the use of lockers. Drop off and pick up will be different. Face masks will be required. Students will be able to take breaks from wearing their face mask as long as they are keeping their distance. Students and parents and anyone coming in the building must wear a mask. People entering the building will have their temperature taken at the door on a daily basis. A health survey for the children will be given once a week. Hand washing is also part of this protocol. Parents will receive this information in writing. We will be posting videos on different topics. There is also a protocol in place for the disinfection and cleaning of the building and general maintenance. We are working with the local Health Department to review procedures in case there is a case of positive Covid -19. Internet, Ipads and Chrome books will be available for families as well, in the event that we

have to go remote. We are placing calls to all families to find out what kind of technological help they need during this time. We want to make sure that our families have everything they need for the school year. We will continue with our meal distribution program. This will include children working remotely. We also have a plan in place for students with disabilities and English learning students. We will make sure that their needs are met. We are all learning to adapt to a new way of doing things. President Bernardino highly recommends that parents submit the survey as soon as possible so parents can choose the instruction that best meets their needs.

**III. Question and Comments from the Board of Trustees related to eh
Principal's report:**

There were none.

**Questions and
Comments from
the Board of
Trustees**

IV. Questions and Comments from the Public related to Principal's report:

A question and answer session followed:

**Questions and
Comments from
the Public**

All questions from parents were answered by President Bernardino and Acting Principal Karen Leeper. There were questions about plans for school opening, uniforms, remote work, classroom work and meals for children.

A parent of a third grader asked a question about mask use inside the classroom. Ms. Leeper explained that student desks will be covered with Poly Carbonate shield. This allows them to take their masks off when speaking or answering questions. These are additional protective measures that we are putting in place above state guidelines. We will also have a virtual tour that will be available so parents can see the classroom settings. A parent asked if the teachers teaching in the building will be the same ones teaching virtually. Principal Leeper stated that it depends on the number of children choosing remote instruction and this is why it is so important to return the survey as soon as possible.

-If children want to do the work fully remotely will they be able to do that?

President Bernardino replied that of course but please reply to the survey as soon as possible so that we can record your preference. Mrs. Leeper indicated that parents also have the choice of changing their mind at the end of each marking period.

-Should children be ordered to stay at home because of an outbreak? Is there a plan in place for Zoom classes to enable effective face to face teaching of subject matter for remote instruction if that happened? Principal Leeper replied that yes there is a plan and more remote instruction will be provided.

-Will students be able to wear their gym uniform? Uniforms are required for daily instruction whether a child is receiving in person or remote instruction. President Bernardino stated that for the time being all children will be allowed to wear their gym uniform for instruction every day.

-If someone get's infected with COVID-19 what is Evergreen's plan? Evergreen will contact the local Health Department and follow their instructions, that is the protocol. Trustee Brewster explained Evergreen's guidelines of social distancing to reduce further risks.

-If the governor decides that the children must return full time, will parents be able to petition that their child stay home or will they be ordered to send their child to school? President Bernardino indicated that he did not believe this would happen given the current status of the Virus in our country. He stated that Evergreen is working with the existing guidelines provided by the NYS, the Health Department and CDC and was working to ensure the health and safety of students.

-Will the meal schedule change? The meal schedule will change as children will be eating in the classroom. We are limiting contact across classrooms. Parents will be notified of changes and of class schedules.

-What is the school doing about the mental health of the children and the families? President Bernardino indicated that a School Bilingual Psychologist was hired and that we have Social Workers in each of the school buildings. In August the School Bilingual Psychologist will be offering Professional Development to the teachers to prepare them and give them additional tools to handle issues that may arise in the classroom and to better serve our students.

-What is the School doing to provide extra help to students receiving special education services? We are in the process of reaching out to other districts to ensure that these services continue to be met. We will certainly be in communication with the local school district and all the other districts to do our best to coordinate these services, stated Principal Leeper. Mr. Skariah will be reaching out to parents to notify them of the procedures in place.

Parent congratulated the School Administration for an excellent job done.

**Financial Report by
Ms. Knox**

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

Mrs. Knox reported that there are 715 students enrolled for September. All invoices to districts were sent out on the 7th of July so we are up to date with this process for the new school year. There are pending payments from 5 school districts, Hicksville, Malvern, Rockville Centre, Valley Stream (district # 13) and West Hempstead. One district, (Franklin Square), was intercepted. The application was sent on July 27th so we are waiting for a prompt response because they have not paid during the entire year. We will contact these districts.

In regards to meals, all payments were received from the State for meals that were served up until the month of May, June is still pending. We were not eligible for snack reimbursement because during the pandemic meals are considered emergency and snacks are not part of the plan. We did not submit claims for snacks.

In regards to Title I and Title III grants, claims were submitted on the 13th of July. We still have more claims to submit which will be done within the next three weeks.

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

There were none.

**Questions and
Comments from
the Board of
Trustees**

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

There were none

Questions and
Comments from
the public

VIII. Approval of Minutes

Resolved the Board of Trustees approved the minutes from June 30, 2020

Motion: Trustee Sarah Brewster
Second: Trustee Jose Canosa
Vote: 6:0

Approval of
minutes.

**IX. Parent Association Report
Presented by Ms. Cañas, PA President.**

No report.

Parent Association
Report

**X. Questions and Comments from the Board of Trustees related to the
Parent Association Report:**

There were none.

Questions and
Comments from
Board of Trustees

**XI. Questions and Comments from the Public related to the
Parent Association Report:**

There were none.

Questions and
Comments from the
Public

XII. Reading of the Resolutions:

The resolutions were read in English and Spanish.

Reading of
Resolutions

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

There were none

Questions and
comments from the
public

XIV. Voting of the Resolutions:

Voting of the resolutions

- 1) **Resolved.** The Board of Trustees approves the following new staff hires:

Name:	Position:
Coneilia Dyce-Mclean	MS/HS Nurse (not bilingual)
Victoria Olukogbon	Part-Time Librarian
Emely Rodriguez	MS/HS Spanish Teacher (pending demo and completed reference check)
Thomas Eustaquio	Part Time Music Teacher
Chemene Webber	ENL Teacher

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

- 2). **Resolved.** the Board of Trustees approve the draft plan submission about reopening to New York State Department of Education.

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

- 3). **Resolved.** the Board of Trustees approves the submission of the annual report for the 2019-2020 school year.

Motion: Trustee Jose Canosa
Second: Trustee Gladys Rodriguez
Vote: 6:0

4). **Resolved**, The Board of Trustees approves the Executive Committee to enter into negotiations with authority to enter into a contract with North Star Museum Education as consultants for project planning, design procurement and management for the construction of a school facility. See attached proposal.

Motion: Trustee Jose Canosa
Second: Trustee Sarah Brewster
Vote: 6:0

5). **Resolved**, the Board of Trustees approves the Executive Committee to enter into negotiations to contract for the purchase and acquisition of real property and related activities and borrowing from future bond revenue proceeds for the purchase and acquisition of real property and related activities.

Furthermore, the Board authorizes members of the Executive Committee to enter into negotiations with authority to execute a contract for the purchase of Real Property for known as 495 Peninsula Boulevard Section 34 Block 383 lots 61 and 642, Hempstead, NY for \$2,200,000

See attached additional language of full resolution:

Motion: Trustee Gladys Rodriguez
Second: Trustee Gil Bernardino
Vote: 6:0

XV. Old/ New Business:
There were none.

Old/New Business

XVI. Announcements
There were none

Announcements

XVII. Adjournment

Adjournment

Motion to adjourn made by: Trustee Gladys Rodriguez
Seconded by: Trustee Jose Canosa
Approved: 6:0

XX. 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 to Enter Executive Session

**Motion: Nancy Iglesias
Second: Gladys Rodriguez
Vote: 7:0**

XXI. Adjournment

Adjournment

**Motion: Gladys Rodriguez
Second: Sarah Brewster
Vote: 7:0**

Meeting adjourned at: 9:22

**Minutes submitted by: Gladys Rodriguez
Gladys Rodriguez**

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

**August 31, 2020
7:00 pm**

The meeting was virtual for the public

Members:

Mr. Gil Bernardino	Present
Dr. Sarah Brewster	Present
Mr. José Canosa, Esq.	Present
Ms. Nancy Iglesias	Present
Mr. Luis Ras, Esq.	Present
Ms. Yvonne Mowatt	Present
Ms. Gladys Rodríguez	Present
Mr. Ariel Sotelo	Present

Also present:

**Ms. Karen Leeper, Acting Principal, Middle School Director
Ms. Christine Weigand, Principal, Elementary School k-2
Ms. Lisett Knox, Director of Finance and Operations
Ms. Christine Wise, Director of Data and Attendance
Dr. Elena Litescu, Director Elementary School 3-5
Mr. Ronald Rivera, Director, High School**

Mr. Jason Black, Data Security Officer/Technology Coordinator

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

I. Call to Order by President Bernardino at 7:00 pm.

President Bernardino called the meeting to order and welcomed everyone to the virtual meeting. He called for attendance. All administrators introduced themselves.

Welcome and Call to order by President Gil Bernardino.

He introduced Interim Principal, Karen Leeper to present her report:

II. Monthly Principal Report by Karen Leeper, Acting Principal:

**Report presented by
Ms. Leeper, School
Interim Principal**

**Evergreen Charter School
Principal's Report to the Board
August 31, 2020**

A. Enrollment:

Grade Level	Number of Students
Kindergarten	120
First Grade	123
Second Grade	74
Third Grade	75
Fourth Grade	74
Fifth Grade	50
Sixth Grade	51
Seventh Grade	50
Eighth Grade	49
Ninth Grade	42
Total:	708

We are currently registering some families and a few families left the Hempstead district as a result of COVID.

B. Attendance:

School will start September 8, 2020.

C. Curriculum & Instruction:

- 1) Technology Committee Meetings and Administration Meetings continue to be held.
- 2) Evergreen Charter School will be offering Hybrid and Remote Instructional Models to begin the 2020-21 school year. The first day of school for students is Tuesday, September 8, 2020.
- 3) Curriculum pacing calendars/maps continue to be updated due to the school closure in March (to address prerequisite skills/learning gaps).
- 4) Teachers and staff were invited to participate in meetings to discuss the school's reopening plans:
Monday, August 10, 2020
Thursday, August 13, 2020
Friday, August 14, 2020
Wednesday, August 19, 2020

D. Professional Development:

- 1) All administrators participate in regular webinars hosted by the National Charter School Network and Newsday.
- 2) August Professional Development for Staff (see attached schedule).

E. Parent Involvement/Activities:

- 1) Parents were invited to attend (3) meetings to discuss the school's re-opening plans:
Thursday, August 13, 2020
Tuesday, August 18, 2020
Thursday, August 20, 2020
- 2) Parent Orientation took place on Tuesday, August 25, 2020.
- 3) Parents are invited to drop off school supplies on Tuesday, September 1, 2020 and Wednesday, September 2, 2020 at their child's assigned building.
- 4) Parents will be invited to pick up Chromebooks and supplies for remote students on Friday, September 4, 2020. Parents will be notified of pick-up location and time.
- 5) Technology Parent Trainings are scheduled for Thursday, September 3, 2020 and Friday, September 4, 2020. Parent attendance is based on a needs assessment that was conducted over the summer.
- 6) Parents will be invited to a Zoom session by their child's teacher(s) on Friday, September 4, 2020 for program overview and expectations.

F. Personnel:

- 1) Job postings have been created and are active for the 2020-21 school year.

Job Openings	
NYS Certified Spanish Teacher	6-9 Building
Receptionist	3-5 Building
Technology Specialist	All Buildings

G. Student Assessment:

- 1) DIAL assessment for incoming Kindergartners continues to be administered.
- 2) NYSITELL (formal English language proficiency assessment) for incoming Kindergartners is in the process of being administered.
- 3) Students in Grades K-8 will take the iReady Diagnostic in ELA and Math within the first 3 weeks of school.
- 4) Fountas and Pinnell Reading Level Benchmark Assessment will be administered to students in Grades K-5 within the first 4 weeks of school.

H. Challenges:

- 1) Reopening unknowns.

I. Successes:

- 1) Sound System in Elementary School (K-2).

J. Proposals:

- 1) Participation in New York University's (NYU) Metropolitan Center for Research on Equity Culturally Responsive-Sustaining Education (see attachment).
- 2) Purchase of screen protectors for iPads (see attachment)
- 3) GoGuardian License (see attachment).
- 4) Increased compensation for additional roles and responsibilities for Ms. Smith, Ms. Camilli and Ms. Munro (see attachment).

5) New staff hires (resumes attached):

Isli Burgos- ES 3-5/Social Worker
Paola Perez- ES K-2/Spanish Teacher
Sther Bouzy-ES 3-5/Per Diem School Nurse
Amanda O'Connell- ES K-2/AIS Teacher
Luis Montoya-MS/HS/Spanish Teacher

K. Transportation:

1) Evergreen Charter School's transportation request for students in grades 6-9 attending the ECS MS/HS in Franklin Square was initially denied as per letter dated on April 7, 2020 by Hempstead School District Superintendent, Regina Armstrong. On Monday, August 17, 2020 Evergreen Charter School was given notice that the Hempstead School District would provide transportation for students in grades 6-9 attending the ECS MS/HS in Franklin Square. Details have not been communicated with Evergreen Charter School as of August 31, 2020.

Attachments:

1. Summer PD Schedule
2. Culturally Responsive-Sustaining Education Proposal
3. Screen Protector Proposal
4. GoGuardian Proposal
5. Job Descriptions
6. Resumes

**III. Questions and Comments from the Board of Trustees related
Principal's report:**

**Questions and
Comments from
the Board of
Trustees**

Principal Leeper thanked Mr. Jason Black (on behalf the administrative team) for his help in assisting with the new sound and media system at the elementary school and all his efforts for coordinating this project. Mr. Bernardino also expressed his gratitude to Mr. Black for coordinating this effort.

Principal Leeper also thanked Dr. Sarah Brewster for her assistance in securing a grant to support the school. Dr. Brewster indicated that this was a team effort and she was assisted.

President Bernardino explained the transportation process in English and Spanish.

**IV. Question and Comments from the Board of Trustees related to the
Principal's report:**

**Questions and
Comments from
the Board of
Trustees**

There were none.

V. Questions and Comments from the Public related to Principal's report:

Questions and
Comments from
the Public

Questions from parents included the following:

School supplies, the school schedule, Zoom classes and operations, and equipment and devices. There was a question about the number of children that will be in the classrooms at a time and how devices will be distributed. President Bernardino and Principal Leeper responded to all questions. President Bernardino and Trustee Brewster indicated that parents will receive further instructions from their child's teachers on Friday. They can also contact the school for any other questions they have.

VI. Financial Report Provided by Ms. Knox Director of Finance and Operations:

Financial Report
by Ms. Knox

There was no fiscal report presented at this time. Ms. Knox had difficulty with the speaker on her device and could not be heard.

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

Questions and
Comments from
the Board of
Trustees

There were none.

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

Questions and
Comments from
the public

There were none.

IX. Approval of Minutes

Approval of
minutes.

Resolved the Board of Trustees approved the minutes from July 29, 2020

Motion: Trustee Sarah Brewster
Second: Trustee Yvonne Mowatt
Vote: 7:0

(Trustee Jose Canosa was present but was not heard for the vote count)

**X. Parent Association Report
Presented by Ms. Cañas, PA President.**

Parent Association
Report

No report.

XI. Questions and Comments from the Board of Trustees related to the Parent Association Report:

Questions and
Comments from
Board of Trustees

There was none.

XII. Questions and Comments from the Public related to the Parent Association Report:

Questions and
Comments from the
Public

There was none.

XIII. Reading of the Resolutions:

Reading of
Resolutions

The resolutions were read in English and Spanish.

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

Questions and
comments from the
public

There were none.

XV. Voting of the Resolutions:

Voting of the
resolutions

1) **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	Effective
Brittany Bieber	Second Grade Teacher	8/17/20
Alyssa L. Kurtzberg	Art Teacher	8/17/20
Francesca Molinelli	Reading Support Teacher (declined)	7/15/20
Shannon Wallace	Kindergarten Teacher	8/17/20
Christina Russo	First Grade Teacher	8/17/20
Cora Carrigan	Reading Support	8/17/20
Sarah Corallo	Nurse (declined)	8/17/20
Jessica R. Francavilla	Fourth/Fifth Grade Teacher	8/17/20
Juliana N. Kalinsky	ENL Teacher	8/17/20
Patricia M. Markey	Fourth/Fifth Grade Teacher	8/17/20
Ia Bibilashvili	Librarian (declined position)	8/17/20
Joseph J. Pena	School Psychologist	8/17/20
Angelica Martinez	Bilingual Kindergarten Teacher	8/17/20
John R. Holt	9 th Grade Math/Science Teacher	8/17/20
Carmen Flores-Palma	Elementary School Receptionist	8/17/20
Coneilia S. Dyce-Mclean	MS/HS Nurse	8/17/20
Victoria Olufunmilayo Olukogbon	Part-Time Librarian	8/14/20
Luis F. Montoya	Spanish Teacher	8/17/20

Amanda T O'Connell.	Teacher	8/17/20
Chemene T. Webber	Teacher	8/17/20
Paola Perez	Spanish Teacher	8/20/20
Thomas M. Eustaquio	Part-Time Music Teacher	8/17/20
Andrew C. Mege	Physical Education Teacher	8/17/20
Josue Munoz Lara	Physical Education Teacher	8/17/20
Bridget Venegas	Permanent Substitution	8/17/20
Emily R. Halper	Art Teacher	8/17/20
Ilsi P. Burgos	Social Worker	8/20/20
Sther Bouzy	Nurse	pending completion of employment paperwork
Maria C. Lemus	Lunch Aide	pending clearance
Karla Ramos (declined position)	Lunch Aide	pending clearance
Adriana J. Moreno Galo	Lunch Aide	pending clearance
Claudia M. Martinez	Lunch Aide	pending clearance

Motion: Trustee Sarah Brewster

Second: Trustee Gladys Rodriguez

Vote: 7:0

(Trustee Jose Canosa was present but had internet problems and at times could not be heard).

2) **Resolved**, the Board of Trustees approves the following staff appointments:

Name:	Position	Date:
Cristina Ras	Teacher Assistant	Pending clearance

Motion: Trustee Yvonne Mowatt

Second: Trustee Nancy Iglesias

Vote: 6:0

1 Abstention: Luis Ras

(Trustee Jose Canosa was present but had internet problems and at times could not be heard).

3) **Resolved**, the Board of Trustees approves participation in New York University's (NYU) Metropolitan Center for Research on Equity Culturally Responsive-Sustaining Education (see attachment).

Motion: Trustee Nancy Iglesias

Second: Trustee Sarah Brewster

Vote: 7:0

(Trustee Jose Canosa was present but had internet problems and at times could not be heard).

- 4) **Resolved**, the Board of Trustees approves the purchase of screen protectors for iPads (see attachment).

Motion: Trustee Gladys Rodriguez

Second: Trustee Luis Ras

Vote: 7:0

(Trustee Jose Canosa was present but had internet problems and at times could not be heard).

- 5) **Resolved**, the Board of Trustees approves the purchase of a GoGuardian License (see attachment).

Motion: Trustee Yvonne Mowatt

Second: Trustee Nancy Iglesias

Vote: 7:0

(Trustee Jose Canosa was present but had internet problems and at times could not be heard).

- 6) **Resolved**, the Board of Trustees approves a modification to the roles and responsibilities for Ms. Smith, Ms. Camilli and Ms. Munro (see attachment).

This is for the 20-21 school year only.

Motion: Trustee Yvonne Mowatt

Second: Trustee Gladys Rodriguez

Vote: 7:0

(Trustee Jose Canosa was present but had internet problems and at times could not be heard).

- 7) **Resolved**, the Board of Trustees approves a proposal by Bar Harbor Web Design to update and revised its website. (see attached).

Motion: Trustee Ariel Sotelo

Second: Trustee Nancy Iglesias

Vote: 7:0

(Trustee Jose Canosa was present but had internet problems and at times could not be heard).

XVI. Old/ New Business:

Old/New Business

Mr. Shaun Skariah, Special Education Coordinator, reported that there are 61 students with IEP'S in our school. All parents were contacted with a translator when necessary to select the instruction for their children. They were offered the option of attending in person, remote or hybrid. A total of 15 students chose remote, 5 students Hybrid and 41 students chose to attend in person. All students are set up with their choices. President Bernardino congratulated and thanked Mr. Skariah for a great job done.

Trustee Sarah Brewster spoke about the students in the hybrid model who attend day care on days they are not in person at the school. She explained that several providers were present on a call along with parents to learn about remote instruction. She thanked everyone, parents, administrators and board members and explained that we have been doing virtual meetings for the last 6 months. "Please make sure that we have updated phone numbers for everyone, we are always here to support and to help you." Trustee Brewster also indicated that we will do the best we can this fall to assure a safe and secure environment for your children. She stated that she would like parents to have our contact information if you need to communicate with us and she indicated the school would do its best to communicate with parents about changes. She indicated; "we are looking forward to an exciting year. This is a different year than any of us had imagined but we are happy to have your children back in school."

President Bernardino thanked everyone as well and indicated that this has been a long year and a long summer, but we have done our best to protect your children. "Let's work together to have the best year that we can have." Hopefully next year everyone will be attending school in person. It is our wish. He urged everyone to keep the communication open and updated.

President Bernardino wished everyone a very happy and healthy school year!

XVII. Announcements

Announcements

School will start on Tuesday, September 8, 2020.
Group I = Mondays and Wednesday
Group II = Tuesdays and Thursdays

The groups will alternate on Fridays.

XVIII. Adjournment

Adjournment

Motion to adjourn made by: Trustee Yvonne Mowatt
Seconded by: Trustee Nancy Iglesias
Approved: 8:0

Meeting adjourned at: 8:00 pm

Minutes submitted by: 
Gladys Rodriguez

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

**September 30, 2020
8:00 pm**

The meeting was virtual for the public via Zoom

Members:

Mr. Gil Bernardino	Present
Dr. Sarah Brewster	Present
Mr. José Canosa, Esq.	Present
Ms. Nancy Iglesias	Absent
Mr. Luis Ras, Esq.	Present
Ms. Yvonne Mowatt	Present
Ms. Gladys Rodríguez	Present
Mr. Ariel Sotelo	Present

Also present:

**Ms. Karen Leeper, Acting Principal, Middle School Director
Ms. Christine Weigand, Principal, Elementary School k-2
Ms. Lisett Knox, Director of Finance and Operations
Ms. Christine Wise, Director of Data and Attendance
Dr. Elena Litescu, Director Elementary School 3-5**

Also present : **Mr. Shuan Skariah, Special Education Coordinator**

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

I. Call to Order by President Bernardino at 8:00 pm.

President Bernardino called the meeting to order and welcomed everyone to the virtual meeting. He called for attendance. All administrators and board members present introduced themselves.

Welcome and Call to order by President Gil Bernardino.

Trustee Sarah Brewster introduced the auditors to make their presentation.

Presentation by the Auditors by Michael Asaro of Condon O’Meara McGinty & Donnelly.

Mr. Michael Asaro, Auditor, presented virtually the draft of the **independent audit report** to the public. He presented the financial statements and related statements and responded to questions from the Board and public. The presentation included the completed audit of the school’s financial statements as of June 30, 2020 and for the year ended June 30, 2019. Mr. Asaro explained that the audit was performed in accordance with auditing standards generally accepted in the United States of America. Last paragraph shows auditor’s unmodified opinion, the highest level of assurance given as auditors. Final form will be completed and published.

President Bernardino asked the Board of Trustees and the public if they had any questions for the auditors. The auditors clarified some questions.

Mr. Bernardino thanked the auditors and introduced Interim Principal, Karen Leeper to present her report:

II. Monthly Principal Report by Karen Leeper, Acting Principal:

Report presented by Ms. Leeper, Acting School Principal
--

**Evergreen Charter School
Principal’s Report to the Board
Grades 6-9
September 30, 2020**

A. Enrollment:

Grade Level	Number of Students
Sixth Grade	51
Seventh Grade	49
Eighth Grade	49
Ninth Grade	43
Total:	192

B. Attendance:

- 1) See attached Attendance Count Report (includes absence/tardy reports from 9/8/2020-9/23/2020).

C. Curriculum & Instruction:

- 1) An Instructional Calendar is developed using Google Calendar in an effort to keep all staff informed of various dates throughout the school year.
- 2) Pacing calendars have been updated in all content areas.
- 3) Technology Committee Meetings were held on a weekly/bi-weekly basis.
- 4) Administration Meetings were held on a weekly basis.
- 5) Department and/or grade level meetings were held within the first two weeks of school.
- 6) Meetings to support students with disabilities and provide accommodations were conducted with all teaching staff and administration the week of September 21, 2020.
- 7) Chromebooks were distributed to all 6-9 students in need of devices.
- 8) Textbooks, workbooks, and agendas were distributed to remote only students.

D. Professional Development:

See other reports.

E. Parent Involvement/Activities:

- 1) *Virtual Teacher Meet and Greet* took place on Thursday, September 3, 2020 and Friday, September 4, 2020.
- 2) *Technology Parent Workshops* are scheduled for:
 - Wednesday, September 23, 2020
 - Thursday, September 24, 2020
 - Saturday, September 26, 2020
- 3) *Virtual Open House Night* is scheduled for Wednesday, October 7, 2020.
- 4) *Virtual Title 1 Parent Meeting* is scheduled for Tuesday, September 29, 2020.

F. Personnel:

New Staff Members for the 2020-21 School Year

Name	Position
------	----------

Luis Montoya	Spanish Teacher
Coneilia Dyce	School Nurse
John Holt	High School Science/Math Teacher

Positions that need to be filled

Spanish Teacher

G. Student Assessment:

- 1) The iReady Diagnostic Mathematics Assessment for Grades 6-9 began the week of September 21, 2020.
- 2) Benchmark exams were administered in all subject areas.

H. Challenges:

- 1) Transportation.
- 2) Devices on backorder.

I. Successes:

- 1) First days of school.

J. Proposals:

- 1) Hire *Rebolu Band* as a culmination activity for Hispanic Heritage Month (additional information forthcoming).

K. Educational Trips and School Wide Instructional Activities:

- 1) The Middle School continues to improve the implementation of a *Positive Behavioral Interventions and Supports (P.B.I.S.) Program* to highlight and celebrate positive behavior and choices. School-wide expectations have been communicated with all students and posted in classrooms and throughout the building.
- 2) Evergreen Charter School celebrates Hispanic Heritage Month (September 15, 2018-October 15, 2019).

- 3) Evergreen Charter School will participate in National Bullying Prevention Month beginning Thursday, October 1, 2020.

L. School Health and Safety

- 1) An Emergency Response Planning Committee was formed to review update the schools safety plans, policies and procedures.
- 2) (1) Fire Drill was conducted on Thursday, September 24, 2020.
- 3) Department of Health Daily Survey is completed by 3:00 p.m. each school day.

M. Miscellaneous

None.

N. Attachments:

1. Attendance Count Reports

**Evergreen Charter School
Elementary School Director of K-2 Report to Board
September 30, 2020
Ms. Christine Weigand**

A. Enrollment:

Grade Level	Number of Students
Kindergarten	111
First Grade	123
Second Grade	72
Total:	306

Positions have been filled for open spaces. We are waiting for parents to complete paperwork.

B. Attendance:

- 1) See attached Attendance Count Report (includes absence/tardy reports from 9/8/20 – 9/23/20).

C. Curriculum & Instruction:

- 1) School-wide goals for the 2020-21 school year were developed and shared with instructional staff.
- 2) New Writing and Spelling Programs are currently being implemented in grades K-2 (Writing City/Spelling City).
- 3) Pacing calendars have been updated in all content areas.
- 4) Technology Committee Meetings were held on a weekly/ biweekly basis.
- 5) Administration Cabinet Meetings were held on a weekly basis.
- 6) Department and grade level meetings were held.
- 7) Chromebooks were distributed to all K-2 remote only students in need of devices.
- 8) IPADS for the K-2 students have arrived and are being processed.
- 9) Workbooks, agendas, Math and ELA manipulatives were distributed to the remote only students
- 10) An outdoor classroom schedule is in the process of being created

D. Professional Development:

- 1) Wednesday, September 16, 2020
K-2 Writing City Professional Development
Presented by Desiree Bolton (Educational Leadership Specialist)

- 2) Tuesday, September 22, 2020
Wednesday, September 23, 2020
Thursday, September 24, 2020
K-2 Elementary School ELA Professional Development
Presented by Pam Kinnon (ELA Consultant).

E. Parent Involvement/Activities:

- 1) *Teacher Meet and Greet* took place on Friday, September 4, 2020
- 2) *Technology Parent Workshops* are scheduled for:
Wednesday, September 23, 2020
Thursday, September 24, 2020
Saturday, September 26, 2020
- 3) *Virtual Back to School Night* is scheduled for Thursday, October 1, 2020.

F. Personnel:

New Staff Members 2020-21 School Year

Name	Position
Angelica Martinez	Kindergarten Teacher
Bridget Venegas	Kindergarten Teacher
Cristina Russo	First Grade Teacher
Amanda O'Connell	AIS, First/Second Grade Remote Teacher
Paola Perez	Spanish Teacher

Chemene Webber	ENL Teacher
Emily Halper	Art Teacher
Luis Zamora	Music Teacher
Andrew Mege	Teaching Assistant (PE)
Cristina Ras	Teaching Assistant (Spanish Department)
Joseph Pena	School Psychologist
Carmen Flores	Receptionist

Positions that need to be filled

Permanent Substitute
First Grade Teaching Assistant

G. Student Assessment:

- 1) Grades K-2 are currently being assessed for reading levels using the Fountas and Pinnell Benchmark System.
- 2) The NYSITELL has been used to assess the English language proficiency of new entrants whose home language is a language other than English, as indicated on their Home Language Questionnaire. Based on NYSITELL results, students will be categorized into one of five levels (Entering, Emerging, Transitioning, Expanding and Commanding) which will determine the units of study each student will receive.
- 3) The iReady Diagnostic Reading and Mathematics Assessment for grades K-2 begin the week of September 28, 2020.
- 4) Benchmark exams are being administered in math

H. Challenges:

- 1) Lack of school lunch aides

2) **Successes:**

- 1) First days of school.
- 2) New Arrival and Dismissal Procedures
- 3) Teacher Meet and Greet.

3) **Proposals:**

None.

4) **Educational Trips and School Wide Instructional Activities:**

- 1) The K-2 staff and students celebrated International Dot Day on Monday, September 14, 2020 and Tuesday, September 15, 2020. During these days we thought about ways in

which we can use our special talents to make our mark on the world. (inspired by the book *The Dot* written by Peter H Reynolds).

- 2) Evergreen Charter School celebrates Hispanic Heritage Month (September 15, 2020 - October 15, 2020).
- 3) Evergreen Charter School will participate in National Bullying Prevention Month beginning Monday, October 1, 2020.

5) School Health and Safety

- 1) Fire Drills were conducted on Thursday, September 24, 2020 and Friday, September 25, 2020
- 2) An Emergency Response Planning Committee was formed to review update the school's safety plans, policies and procedures.

6) Miscellaneous

None.

7) Attachments:

2. Attendance Count Report

**Evergreen Charter School
Elementary School Director of 3-5 Report to Board
September 30, 2020
Dr. Elena Litescu**

A. Enrollment:

Grade Level	Number of Students
Third Grade	76
Fourth Grade	75
Fifth Grade	49
Total:	200

B. Attendance:

- 1) Please find attached the attendance report (includes absence/tardy report from 9/8/2020-9/24/2020).

C. Curriculum & Instruction:

- 1) Generated and distributed the SEL curriculum pacing for K-5 grades.
- 2) The support teachers will provide customized support to our students based on the data collected from the assessments administered.
- 3) Textbooks were distributed to all students learning remote.

D. Staff Support and Professional Development:

- 1) Classroom and support teachers attended training on WritingCity, the program was well received by the team.
- 2) ENL teachers attended a virtual training hosted by Suffolk BOCES.
- 3) Attended free Danielson training on conducting teachers' observations for remote instruction.
- 4) Hosted meetings with grade level teachers, the support teachers, and the special classes teachers.
- 5) Finalized the individual schedules for all teachers.

E. Parent Involvement/Activities:

- 1) "Meet the Teacher" event took place by Zoom sessions on Friday, September 4, 2020.
- 2) Monitored attendance and ensured calls were made to connect with the parents.
- 3) Set-up the virtual Open House event for parents scheduled on 09/29, and will ensure bilingual communication takes place during both sessions for all classroom teachers.
- 4) Parent Engagement Committee was set-up and initiatives are planned.

F. Personnel:

New Staff Members for the 2020-21 School Year

Name	Position
Ilsi Burgos	Social Worker
Jessica Francavilla	Fourth Grade Teacher
Alyssa Kurtzberg	Art/Technology Teacher
Josue Munoz Lara	Physical Education Teacher

Position that needs to be filled

School Nurse

G. Student Assessment:

- 1) F&P assessments are administered to all students;
- 2) Preliminary data was collected on the math level by conducting pre-assessments for all students;

H. Challenges:

- 1) There are no devices for students to access in the building.
- 2) Having a sub School Nurse assigned by HUFSD on daily basis.

I. Successes:

- 1) Physical Activity breaks implemented twice a day.
- 2) Fine-tuned the drop off and dismissal procedures to reach the best format.

J. Proposals:

None.

K. Educational Trips and School Wide Instructional Activities:

- 1) Compiled rosters manually for the three attendance options (Group 1, Group 2, and remote) to monitor the students' presence in the building.
- 2) This week we started the celebration of the Hispanic Heritage Month.

L. School Health and Safety

- 1) Two Fire Drills conducted on Thursday, September 24, 2020, and Friday, September 25, 2020.

M. Miscellaneous

- 1) Set up training on Culturally Responsive Sustainable Education (CRSE) with the NYU-Steinhardt CRSE Program Director.
- 2) The student teacher started with us, and she is observing and helping a Third-grade teacher.
- 3) Received a donation of two Chromebooks for the school.

10 Attachments:

- 1) Attendance Report for 09/08/2020-09/24/2020.

**III. Questions and Comments from the Board of Trustees related
Principal's report:**

There were none

Questions and
Comments from
the Board of
Trustees

IV. Questions and Comments from the Public related to Principal's report:

Parents asked about the rental of church spaces. President Bernardino explained rental costs and the process of renting these spaces.

Questions and
Comments from
the Public

There was a question from a parent in reference to chrome books and Ipads. President Bernardino explained that they were ordered and they were received a week ago. Staff are programming them and setting them up. Once this is completed they will be distributed to students needing them as soon as possible.

Principal Leeper would like to thank all students and parents because they "have been wonderful with keeping social distancing, wearing their masks and following all instructions and guidelines." she is

very pleased with everyone. This is a very special (very different) school year and we are very proud of how everyone is being responsible with respect to social distancing and wearing masks. We have not had any incidents. We must also make a report for the Health Department daily in reference to COVID 19. We have not had to report any cases.

President Bernardino also thanked everyone, on behalf of the board, including parents, students, staff and administrators, for their patience and commitment and for keeping up with the new guidelines of the school.

Trustee Brewster thanked the administrators and recognized their effort. She commented that administrators worked hard throughout the summer and engaged in planning for the school year. "We appreciate your efforts."

Parent Maria and parent Cynthia thanked administrators for their help and dedication. Parent Maria also offered to help the school in any way she can.

Parents made a petition to directors to change the existing schedule to a weekly basis instead of a monthly basis. The petition will be considered however this petition presents challenges because administrators need to time to plan for the number of students in the building giving social distancing requirements. The Schedule was explained by President Bernardino and Principal Leeper.

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

**Financial Report
by Ms. Knox**

Ms. Knox explained that we have students from 18 different school districts. Currently we have 8 school districts in arrears with their tuition payments. Invoice # 2 went out on 09/21/20. Payments were not received for Invoice # 1 from 8 different districts. This is concerning but we will be following up.

Meal claims will be submitted by the end of the month.

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

**Questions and
Comments from
the Board of
Trustees**

There were none.

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

**Questions and
Comments from the
public**

There were none.

VIII. Approval of Minutes

**Approval of
minutes.**

Resolved the Board of Trustees approved the minutes from August 31, 2020

Motion: Trustee Yvonne Mowatt
Second: Trustee Sarah Brewster
Vote: 7:0

**IX. Parent Association Report
Presented by Ms. Cañas, PA President.**

**Parent Association
Report**

No report.

**X. Questions and Comments from the Board of Trustees related to the
Parent Association Report:**

**Questions and
Comments from
Board of Trustees**

There was none.

**XI. Questions and Comments from the Public related to the
Parent Association Report:**

**Questions and
Comments from the
Public**

There was none.

XII. Reading of the Resolutions:

**Reading of
Resolutions**

The resolutions were read in English and Spanish.

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

**Questions and
comments from the
public**

There were none.

XIV. Voting of the Resolutions:

Voting of the resolutions

1) 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	Effective
Nelson Santiago	FT Custodian	No Show
Luis Zamora	PT Music Teacher	9/18/2020
George Buenaventura	IT Specialist	9/8/20220
Dora Aviles	Receptionist	9/11/2020
Gerson Villata Villegas	PT Custodian	9/17/2020
Arturo Villalta	PT Custodian	9/24/2020
Monica Mena	Nurse	Declined
Elsie Guity	Nurse	Declined
Ailin Martinez	PT Lunch Aide	Pending Fingerprinting
Manuel Paredes	FT Custodian	Pending Clearance

Motion: Trustee Jose Canosa
Second: Trustee Gladys Rodriguez
Vote: 7:0

2) Resolved, the Board of Trustees approves the appointment of Ariel Sotelo, as Member at Large of the Board of Trustees for a three year term commencing 2020-2023

Motion: Trustee Yvonne Mowatt
Second: Trustee Jose Canosa
Vote: 6:0
1 Abstention

3) Resolved, the Board of Trustees approves the appointment of Luis Ras to serve as Member at large of the Board of Trustees for a three-year term commencing and ending 2020-2023.

Motion: Trustee Gladys Rodriguez
Second: Trustee Ariel Sotelo
Vote: 6:0
1 Abstention

4) **Resolved**, the Board of Trustee approves the proposal to hire *Rebolu Band* as a culmination activity for Hispanic Heritage Month (additional information forthcoming).

Motion: Trustee Sarah Brewster
Second: Trustee Ariel Sotelo
Vote: 7:0

5) **Resolved**, the Board of Trustees approves the safety plan.

This plan has been developed by Nassau Boces and is being used by local school districts.

Motion: Trustee Yvonne Mowatt
Second: Trustee Jose Canosa
Vote: 7:0

6) **Resolved**, the Board of Trustees approves additional instructional support for a non-native speakers and those that need to be at grade level. This will be offered after-school hours and Saturdays.

Motion: Trustee Ariel Sotelo
Second: Trustee Luis Ras
Vote: 7:0

7) **Resolved**, the Board of Trustees approves Ms. Wise to serve as the Supervisor of ENL Programming for the 2020-2021 school year.

She will support ENL students by providing professional support to teachers and ensuring compliance with instructional time.

Motion: Trustee Yvonne Mowatt
Second: Trustee Gladys Rodriguez
Vote: 7:0

8) **Resolved**, the Board of Trustees approves the implementation of its after-school/Saturday enrichment program to support students.

Motion: Trustee Ariel Sotelo
Second: Trustee Jose Canosa
Vote: 7:0

XV. Old/ New Business:

Old/New Business

There were none.

XVI. Announcements

Announcements

There were none.

XVII. Adjournment

Adjournment

Motion to adjourn made by: Trustee Yovvne Mowatt
Seconded by: Trustee Luis Ras
Approved: 7:0

Meeting adjourned at: 9:23 pm

Minutes submitted by: Gladys Rodriguez
Gladys Rodriguez

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

October 28, 2020

7:30 pm

The meeting was held virtually

Members:

Mr. Gil Bernardino	Present
Dr. Sarah Brewster	Present
Mr. José Canosa, Esq.	Present
Ms. Nancy Iglesias	Absent
Mr. Luis Ras, Esq.	Present
Ms. Yvonne Mowatt	Present
Ms. Gladys Rodríguez	Present
Mr. Ariel Sotelo	Present

Also present:

**Ms. Karen Leeper, Acting Principal, Middle School Director
Ms. Christine Weigand, Principal, Elementary School k-2
Dr. Elena Litescu, Director Elementary School 3-5
Ms. Lisett Knox, Director of Finance and Operations
Ms. Christine Wise, Director of Data and Attendance**

Mr. Shaun Skariah, Special Education Coordinator

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

I. Call to Order by President Bernardino at 7:30 pm.

President Bernardino called the meeting to order and welcomed everyone to the virtual meeting.

Welcome and Call to order by President Gil Bernardino.

He introduced Interim Principal, Karen Leeper, to present her report:

II. Monthly Principal Report by Karen Leeper, Acting Principal:

Report presented by Ms. Leeper, School Interim Principal

**Middle/High School
October 28, 2020**

A. Enrollment:

Grade Level	Number of Students
Sixth Grade	51
Seventh Grade	50
Eighth Grade	50
Ninth Grade	46
Total:	197

B. Attendance:

- 1) See attached Attendance Count Report (includes absence/tardy reports from 9/8/2020-10/21/2020 and 9/23-10/21/2020).
- 2) Attendance Committee Meetings take place on weekly basis to update the school's protocols and procedures.

C. Curriculum & Instruction:

- 1) Technology Committee Meetings were held on a weekly/bi-weekly basis.
- 2) Administration Meetings were held on a weekly basis.
- 3) All students were invited to participate in the Hispanic Heritage Month Essay Contest.
- 4) Evergreen Charter Middle School students will be invited to participate in the Playground Physics Project.
- 5) Evergreen Charter School is in the process of supporting families in need of internet access.
- 6) MS/HS Spanish Clubs will begin the week of October 26, 2020.
- 7) 6th and 7th Grade Saturday Program (ELA and Math) will begin the week of October 19, 2020.
- 8) 8th and 9th Grade Saturday Program (Math) will begin the week of November 2, 2020.
- 9) 8th and 9th Grade ENL Saturday Program will begin the week of October 19, 2020.
- 10) Parents were given the opportunity to change their selected instructional model for the second marking period. Forms were due Tuesday, October 20, 2020.

D. Professional Development:

- 1) Friday, October 2, 2020
Ms. Leeper, Ms. Weigand, Dr. Litescu, Ms. Wise, Ms. Knox and Mr. Skariah participated in a Culturally Responsive Sustainable Education Leadership Committee Meeting, Presented by Natalie McCabe and Jiji Romain from NYU.

- 1) Friday, October 9, 2020
Friday, October 16, 2020
High School Science Professional Development, Presented by Gloria Catalanotto

- 2) Wednesday, October 21, 2020 -Friday, October 23, 2020
Ms. Leeper attended the New York Charter Schools Virtual Conference.

- 3) Thursday, October 29, 2020
Middle/High School Literacy Professional Development, Presented by Christine Milton (literacy consultant).

- 4) Friday, October 30, 2020
Middle/High School Mathematics Professional Development, Presented by Anthony Volforte (math consultant).

E. Parent Involvement/Activities:

- 1) *Virtual Open House Night* took place on Wednesday, October 7, 2020.
- 2) *Hispanic Heritage Month Assembly* took place on Thursday, October 15, 2020.
- 3) School Resource/Police Officer John Groshans will provide virtual parent workshops on bullying/cyberbullying on Thursday, October 29, 2020.
6:30-7:15 pm- English session
7:15-8:00 pm- Spanish session

F. Personnel:

Positions that need to be filled

HS Principal
Spanish Teacher
Receptionist

G. Student Assessment:

- 1) The iReady Diagnostic Mathematics Assessment for Grades 6-9 began the week of October 12, 2020.

H. Challenges:

- 1) Academic needs of new students.

I. Successes:

- 1) Hispanic Heritage Month Assembly!
- 2) Hispanic Heritage Month Essay Contest!

J. Proposals:

- 1) To hire Jackeline Juarez as a Receptionist (resume attached).
- 2) To offer 6th and 9th grade students an after-school Orchestra Club run by Mr. Rincon.
- 3) Dress Code Policy for Staff (see attachment).
- 4) To offer 8th and 9th grade students an after-school Virtual Public Speaking Club (see attachment).

K. Educational Trips and School Wide Instructional Activities:

- 1) Evergreen Charter School is currently participating in National Bullying Prevention Month.
- 2) Evergreen Charter School participated in Unity Day on Wednesday, October 21, 2020.
- 3) School Resource/Police Officer John Groshans will provide student workshops on bullying/cyberbullying on Thursday, October 29, 2020.

L. School Health and Safety

- 1) Department of Health Daily Survey is completed by 4:00 p.m. each school day.

Attachments:

1. Attendance Count Reports
2. Resumes
3. Dress Code Policy
4. Public Speaking Club

**Evergreen Charter School
Director's Report to the Board
K-2 Elementary School
October 28, 2020**

A. Enrollment:

Grade Level	Number of Students
Kindergarten	112
First Grade	123
Second Grade	74
Total:	309

B. Attendance:

- 3) See attached Attendance Count Report (includes absence/tardy reports from 9/8/20 – 10/21/20).

C. Curriculum & Instruction:

- 11) Technology Committee Meetings were held on a weekly/ biweekly basis.
- 12) Administration Meetings were held on a weekly basis.
- 13) Department and grade level meetings were held.
- 14) iPads were distributed to all K-2 students.
- 15) First and Second Grade Virtual Spanish Clubs will begin the week of October 26, 2020.
- 16) School-wide vocabulary and idiom enrichment initiatives are being planned.

D. Professional Development:

- 5) Wednesday, October 7, 2020
Pear Deck Training (web-based application to increase engagement)
Presented by Mary Alys Foutz (Instructional Technology Manager).
- 2) Friday, October 2, 2020
Friday, October 22, 2020
Culturally Responsive Sustainable Education Leadership Committee Meetings
Presented by Natalie McCabe and Jiji Romain from NYU.
- 3) Wednesday, October 7, 2020
Wednesday, October 21, 2020
Thursday, October 22, 2020
K-2 Elementary School ELA Professional Development
Presented by Pam Kinnon (ELA Consultant).

E. Parent Involvement/Activities:

- 4) *Virtual Back to School Night* took place on Thursday, October 1, 2020.
- 5) *Hispanic Heritage Month Celebration* Thursday, October 15, 2020.

F. Personnel:

New Staff Members 2020-21 School Year

Name	Position
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Positions that need to be filled

Permanent Substitute
First Grade Teacher

G. Student Assessment:

- 2) The iReady Diagnostic Reading and Mathematics Assessment for grades K-2 continues to be administered.
- 3) Benchmark exams are being administered in writing.

H. Challenges:

- 1) Need for additional school lunch aides.

I. Successes:

- 3) Hispanic Heritage Month
- 4) Back to School Night

J. Proposals:

- 1) To hire Sabrina Federico for the ENL position (see resume attached).
- 2) Ms. Camilli is requesting approval to form a Sunshine Committee (see attached proposal).
- 3) Mr. Levetan is requesting approval to attend the Suffolk Zone Virtual Conference on November 3, 2020 (see attached Conference Request Form).
- 4) Ms. Weigand is requesting approval to attend the Kagan Classroom Adaptations for Enhancing Student Engagement and Safety on November 18, 2020 (see attached conference request form).

K. Educational Trips and School Wide Instructional Activities:

- 4) The K-2 staff and students celebrated Unity Day on Thursday, October 21, 2020.
- 5) Evergreen Charter School celebrated Hispanic Heritage Month (September 15, 2020 - October 15, 2020).
- 6) Evergreen Charter School participated in National Bullying Prevention Month beginning Monday, October 1, 2020.

L. School Health and Safety

- 1) The K-2 building continues to conduct fire and lockdown drills.

M. Miscellaneous

None.

N. Attachments:

5. Attendance Count Report
6. Sunshine Committee
7. Suffolk No Zone
8. Kagan Conference

**Evergreen Charter School
Director's Report to the Board
3-5 Elementary School
October 28, 2020**

A. Enrollment:

Grade Level	Number of Students
Third Grade	76
Fourth Grade	75
Fifth Grade	49
Total:	200

B. Attendance:

1) Please find attached the attendance report (includes absence/tardy report from 9/8/2020-9/24/2020).

C. Curriculum & Instruction:

- 1) Generated and distributed the SEL curriculum pacing for K-5 grades.
- 2) Teachers will provide customized support to our students based on the data collected from the assessments administered.
- 3) Textbooks were distributed to all students learning remote.

D. Staff Support and Professional Development:

- 1) Classroom and support teachers attended training on WritingCity, the program was well received by the team.
- 2) ENL teachers attended a virtual training hosted by Suffolk BOCES.
- 3) Attended free Danielson training on conducting teachers' observations for remote instruction.

- 4) Hosted meetings with grade level teachers, the support teachers, and the special classes teachers.
- 5) Finalized the individual schedules for all teachers.

E. Parent Involvement/Activities:

- 1) “Meet the Teacher” event took place by Zoom sessions on Friday, September 4, 2020.
- 2) Monitored attendance and ensured calls were made to connect with the parents.
- 3) Set-up the virtual Open House event for parents scheduled on 09/29, and will ensure bilingual communication, takes place during both sessions for all classroom teachers.
- 4) Parent Engagement Committee was set-up and initiatives are planned.

F. Personnel:

New Staff Members for the 2020-21 School Year

Name	Position
Ilsi Burgos	Social Worker
Jessica Francavilla	Fourth Grade Teacher
Alyssa Kurtzberg	Art/Technology Teacher
Josue Munoz Lara	Physical Education Teacher

Position that needs to be filled

Bilingual School Nurse

G. Student Assessment:

- 1) F&P assessments are administered to all students.
- 2) Preliminary data was collected on the math level by conducting pre-assessments for all students.

H. Challenges:

- 1) Having a sub School Nurse assigned by HUFSD on daily basis.

I. Successes:

- 1) Physical Activity breaks implemented twice a day.
- 2) Fine-tuned the drop off and dismissal procedures to reach the best format.

J. Proposals:

None.

K. Educational Trips and School Wide Instructional Activities:

- 1) Compiled rosters manually for the three attendance options (Group 1, Group 2, and remote) to monitor the students' presence in the building.
- 2) This week we started the celebration of the Hispanic Heritage Month.

L. School Health and Safety

- 1) Two Fire Drills conducted on Thursday, September 24, 2020, and Friday, September 25, 2020.

M. Miscellaneous

- 1) Set up training on Culturally Responsive Sustainable Education (CRSE) with the NYU-Steinhardt CRSE Program Director.
- 2) The student teacher started with us, and she is observing and helping a third-grade teacher.
- 3) Received a donation of two Chromebooks for the school.

N. Attachments:

- 1) Attendance Report for 09/08/2020-09/24/2020.

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

There were none

Questions and
Comments from
the Board of
Trustees

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

There were none.

Questions and
Comments from
the Public

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

Financial Report
by Ms. Knox

Ms. Knox was glad to hear that children and parents are very happy in our school. She reported that there have been many changes in enrollment because several families have moved out of the State of New York. This change allows for other families who have been waiting to be called. She indicated that there are eight school districts that have not paid their tuition yet. Most of them have been very responsive. There are two districts that still owe money from last year and we might have to do a NY State intercept. She has been working with the district of Hempstead and has been in communication with the superintendent in the business office. We are in agreement with the payments to be made and they will be submitting these payments as soon as possible. In regard to claims for meals, the Child Nutrition Administration Office is not accepting any claims at this time, this may be because of the many claims submitted for the summer.

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

There were none.

Questions and
Comments from
the Board of
Trustees

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

There were none.

Questions and
Comments from the
public

VIII. Approval of Minutes

**Approval of
minutes.**

Resolved the Board of Trustees approved the minutes from September 30, 2020.

Motion: Trustee Sarah Brewster
Second: Trustee Yvonne Mowatt
Vote: 7:0

**IX. Parent Association Report
Presented by Ms. Cañas, PA President.**

**Parent Association
Report**

Ms. Cañas had difficulty with the sound connection. She conveyed information to Ms. Leeper who reported that picture day has been postponed until the spring. They will plan a scholastic book fair in the near future.

**X. Questions and Comments from the Board of Trustees related to the
Parent Association Report:**

**Questions and
Comments from
Board of Trustees**

There were none.

**XI. Questions and Comments from the Public related to the
Parent Association Report:**

**Questions and
Comments from the
Public**

There was none.

XII. Reading of the Resolutions:

**Reading of
Resolutions**

The resolutions were read in English and Spanish.

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

**Questions and
comments from the
public**

There were none.

XIV. Voting of the Resolutions:

Voting of the resolutions

1) **Resolved**, the Board of Trustees approves the following new staff:

Name	Position	Effective
Ailin Martinez	PT Lunch Aide	10/05/20
Manuel Paredes	FT Custodian	10/20/20
Jeannie Tembra	PT Business Office Assistant	Pending clearance
Ruben D. Gonzalez	PT Custodian	Pending clearance
Jackeline Juarez	Receptionist	Pending clearance
Sabrina Federico	ENL	Pending clearance
Geraldine King	School Nurse Per Diem	Pending clearance
Sandra Mesonero	Spanish Teacher	Pending clearance

Motion: Trustee Yvonne Mowatt
Second: Trustee Gladys Rodríguez
Vote: 7:0

2) **Resolved**, the Board of Trustees approves a title change to its organizational structure: instead of using the word Assistant Principal, the Board authorizes the replacement of the word Assistant Principal with School Director. This change will not affect the organization structure of reporting as the School Director (formerly Assistant Principal) will continue to report to the School Principal. Evergreen Board of Trustees further authorizes the approval of multiple School Director positions. Evergreen Board of Trustees will designate the grades to be supervised for each School Director position according to school needs and enrollment.

Motion: Trustee José Canosa
Second: Trustee Ariel Sotelo
Vote: 7:0

3) **Resolved**, the Board of Trustees approves Christine Weigand to serve as School Director for grades K-2.

Motion: Trustee Luis Ras
Second: Trustee José Canosa
Vote: 7:0

- 4) **Resolved**, the Board of Trustees approves Dr. Elena Litescu to serve as School Director for grades 3-5.

Motion: Trustee Gladys Rodriguez
Second: Trustee Yvonne Mowatt
Vote: 7:0

- 5) **Resolved**, the Board of Trustees approves the selection of Martin Hopp architectural firm to develop a schematic design for the Upper Middle /High School Facility that will be used for cost estimation for the project. This contract is \$32,000.

Martin Hopp is recommended for approval after a competitive RFP process conducted jointly by Evergreen Charter School and North Star, architectural consultant for Evergreen Charter School.

Motion: Trustee José Canosa
Second: Trustee Gil Bernardino
Vote: 7:0

- 6) **Resolved** the Board of Trustees authorizes Members of the Executive Committee of the Board of Trustees to negotiate and execute a lease agreement for rental space in the Hempstead School District for Evergreen Charter School for the 2021-2022 school year and beyond.

Motion: Trustee Yvonne Mowatt
Second: Trustee Sarah Brewster
Vote: 7:0

- 7) **Resolved**, the Board of Trustees approves an Orchestra Club to be run by Mr. Rincon for grade 6-9.

Motion: Trustee Gladys Rodríguez
Second: Trustee Sarah Brewster
Vote: 7:0

- 8) **Resolved**, the Board of Trustees approves an 8th and 9th grade students an after-school Virtual Public Speaking Club (see attachment).

Motion: Trustee Ariel Sotelo
Second: Trustee José Canosa
Vote: 7:0

9) **Resolved**, the Board of Trustees approves the following professional development opportunities for staff:

- a. Mr. Levitan is requesting approval to attend the Suffolk Zone Virtual Conference on November 3, 2020 (see attached Conference Request Form)
- b. Ms. Weigand is requesting approval to attend the Kagan Classroom Adaptations for Enhancing Student Engagement and Safety on November 18, 2020 (see attached conference request form)
- c. The Art teacher is requesting to attend a conference on 11/3/20 at Molloy College on Balance Mind Curriculum applied in Art, Dance, and Music.
- d. Third Grade teachers are requesting to attend the virtual training on implementation of the Foundation curriculum, scheduled on 11/2 by the Wilson Language Training Academy.

Motion: Trustee José Canosa
Second: Trustee Yvonne Mowatt
Vote: 7:0

10) **Resolved**, the Board of Trustees approves a contract with CRA (Computer Resources of America) services to provide technology support services to Evergreen Charter School.

See attached contract.

Motion: Trustee Ariel Sotelo
Second: Trustee Luis Ras
Vote: 7:0

11) **Resolved**, the Board of Trustees approves 4 non-material changes to its charter.

These changes include the following:

- 1) To secure approval to purchase property known as 495 Peninsula Boulevard, Hempstead, New York. This property will be used in the future development of a facility for Evergreen Charter School. It is directly adjacent to property already owned by Evergreen Charter School and to a second lot known as 18A and 18 Evans Street, that Evergreen also seeks to acquire.
- 2) To secure approval to purchase property known as 18 A and 18 Evans Street, Hempstead, NY. This property will be used in the future development of a facility for Evergreen Charter School. It is directly adjacent to property already owned by Evergreen Charter School and to the lot indicated above, known as 495 Peninsula Boulevard, that Evergreen also seeks to acquire.
- 3) To secure approval to execute a lease for future occupancy in Hempstead, NY for the 2021-2022 school year and beyond.
- 4) To secure approval to change the titles of administrative staffing to align with the current expansion of Evergreen Charter School. These staffing changes do not alter the existing reporting tier already in place. We thought some of these changes were previously approved in our charter revision request in December 2019.

This submission will be sent to the New York State Charter School Office for consideration.

Motion: Trustee Gladys Rodríguez

Second: Trustee José Canosa

Vote: 7:0

XV. Introductions of Consultants

Introduction of Consultants
--

Trustee Brewster and President Bernardino introduced and welcomed Ms. Rosella Harvey, Principal of North Star as the new architectural consultant for Evergreen. Trustees Brewster and President Bernardino also introduced architect Mr. Martin Hopp, Principal. They introduced themselves and talked about their work and experience with charter schools. They indicated that they were very happy to be part of the Evergreen family and they are looking forward to this exciting new venture.

Students, staff and parents are all invited to contribute ideas and suggestions for the new facility. Different meetings will take place with consultants over the next weeks to get input and ideas from constituents. Parents are also welcome to share ideas. President Bernardino sent a letter home earlier in the week inviting all, parents, students and staff to contribute ideas.

XVI. Old/ New Business: Old/New Business

Old/New Business

There will be two evening Zoom sessions, one in English and one in Spanish to get input from parents. Consultants will also get feedback from staff at the school and from administrators. Staff will be working with students to get their input as well. Ideas can be shared by email as well. President Bernardino indicated that he is looking forward to everyone sharing their ideas and being part of the future High School of Evergreen. He encouraged everyone to participate in writing to be part of this historic moment and to share our dreams.

Parent Ana Rosales congratulated Administrators and thanked everyone because her children received an excellent education at Evergreen. This was her "dream come true" and she is very grateful.

Student Jorge displayed his idea of a robotic project for the new school building.

XVII. Announcements

Announcements

There were none.

XVIII. Motion for Executive Session

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 to Go Into Executive Session

Motion: Trustee Yvonne Mowatt
Second: Gladys Rodriguez
Vote: 7:0

XIX. Adjournment

Adjournment

Motion to adjourn made by: Trustee Luis Ras
Seconded by: Trustee Sarah Brewster
Approved: 7:0

Meeting adjourned at: 9:28 pm

Minutes submitted by:
Gladys Rodriguez



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

**November 18, 2020
7:30 pm
The meeting was virtual for the public**

Members:

Mr. Gil Bernardino	Present
Dr. Sarah Brewster	Present
Mr. José Canosa, Esq.	Present
Ms. Nancy Iglesias	Present
Mr. Luis Ras, Esq.	Present
Ms. Yvonne Mowatt	Present
Ms. Gladys Rodríguez	Present
Mr. Ariel Sotelo	Present

Also present:

**Ms. Karen Leeper, Acting Principal, Middle School Director
Ms. Christine Weigand, Principal, Elementary School k-2
Ms. Christine Wise, Director of Data and Attendance
Dr. Elena Litescu, Director Elementary School 3-5**

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

I. Call to Order by President Bernardino at 7:30 pm.

President Bernardino called the meeting to order at 7:30 pm.
He welcomed everyone to the virtual meeting.

Welcome and Call to order by President Gil Bernardino.

He introduced Interim Principal, Karen Leeper to present her report:

II. Monthly Principal Report by Karen Leeper, Acting Principal:

**Report presented by
Ms. Leeper, School
Interim Principal**

**Middle/High School
November 18, 2020**

A. Enrollment:

Grade Level	Number of Students
Sixth Grade	51
Seventh Grade	50
Eighth Grade	50
Ninth Grade	47
Total:	198

B. Attendance:

- 1) See attached Attendance Count Report (includes absence/tardy reports from 9/8/2020-11/12/2020 and 10/21/2020-11/12/2020).

C. Curriculum & Instruction:

- 1) Technology Committee Meetings were held on a weekly/bi-weekly basis.
- 2) Administration Meetings were held on a weekly basis.
- 3) Virtual informal classroom observations were completed for all teachers.
- 4) An 8th and 9th Grade Public Speaking Club will begin the week of November 16th.
- 5) Ninth graders will participate in a College and Career Readiness Workshop hosted by the International Student Services Association on November 19th or November 23rd.
- 6) An ECS College and Career Readiness Committee has been formed. Staff from all (3) schools have volunteered to participate.
- 7) Chromebooks will be distributed to 6-9 Hybrid Students (all students will have a 1:1 device at school) the week of November 16th.

D. Professional Development:

- 1) Friday, October 30, 2020
Ms. Leeper, Ms. Weigand, Ms. Litescu, Ms. Wise and Mr. Skariah participated in a Culturally Responsive Sustainable Education Leadership Committee Meeting, Presented by Natalie McCabe and Jiji Romain from NYU.

- 2) Thursday, October 26, 2020
Tuesday, November 3, 2020
Ms. Leeper attended the Nearpod for Beginners and Plan, Create and Edit a Nearpod Lesson Webinars.

- 3) Wednesday, November 4, 2020
All Middle/High School Staff participated in a Nearpod Webinar as part of the November Faculty Meeting.

- 4) Wednesday, November 18, 2020
Thursday, November 19, 2020
Middle/High School Literacy Professional Development, Presented by Christine Milton (literacy consultant).

- 5) Friday, November 6, 2020
Middle/High School Mathematics Professional Development, Presented by Anthony Volforte (math consultant).

E. Parent Involvement/Activities:

- 1) *Virtual Parent-Teacher Conferences:*
Thursday, November 12th from 4:00-8:00 pm.
Tuesday, November 17th from 4:00-8:00 pm.

F. Personnel:

Positions that need to be filled

Receptionist
Data Protection Officer
Director of Data and Attendance

G. Student Assessment:

No updates at this time.

H. Challenges:

- 1) Academic needs of new students.
- 2) Inconsistent Hybrid Attendance (students often work remotely).

I. Successes:

- 1) Meeting to discuss plans for the High School.

J. Proposals:

- 1) Ms. Foerster is requesting to attend the *New York State Art Teacher Association Conference* November 20-November 21, 2020 (Conference Request Form Attached).
- 2) Mr. Benavides and Ms. Sullivan are requesting to run a Virtual LGBTQ after school club once a week.

K. Educational Trips and School Wide Instructional Activities:

- 1) Student Council elections took place on Tuesday, November 3rd. New members have been announced.
- 2) An ECS Thanksgiving Food Drive took place November 4th-November 13th.
- 3) Students provided input for the Evergreen Middle/High School building.
- 4) Students will participate in the Dr. Martin Luther King Jr. Fine Arts and Essay Exhibition.

L. School Health and Safety

- 1) Department of Health Daily Survey is completed by 4:00 p.m. each school day. The school has reported (1) confirmed case of COVID-19.

Attachments:

1. Attendance Count Reports
2. Conference Request Form

**Evergreen Charter School
Director's Report to the Board
K-2 Elementary School
November 19, 2020**

A. Enrollment:

Grade Level	Number of Students
Kindergarten	112
First Grade	124
Second Grade	74
Total:	310

B. Attendance:

See attached Attendance Count Report (includes absence/tardy reports from 9/8/20 – 11/12/20).

C. Curriculum & Instruction:

- 1) Technology Committee Meetings were held on a weekly/ biweekly basis.
- 2) Administration Meetings were held on a weekly basis.
- 3) Department and grade level meetings were held.
- 4) RTI (Response to Intervention) for Guided Reading and Foundations has begun.
- 5) Kindergarten students studied the life cycle of the pumpkin and went pumpkin picking in the ECS Pumpkin Patch
- 6) Students learned about the election process and participated in a school wide vote to determine the school's favorite healthy snack.

D. Professional Development:

- 1) Friday, October 30, 2020
Culturally Responsive Sustainable Education Leadership Committee Meeting
Presented by Natalie McCabe and Jiji Romain from NYU.
- 2) Tuesday, November 3, 2020
Suffolk Zone Election Day Conference for Physical Education
Attended by Dan Levitan

- 3) Wednesday, November 4, 2020
Differentiation for in Person and Remote Learning
Presented by Christina Shortell and Shaun Skariah
- 4) Wednesday, November 4, 2020
Current Events and Stress Management for Children
Presented by Joseph Pena
- 5) Wednesday, November 4, 2020
Thursday, November 5, 2020
K-2 Elementary School ELA Professional Development
Presented by Pam Kinnon (ELA Consultant).
- 6) November 12, 2020
November 13, 2020
Grief Sensitivity Institute to Support Individuals Experiencing Grief and Loss
Attended by Joseph Pena
- 7) November 16, 2020
Scaffolding for English Language Learners
Attended by Rita Matarese

E. Parent Involvement/Activities:

- 1) *Virtual Purple Awards Morning Assembly* was held on Friday, November 6, 2020
- 2) *A Gently Used Uniform Sale* took place on Thursday, November 5, 2020
- 3) ELA/Math i-Ready Reports and Report Cards will be mailed and sent home the week of November 16, 2020
- 4) Parent Teacher Conferences will be held on Thursday, November 19, 2020

F. Personnel:

New Staff Members 2020-21 School Year

Name	Position
------	----------

Positions that need to be filled

Permanent Substitute
First Grade Teacher

G. Student Assessment:

- 1) The iReady Diagnostic Reading and Mathematics Assessment for grades K-2 was completed

H. Challenges:

- 1) Lack of school lunch aides

I. Successes:

- 1) Purple Awards

J. Proposals:

- 1) Ms. Weigand is requesting approval to offer a First Grade Saturday Academy

K. Educational Trips and School Wide Instructional Activities:

- 1) All students created artwork to present their vision of the ECS High School Building
- 2) All students are participating in the New York State Senate Thanksgiving Day Creative Celebration by submitting essays, poems, or artwork to express what they are thankful for.
- 3) Students will participate in the Dr. Martin Luther King Jr. Fine Arts Exhibition
Entries will be submitted by December 18, 2020.

L. School Health and Safety

- 1) The K-2 building continues to conduct fire and lockdown drills

M. Miscellaneous

No report at this time.

N. Attachments:

First Grade Saturday Academy Proposal

**Evergreen Charter School
Director's Report to the Board
Elementary School (3-5 Grades)
November 18, 2020**

A. Enrollment:

Grade Level	Number of Students
Third Grade	75
Fourth Grade	75
Fifth Grade	49
Total:	199

B. Attendance:

- Please find attached the attendance report (includes absence/tardy report from 10/16/2020 to 11/10/2020).

C. Curriculum & Instruction:

- 1) The Math Consultant, Sue Morris provided instructional support and guidance to the classroom teachers two full days for two consecutive weeks;
- 2) The Test Prep attendance is monitored closely.
- 3) Phone calls for notifying parents of the attendance for the Test Prep program were made each week since the program started.

D. Staff Support and Professional Development:

- 1) Third Grade Classroom and support teachers attended the Level 2 Foundations virtual training provided by the Language Training of the Wilson Academy.
- 2) The Art teacher attended a virtual conference on Balance Mind and shared some best practices with the team during the faculty meeting.
- 3) Monthly faculty meetings are scheduled with grade level teachers, the support teachers, and the special classes teachers.

- 4) Set-up the Culturally Responsive Sustainable Education (CRSE) training for the Equity Committee with the NYU Director of the CRSE Center.

E. Parent Involvement/Activities:

- 1) Parent Teacher Conferences (PTC) are scheduled for 11/23/2020 by Zoom and notifications letters are sent home.
- 2) The Parent Engagement Committee has scheduled an event to celebrate National Family Literacy Month, on 11/19/2020. All parents/guardians are invited to attend.

F. Personnel:

Position that needs to be filled

School Librarian

G. Student Assessment:

- 1) I-Ready Diagnostic tests were completed and the individual reports for each student will be sent home to families prior to the Parent Teacher Conferences (PTC);
- 2) The report cards for Quarter 1 were completed and they will be distributed to parents/guardians in advance of the Parent Teacher Conferences (PTC);

H. Challenges:

- 1) The 30 days delay in obtaining fingerprinting clearance for the Nurse candidate.

I. Successes:

- 1) We achieved 1:1 ratio on devices (Chromebooks/i-pad)/student for all hybrid students.
- 2) The wish list with the recommendations/suggestions provided by our students for their future High School was well received.
- 3) The Purple Awards ceremony took place virtually, and students, families and staff enjoyed the event.

J. Proposals:

- 1) Requesting to host a series of three 1-hour virtual workshops in Fall/ Winter/ Spring for K-5 teachers to help them better understand their students' ability to process information. Strategies to improve the processing information skills will be covered on a variety of topics, i.e. taking notes, readings textbooks, active listening, etc. The workshop will be hosted by Dr. Lisa Korman, Psychologist and Professor at Nassau CC, and the fee is \$250.00/hour.
- 2) Proposing to host two virtual events of 45 minutes in length, with Trudy Ludwig. She is a children's book author, and our students and families met her virtually in Spring during the "Meet the Author" event. The topic of the event is increasing students' emotional resilience. The event for K-2 students will be scheduled on Friday, November 20th, and the book referred to will be "The Power of One". The second event will be for 3-5 students scheduled on November 23/2020, and the book discussed will be "The Invisible Boy". The fee is \$375/workshop.
- 3) Requesting for Third grade teachers (Ms. Frank, Ms. Caggiano, Ms. Vasquez), the Special Ed (Ms. Lombardo), and the ELA AIS teacher (Ms. La Spisa) to continue the Foundations training and attend in December a five hours webinar on Level 3, offered by the Language Training at Wilson Foundations Academy. The registration fee is \$289.00.
- 4) Requesting to invite as guest readers for the November Family Literacy month, the parents of Loren (our web developer) who are alumni from "Our Lady of Loretto", and graduated most likely before 1950.

K. Educational Trips and School Wide Instructional Activities:

- 1) This month the school is participating in the NYS Senate Thanksgiving Day celebration. Our students wrote essays describing what are they thankful for this year, and they were submitted to the NYS Senate.
- 2) The school was invited by NYSED to participate in the Dr. Martin Luther King, Jr. Fine Arts and Essay Exhibition, and our students will submit artworks and essays.
- 3) The school staff and students' families are participating in the ECS Thanksgiving food drive.

L. School Health and Safety

- Fire Drill was conducted on Thursday, November 5, 2020.

Attachments:

1. Outline for PD on Information Processing Skills.
2. Contract for events with the children's books author.
3. Attendance report.
4. Conference request to attend Level 3 Foundations training.

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

There were none.

**Questions and
Comments from
the Board of
Trustees**

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

There were none.

**Questions and
Comments from
the Public**

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

Ms. Knox was unable to attend the meeting. President Bernardino reported for Ms. Knox in her absence. He stated that all school districts have paid except Franklin Square, Hicksville and Rockville Centre.

**Financial Report
by Mr. Bernardino
in the absence of
Ms. Knox.**

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

There were none.

**Questions and
Comments from
the Board of
Trustees**

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

There were none.

**Questions and
Comments from
the public**

VIII. Approval of Minutes

Approval of minutes.

Resolved the Board of Trustees approved the minutes from October 28, 2020

Motion: Trustee Sarah Brewster
Second: Trustee Yvonne Mowatt
Vote: 8:0

**IX. Parent Association Report
Presented by Ms. Cañas, PA President.**

Parent Association Report

Ms. Cañas stated that it has been very difficult to meet this year to plan any events, but they definitely plan something to do for the kids. They want to put packets together for the children or do something fun on zoom. She indicated that it has been a very difficult year for the children and for the parents too. They do not want to end the year without doing something meaningful for the families especially for the holidays.

President Bernardino expressed his full support for whatever the PA wants to do.

Ms. Cañas also had a question on Spanish for non-Spanish speaking children and how they are evaluated to be in the Spanish class. She feels that some children even though they may have Spanish names, this does not mean that they can speak the language. She does not want her daughter to be discouraged and miss out on learning the language. Principal Weigand will re-visit the evaluation situation with the teachers teaching the virtual classes.

Trustee Sotelo reminded parents of the importance of practicing the language at home. "It is important that parents encourage their children to practice at home"

X. Questions and Comments from the Board of Trustees related to the Parent Association Report:

Questions and Comments from Board of Trustees

There were none.

XI. Questions and Comments from the Public related to the Parent Association Report:

Questions and Comments from the Public

There was none.

XII. Reading of the Resolutions:

The resolutions were read in English and Spanish.

Reading of Resolutions

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

There were none.

Questions and comments from the public

XIV. Voting of the Resolutions:

Voting of the resolutions

- 1) Resolved**, The Board of Trustees approves the proposal for Saturday support for the first grade. See attached.

Motion: Trustee Ariel Sotelo
Second: Trustee Sarah Brewster
Vote: 8:0

- 2) Resolved**, the Board of Trustees approves the following professional development for staff:

- 1) Ms. Foerster to attend the *New York State Art Teacher Association Conference* November 20-November 21, 2020 (Conference Request Form Attached).
- 2) Ms. Frank, Ms. Caggiano, Ms. Vasquez, third grade teachers, and Special Ed (Ms. Lombardo), and the ELA AIS teacher (Ms. La Spisa) to continue the Foundations training and attend in December a five hours webinar on Level 3, offered by the Language Training at Wilson Foundations Academy. The registration fee is \$289.00.
- 3) To host a series of three 1-hour virtual workshops in Fall/ Winter/ Spring for K-5 teachers to help them better understand their students' ability to process information. Strategies to improve the processing information skills will be covered on a variety of topics, i.e. taking notes, readings textbooks, active listening, etc. The workshop will be hosted by Dr. Lisa Korman, Psychologist and Professor at Nassau CC, and the fee is \$250.00/hour.

Motion: Trustee Yvonne Mowatt
Second: Trustee Nancy Iglesias
Vote: 8:0

3) **Resolved**, the Board of Trustees approves the following school activities:

- 1) To invite as guest readers for the November Family Literacy month, the parents of Loren (our web developer) who are alumni from "Our Lady of Loretto", and graduated most likely before 1950.
- 2) Mr. Benavides and Ms. Sullivan to facilitate a Virtual LGBTQ after school club.
- 3) To host two virtual events of 45 minutes in length, with Trudy Ludwig. She is a children's book author, and our students and families met her virtually in Spring during the "Meet the Author" event. The topic of the event is increasing students' emotional resilience. The event for K-2 students will be scheduled on Friday, November 20th, and the book referred to will be "The Power of One". The second event will be for 3-5 students scheduled on November 23/2020, and the book discussed will be "The Invisible Boy". The fee is \$375/workshop.

Motion: Trustee Nancy Iglesias

Second: Trustee Luis Ras

Vote: 8:0

4). **Resolved**, the Board of Trustees approves the purchase of an ice machine to maintain milk and items at the proper temperature for serving at its Lady of Loretto location.

Motion: Trustee Gladys Rodriguez

Second: Trustee Yvonne Mowatt

Vote: 8:0

5). **Resolved**, the Board of Trustees approves work performed on the kitchen for Lady of Loretto to ensure sufficient hot water needed for its two-compartment sink.

See attached.

Motion: Trustee Ariel Sotelo

Second: Trustee Gladys Rodriguez

Vote: 8:0

President Bernardino shared Evergreen's planning for the building the Evergreen High School. An architect has been hired for the design already. Administrators, Teachers, students and parents have the opportunity to participate in this shared dream and vision. We have great ideas from our students. Children made beautiful drawings about their ideas of what the high school should look. This is very inspiring. We have received everything, and we thank you for it. We will have zoom meetings with the parents and the architect Mr. Martin Hopp, in English and Spanish about your ideas for the high school this next week. President Bernardino will be sending out zoom information to everyone.

President Bernardino reminded parents that we are following the government guidelines on the opening and closing of the schools. As the virus increases, we must be prepared to close. He encouraged parents to be prepared and to make plans in case there is an order for closing the school. We must follow the law. NYC already closed the schools due to the high numbers of people being infected with the COVID virus. Trustee Brewster stated that we are following guidance from governmental authorities. We must all be prepared in the best possible way. We want to make sure we have a safe environment. The food program will continue as it was in the spring.

A parent asked if children will be able to bring school materials home since there is a possibility that the school may close at a given time. Principal Weigand stated that all children will have the materials and books they will need. Another parent asked if children will get additional zoom support since some parents are working. President Bernardino indicated that children will receive all the support they need.

Discussion followed on ways to distribute food to the families. During the spring some teachers picked up the food and brought it to parents who could not pick up their food. President Bernardino thanked them for volunteering for this important task. Principal Leeper suggested that if parents cannot pick up the food maybe they can assign a neighbor or someone else to pick it up for them.

Discussion followed on technology problems, Ipads, chrome books etc. Ms. Lombardo (teacher) indicated that this is a problem that needs to be taken care of as soon as possible because this is struggle that has been going on. President Bernardino met with Mr. Buenaventura to try to resolve these issues and principal Leeper and the administrators will be working to address the problem immediately.

A parent asked about concerns with children carrying heavy book bags. She suggested backpacks with wheels. Principal Weigand stated that this is fine but it also maybe a problem because children must go up and down staircases.

President Bernardino and Trustee Sarah Brewster wished everyone a very happy Thanksgiving.

XVI. Announcements

Announcements

Ms. Wise will be taking a new position in another school district President Bernardino thanked her for her outstanding work at Evergreen and wished her good luck in her new position on behalf of everyone at Evergreen.

Ms. Wise stated that she has been very happy working for Evergreen "it is a very unique school" but her career is moving in the different direction. She expressed her appreciation for the opportunity to work at Evergreen.

XVII. Adjournment

Adjournment

Motion to adjourn made by: Trustee Nancy Iglesias

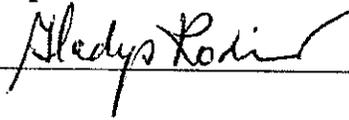
Seconded by: Trustee Yvonne Mowatt

Approved: 8:0

Meeting adjourned at: 8:59 pm

Minutes submitted by: _____

Gladys Rodriguez



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

December 9, 2020

7:30 pm

The meeting was virtual for the public

Members:

Mr. Gil Bernardino	Present
Dr. Sarah Brewster	Present
Mr. José Canosa, Esq.	Present
Ms. Nancy Iglesias	Present
Mr. Luis Ras, Esq.	Present
Ms. Yvonne Mowatt	Present
Ms. Gladys Rodríguez	Present
Mr. Ariel Sotelo	Present

Also present:

**Ms. Karen Leeper, Acting Principal, Middle School Director
Ms. Christine Weigand, Principal, Elementary School k-2
Dr. Elena Litescu, Director Elementary School 3-5
Ms. Lisett Knox, Director of Finance and Operations**

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

I. Call to Order by President Bernardino at 7:30 pm.

President Bernardino called the meeting to order at 7:30 pm.
He welcomed everyone to the virtual meeting.

Welcome and Call to order by President Gil Bernardino.

He introduced Interim Principal, Karen Leeper to present her report:

II. Monthly Principal Report by Karen Leeper, Acting Principal:

Report presented by Ms. Leeper, School Interim Principal

A. Enrollment:

Grade Level	Number of Students
Sixth Grade	51
Seventh Grade	50
Eighth Grade	50
Ninth Grade	48
Total:	199

B. Attendance:

- 1) See attached Attendance Count Report (includes absence/tardy reports from 9/8/2020-12/4/2020 and 11/12/2020-12/4/2020).

C. Curriculum & Instruction:

- 1) Virtual informal classroom observations were completed.
- 2) Students in grades 6-9 are currently working on essays, poems or art pieces related to the Dr. Martin Luther King Jr. Fine Arts and Essay Exhibition.
- 3) Teachers are required to use active engagement websites and extensions in their lesson plans (Pear deck, Nearpod, etc.).

D. Professional Development:

- 1) Tuesday, December 1, 2020
Tuesday, December 8, 2020
Middle/High School Literacy Professional Development, Presented by Christine Milton (literacy consultant).
- 2) Friday, December 11, 2020
Virtual *Castle Learning* training has been scheduled for all Middle/High School Staff.

3) Friday, December 11, 2020

Ms. Leeper, Ms. Weigand, Ms. Litescu and Mr. Skariah will participate in a Culturally Responsive Sustainable Education Leadership Committee Meeting, Presented by Natalie McCabe and Jiji Romain from NYU.

E. Parent Involvement/Activities:

- 1) *Google Classroom Workshop for Parents:*
Tuesday, December 8th from 12:30-1:30 pm
Tuesday, December 8th from 7:00-8:00 pm

F. Personnel:

Positions that need to be filled

Receptionist
Director of Data and Attendance
High School English Teacher

G. Student Assessment:

H. Challenges:

- 1) Academic/language needs of new students.
- 2) Inconsistent Hybrid Attendance (students often work remotely).

I. Successes:

- 1) Virtual informal observations.

J. Proposals:

- 1) The Mental Health Team and Ms. Leeper are requesting to attend the *Attendance Works Professional Development Series for 2021* (Conference Request Form Attached).

K. Educational Trips and School Wide Instructional Activities:

- 1) Students will participate in activities for Computer Science Week from December 7-December 13, 2020.

L. School Health and Safety

- 1) Department of Health Daily Survey is completed by 4:00 p.m. each school day. The school has reported (8) confirmed cases of COVID-19.
- 2) Fire drills were conducted the week of December 1 and December 7.

Attachments:

1. Attendance Count Reports
2. Conference Request Form

**Evergreen Charter School
Director's Report to the Board
K-2 Elementary School
December 9, 2020**

A. Enrollment:

Grade Level	Number of Students
Kindergarten	112
First Grade	124
Second Grade	74
Total:	310

B. Attendance:

- 2) See attached Attendance Count Report (includes absence/tardy reports from 9/8/20 – 12/4/20).

C. Curriculum & Instruction:

- 4) Technology Committee Meetings were held on a weekly/ biweekly basis.
- 5) Administration Meetings were held on a weekly basis.
- 6) Department and grade level meetings were held.
- 4) Students will participate in the 2020 Computer Science Education Week Activities from December 7 – December 13, 2020. Ms. Hernandez will host an Hour of Code.
- 5) The First Grade Saturday Academy will begin Saturday, December 12, 2020
- 6) All students are participating in a school wide Research Project to learn how animals prepare for winter. Class presentations will be made during morning assemblies.
- 7) All students are participating in December Acts of Kindness “The Gift of Giving” SEL (social emotional learning) daily activities

D. Professional Development:

- 1) Wednesday, December 2, 2020
Learning Strategies to Help Students Improve Skills to Process Information
Presented by Dr. Lisa Korman
- 2) Friday, December 4, 2020
The School Equity Committee participated in Culturally Responsive Sustainable Education Training
Presented by Natalie McCabe and Jiji Romain from NYU.
- 3) Wednesday, November 24, 2020
Thursday, November 25, 2020
K-2 Elementary School ELA Professional Development
Presented by Pam Kinnon (ELA Consultant).

E. Parent Involvement/Activities:

- 2) *Virtual Purple Awards Morning Assembly* will be held on Friday, December 18, 2020

F. Personnel:

- 1) Conducted interviews and viewed virtual demonstration lessons

G. Challenges:

- 1) Academic needs

H. Successes:

- 1) Parent /Teacher Conference Participation
- 2) Thanksgiving Food Drive
- 3) Used Uniform Sale
- 4) Remote Learning Participation during the two-day closure

I. Proposals:

- 1) To hire Vanessa Taveras to fill a first-grade position
- 2) To hire Shanice Manning to fill a permanent substitute position
- 3) To hire Jillian to fill an ENL position

J. Educational Trips and School Wide Instructional Activities:

- 2) Students are participating in the Dr. Martin Luther King Jr. Fine Arts Exhibition Project during Art classes. Entries will be submitted by December 18, 2020.

K. School Health and Safety

- 1) The K-2 building continues to conduct safety drills

L. Miscellaneous

M. Attachments:

- 1) Attendance Count Reports
- 2) Candidate Resumes

**Evergreen Charter School
Director's Report to the Board
Elementary School (3-5 Grades)
December 9, 2020**

A. Enrollment:

Grade Level	Number of Students
Third Grade	75
Fourth Grade	75
Fifth Grade	50
Total:	200

B. Attendance:

- Please find attached the attendance report (includes absence/tardy report from 11/12/2020 to 12/2/2020).

C. Curriculum & Instruction:

- 1) The Literacy Consultant, Pam Kinnon, provided instructional support to classroom teachers to ensure uniformity in the instruction among different grade levels.
- 2) The Spanish Consultant provided guidance to the teachers in the Spanish Department;
- 3) The Math Consultant, Sue Morris provided instructional support and guidance to the classroom teachers;

D. Staff Support and Professional Development:

- 4) Third Grade Classroom and support teachers are scheduled to attend the Level 3 Foundations virtual training provided by the Language Training of the Wilson Academy.
- 5) Staff attended a virtual workshop hosted by Dr. Lisa Korman on learning strategies for improving the processing information skills for students.
- 6) Staff members of the Equity Committee participated in one more training session on Culturally Responsive Sustainable Education (CRSE) with the NYU Director of the CRSE Center.

E. Parent Involvement/Activities:

- 1) The Parent Engagement Committee hosted an event to celebrate National Family Literacy Month, and they had registered a record attendance with more than 70 families participating.
- 2) Conferences were hosted with parents, the School Director, School Social Worker, and teachers to provide support to parents for contributing to their child's academic progress.

F. Personnel:

Position that needs to be filled

School Librarian

G. Student Assessment:

- 7) A new Math assessment, Affirm was launched, and the teachers and students started implementing it this month.

H. Challenges:

- 1) The school being closed and not being able to provide in person instruction for two days.

I. Successes:

- 5) The two events with Trudy Ludwig, the children's book author, were a resounding success. The students had great questions and she read to K-5 students, from her two books.
- 6) The Purple Awards ceremony took place virtually, and students, families and staff enjoyed the event.
- 7) Hosting a Literacy event with two Loretto alumni from 1957 and 1958. The students had the opportunity to interact with them, ask questions, and to listen to their reading from a book.
- 8) Parents Engagement Committee has great success in engaging families to attend their events.
- 9) Having a 1:1 ratio of students/devices definitely made a big difference in ensuring continuity of learning, and implementing seamlessly the remote instruction during the school closure.

J. Proposals:

1. Requesting approval to launch in January, 2021 the Spanish Reading Club, to support heritage Spanish speakers students in improving their literacy skills in Spanish. The sessions will be hosted once a week, and instruction will be provided by Mr. Villar.
2. Requesting approval for opening a permanent Substitute Teacher position, since the need for coverage in classrooms had increased exponentially during these times. Also, starting in March the Sub teacher will be assigned to cover the Maternity leave for a classroom teacher.
3. Requesting approval for the Third-grade teachers to host a “Publishing Party” and to invite parents to attend it virtually. This will take place during an ELA block, and students will read out loud their essays. When they will finish reading, other students and parents can ask the writer questions or give them glows.
4. Requesting approval to launch a Spanish Chess Club, during the indoor recess in winter. Students who would be interested in joining the Spanish Chess Club, can solidify their logic and strategic thinking skills by applying them while playing this game. This initiative will be led by Mr. Daniel Villar.

K. Educational Trips and School Wide Instructional Activities:

- 3) The school is participating in the Dr. Martin Luther King, Jr. Fine Arts and Essay Exhibition, and a committee is formed to evaluate and advance our students’ artworks and essays.
- 4) The Art teacher is setting up in the Auditorium an Evergreen Charter School Art Gallery, during the last week of school for the month of December. The artwork created by our students since the beginning of the school year, will be displayed. Students will tour the Art Gallery following the proper guidelines, with their cohort, and all their tours will be planned accordingly.

L. School Health and Safety

- Deep cleaning and sanitizing the building took place during the two days of the school closure.

Attachments:

3. Attendance report.

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

There were none.

Questions and
Comments from
the Board of
Trustees

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

There were none.

Questions and
Comments from
the Public

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

Ms. Knox provided an update about Evergreen's finances. She indicated that Evergreen received intercept payment from two school districts that owned tuition payments from the previous school year. Other school districts are up to date at this time.

Financial Report
by Mr. Bernardino
in the absence of
Ms. Knox.

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

There were none.

Questions and
Comments from
the Board of
Trustees

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

There were none.

Questions and
Comments from
the public

VIII. Approval of Minutes

**Approval of
minutes.**

Resolved the Board of Trustees approved the minutes November 11, 2020

Motion: Trustee Jose Canosa
Second: Trustee Yvonne Mowatt
Vote: 8:0

**IX. Parent Association Report
Presented by Ms. Cañas, PA President.**

**Parent Association
Report**

There was none.

**X. Questions and Comments from the Board of Trustees related to the
Parent Association Report:**

**Questions and
Comments from
Board of Trustees**

There were none.

**XI. Questions and Comments from the Public related to the
Parent Association Report:**

**Questions and
Comments from the
Public**

There were none.

XII. Reading of the Resolutions:

**Reading of
Resolutions**

The resolutions were read in English and Spanish.

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

**Questions and
comments from the
public**

There were none.

XIV. Voting of the Resolutions:

Voting of the resolutions

1) Resolved, The Board of Trustees approves the following staff pending all reference checks;

Name:	Position:	Effective
Maria Salvi	Director of Data and Attendance Assistant	12/08/20
Lewis G. Bent	IT Coordinator and Data Security Officer	12/14/20
Jillian Logan	ENL Teacher K-2	2/10/20
Shanice Manning	Permanent Substitute K-2	TBD
Vanessa Taveras	First Grade Teacher	TBD
Jerome Daniels	Custodian P/T	TBD
Jose Gonzalez	Custodian P/T	TBD

Motion: Jose Canosa
Second: Gladys Rodriguez
Vote: 8:0

2) Resolved, the Board of Trustees approves a revision to its organizational chart. These revised proposed organizational charters accommodate recent growth approved by the Board of Regents (April 2020). The changes reflect additional staffing positions to support student growth and they include a realignment of positions to streamline communication and reporting.

See proposed organization chart as well documents prepared to support ECS's proposed charter revision demonstrating these changes.

A full submission of these changes will be submitted to the Charter School Office for consideration and approval by December 15, 2020.

Motion: Yvonne Mowatt
Second: Jose Canosa
Vote: 8:0

3) **Resolved**, the Board of Trustees approves launch of the Spanish Reading Club in January 2021 to support native and non-native Spanish speakers students in improving their literacy skills in Spanish. The sessions will be hosted once a week, and instruction will be provided by Mr. Villar.

Motion: Ariel Sotelo
Second: Nancy Iglesias
Vote: 8:0

4) **Resolved**, the Board of Trustees approves third-grade teachers to host a “Publishing Party” and to invite parents to attend it virtually. This will take place during an ELA block, and students will read out loud their essays. When they will finish reading, other students and parents can ask the writer questions or give them glows.

Motion: Yvonne Mowatt
Second: Sarah Brewster
Vote: 8:0

5) **Resolved**, the Board of Trustees approves the launch of a Spanish Chess Club, during the indoor recess in winter. Students who would be interested in joining the Spanish Chess Club can solidify their logic and strategic thinking skills by applying them while playing this game. This initiative will be led by Mr. Daniel Villar.

Motion: Ariel Sotelo
Second: Yvonne Mowatt
Vote: 8:0

6) See the attached language of the resolution below:

WHEREAS, upon application and good cause shown, the charter of the Evergreen Charter School (ECS) has been amended to increase its student enrollment pursuant to approval from the Board of Regents (April 2020); and

WHEREAS, in light of the authorized increased enrollment, it is the intention of Evergreen Charter School (ECS) to purchase property within the Village of Hempstead and to construct a suitable building thereon for the benefit of educating the students of ECS; and

WHEREAS, in furtherance of the acquisition of suitable property within the Village of Hempstead and the construction of a school building thereon, ECS must seek financing therefor including a bridge loan and bonds;

NOW, THEREFORE, be it resolved by ECS as follows:

1. The members of the Executive Committee of ECS are authorized and directed to negotiate and accept terms for financing the acquisition of property in the Village of Hempstead and the construction of a school building thereon as they deem reasonable including a bridge loan for a sum not to exceed \$4.5 million.
2. The members of the Executive Committee of ECS are authorized and directed to establish a limited liability company wholly owned by ECS to take title to the property referenced in this resolution, enter into a lease with ECS for the use of the property, and provide security, including a mortgage on the to-be-acquired property, to a lender as necessary, in their discretion, to secure the referenced financing.
3. The President of the Board of Trustees and the Secretary of the Board of Trustees are each authorized individually to execute any documents in furtherance of this resolution including a bridge loan for a sum not to exceed \$4.5 million.
4. No covenant, stipulation, obligation or agreement contained in this Resolution shall be deemed to be the covenant, stipulation, obligation or agreement of any member, officer, director, agent or employee of ECS in his or her individual capacity and neither the officers or directors of ECS nor any officer executing loan documents shall be liable personally.
5. This Resolution shall take effect immediately.

Dated: December 9, 2020

Motion: Jose Canosa
Second: Yvonne Mowatt
Vote: 8:0

XV. Old/ New Business: Old/New Business

Old/New Business

Mr. Bernardino reminded everybody of the importance of taking care of themselves. We must do our best to be safe in order to keep our school open. It is in the interest of our students and parents to do our best to keep from getting the virus. We must respect all protocols in place.

XVI. Announcements

Announcements

President Bernardino reminded all that this was the last meeting of the year. He wished everyone, on behalf of the board, administration, teachers, parents, students, staff members, kitchen and financial staff safe and happy holidays. He urged everyone to take care of themselves, to stay healthy and keep their families healthy. "Each of us is a member of Evergreen and we are all very important."

XVII. Adjournment

Adjournment

Motion to adjourn made by: Trustee Ariel Sotelo
Seconded by: Trustee Yvonne Mowatt
Approved: 8:0

Meeting adjourned at: 8:41 pm

Minutes submitted by: Gladys Rodriguez
Gladys Rodriguez

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

January 27 2021

7:30 pm

The meeting was virtual for the public

Members:

Mr. Gil Bernardino	Present
Dr. Sarah Brewster	Present
Mr. José Canosa, Esq.	Present
Ms. Nancy Iglesias	Present
Mr. Luis Ras, Esq.	Present
Ms. Yvonne Mowatt	Present
Ms. Gladys Rodríguez	Present
Mr. Ariel Sotelo	Absent

Also present:

**Ms. Karen Leeper, Acting Principal, Middle School Director
Ms. Christine Weigand, Principal, Elementary School k-2
Dr. Elena Litescu, Director Elementary School 3-5
Ms. Lisett Knox, Director of Finance and Operations**

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

I. Call to Order by President Bernardino at 7:30 pm.

President Bernardino called the meeting to order at 7:30 pm.
He welcomed everyone to the virtual meeting.

He introduced Interim Principal, Karen Leeper to present her report:

Welcome and Call to order by President Gil Bernardino.

II. Monthly Principal Report by Karen Leeper, Acting Principal:

Report presented by Ms. Leeper, School Interim Principal

**Evergreen Charter School
Principal's Report to the Board
Middle/High School
January 27, 2020**

A. Enrollment:

Grade Level	Number of Students
Sixth Grade	51
Seventh Grade	49
Eighth Grade	49
Ninth Grade	49
Total:	198

B. Attendance:

- 1) See attached Attendance Count Report (includes absence/tardy reports from 9/8/2020-1/27/2021 and 12/4/2020-1/27/2021).

C. Curriculum & Instruction:

- 1) Technology Committee Meetings were held on a weekly/bi-weekly basis.
- 2) Administration Meetings were held on a weekly basis.
- 3) Individual staff check-in meetings were held.
- 4) Pre-observation conferences and formal observations have been scheduled and will be completed by the end of the month for all teaching staff.

- 5) Retention letters have been emailed and mailed home to students who are currently promotion in doubt.
- 6) Evergreen Charter School has partnered with the Cornell University Youth Program who will run workshops throughout the school year for grades 6-9.
- 7) Instructional Model Change Forms for the third quarter were due by Friday, January 8, 2021. The third quarter begins Monday, January 25, 2021.
- 8) Ms. Ortiz, Guidance Counselor will be making presentations to the 9th grade students and families on her roles and graduation requirements the week of January 25, 2021.

D. Professional Development:

- 1) Monday, January 4, 2021
 Friday, January 8, 2021
 Middle/High School Literacy Professional Development, Presented by Christine Milton (literacy consultant).
- 2) Tuesday, January 5, 2021
 Ms. Leeper attended a virtual OSC Scoring Meeting, held by Tammy Mazza from Nassau BOCES.
- 3) Tuesday, January 12, 2021
 Ms. Leeper, Ms. Weigand and Ms. Litescu attended an Observe 4 Success refresher meeting regarding the online portal used to complete teacher observations.
- 4) Tuesday, January 12, 2021 (half day)
 Friday, January 22, 2021 (half day)
 Friday, January 29, 2021 (half day)
 Middle/High School Mathematics Professional Development, Presented by Anthony Volforte (math consultant).
- 5) Administration attended weekly meetings hosted by the New York Charter School's Association.

E. Parent Involvement/Activities:

- 1) *The Mental Health Committee held a Parent Workshop: Supporting Students During Remote Learning* on Monday, December 21, 2020.
- 2) Ms. Leeper held a *Cluster Zone Testing Requirements Informational Session* on Tuesday, January 5, 2021.
- 3) *An 8-week Virtual Food and Nutrition Education Program offered by Cornell University* will begin Monday, January 25, 2021.
- 4) *Parent Teacher Conferences are Scheduled for:*
Tuesday, February 2, 2021
Tuesday, February 9, 2021

F. Personnel:

Positions that need to be filled

Receptionist
Director of Data and Attendance
High School English Teacher
Middle/High School Nurse

G. Student Assessment:

- 1) Students in grades 6-9 will take the Math iReady Diagnostic on January 26th and January 27th.
- 2) Students in grades 6-9 will take the ELA iReady Diagnostic the week of February 1st.
- 3) Students in grades 6-9 will take a Math Mock Exam the week of February 8th.

- 4) Students in grades 6-9 will take an ELA Mock Exam the week of February 22nd.

H. Challenges:

- 1) Inconsistent student attendance

I. Successes:

- 1) Holiday Raffle
- 2) ECS Virtual Anniversary Assembly

J. Proposals:

- 1) Advisor Program (proposal attached)
- 2) After School Office Hours Program (proposal attached)

K. Educational Trips and School Wide Instructional Activities:

- 1) Students will participate in activities for College and Career Readiness Week from January 25, 2021-January 29, 2021. This initiative was planned by the College and Career Readiness Committee and will continue throughout the school year.
- 2) New positive student behavior incentives were announced at the morning assembly on Monday, January 4, 2021.

L. School Health and Safety

- 1) Department of Health Daily Survey is completed by 4:00 p.m. each school day.
- 2) Updated school-wide Mask Policy.
- 3) Lockdown drills were conducted the week of January 25, 2021.

Attachments:

1. Attendance Count Reports

2. Advisor Program
3. After School Office Hours Program

**Evergreen Charter School
Director's Report to the Board
K-2 Elementary School
January 27, 2021**

A. Enrollment:

Grade Level	Number of Students
Kindergarten	112
First Grade	125
Second Grade	73
Total:	310

B. Attendance:

- 2) See attached Attendance Count Report (includes absence/tardy reports from 9/8/20 – 1/27/21 and 12/4/20-1/27/21)

C. Curriculum & Instruction:

- 9) Technology Committee Meetings were held on a weekly/ biweekly basis.
- 10) Administration Meetings were held on a weekly basis.
- 11) Department and grade level meetings were held.
- 12) Pre-observation meetings, formal observations and post observation meetings for the teaching staff have been scheduled and will be completed by the end of the month.
- 13) Students are participating in the Doodle for Google annual art contest. This year's theme is "I am strong because..."
- 14) The remote First Grade and Second Grade classes are piloting Seesaw, an educational app to keep students engaged and parents connected.
- 15) Instructional Model Change forms for quarter 3 were due January 8, 2021.
Quarter 3 will begin Monday, January 25, 2021
- 16) Letters were sent and mailed home for students with promotion in doubt.

D. Professional Development:

- 1) Tuesday, December 8, 2020
Tuesday, January 12, 2021

K-2 Elementary School Math Professional Development
Presented by Sue Morris (Math Consultant)

- 2) Wednesday, December 16, 2020
Wednesday, January 6, 2021
Wednesday, January 20, 2021
K-2 Elementary School ELA Professional Development
Presented by Pam Kinnon (ELA Consultant)

E. Parent Involvement/Activities:

- 5) The Mental Health Committee held a virtual parent workshop, “*Supporting Students During Remote Learning*” on December 17, 2020
- 6) Ms. Hernandez, Technology Specialist held *Virtual i-Ready Parent Information Workshops* on January 14th, 15th and 19th.
- 7) Ms. Camilli, Reading Specialist held *Virtual Reading Parent Information Workshops* on January 21, 2021
- 8) Parents were invited to send in 3-minute career video clips for students to view during our College and Career Week
- 9) An eight-week Food and Nutrition Education Program offered by Cornell University will begin Monday, January 25, 2021
- 10) Virtual Parent Teacher Conferences will be held Monday, February 8, 2021

F. Personnel:

- 1) Conducted interviews with Ms. Leeper and Ms. Litescu

G. Student Assessment:

- 1) The Fountas and Pinnell Reading Assessment is being administered to all K-2 classes. Certificates are being presented to students who have made reading gains during our morning assemblies.
- 2) The i-Ready Math Diagnostic began the week of January 19th for the First and Second Grade classes. Kindergarten will begin the week of January 25th.
- 3) The i-Ready Reading Diagnostic will begin the week of January 25th for First and Second Grade classes. Kindergarten will begin the week of February 1st.

H. Challenges:

- 1) Academic needs
- 2) Inconsistent attendance

I. Successes:

- 1) Holiday Raffle
- 2) Evergreen's 12th Birthday Celebration
- 3) Parent Workshop Attendance

J. Proposals:

- 1) Ms. Hernandez is requesting approval to host a series of virtual monthly evening technology meetings, "*Tech Talk with Ms. Hernandez*"
- 2) Ms. Camilli is requesting to host a series of virtual monthly Reading Nights, "Storytime with Ms. Camilli"
- 3) Ms. Hernandez is requesting approval to offer a Second Grade *Virtual Coding Club*

K. Educational Trips and School Wide Instructional Activities:

- 3) Students are participating in College and Career Week, the week of January 25th

L. School Health and Safety:

- 1) The K-2 building continues to conduct safety drills

M. Miscellaneous:

None at this time.

N. Attachments:

- 1) Attendance Count Reports
- 2) "Tech Talk with Ms. Hernandez" proposal
- 3) "Storytime with Ms. Camilli" proposal
- 4) Virtual Coding Club proposal

**Evergreen Charter School
Director's Report to the Board
Elementary School (3-5 Grades)
January 27, 2021**

A. Enrollment:

Grade Level	Number of Students
Third Grade	75
Fourth Grade	75
Fifth Grade	49
Total:	199

B. Attendance:

- Please find attached the attendance report (includes absence/tardy report from 12/2/2020 to 1/20/2021).

C. Curriculum & Instruction:

- 1) The Literacy Consultant, Pam Kinnon, provided guidance and instructional support to classroom teachers to ensure uniformity in instruction for all grade levels.
- 2) The Spanish Consultant provided guidance to the teachers in the Spanish Department
- 3) The Math Consultant, Sue Morris provided instructional support and guidance to the classroom teachers.

D. Staff Support and Professional Development:

- 4) Attended coaching session with the Administrative team on Culturally Responsive Sustainable Education (CRSE) with the NYU Director of the CRSE Center.

- 5) The first round of the informal observations for teachers was completed, and the first round of the formal observations is in progress.
- 6) Monthly faculty and grade level meetings took place.

E. Parent Involvement/Activities:

- 1) The School Director, the School Social Worker, and teachers conducted conferences with parents and provided support maintaining constant communication between the school and families.
- 2) Attendance is closely monitored, and parents are notified when their child is not attending classes.
- 3) Attended the workshops hosted for parents to provide information on the testing procedures in case the school will be designated as located in a cluster zone.

F. Personnel:

Position that needs to be filled

School Nurse

G. Student Assessment:

- 7) The i-Ready Subsequent Diagnostic test was launched to measure the academic progress our students made from the beginning of the year.
- 8) The Math Mock exam, pen and paper format was postponed by a week, and it is administered the third week of January.

H. Challenges:

- 1) The school being closed and not being able to provide in person instruction for one week.

I. Successes:

- 4) The Purple Awards ceremony took place virtually, and students, families and staff enjoyed the event.
- 5) The Evergreen Charter School Art Gallery was set in the Auditorium, and the artwork created by our students since the beginning of the school year was displayed.
- 6) The Evergreen tradition of hosting the Holliday Raffle continued, and it was a great success even during these challenging times; it took place following the safety guidelines including social distancing.
- 7) Our students' artworks and essays were submitted to the New York State Fine Arts and Essay Exhibition honoring the legacy of Dr. Martin Luther King, Jr. Evergreen Charter School has the most essays and artwork displayed in the gallery.
- 8) The Third-grade teachers hosted a "Publishing Party" and parents attended it virtually. Students read out loud their essays, and received feedback or glows from the other students and parents attending the event.

J. Proposals:

1. Requesting approval to launch Girls Who Code Club for Third and Fourth grade students.

K. Educational Trips and School Wide Instructional Activities:

- 4) Everyone celebrated Evergreen 12th birthday;
- 5) The Spanish Chess Club is launched this month, and it will take place virtually during indoor recess.
- 6) The Spanish Reading Club, is launched this month to support heritage Spanish speakers students in improving their literacy skills in Spanish.
- 7) Faculty, staff and students are participating in various activities organized throughout the school during College and Career Exploration during the week of 01/25/2021.

L. School Health and Safety

- Deep cleaning and sanitizing the building took place during the school closure.

Attachments:

4. Attendance report.

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

**Questions and
Comments from the
Board of Trustees**

Discussion followed on reporting positives cases of Covid 19 to the Health Department. Principal Leeper explained the impact on the school of people who have tested positive or need to quarantine because of travel during school recess. She emphasized personal responsibility and the strict adherence to rules and regulations of the Department of Health. A link was sent to parents and staff to get acquainted with the rules and regulations. President Bernardino emphasized that it all our responsibility to learn state regulations. Policy must be followed.

President Bernardino congratulated all staff and teachers on their College and Career Exploration week. This is a great project for our students to get them excited about planning for college.

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

**Questions and
Comments from
the Public**

There were none.

**V. Financial Report Provided by Ms. Knox Director of Finance and
Operations:**

**Financial Report by Mr.
Bernardino in the
absence of Ms. Knox.**

Ms. Knox reported that there are 708 students enrolled, a new one just signed up for a total of 709. (200 at Loretto) 5 students are going through the registration process. Business relationships were started with two new districts in the area, we have a total of 16 new districts.

A total of 8 are up to date with their tuition payments. A total of 8 are slightly behind. Hempstead School District has fallen behind two billing cycles.

All meal claims have been submitted to the CNA. They were received and accepted but no payment has been issued. Delays in payments are due to Covid 19 processing issues in the corporate offices. Pre-registration process has started for currently enrolled students and new applications for new students. This is the first year that a fully electronic system is being used. Notifications were sent

to all parents. The School has continued to do outreach. Ms. Knox explained the process of the intense outreach campaign that Evergreen has launched to recruit new and diverse students. We already have 200 applications for the Lottery. Discussion followed on other forms of advertising.

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

There were none

Questions and
Comments from
the Board of
Trustees

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

There were none

Questions and
Comments from the
public

VIII. Approval of Minutes

Resolved the Board of Trustees approved the minutes December 9, 2021

Motion: Trustee Yvonne Mowatt

Second: Trustee Nancy Iglesias

Vote: 7:0

Approval of minutes.

**IX. Parent Association Report
Presented by Ms. Cañas, PA President.**

No report presented.

Parent Association
Report

X. Questions and Comments from the Board of Trustees related to the Parent Association Report:

There were none.

Questions and
Comments from
Board of Trustees

XI. Questions and Comments from the Public related to the Parent Association Report:

There were none.

Questions and
Comments from the
Public

XII. Reading of the Resolutions:

The resolutions were read in English and Spanish.

**Reading of
Resolutions**

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

There were none.

**Questions and
comments from the
public**

XIV. Voting of the Resolutions:

**Voting of the
resolutions**

**Evergreen Charter School
Agenda Items for Resolutions:
For January 27, 2021**

1) Resolved, the Board of Trustees approves the following technology proposals to support students:

A. Dr. Litescu's request to launch a *Girls Who Code Club* for third and fourth grade students.

B. **Resolved**, the Board of Trustees approves Ms. Hernandez's request to offer a second grade *Virtual Coding Club*.

Motion: Trustee Sarah Brewster

Second: Trustee Luis Ras

Vote: 7:0

2) Resolved, the Board of Trustees approves Ms. Leeper's request to run an office hours program (for students in grades 6-9) for homework help and extra support in the area of mathematics.

Motion: Trustee Gladys Rodrigues

Second: Trustee Jose Canosa

Vote: 7:0

- 3) **Resolved**, the Board of Trustees approves administration's request for Ilsi Burgos (3-5 Social Worker) and Veronica Ortiz (6-9 Guidance Counselor) to attend Panorama's Free Virtual Summit: Centering Equity and the Whole Child, scheduled for February 22, 2021 from 11:30- 5:00 pm.

Motion: Trustee Yvonne Mowatt
Second: Trustee Sarah Brewster
Vote: 7:0

- 4) **Resolved**, the Board of Trustees approves the following activities to support students and families.

- A. Ms. Hernandez's request to host a series of virtual monthly evening technology meetings, "*Tech Talk with Ms. Hernandez*".
- B. Ms. Camilli's request to host a series of virtual bilingual monthly Reading Nights, "*Storytime with Ms. Camilli and Ms. Webber*".

Motion: Trustee Nancy Iglesias
Second: Trustee Yvonne Mowatt
Vote: 7:0

- 5) **Resolved**, the Board of Trustees approves Ms. Leeper's request to launch an Advisor Program for at-risk students in grades 6-9.

Motion: Trustee Sarah Brewster
Second: Trustee Luis Ras
Vote: 7:0

- 6) **Resolved**, the Board of Trustees approves to extend the Families First Coronavirus Response Act (FFCRA) policy related to Covid-19 leave from work and remote work until March 31, 2021.

Motion: Trustee Gladys Rodriguez
Second: Trustee Yvonne Mowatt
Vote: 7:0

7) **Resolved**, the Board of Trustees approves a professional development program for social work, guidance and psychology staff to be implemented by the Gestalt Center of Long Island in the amount of \$5,000. This will include supervision and professional development.

Motion: Trustee Sarah Brewster
Second: Trustee Nancy Iglesias
Vote: 7:0

8) **Resolved**, the Board of Trustees approves a contract with Empire Charter to provide assistance and guidance with the charter renewal in the amount of \$17,500. See attached proposal.

Motion: Trustee Nancy Iglesias
Second: Trustee Yvonne Mowatt
Vote: 7:0

9) **Resolved**, the Board of Trustees approves Evergreen Charter School's lottery for April 6, 2021.

Motion: Trustee Yvonne Mowatt
Second: Trustee Nancy Iglesias
Vote: 7:0

10) Resolved, the Board of Trustees approves the following new staff:

Name	Position	Effective	Salary
Robin Diaz	PT Custodian	01/19/21	\$17 hr.

Motion: Trustee Jose Canosa
Second: Trustee Gladys Rodriguez
Vote: 7:0

11) Resolved, the Board of Trustee approves the following workshop for Gracia Guzman NYS *Virtual learning Workshop* to be held 1/25/2001 and 2/1/2021. The purpose of the workshop is to get an update on evaluation standards, help student develop fluency and design effective units of work. There is no cost.

Motion: Trustee Nancy Iglesias
Second: Trustee Jose Canosa
Vote: 7:0

XV. Old/ New Business: Old/New Business

Old/New Business

Trustee Sarah Brewster explained that a meeting took place with Marty and Ken of the Diocese of Rockville Centre in reference to the rental space in in Hempstead. Assessment of property must be done and negotiated. Roof and boiler are new.

President Bernardino announced that weekly meetings are being held with the engineer and consultants for the construction of the new building.

Since the charter revision to request to purchase the land has not yet been approved, the purchase of the land has not been completed.

Discussion followed on the details of the construction.

XVI. Announcements

Announcements

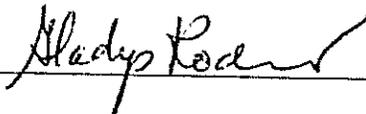
Lottery will take place on April 6, 2021

XVII. Adjournment

Adjournment

Motion to adjourn made by: Trustee Nancy Iglesias
Seconded by: Trustee Jose Canosa
Approved: 7:0

Meeting adjourned at: 8:53

Minutes submitted by: 
Gladys Rodriguez

**Evergreen Charter School
Virtual Meeting of the Board of Trustees
605 Peninsula Blvd, Hempstead, NY 11550
February 24, 2021
7:30 pm
The meeting was virtual for the public**

Members:

Mr. Gil Bernardino	Present
Dr. Sarah Brewster	Present
Mr. José Canosa, Esq.	Present
Ms. Nancy Iglesias	Present
Mr. Luis Ras, Esq.	Present
Ms. Yvonne Mowatt	Present
Ms. Gladys Rodríguez	Present
Mr. Ariel Sotelo	Present

Also present:

**Ms. Karen Leeper, Acting Principal, Middle School Director
Ms. Christine Weigand, Principal, Elementary School k-2
Dr. Elena Litescu, Director Elementary School 3-5
Ms. Lisett Knox, Director of Finance and Operations**

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

I. Call to Order by President Bernardino at 7:30 pm.

President Bernardino called the meeting to order at 7:30 pm.
He welcomed everyone to the virtual meeting.

He introduced Matt Dapolito to present the financial report.

Welcome and Call to order by President Gil Bernardino.

II. Matt Dapolito Financial Report

**Report presented by
Matt Dapolito**

Matt Dapolito provided six month financial report. He reviewed expenses to date and projections.

III. Questions from the Board

**Questions by the
Board related to Mr.
Dapolito's report**

There were none.

IV. Questions from the Public

**Questions by public
related to Mr.
Dapolito's report.**

There were none.

V. Monthly Principal Report by Karen Leeper, Acting Principal:

**Report presented by
Ms. Leeper, School
Interim Principal**

**Evergreen Charter School
Principal's Report to the Board
Middle/High School
February 24, 2021**

A. Enrollment:

Grade Level	Number of Students
Sixth Grade	50
Seventh Grade	49
Eighth Grade	49
Ninth Grade	48
Total:	196

B. Attendance:

- 1) See attached Attendance Count Report (includes absence/tardy reports from 9/8/2020-2/21/2021 and 1/27/2021-2/21/2021).

- 2) Parent meetings regarding inconsistent attendance continue to take place with administration.

C. Curriculum & Instruction:

- 1) Technology Committee Meetings were held on a weekly/bi-weekly basis.
- 2) Administration Meetings were held on a weekly basis.
- 3) Formal observations have been completed for all teaching staff.
- 4) Seventh and Eighth Graders will participate in the Virtual Enterprise-JV Dream Job Essay Competition.
- 5) Cornell University will conduct a workshop with sixth grade students on Thursday, February 25, 2021.
- 6) An after-school extra help/homework help program will begin the week of March 1, 2021.
- 7) Weekly Wednesday morning assemblies focus on College Awareness and Career Readiness.

D. Professional Development:

- 1) Friday, February 5, 2021
Tuesday, February 9, 2021
Middle/High School Literacy Professional Development, Presented by Christine Milton (literacy consultant).
- 2) Friday, February 12, 2021
Middle/High School Mathematics Professional Development, Presented by Anthony Volforte (math consultant).
- 3) Administration attended weekly meetings hosted by the New York Charter School's Association.

E. Parent Involvement/Activities:

- 1) Evergreen Families were invited to participate in an ECS Google Form Survey on February 2, 2021 to provide feedback on the school's educational program.
- 2) *An 8-week Virtual Food and Nutrition Education Program offered by Cornell University continues to take place on Monday evenings from 6:00-7:30 p.m.*
- 3) *Parent Teacher Conferences took place:*

Tuesday, February 2, 2021

Tuesday, February 9, 2021

4) *The Mental Health Committee held a Parent Workshop: Community Resources* on Thursday, February 11, 2021.

5) Evergreen Families were invited to participate in a NYSED Charter School Office Survey on Monday, February 15, 2021 to provide feedback on their charter school experience.

6) Evergreen families, students and staff are encouraged to attend and participate in a *Virtual Public Hearing* (organized by the Hempstead School District) on Monday, February 22, 2021. The focus of the hearing is Evergreen's updated organizational structure.

F. Personnel:

Positions that need to be filled

Receptionist
Director of Data and Attendance
High School English Teacher
Middle/High School Nurse

G. Student Assessment:

- 1) Students in grades 6-9 will take a Math Mock Exam on February 11, 2021.
- 2) Students in grades 6-9 will take an ELA Mock Exam the week of March 1, 2021.

H. Challenges:

- 1) Inconsistent student attendance.

I. Successes:

- 1) College Awareness Week!

J. Proposals:

- 1) Ms. Foerster is requesting approval to run an after-school Art Club.
- 2) Ms. Schropfer is requesting approval to run an after-school Cheerleading Club.
- 3) Culminating School-Wide Assembly in celebration of Black History Month.

K. Educational Trips and School Wide Instructional Activities:

- 1) Morning assemblies throughout the month of February focus on the contributions of African Americans.
- 2) Students will participate in a Career Readiness activity on Friday, March 12th.

L. School Health and Safety

- 1) Department of Health Daily Survey is completed by 4:00 p.m. each school day.

Attachments:

1. Attendance Count Reports
2. Art and Cheerleading Club Proposals
3. Assembly Proposal

**Evergreen Charter School
Director's Report to the Board
K-2 Elementary School
February 24, 2021**

A. Enrollment:

Grade Level	Number of Students
Kindergarten	111
First Grade	125
Second Grade	71
Total:	307

B. Attendance:

- 3) See attached Attendance Count Report (includes absence/tardy reports from 9/8/20 – 2/24/21 and 1/27/21-2/24/21)

C. Curriculum & Instruction:

- 8) Technology Committee Meetings were held on a weekly/ biweekly basis.
- 9) Administration Meetings were held on a weekly basis.
- 10) Department and grade level meetings were held.
- 11) Pre-observation meetings, formal observations and post observation meetings for the teaching staff have been scheduled.

D. Professional Development:

- 1) Wednesday, February 10, 2021,
Thursday, February 11, 2021,
Wednesday, February 24, 2021
K-2 Elementary School ELA Professional Development
Presented by Pam Kinnon (ELA Consultant)

E. Parent Involvement/Activities:

- 7) Virtual Parent Teacher Conferences were held Monday, February 8, 2021.
- 8) The Mental Health Committee held a virtual parent workshop, "*Sources of Family Strength*" on February 11, 2021 (topics of discussion- mindfulness, healthy boundaries, self-advocacy, self-compassion, and optimism).
- 9) February's virtual "Storytime with Ms. Camilli" will take place Friday, February 26, 2021 from 6:30 PM -7:30 PM.

- 10) A virtual *i-Ready Awards* Morning Assembly will take place on Friday, March 12, 2021
- 11) A virtual *Spanish Awards* Morning Assembly will take place on Friday, March 19, 2021

F. Personnel:

- 1) Conducted interviews with Ms. Leeper and Ms. Litescu

G. Student Assessment:

- 1) Student reading level assessments were completed with the Fountas & Pinnell Benchmark Assessment System
- 2) The i-Ready Diagnostic 2 was completed. Parent reports were mailed home in addition to the report cards

H. Challenges:

- 1) Academic needs
- 2) Inconsistent attendance

I. Successes:

- 1) Virtual Parent Teacher Conference Attendance
- 2) College and Career Week
- 3) Purple Awards held on Friday, February 12, 2021

J. Proposals:

K. Educational Trips and School Wide Instructional Activities:

- 3) Students participated in "*100 Days of School*" activities on Tuesday, February 23, 2021
- 4) Students will participate in "*Dr. Seuss and Read Across America Day*" on Tuesday, March 2, 2021
- 5) Students continue to participate in the *Kids Heart Challenge* to raise money for the American Heart Association

L. School Health and Safety

- 1) The K-2 building continues to conduct safety drills

M. Miscellaneous

Attachments

**Evergreen Charter School
Director's Report to the Board
Elementary School (3-5 Grades)
February 24, 2021**

A. Enrollment:

Grade Level	Number of Students
Third Grade	75
Fourth Grade	74
Fifth Grade	50
Total:	199

B. Attendance:

- Please find attached the attendance report (includes absence/tardy report from 1/20/2021 to 2/12/2021).

C. Curriculum & Instruction:

- The fourth grade teachers attended an ELA training focusing on Annotating a Text.
- The third grade teachers attended follow-up training on teaching Foundations lessons.
- During the last week of February, the Literacy Consultant, Pam Kinnon, will provide guidance and coaching to classroom and support teachers.
- The Spanish Consultant provides constant guidance and support to the teachers in the Spanish Department;
- The Math Consultant, Sue Morris will discuss with the classroom teachers areas of focus in instruction based on the data collected from the Math mock exam.

D. Staff Support and Professional Development:

- The first round of formal and informal observations for teachers was completed.
- The meetings with grade level, support, and special teachers meetings are conducted monthly.
- The School Social Worker attends this month a virtual summit on “Centering Equity and the Whole Child”.

E. Parent Involvement/Activities:

- The Parent Engagement Committee hosted an event for families promoting Heart Healthy Awareness, which included a Zumba session for participants. The event was attended by 51 families.
- The Parent Teacher Conferences took place by Zoom and the parents/guardians received from teachers an update on the academic progress of their child for the second quarter.
- The report cards were sent home to parents/guardians to provide them the opportunity to review their child’s grades prior to their virtual conference with the teachers.
- The attendance was closely monitored and parents of absent students were notified.
- Conferences were held regularly with parents, School Director, and School Social Worker solidifying the school-family partnerships to the benefit of the students.

F. Personnel:

Position that needs to be filled

School Nurse

G. Student Assessment:

- The i-Ready Subsequent Diagnostic test was administered and the students with the highest growth in each class will be recognized in a special ceremony.
- The ELA Mock exam was administered in pen and paper format.

H. Challenges:

- 1) The building being closed due to snowstorm.

I. Successes:

- 4) Our students' participation in the NYS Senate celebration of Thanksgiving was recognized with individual certificates awarded to students and signed by senator Kevin Thomas.
- 5) The Purple Awards ceremony had a Superbowl theme and it was hosted virtually, and students, families, and staff enjoyed the event.
- 6) The Spanish Chess Virtual Club was very well received by students in all grades.
- 7) The students' participation to the New York State Fine Arts and Essay Exhibition honoring the legacy of Dr. Martin Luther King, Jr. was recognized with a certificate awarded to the school, and signed by Governor Cuomo.

J. Proposals:

1. Requesting approval for Joseph Pena, Ilsi Burgos, Veronica Cruz and Elena Litescu to attend a series of webinars hosted by School Crisis Recovery and Renewal COVID Leadership Coaching.

K. Educational Trips and School Wide Instructional Activities:

- 6) The students participated in the PS I Love You celebration, a day promoting kindness and bullying prevention.
- 7) Faculty, staff, and students participate this month in various activities celebrating the 100th day of school.

L. School Health and Safety

- The custodial team did a thorough cleaning of the school during the winter recess.

Attachments:

4. Attendance report.

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

Ms. Leeper was asked to explain the Early Enterprise program.

Questions and
Comments from the
Board of Trustees

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

There were none.

Questions and
Comments from the
Public

VIII. Financial Report Provided by Ms. Knox Director of Finance and Operations:

Ms. Knox provided information about payments made to the school. She provided an update about districts that were late in paying. She also provided an update and school lunch reimbursements.

Financial Report by
Mr. Bernardino in the
absence of Ms. Knox.

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

There were none.

Questions and
Comments from
the Board of
Trustees

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

There were none.

Questions and
Comments from the
public

XI. Approval of Minutes

Approval of minutes.

Resolved the Board of Trustees approved the minutes January 27, 2021

Motion: Trustee Yvonne Mowatt
Second: Trustee Nancy Iglesias
Vote: 8:0

**XII. Parent Association Report
Presented by Ms. Cañas, PA President.**

**Parent Association
Report**

No report presented.

**XIII. Questions and Comments from the Board of Trustees related to the
Parent Association Report:**

**Questions and
Comments from
Board of Trustees**

There were none.

**XIV. Questions and Comments from the Public related to the
Parent Association Report:**

**Questions and
Comments from the
Public**

There were none.

XV. Reading of the Resolutions:

**Reading of
Resolutions**

The resolutions were read in English and Spanish.

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

**Questions and
comments from the
public**

There were none.

XVII. Voting of the Resolutions:

**Voting of the
resolutions**

1) **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	Effective	
Rosdell Lopez	PT Custodian	2/23/2021	
Shamel D. Johnson	PT Custodian	2/23/2021	
Briceno Francesca	PT Lunch Aide	TBD	
Jorge Carrasco	FT IT Specialist	TBD	
Yvette Medrano	FT Admin Assistant	TBD	Pending references
Motion: Nancy Iglesias			
Second: Jose Canosa			
Vote: 8:0			

2) **Resolved**, the Board of Trustees approves the following professional development for staff:

- a. Approval for Joseph Pena, Ilsi Burgos, Veronica Cruz and Elena Litescu to attend a series of webinars hosted by School Crisis Recovery and Renewal COVID Leadership Coaching.
- b. Approval for Pupil Personnel staff to attend a workshop on Effective Neuroscience-based tools to transform Childhood Behaviors.

Motion: Yvonne Mowatt
Second: Gladys Rodriguez
Vote: 8:0

3); Resolved, the Board of Trustees approve a parent training in Scesaw, a classroom application.

Motion: Jose Canosa
Second: Nancy Iglesias
Vote: 8:0

4). Resolved, The Board of Trustees approves the recommendation of the Committee to hold a virtual assembly in celebration of Black History Month for all schools conducted by ZuZu.

Date: March 12 2:00 -3 pm. For a cost of \$500.

Motion: Ariel Sotelo
Second: Luis Ras
Vote: 8:0

5). Resolved, the Board of Trustees approves the following school clubs:

Virtual Art Club (Digital Art and Mixed Media)

Teacher- Ms. Foerster

Day- Tuesdays

Time- 6:00-7:00 pm

Grade levels-6-9

Minimum number of students: 10

Maximum number of students: 25

15 sessions, Cost- \$632.25

In-Person Cheerleading Club

Teacher- Ms. Schropfer

Day- Tuesdays

Time- 4:00-5:00 pm

Grade levels-6-9

Minimum number of students: 10

Maximum number of students: 15

*Gym use required

15 sessions, Cost-\$632.25

Motion: Jose Canosa

Second: Gladys Rodriguez

Vote: 8:0

6) Resolved, The Board of Trustees approves up to 2 hours of PTO time per Covid vaccination appointment for a maximum of four hours of PTO for two appointments. Proofs of appointment and proof of vaccination is request for PTO reimbursement.

This policy is retroactive.

In addition, please note the Board is not mandating staff to be vaccinated at this time. ECS will continue to follow guidelines from the state.

Motion: Nancy Iglesias

Second: Sarah Brewster

Vote: 8:0

7). **Resolved**, the Board approves the following remote workday policy as a result of inclement weather for full and part time non-instructional staff.

See attached.

Motion: Yvonne Mowatt
Second: Sarah Brewster
Vote: 8:0

XVIII. Old/ New Business: Old/New Business

Old/New Business

There was none.

XIX. Announcements

Announcements

We will be holding upcoming meetings to discuss school construction and individuals will have a chance to participate.

XX. Adjournment

Adjournment

Motion to adjourn made by: Trustee Yvonne Mowatt
Seconded by: Trustee Sarah Brewster
Approved: 8:0

Meeting adjourned at: 9:10

Minutes submitted by:
Gladys Rodriguez

Gladys Rodriguez

**Evergreen Charter School
Virtual Meeting of the Board of Trustees
605 Peninsula Blvd, Hempstead, NY 11550
March 24, 2021
7:30 pm
The meeting was virtual for the public**

Members:

Mr. Gil Bernardino	Present
Dr. Sarah Brewster	Present
Mr. José Canosa, Esq.	Present
Ms. Nancy Iglesias	Present
Mr. Luis Ras, Esq.	Present
Ms. Yvonne Mowatt	Present
Ms. Gladys Rodríguez	Absent
Mr. Ariel Sotelo	Absent

Also present:

**Ms. Karen Leeper, Acting Principal, Middle School Director
Ms. Lisett Knox, Director of Finance and Operations**

Ms. Litescu and Ms. Weigand were excused.

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

I. Call to Order by President Bernardino at 7:30 pm.

President Bernardino called the meeting to order at 7:30 pm.
He welcomed everyone to the virtual meeting.

Welcome and Call to order by President Gil Bernardino.

He introduced Martin Hopp of the architectural firm Martin Hopp and Evergreen's construction consultant, Rosella Harvey of NorthStar to the meeting.

II. Martin Hopp Presentation on School Facility

**Report presented by
Martin Hopp**

Mr. Hopp showed the architectural concept plans for Evergreen’s High School Facility. He reviewed the space and asked for input

III. Questions from the Board

**Questions by the
Board related to Mr.
Hopp’s presentation**

The Board was able to ask questions as well as the general public in an open forum.

IV. Questions from the Public

**Questions by public
related to Mr. Hopp’s
presentation.**

Both Members of the Board and the Public were able to ask questions. Questions included where the location of the high school will be. Other questions included topics such as the heating and ventilation system, the green features of the building, green space, garden space, classroom and related space.

V. Monthly Principal Report by Karen Leeper, Acting Principal:

**Report presented by
Ms. Leeper, School
Interim Principal**

**Director’s Report to the Board
Middle/High School (6-9 Grades)
March 24, 2021**

A. Enrollment:

Grade Level	Number of Students
Sixth Grade	50
Seventh Grade	49
Eighth Grade	50
Ninth Grade	48
Total:	197

B. Attendance:

- 1) See attached Attendance Count Report (includes absence reports from 9/8/2020-3/16/2021).

- 2) See attached After-School/Clubs Program Report.
- 3) Student attendance continues to be closely monitored.
- 4) Parent phone calls/Zoom meetings regarding inconsistent attendance continue to take place with administration.

C. Curriculum & Instruction:

- 1) Technology Committee Meetings were held on a weekly basis.
- 2) Administration Meetings were held on a weekly basis.
- 3) An after-school extra help/homework help program began the week of March 1, 2021.
- 4) Quarter 3 ends April 9, 2021, Instructional Model Change forms are due Monday, April 5, 2021

D. Professional Development:

- 1) Ms. Leeper attended the *OSC World Vendor Scoring Training for the NYS 3-8 ELA/Math/Science/NYSESLATT Assessments* on Monday, March 1, 2021.
- 2) Ms. Leeper attended the *TRLE: How Language Impacts Learning for ELL's* virtual workshop presented by BOCES on Monday, March 8, 2021.
- 3) Ms. Leeper participated in the *Critical Friends Session with Persistence Prep Charter School* on Tuesday, March 9, 2021.
- 4) Wednesday, March 10, 2021
Monday, March 15, 2021 (half day)
Thursday, March 18, 2021 (half day)
Friday, March 19, 2021 (half day)
Friday, March 26, 2021 (half day)
Middle/High School Literacy Professional Development, Presented by Christine Milton (literacy consultant).
- 5) Thursday, March 4, 2021
Friday, March 19, 2021
Middle/High School Mathematics Professional Development, Presented by Anthony Volforte (math consultant).
- 6) Administration attended weekly meetings hosted by the New York Charter School's Association.

- 7) Ms. Leeper, Ms. Salvi and Ms. Ortiz participated in SchoolTool-Instructional Modality for High Schools Webinar on Thursday, March 11, 2021.
- 8) Friday, March 19, 2021
Friday, March 26, 2021
High School Planning, Facilitated by Harriette Grosvenor (high school consultant).
- 9) Thursday, March 4, 2021
Thursday, March 11, 2021
Thursday, March 18, 2021
Administration participated in meetings with the Empire Charter Consulting Group regarding Evergreen's Renewal Application.

E. Parent Involvement/Activities:

- 1) *An 8-week Virtual Food and Nutrition Education Program offered by Cornell University* continues to take place on Monday evenings from 6:00-7:30 p.m.
- 2) Evergreen families were invited to an assembly in celebration of Black History Month on Friday, March 12th presented by the ZuZu African Acrobats.
- 3) *The Mental Health Committee held a Parent Workshop: Strengthening Families* on Wednesday, March 17, 2021.
- 4) Evergreen Families were reminded to participate in a NYSED Charter School Office Survey to provide feedback on their charter school experience. Families were notified of the extension. The school provide technical assistance on the following dates:
Tuesday, March 2nd 4:00-7:00 pm
Tuesday, March 9th 4:00-8:00 pm
Tuesday, March 16th 4:00-8:00 pm
- 5) Evergreen staff provided support/technical assistance to families with completing the 2021-22 Transportation Applications on the following dates:
Tuesday, March 9th 4:00-8:00 pm
Tuesday, March 16th 4:30-7:30 pm
- 6) Evergreen Families were invited to the following morning assemblies:
iReady Awards, Tuesday, March 16, 2021
Spanish Awards, Monday, March 22, 2021

F. Personnel:

Positions that need to be filled

Director of Data and Attendance
High School English Teacher
Middle/High School Nurse

G. Student Assessment:

- 1) Grade 3-8 NYS Assessments and Regents are scheduled with modifications (see attachment).

H. Challenges:

- 1) Inconsistent student attendance.

I. Successes:

- 1) Career Day!
- 2) Wednesday College and Career Readiness Morning Assemblies!
- 3) iReady Awards!

J. Proposals:

- 1) Renewal of *Rethink Learning Management Platform and Services* (see attachment).

K. Educational Trips and School Wide Instructional Activities:

- 1) The focus of morning assemblies throughout the month of March:
World Language Week (week of March 8, 2021)
Women's History Month
- 2) Select students participated in The New York State of Foreign Language Teachers yearly video contest.
- 3) Students will participate in the New York State Senate Earth Day 2021 Poster Celebration to emphasize the importance recycling and waste reduction.

L. School Health and Safety

- 1) Department of Health Daily Survey is completed by 4:00 p.m. each school day.

Attachments:

1. Attendance Count Reports
2. NYS Testing Guidance
3. Rethink Learning Management Platform and Services

**Evergreen Charter School
Director's Report to the Board
K-2 Elementary School
March 24, 2021**

A. Enrollment:

Grade Level	Number of Students
Kindergarten	109
First Grade	124
Second Grade	71
Total:	304

B. Attendance:

- 1) See attached Attendance Count Report (includes absence/tardy reports from 9/8/20 – 3/24/21 and 2/24/21-3/24/21)

C. Curriculum & Instruction:

- 1) Technology Committee Meetings were held on a weekly/ biweekly basis.
- 2) Administration Meetings were held on a weekly basis.
- 3) Department and grade level meetings are scheduled for the week of March 22, 2021
- 4) Second Grade Coding Club began the week of March 15, 2021
- 5) Students in First and Second Grade have been introduced to *TypingClub*, a web-based, educational platform for keyboarding.
- 6) Quarter 3 ends April 9, 2021, Instructional Model Change forms are due Monday, April 5, 2021

D. Professional Development:

- 1) Wednesday, March 10, 2021,
Thursday, March 11, 2021
Wednesday, March 17, 2021,
Thursday, March 18, 2021
K-2 Elementary School ELA Professional Development
Presented by Pam Kinnon (ELA Consultant)
- 2) Tuesday, March 2, 2021

Tuesday, March 23, 2021
K-2 Elementary School Math Professional Development
Presented by Sue Morris (Math Consultant)

- 3) Ms. Weigand participated in the New York State Department of Health Informational call on March 2, 2021
- 4) Ms. Weigand along with Administration attended the New York State Education Department meetings held on March 15th, March 17th and March 25th
- 5) Ms. Weigand participated in professional development provided by the Gestalt Center of Wellfleet
- 6) Ms. Weigand attended a workshop “*Summer Professional Learning Opportunities to Maximize Teacher Growth*” presented by the Danielson Group on March 18, 2021.

E. Parent Involvement/Activities:

- 1) The Mental Health Committee held a virtual parent workshop, “*Would You Like to Strengthen Your Family?*” on March 17, 2021 (topics of discussion- mindfulness, healthy boundaries, self-advocacy, self-compassion, and optimism).
- 2) A virtual *Spanish Awards* Morning Assembly took place on Friday, March 19, 2021.
- 3) A virtual *i-Ready Awards* Morning Assembly will take place on Thursday, March 25, 2021.
- 4) Ms. O’Connell hosted a Seesaw Parent Workshop for the classes that are piloting the program on Thursday, March 18th, Friday, March 19th and Monday, March 22nd.
- 5) Ms. Hernandez will host “*Tech Talk*” Tuesday, March 23, 2021 (Spanish 6:00-7:00PM, English 7:00-8:00PM)
- 6) March’s virtual “*Storytime with Ms. Camilli*” will take place Friday, March 26, 2021 from 6:30 PM -7:30 PM.
- 7) Parents were provided support for the completion of the school survey on March 2nd, March 9th and March 16th at the Elementary School located at 605 Peninsula Blvd.

F. Personnel:

- 1) Conducted interviews
- 2) Positions that need to be filled
 - o Permanent Substitute

G. Student Assessment:

- 1) Dolch Sight Word Assessments will begin the week of March 22, 2021

- 2) Fountas and Pinnell Benchmark Assessments for Reading Comprehension and Fluency will begin the week of April 5, 2021

H. Challenges:

- 1) Academic needs
- 2) Inconsistent attendance

I. Successes:

- 1) Dr. Seuss Week
- 2) 100 Days of School Activities
- 3) Participation in the February “*Storytime with Ms. Camilli*” (85 families participated)
- 4) National School Choice Video

J. Proposals:

K. Educational Trips and School Wide Instructional Activities:

- 1) Students attended the Zuzu African Acrobats’ Virtual School Wide Assembly Friday, March 12, 2021 as a culminating activity for Black History Month
- 2) Select students participated in The New York State of Foreign Language Teachers yearly video contest.
- 3) Students will participate in the *Colgate Bright Smiles, Bright Futures Kids Awards Contest*. Projects will focus on oral health.
- 4) Students will participate in the *New York State Senate Earth Day 2021 Poster Celebration* to emphasize the importance recycling and waste reduction.
- 5) Students will participate in Earth Day and Poetry Month activities during the month of April.
- 6) Students will write Haiku poems for submission in the *2021 Young American Poetry Digest*.

L. School Health and Safety

- 1) The K-2 building continues to conduct safety drills

M. Miscellaneous

None at this time.

N. Attachments:

- 1) Attendance Count Report

**Evergreen Charter School
Director's Report to the Board
Elementary School (3-5 Grades)
March 24, 2021**

A. Enrollment:

Grade Level	Number of Students
Third Grade	75
Fourth Grade	74
Fifth Grade	50
Total:	199

B. Attendance:

- Please find attached the attendance report (includes absence/tardy report from 2/17/2021 to 3/17/2021).

C. Curriculum & Instruction:

- On 03/12 and 3/19 the Literacy Consultant, Pam Kinnon, provided guidance and coaching to classroom and support teachers.
- The Spanish Consultant provides continuous guidance and support to the teachers in the Spanish Department;
- The Math Consultant, Sue Morris provided guidance to the classroom teachers on 3/2/21.
- The School Director will pilot overseeing the virtual Study-Hall program on Friday evenings, to help students focus on completing their overdue assignments and homework.

D. Staff Support and Professional Development:

- The second round of informal observations started this month and it is still in progress.
- Meetings with grade level, support, and special teachers took place as they are scheduled monthly.

- The School Social Worker and the Special Education teacher attended this month an online training on “Beyond Behaviors tools to transform children’s behaviors”.
- The School Social Worker and the School Director attended a series of webinars hosted by School Crisis Recovery and Renewal COVID Leadership Coaching.
- Staff participated in a training focused on Study Skills hosted by Dr. Lisa Korman, Psychologist and Associate Professor at Nassau CC.

E. Parent Involvement/Activities:

- The Parent Engagement Committee hosted an event for families promoting Reading Across America on 3/9/21.
- The School Director hosted an event for parents in the evening on 3/15/21, reminding parents/guardians of the remote/hybrid instruction expectations, completing assignments, following the class schedule, etc.
- The attendance continued to be monitored daily and parents of the absent students were notified promptly.
- Conferences were held regularly with parents/guardians, School Director, and School Social Worker.

F. Personnel:

Position that needs to be filled

Leave of Absence Teacher School Nurse
--

G. Student Assessment:

- The second round of Fountas and Pinell assessments were administered.
- The i-Ready Subsequent diagnostic test was completed and the students’ reports were mailed out to all families.

H. Challenges:

- 1) The students’ attendance, especially for the remote students in upper grade.

I. Successes:

- 0) The i-Ready ceremony was hosted virtually on 3/11; enjoyed the event and our students and their families appreciated the recognition of the students' efforts.
- 1) The Spanish Awards Ceremony was hosted virtually on 3/18 by the Spanish Department team.

J. Proposals:

- 1. Requesting approval for the Math Specialist to implement the Reflex program (\$3,295.00 for 12 months, with a pilot option including free access for extra 90 days during the summer).
- 2. Requesting approval to launch a pre-puberty educational program for students in all the 3-5 grade levels.

K. Educational Trips and School Wide Instructional Activities:

- 0) The students and staff participated in the Black History Month celebration month that culminated with the virtual show presented by Zuzu Acrobats. Our students enjoyed the show and they participated in the Q&A section after the show.

L. School Health and Safety

- The fire drills were resumed this month to ensure everyone is aware of the building's evacuation process.

Attachments:

- 1. Attendance report.
- 2. Details for the Reflex math program.
- 3. Student Clubs attendance.

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

A board member asked staff to present the story time activity that will take place on Friday evening. Ms. Camilli, the teacher helping to organize the activity was present at the meeting to share about the story time activity. All are invited to participate virtually.

<p>Questions and Comments from the Board of Trustees</p>

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

Questions and Comments from the Public

A parent asked where the 5th grade will be housed for the upcoming school year. Parents were informed that students would be at the Siena site. Parents were reminded to complete transportation requests.

VIII. Financial Report Provided by Ms. Knox Director of Finance and Operations:

Report by Director of Finance and Operations Ms. Knox.

Ms. Knox stated that all districts are up to date with payment except one district. She is following up. She also provided an update about the lottery that will be held on April 6th at 7 pm. Evergreen is currently accepting applications.

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

Questions and Comments from the Board of Trustees

There were none.

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

Questions and Comments from the public

There were none.

XI. Report by Shaun Skariah about Special Education Services

Report by Shaun Skariah, Coordinator of Special Education Services

Mr. Skariah reports that annual reviews are currently being scheduled and information is being mailed to parents. Mailings are occurring through google meets. Evergreen is working with seven different school districts for annual reviews for students with disabilities.

XII. Questions and Comments from the Board of Trustees related to the Special Education Report

Question and Comments from the Board of Trustees

There were none.

XIII. Questions and Comments from the Public related to the Special Education Report

There were none.

Questions and
Comments from the
public

XIV. Approval of Minutes

Resolved the Board of Trustees approved the minutes February 24, 2021

Motion: Trustee Yvonne Mowatt

Second: Trustee Nancy Iglesias

Vote: 8:0

Approval of minutes.

**XV. Parent Association Report
Presented by Ms. Cañas, PA President.**

No report presented.

Parent Association
Report

XVI. Questions and Comments from the Board of Trustees related to the Parent Association Report:

There were none.

Questions and
Comments from
Board of Trustees

XVII. Questions and Comments from the Public related to the Parent Association Report:

There were none.

Questions and
Comments from the
Public

XVIII. Reading of the Resolutions:

The resolutions were read in English and Spanish.

Reading of
Resolutions

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

There were none.

Questions and
comments from the
public

XX. Voting of the Resolutions:

Voting of the resolutions

- 1) **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	Effective
Moriah Morales Lopez	Receptionist	3/15/2021
Escolatica Mesquita	Temp Receptionist	Pending Clearances
Yvette Medrano	Receptionist	4/5/21
Samuel Laloi	FT IT Specialist	3/18/21

Motion: Sarah Brewster
Second: Jose Canosa
Vote: 6:0

- 2) **Resolved**, Ms. Litescu is requesting approval for the Math Specialist to implement the Reflect program (\$3,295 for 12 months, with a pilot option including free access for an extra 90 days during the summer.

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

- 3) **Resolved**, Ms. Litescu is requesting approval to launch a pre-puberty educational program for students in grades 3-5.

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

- 4) **Resolved**, Ms. Leeper is requesting approval to approval to renew the schools Rethink Learning Management platform and Services (see attachment.)

Motion: Jose Canosa
Second: Nancy Iglesias
Vote: 6:0

- 5) **Resolved**, the Board of Trustees approves the following modifications to the kitchen to accommodate the increase of students for the upcoming school year and beyond.

See attached.

Motion: Nancy Iglesias
Second: Jose Canosa
Vote: 6:0

- 6) . **Resolved**, the Board of Trustees approves the attached extension of the FFCRA policy and remote work proposal with changes.

See attached.

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

- 7) **Resolved** the Board of Trustees approves the Executive Committee to negotiate a contract with a firm to inspect proposed rental space for Evergreen Charter School.

Motion: Jose Canosa
Second: Luis Ras
Vote: 6:0

- 8) **Resolved**, the Board of Trustees approves the implementation of a Mandarin club for students 6-9. This is supported by the World Language Program.

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

XXI. Old/ New Business: Old/New Business

Old/New Business

A parent spoke about offering gifted programming. A parent and student also asked about a robotics club.

XXII. Announcements

Announcements

Evergreen's lottery will be held on April 6, 2021.

XXIII. Adjournment

Adjournment

Motion to adjourn made by: Trustee Yvonne Mowatt
Seconded by: Trustee Nancy Iglesias
Approved: 6:0

Meeting adjourned at: 9:37

Minutes submitted by: Gladys Rodriguez
Sarah Brewster in the absence of Gladys Rodriguez

**Evergreen Charter School
Virtual Meeting of the Board of Trustees
605 Peninsula Blvd, Hempstead, NY 11550
April 28, 2021
7:30 pm
The meeting was virtual for the public**

Members:

Mr. Gil Bernardino	Present
Dr. Sarah Brewster	Present
Mr. José Canosa, Esq.	Present
Ms. Nancy Iglesias	Present
Mr. Luis Ras, Esq.	Present
Ms. Yvonne Mowatt	Excused
Ms. Gladys Rodríguez	Present
Mr. Ariel Sotelo	Present

Also present:

Also present:

**Ms. Karen Leeper, Acting Principal, Middle School Director
Ms. Lisett Knox, Director of Finance and Operations
Dr. Elena Litescu, Director of Elementary School 3-5
Ms. Christine Weigand, Principal, Elementary School K-2**

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

I.Call to Order by President Bernardino at 7:30 pm.

President Bernardino called the meeting to order at 7:30 pm.
He welcomed everyone to the virtual meeting.

He introduced Acting Principal Karen Leeper for her report.

Welcome and Call to order by President Gil Bernardino.

II. Monthly Principal Report by Karen Leeper, Acting Principal:

**Evergreen Charter School
Principal's Report to the Board
Middle/High School
April 28, 2021**

Report presented by Ms. Leeper, School Interim Principal

A. Enrollment:

Grade Level	Number of Students
Sixth Grade	50
Seventh Grade	50
Eighth Grade	50
Ninth Grade	47
Total:	197

B. Attendance:

- 1) See attached Attendance Count Report (includes absence reports from 9/8/2020-4/28/2021).
- 2) See attached After-School/Clubs Program Report.
- 3) Student attendance continues to be closely monitored.
- 4) An Updated Attendance Policy (effective Quarter 4) was created and sent home to families.
- 5) Parent phone calls/Zoom meetings/in-person meetings regarding inconsistent attendance continue to take place with the Social Worker/Guidance Counselor and Administration.

C. Curriculum & Instruction:

- 1) Technology Committee Meetings were held on a weekly basis/bi-weekly basis.
- 2) Administration Meetings were held on a weekly basis.
- 3) Quarter 4 began Monday, April 12, 2021.
- 4) A Mandarin After School Club began the week of April 5, 2021.
- 5) The Evergreen Website is currently being updated.
- 6) Evergreen's Re-Opening Plan continues to be revised to reflect most updated guidelines.

D. Professional Development:

- 1) Ms. Leeper attended a virtual *State Reporting Meeting* presented by Nassau BO-CES on Wednesday, April 14, 2021.
- 2) Ms. Leeper led the April Faculty Meeting on *Administering and Proctoring Paper-Based NYS Assessments 2021*.
- 3) Tuesday, April 13 (half day)
Wednesday, April 14 (full day)
Monday, April 26, 2021 (quarter day)
Middle/High School Literacy Professional Development, Presented by Christine Milton (literacy consultant).
- 4) Friday, April 9, 2021
Middle/High School Mathematics Professional Development, Presented by Anthony Volforte (math consultant).
- 5) Administration attended weekly meetings hosted by the New York Charter School's Association.
- 6) Thursday, April 8, 2021
Thursday, April 15, 2021
Thursday, April 29, 2021
Administration participated in meetings with the Empire Charter Consulting Group regarding Evergreen's Renewal Application.

E. Parent Involvement/Activities:

- 1) The Mental Health Committee *held a Parent Workshop: Healthy and effective strategies to cope with challenges caused by the Covid-19 Pandemic* on Wednesday, April 21st.
- 2) Parent-Teacher Conferences are scheduled for:
Thursday, April 29th from 5:30-8:30 pm
Monday, May 3rd from 5:30-8:30 pm
- 3) Evergreen staff continued to call/provide support/technical assistance to families with completing the 2021-22 Transportation Application (deadline was extended by the state to Tuesday, April 20th).

4) The Parent Association has scheduled Picture Day for May 3rd and May 4th.

F. Personnel:

Positions that need to be filled

Director of Data and Attendance
Middle/High School Nurse

G. Student Assessment:

1) Grade 6-8 NYS ELA Test:

Tuesday, April 20th-Tues/Thurs Hybrid Students, 4 day students

Wednesday, April 21st-Mon/Wed Hybrid Students

Friday, April 23rd-Remote Only Students

H. Challenges:

1) Inconsistent student attendance.

I. Successes:

1) 8th Grade Virtual Trade Show

J. Proposals:

1) Hire Giselle Henao as a High School English Teacher (see resume attached).

2) The College and Career Readiness Committee is requesting approval for the 8th and 9th graders to attend Adelphi's Virtual College Awareness Day scheduled for Monday May 10th (see field trip request form attached).

3) Staff Appreciation Week Activities (see attachment).

K. Educational Trips and School Wide Instructional Activities:

1) The focus of morning assemblies throughout the month of April: Earth Day

2) Students participated in the New York State Senate Earth Day 2021 Poster Celebration to emphasize the importance recycling and waste reduction.

L. School Health and Safety

1) Department of Health Daily Survey is completed by 4:00 p.m. each school day.

Attachments:

1. Attendance Count Reports
2. Resume
3. Field Trip Request Form
4. Staff Appreciation Week Proposal

**Evergreen Charter School
Director's Report to the Board
Elementary School (3-5 Grades)
April 28, 2021**

A. Enrollment:

Grade Level	Number of Students
Third Grade	75
Fourth Grade	75
Fifth Grade	50
Total:	200

B. Attendance:

- Please find attached the attendance report (includes absence/tardy report from 3/22/2021 to 4/19/2021).

C. Curriculum & Instruction:

- On 04/9 and 4/13 the Literacy Consultant, Pam Kinnon, provided guidance and coaching to classroom and support teachers.
- The Spanish Consultant provides continuous guidance and support to the teachers in the Spanish Department.

- The Math Consultant, Sue Morris provided guidance to the classroom teachers on 4/6/21.
- Attended Technology Committee and Administration meetings weekly or bi-weekly.
- Participated in the meetings with the consultant focusing on the renewal application for the school.

D. Staff Support and Professional Development:

- Meetings with grade level, support, and special classes teachers are taking place as scheduled each month.
- The faculty meeting took place on 4/15/21 and training was provided on administering and proctoring the NYS Exams.
- The ENL teachers attended a virtual refresher training on administering the NYSESLAT.

E. Parent Involvement/Activities:

- The report cards for Q3 were mailed out to parents/guardians for their review prior to the Parent Teacher Conferences (PTC).
- A revised attendance policy went in effect on April 12th when the fourth quarter started.
- Parent Teacher Conferences to review the academic progress of the students during Q3 are scheduled to take place the last week of this month, on April 26th.
- Picture Day was scheduled on 05/3 and 05/4 by the Parents Association.

F. Personnel:

Position that needs to be filled

Substitute Teacher
School Nurse

G. Student Assessment:

- The NYS ELA exam was administered this month on the following dates:
 - April 20, 2021 – Group 1 students.
 - April 21, 2021 – Group 2 students.
 - April 27, 2021 – Remote students.

H. Challenges:

- 1) Attending all Zoom sessions remotely during the day presented some challenges, especially for the upper grades.

I. Successes:

- 1) The virtual Study-Hall program on Friday evenings, to help students focus on completing their overdue assignments and homework, proved very effective.
- 2) The Mandarin Chinese Club is in high demand, with 30 students attending the first session.
- 3) Two pep rallies took place motivating and energizing the students taking the state exam.
- 4) Received a donation of books from Hofstra University, and the books will be distributed to our students.

J. Proposals:

1. Requesting approval to host Teacher appreciation week activities during the first week of May.

K. Educational Trips and School Wide Instructional Activities:

- 1) The students participated in the Earth Day Showcase 2021 hosted by NYS Senate, and they did an outstanding job using plastic bottles or milk cartons to create an hour-glass, a flower vase, artwork in the shape of a butterfly, etc.
- 2) Our students participated in an essay contest hosted by Nassau County in celebration of "Be Kind to Animals" month. The essays written by our students on this topic were amazing.--**Winner Sophia Ramirez from ECS**

L. School Health and Safety

- Fire drills took place to ensure all students new to the building are aware of the building's evacuation process.

Attachments:

5. Attendance report.
6. Student Clubs attendance.

**Enrollment:
Evergreen Charter School
Director's Report to the Board
K-2 Elementary School
April 28, 2021**

A. Enrollment:

Grade Level	Number of Students
Kindergarten	109
First Grade	124
Second Grade	73
Total:	306

B. Attendance:

- 6) See attached Attendance Count Report (includes absence/tardy reports from 9/8/20 – 4/21/21 and 3/24/21-4/21/21).
- 7) Administration, School Counselor, School Psychologist and Teaching Staff continue to reach out to students with attendance concerns.
- 8) Administration provided families with the Quarter 4 Attendance Policy.

C. Curriculum & Instruction:

- 7) Technology Committee Meetings were held on a weekly/ biweekly basis.
- 8) Administration Meetings were held on a weekly basis.
- 9) A Faculty Meeting was held on Wednesday, April 7, 2021.
- 10) Quarter 4 began on April 12, 2021.
- 11) To enhance our Social Emotional Learning Program a *Second Grade Kids for Kindness Club* has been formed. The students will promote kindness in school, at home and in the community.
- 12) We are in the process of researching academic programs for the 2021-2022 school year.

D. Professional Development:

- 1) Wednesday, April 7, 2021
Thursday, April 8, 2021
Wednesday, April 28, 2021
Thursday, April 29, 2021
K-2 Elementary School ELA Professional Development
Presented by Pam Kinnon (ELA Consultant)

- 2) Tuesday, March 27, 2021
K-2 Elementary School Math Professional Development
Presented by Sue Morris (Math Consultant)
- 3) Ms. Weigand participated in professional development provided by the Gestalt Center of Wellfleet
- 4) Ms. Weigand and the ENL Staff attended the New York State English as a Second Language Achievement Test (NYSESLAT) Overview and Speaking Administration and Scoring Training on Wednesday, April 14, 2021

E. Parent Involvement/Activities:

- 5) The Mental Health Committee held a virtual parent workshop "*Healthy Routines and Patterns to Cope with Challenges caused by COVID-19*". Project Hope Representatives from New Horizons Counseling Center presented.
- 6) Parent Teacher Conferences took place Thursday, April 22, 2021. Quarter 3 Report Cards were mailed home.
- 7) A Virtual Purple Awards Morning Assembly will take place Friday, April 30, 2021 to celebrate students for making positive choices.
- 8) April's virtual "Storytime with Ms. Camilli" will take place. Friday, April 30, 2021 from 6:30 PM -7:30 PM.
- 9) Thank you to the Parent Association for their generosity. They provided all K-9 students with a brand-new book by redeeming Scholastic Book Fair points..

F. Personnel:

- 1) Conducted interviews
- 2) Positions that need to be filled
 - o Permanent Substitute

G. Student Assessment:

- 1) Dolch Sight Word Assessments were completed by March 26, 2021.
- 2) Fountas and Pinnell Benchmark Assessments for Reading Comprehension and Fluency were completed the week of April 12, 2021. Students were presented with certificates for increasing their reading level.
- 3) The New York State English as a Second Language Achievement Test. (NYSESLAT) began the week of April 19, 2021.

H. Challenges:

- 1) Academic needs
- 2) Inconsistent attendance

I. Successes:

- 5) Annual Reviews for students with IEPs.
- 6) Participation in the February “*Storytime with Ms. Camilli*” (55 families participated).
- 7) Ms. Webber’s 1st grade ENL class participated in a virtual visit to Osaka, Japan. The students visited a Japanese family to learn about Japan in preparation for a class lesson.

J. Proposals:

- 1) To host Teacher Appreciation Week activities in May.
- 2) Ms. Camilli and Ms. Weigand are requesting approval to hold a penny collection. Proceeds will be used to adopt a Koala in Australia. This will culminate April’s Earth Month and launch May’s Be Kind to Animal Month.
- 3) Ms. Tattnall and Ms. Weigand are requesting approval for the Kids for Kindness club to host a school wide flower sale in June as their civic service project. The proceeds will be given to the Animal Medical Hospital in Hempstead for medical supplies. Flowers will be grown by the club.

K. Educational Trips and School Wide Instructional Activities:

- 3) Students participated in Earth Month Activities (recycled projects, rock garden, bottle cap collection, and an Earth Week calendar of events to bring awareness of ways to restore the Earth).
- 4) A Garden Committee is in the process of being formed.
- 5) Students participated in World Book Day on Friday, April 23, 2021.
- 6) Students continue to write Haiku poems for submission in the 2021 Young American Poetry Digest.
- 7) Students will participate in “Be Kind to Animal Month” during the month of May.
- 8) Picture Day will take place May 5, 2021 and May 6, 2021.

L. School Health and Safety

- 1) The K-2 building continues to conduct safety drills.

M. Miscellaneous

None at this time.

N. Attachments:

- 1) Attendance Count Report
- 2) Flower Sale Proposal
- 3) Koala Project Proposal

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

**Questions and
Comments from the
Board of Trustees**

Ms. Weigand congratulated Mr. Shaun Skariah and his staff for the great work they are doing with our children in Special Education.

Trustee Brewster congratulated all the staff and students for this wonderful creations and great Earth Day Showcase 2021 and the recycling program. She encourages everyone to continue with this project.

President Bernardino reminded parents and students that reading is fundamental for success in life. He encouraged everyone to participate in all reading programs and reading events at Evergreen and continue with the celebration of World Book Day every year. “We need to encourage our children to embrace the love for reading.”

President Bernardino congratulated Sophia Ramirez, Evergreen student, on behalf of the Board, the administrators and everyone at Evergreen, for winning the Nassau County and Humane Society of New York Essay Contest.

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

**Questions and
Comments from the
Public**

There were none.

**V. Financial Report Provided by Ms. Knox Director of Finance and
Operations:**

**Report by Director of
Finance and
Operations Ms. Knox.**

Ms. Knox reported that there are 703 students enrolled between the three buildings. A new relationship was established with the Syosset School District and Valley Stream #24. We now have students from 19 School Districts. We are up to date with tuition payments in 8 school districts and we are still waiting for payments for billing number 5 of 6. New and final billing for this school year will be going out next month. In June we will be sending out the first bill for the September billing period.

All meals claims have been submitted. No payments have been received for the last two months. We will be sending the final meal claim to the State in the first week of May.

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

None.

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

None.

Questions and Comments from the public

VIII. Report by Shaun Skariah about Special Education Services

Mr. Skariah reported that there are 74 students with disabilities in the school, 67 students with individual education plans and 7 students with 504 plans. Annual reviews are taking place right now. This is a great time of the year for parents, families, students and teachers to talk about students' progress and to make recommendations. Annual Reviews are almost finished for most districts. We have been holding our re-organize end of the year reviews for Hempstead in google meetings. We have had 100 percent attendance from parents and guardians. Mr. Skariah expressed gratitude for the participation of parents, Special Ed teachers, and classroom teachers. He said he appreciated their involvement in their children's educational lives.

Report by Shaun Skariah, Coordinator of Special Education Services

IX. Questions and Comments from the Board of Trustees related to the Special Education Report

There were none.

Question and Comments from the Board of Trustees

X. Questions and Comments from the Public related to the Special Education Report

There were none.

Questions and Comments from the public

XI. Approval of Minutes

Approval of minutes.

Resolved the Board of Trustees approved the minutes March 24, 2021

Motion: Trustee Nancy Iglesias

Second: Trustee Jose Canosa

Vote: 7:0

XII. Parent Association Report

Presented by Ms. Cañas, PA President.

Parent Association Report

No report presented.

XIII. Questions and Comments from the Board of Trustees related to the Parent Association Report:

There were none.

Questions and Comments from Board of Trustees

XIV. Questions and Comments from the Public related to the Parent Association Report:

There were none.

Questions and Comments from the Public

XV. Reading of the Resolutions:

The resolutions were read in English and Spanish.

Reading of Resolutions

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

There were none.

Questions and comments from the public

XVII. Voting of the Resolutions:

Voting of the resolutions

**Evergreen Charter School
Agenda Items for Resolutions:
April 28, 2021**

1) **Resolved**, the Board of Trustees approves the following staff:

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

Name	Position	Effective	Salary
Andujar Ivan	Custodian	Pending clearance	\$17 Hr.
Flor Carranza	PT Custodian	Declined	\$17 Hr.
Henao, Giselle	Teacher	4/26/21	\$60,000
Melanie Villota	PT Lunch Aide	Pending clearance	\$15 Hr.

Motion: Trustee Jose Canosa
Second: Trustee Gladys Rodriguez
Vote: 7:0

2. **Resolved**, the Board of Trustees approves Dr. Litescu’s request to host a Carnival Day at the end of the school year.

Motion: Trustee Nancy Iglesias
Second: Trustee Jose Canosa
Vote: 7:0

3. **Resolved** the Board of Trustees approves a request of the College and Career Readiness Committee for the 8th and 9th graders to attend Adelphi's Virtual College Awareness Day scheduled for Monday May 10th (see field trip request form attached).

Motion: President Gil Bernardino
Second: Trustee Nancy Iglesias
Vote: 7:0

4. **Resolved**, the Board of Trustees approves the attached Staff Appreciation Week Activities (see attachment).

Motion: Trustee Sarah Brewster
Second: Trustee Jose Canosa
Vote: 7:0

5. **Resolved**, the Board of Trustees approves Ms. Leeper and Mr. Pena are requesting to attend the *Attendance Works* virtual trainings scheduled for September 21, 2021 October 5, 2021 and October 19, 2021 (see attachments).

Motion: Trustee Ariel Sotelo
Second: Trustee Gladys Rodriguez
Vote: 7:0

6. **Resolved**, the Board of Trustees approve Ms. Camilli and Ms. Weigand to hold a penny collection. Proceeds will be used to adopt a Koala in Australia. This will culminate April's Earth Month and launch May's Be Kind to Animal Month.

Motion: Trustee Sarah Brewster
Second: Trustee Nancy Iglesias
Vote: 7:0

7. **Resolved**, the Board of Trustees approves Ms. Tattnall and Ms. Weigand are requesting approval for the Kids for Kindness club to host a school wide flower sale in June as their civic service project. The proceeds will be given to the Animal Medical Hospital in Hempstead for medical supplies. Flowers will be grown by the club.

See attached.

Motion: Trustee Jose Canosa
Second: Trustee Sarah Brewster
Vote: 7:0

8. **Resolved**, the Board of Trustees approves updates to its Freedom of Information Policy.

See attached.

Motion: Trustee Gladys Rodriguez
Second: Trustee Ariel Sotelo
Vote: 7:0

9. **Resolved**, The Board for Trustees approves the purchase of the RAVE panic button application.

Motion: Trustee Nancy Iglesias
Second: Trustee Jose Canosa
Vote: 7:0

10. **Resolved**, the Board of Trustees approves a modification to its Families First Corona Virus Response FFCRA to allow up to 10 days of remote learning for lunch aides and school aides that may need to quarantine. Remote learning can include trainings and related materials that can be performed while in quarantine.

A training plan will be established and approved by the Chef.

Motion: Trustee Sarah Brewster
Second: Trustee Gladys Rodriguez
Vote: 7:0

XVIII. Old/ New Business: Old/New Business

Old/New Business

Trustee Brewster mentioned that at last meeting there was an idea about Kids helping Kids. Trustee Nancy Iglesias created an excellent logo for this concept. She displayed this for everyone to see. A creative video of ECS children was shown.

President Bernardino reported that he executed the contract for the purchase of additional land to support the new school facility construction project. This is the first step of many more steps needed in the process of our facility construction.

XIX. Announcements

Announcements

President Bernardino sent regards on behalf of the board of Trustees and all at Evergreen to Trustee Yvonne Mowatt and wished her a prompt and full recovery from her surgery.

Trustee Brewster congratulated Matthew Sotelo, a former Evergreen Charter School student and son of Board Member Ariel Sotelo, for his acceptance at Princeton University. This is a great accomplishment for one of our students. We hope that many will follow in his footsteps. We hope to have a reunion of our first students in the near future.

Trustee Sotelo mentioned that his son had a great beginning at Evergreen. He started in first grade where he developed a love for learning. He also learned that hard work pays off. "It's an amazing thing that we started 12 years ago and our first students are already graduating from High School." Congratulations to Matthew Sotelo.

Happy Mother's Day to all mothers and all who are mother's in spirit to our children.

XX. Adjournment

Adjournment

Motion to adjourn: Trustee Nancy Iglesias

Seconded by: Trustee Jose Canosa

Approved: 7:0

Meeting adjourned at: 9:00pm

Minutes submitted by: Gladys Rodriguez
Gladys Rodriguez

**Evergreen Charter School
Virtual Meeting of the Board of Trustees
605 Peninsula Blvd, Hempstead, NY 11550
May 26, 2021
7:30 pm
The meeting was virtual for the public**

Members:

Mr. Gil Bernardino	Present
Dr. Sarah Brewster	Present
Mr. José Canosa, Esq.	Present
Ms. Nancy Iglesias	Present
Mr. Luis Ras, Esq.	Absent
Ms. Yvonne Mowatt	Excused
Ms. Gladys Rodríguez	Present
Mr. Ariel Sotelo	Present

Also present:

Also present:

**Ms. Karen Leeper, Acting Principal, Middle School Director
Ms. Lisett Knox, Director of Finance and Operations
Dr. Elena Litescu, Director of Elementary School 3-5
Ms. Christine Weigand, Principal, Elementary School K-2**

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

I.Call to Order by President Bernardino at 7:30 pm.

President Bernardino called the meeting to order at 7:30 pm.
He welcomed everyone to the virtual meeting.

He introduced Acting Principal Karen Leeper for her report.

Welcome and Call to order by President Gil Bernardino.

II. Monthly Principal Report by Karen Leeper, Acting Principal:

**Evergreen Charter School
Principal's Report to the Board
Middle/High School
May 26, 2021**

Report presented by Ms. Leeper, School Interim Principal

A. Enrollment:

Grade Level	Number of Students
Sixth Grade	50
Seventh Grade	50
Eighth Grade	50
Ninth Grade	47
Total:	197

B. Attendance:

- 1) See attached Attendance Count Report (includes absence reports from 9/8/2020-5/21/2021).
- 2) See attached After-School/Clubs Program Report.
- 3) Student attendance continues to be closely monitored.

C. Curriculum & Instruction:

- 1) Technology Committee Meetings were held on a weekly basis/bi-weekly basis.
- 2) Administration Meetings were held on a weekly basis.
- 3) Administration participated in a Virtual State Visit on Wednesday, May 12th.
- 4) 5 Day In-Person Instruction was offered to all students in Grades 3-9.
- 5) Evergreen's Re-Opening Plan continues to be revised to reflect most updated guidelines.
- 6) Summer School will take place from Tuesday, July 6th to Thursday, July 29th Monday-Thursday from 8:00-12:00 pm. Both, 605 Peninsula Blvd. and 120 Greenwich St. sites will be used.
- 7) Evergreen is in the process of creating partnerships with local colleges to offer AP High School classes.

D. Professional Development:

- 1) Ms. Salvi led staff trainings regarding SchoolTool Attendance on Wednesday, May 19, 2021.

- 2) Wednesday, May 26, 2021
Middle/High School Literacy Professional Development, Presented by Christine Milton (literacy consultant).

- 3) Administration attended weekly meetings hosted by the New York Charter School's Association.

- 4) Friday, May 14, 2021
Administration participated in meetings with the Empire Charter Consulting Group regarding Evergreen's Renewal Application.

E. Parent Involvement/Activities:

- 1) Families were invited to attend a virtual meeting regarding Evergreen's Re-Opening Plans on Wednesday, May 12th.

- 2) The Mental Health Committee held a Parent Workshop: *Speaking to your Child about Mental Health* on Wednesday, May 19th.

- 3) The Parent Association scheduled Picture Day for May 17th and May 18th. 8th grade graduation pictures were taken.

- 4) Families were invited to attend a virtual meeting regarding ARP-ESSER funds on Monday, May 24th.

F. Personnel:

Positions that need to be filled

Director of Data and Attendance
Middle/High School Nurse

G. Student Assessment:

1) Grade 6-8 NYS Math Test:

Tuesday, May 4th-Tues/Thurs Hybrid Students, 4 day students

Wednesday, May 5th-Mon/Wed Hybrid Students

Friday, May 7th -Remote Only Students

2) Grade 8 Science Test (written portion only):

Tuesday, June 8th-In-Person Students

Wednesday, June 9th-Remote Only Students

3) The administration of the NYSESLATT Exam began the week of May 10, 2021.

4) Regent Exam Schedule:

Earth Science-Thursday, June 24th

Living Environment (Biology)-Tuesday, June 22nd

Algebra I-Wednesday, June 23rd

5) Grade 6-9 i-Ready ELA and Math Testing will begin the week of May 31st.

H. Challenges:

1) Inconsistent student attendance.

I. Successes:

1) New ECS Website!

2) Evergreen students won medals in the NYSAFLT Video Contest!

Poetry Recitation Category:

2nd Place- 6th Grader- Justin Hercules

3rd Place-9th Grader-Yehison Lozano

Tongue Twister Category:

1st Place-6th Grader-Juan Castelan

J. Proposals:

1) To hold 8th Grade Graduation on Saturday, June 26th (see attachment).

2) To hold Carnival Day the week of June 14th; actual date TBD (see attachment).

K. Educational Trips and School Wide Instructional Activities:

- 1) Students in Grades 8-9 attended Adelphi's Virtual College Awareness Day on Monday, May 3rd.
- 2) The 8th Grade Graduation Committee held a planning meeting on Wednesday, May 19, 2021.

L. School Health and Safety

- 1) Department of Health Daily Survey is completed by 4:00 p.m. each school day.

Attachments:

1. Attendance Count Reports
2. Summer School Proposal
3. Graduation Proposal
4. Carnival Day Proposal

**Evergreen Charter School
Director's Report to the Board
Elementary School (3-5 Grades)
May 26, 2021**

A. Enrollment:

Grade Level	Number of Students
Third Grade	75
Fourth Grade	75
Fifth Grade	50
Total:	200

B. Attendance:

- Please find attached the attendance report (includes absence/tardy report from 4/19/2021 to 5/19/2021).

C. Curriculum & Instruction:

- The Spanish Consultant provides continuous guidance and support to the teachers in the Spanish Department.
- Attended the check-in mid-year visit with the NYS CSO representative.
- Participated in the meetings with the consultant focusing on the renewal application for the school.
- The Reflex Math pilot was launched.

D. Staff Support and Professional Development:

- The faculty meeting took place on 5/5/21 and training was provided on administering and proctoring the NYS Math Exams.
- Staff members participated in the training provided on 5/5/21 by the representative of the Reflex Math program.
- On 05/14 and 5/21 the Literacy Consultant, Pam Kinnon, provided guidance and coaching to classroom and support teachers.
- The Math Consultant, Sue Morris provided guidance to the classroom teachers on 5/11/21.
- Staff attended a refresher training on 5/20/21 for recording student's attendance in Schooltool.

E. Parent Involvement/Activities:

- Virtual and in person meetings continued to be conducted by the School Director with parents and guardians, to address academic performance of their child.
- Attended the meetings with the parents on 5/12/2021 when the changes in the instructional modality were communicated by the Board President and Vice-President.

F. Personnel:

Position that needs to be filled

Substitute Teacher School Nurse

G. Student Assessment:

- The NYS Math exam was administered this month on the following dates:
 - May 7, 2021 – Group 1 students;
 - May 6, 2021 – Group 2 students;
 - May 11, 2021 – Remote students.

- The NYSESLAT exam is currently administered to the ELL students.

H. Challenges:

I. Successes:

- Picture Day went as planned on 5/3, 5/4 and 5/17.
- The administration of the NYS Math exam was carefully planned and all went as expected.
- Students were given books to take home after the Math exam, from the book donations and they also received a new book from the Parents Association.

J. Proposals:

1. Requesting approval to host the Carnival Day on 06/25 with the rain date on 06/28, with an estimated budget of \$350.00.
2. Requesting approval to host a Royal Purple Breakfast on 06/24/21, budget \$150.00, for the students who made the Purple list most times this school year.

K. Educational Trips and School Wide Instructional Activities:

- Out of hundreds of essays submitted by students throughout the Nassau County for the essay contest in celebration of “Be Kind to Animals” month, one of the fifth grade winners was an Evergreen student.

- Our students participated in Doodle for Google contest, only one entry was selected from the New York State; our students artworks were included in a special Morning Assembly ceremony.
- The 3-5 grades students won the third place in the NYSFALT contest; they created a video signing together Color Esperanza.

L. School Health and Safety

- Fire drills continue this month.

Attachments:

1. Attendance report.
2. Student Clubs attendance.
3. Budget for the Carnival Day.

**Evergreen Charter School
Director’s Report to the Board
K-2 Elementary School
May 26, 2021**

A. Enrollment:

Grade Level	Number of Students
Kindergarten	110
First Grade	124
Second Grade	73
Total:	307

B. Attendance:

- 1) See attached Attendance Count Report (includes absence/tardy reports from 9/8/20 – 5/21/21 and 4/21/21-5/21/21).
- 2) Administration, School Counselor, School Psychologist and Teaching Staff continue to reach out to students with attendance concerns.

C. Curriculum & Instruction:

- 1) Technology Committee Meetings were held on a weekly/ biweekly basis.
- 2) Administration Meetings were held on a weekly basis.
- 3) A Faculty Meeting was held on Wednesday, May 5, 2021.

- 4) Mr. Zamora (music teacher) will introduce the Keyboard to the Second Grade. Each Student will be provided with an individual rollup piano for the month of June.
- 5) The Book Fairies donated approximately 1,500 books to supplement summer reading and strengthen reading skills. They will be distributed in June.
- 6) Suggested summer reading lists are being created for the distribution at the end of the school year
- 7) The 2021 Summer School Program is in the process of being planned.
- 8) Curriculum materials continue to be researched and reviewed for the 2021-22 school year.
- 9) Curriculum Maps and Pacing Guides are being updated.

D. Professional Development:

- 1) Wednesday, May 5, 2021,
Thursday, May 6, 2021
Wednesday, May 26, 2021,
Thursday, May 27, 2021
K-2 Elementary School ELA Professional Development
Presented by Pam Kinnon (ELA Consultant)
- 2) Tuesday, May 18, 2021
K-2 Elementary School Math Professional Development
Presented by Sue Morris (Math Consultant)
- 3) Ms. Weigand participated in a Long Island i-Ready User Group Webinar, "*Ending this Unique Year Strong with i-Ready*" on Thursday, May 20, 2021.
- 4) Ms. Camilli attended "Celebrity Reader Spotlight" during the month of May sponsored by the Book Fairies to meet authors (David Adler, Nick Bruel etc.) Ms. Camilli will share the recorded interviews with the students in June.

E. Parent Involvement/Activities:

- 1) The Mental Health Committee held a virtual parent workshop "*Do You Know How to Speak to Your Child About Mental Health?*" on May 19, 2021
- 2) May's virtual "Storytime with Ms. Camilli" took place on Friday, May 21, 2021, from 6:30 PM -7:30 PM.
- 3) A parent workshop "*Turn Movie Night into Comprehension Practice*" will be held on June 2, 2021 at 6:00 PM
- 4) The *Kindergarten End of the Year Celebration* will take place the week of June 21, 2021.

F. Personnel:

- 1) Conducted interviews
- 2) Positions that need to be filled
 - o Permanent Substitute

G. Student Assessment:

- 1) The i-Ready Diagnostic 3 in ELA and Math began Thursday, May 20, 2021
- 2) The New York State English as a Second Language Achievement Test (NYSESLAT) continues to be administered.
- 3) The Dial 4 Assessment for incoming Kindergarten students began the week of May 24, 2021. Parents/Guardians will be contacted to schedule an appointment.

H. Challenges:

- 1) Academic needs
- 2) Inconsistent attendance

I. Successes:

- Evergreen Charter School Website
- Participation in the February “*Storytime with Ms. Camilli*” (47 families participated)
- The K-2 building collected \$1,865.89 in donations for the Kids Heart Challenge. \$500.00 of that money was collected by Kindergarten student, Dominic Reed. Proceeds went to the American heart Association.

J. Proposals:

- 1) Ms. Weigand is requesting approval to hold Carnival Day for Group 1 on Wednesday, June 16, 2021 and Group 2 on Friday, June 18, 2021.
- 2) Ms. Weigand is requesting approval to schedule the Virtual NED Show (*NEDS Kindness Adventure*) for both Carnival Days. This show is free of charge. The school will conduct a Pay-it-Forward Sale. The proceeds of our sale will cover the charge for the performance at another school.
- 3) To hire Marie Fanfan-Joseph to fill the Permanent Substitute pending references

K. Educational Trips and School Wide Instructional Activities:

- 1) Ms. Lee took her class on a virtual field trip to the San Diego Zoo to observe and record animal behavior and habitats.

L. School Health and Safety

- 1) The K-2 building continues to conduct safety drills

M. Miscellaneous

N. Attachments:

- 1) Attendance Count Report
- 2) Carnival Day Budget
- 3) NED Show

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

**Questions and
Comments from the
Board of Trustees**

Trustee Sarah Brewster congratulated the staff and student awardees. She thanked everyone for their efforts. She also recognized Ms. Camilli for her efforts to coordinate Story Night on Fridays with Ms. Weber. This is a beautiful project for our families.

President Bernardino encouraged parents to help their children during exams. He urged parents to take exams very seriously and support their children during this time. Parents need to make sure that children sleep well, eat nutritious meals and study hard.

Discussion followed on Evergreen's new web-site. Ms. Knox informed that there have been over a thousand visitors in two weeks.

Principal Leeper congratulated the Spanish Department and Ms. Guzman for making sure that all grades participated in this contest. She expressed how proud she is of our students. President Bernardino expressed his happiness as well. The videos of this contest are posted in the new ECS website.

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

**Questions and
Comments from the
Public**

There were none.

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

Report by Director of Finance and Operations Ms. Knox.

Ms. Knox reported that there are currently 704 students registered between the three buildings. The office continues to process applicants from our waiting lists to complete the registration process for new applicants. Some families have moved and this has created openings. Evergreen continues to backfill regularly, from its large wait list. As space becomes available, the Business Office reaches out to families to inform them of the opening and the family is given time to complete paperwork for registration.

All school districts are up to date with tuition payments except one district in the Queens area. The final invoices for this school year have been sent out on May 17. Invoices for the new school year are being prepared.

Billing for meals went out to the Child Nutrition Administration. Final billing will be sent out in the month of July. We are working in the process of closing this school year.

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

None.

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

Questions and Comments from the public

None.

VIII. Approval of Minutes

Approval of minutes.

Resolved the Board of Trustees approved the minutes April 28, 2021

Motion: Trustee Sarah Brewster

Second: Trustee Jose Canosa

Vote: 6:0

IX. Parent Association Report

Presented by Ms. Cañas, PA President.

Parent Association Report

No report presented.

X. Questions and Comments from the Board of Trustees related to the Parent Association Report:

There were none.

Questions and
Comments from
Board of Trustees

XI. Questions and Comments from the Public related to the Parent Association Report:

There were none.

Questions and
Comments from the
Public

XII. Reading of the Resolutions:

The resolutions were read in English and Spanish.

Reading of
Resolutions

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

There were none.

Questions and
comments from the
public

XIV. Voting of the Resolutions:

Voting of the
resolutions

**Agenda Items for Resolutions:
For May 26, 2021**

1) **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	Effective
Quinones, Jose	PT Custodian	05/17/2021
Tejada, Reyhardt	PT Custodian	05/17/2021
Richardson, Alexis	FT Business Office Asst	05/17/2021
Javier Orengo	PT Custodian	Pending Clearance

Motion: Trustee Jose Canosa
Second: Trustee Nancy Igelsias
Vote: 6:0

2) **Resolved**, the Board of Trustees approves the following school events:

- 8th Grade Graduation on Saturday, June 26th (see attachment).
Carnival Day for grades 6-9 the week of June 14th; actual date TBD
 - see attachment
- Carnival Day for the upper middle school on 06/25 with the rain date on 06/28.
 - See attached.
- To hold Carnival Day for grades K-2 Group 1 on Wednesday, June 16, 2021 and Group 2 on Friday, June 18, 2021.
 - See attached.
- Royal Purple Breakfast on 06/24/21, budget \$150.00, for the students who made the Purple list most times this school year.
- To schedule the Virtual NED Show (*NEDS Kindness Adventure*) for both Carnival Days. This show is free of charge. The school will conduct a Pay-it-Forward Sale. The proceeds of our sale will cover the charge for the performance at another school.

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

3) **Resolved**, the Board of Trustees approves the following professional development for staff:

- a) Christine Weigand's request to attend a workshop called *The Science of Early Learning and Adversity: Leadership in the Early Learning Setting in a Post Pandemic Era.* This will be held via zoom June 16-17.

See attached.

- b) Ms. La Spisa to attend a webinar on "*Getting your Journey as a Reading and writing Teacher off to a Strong Start.*" This will be held on June 4, 2021.

Motion: Trustee Ariel Sotelo
Second: Trustee Jose Canosa
Vote: 6:0

- 4) **Resolved**, the Board of Trustees approves the schedule for summer school programming for ECS students.

See attached.

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

- 5) **Resolved**, the Board of Trustees approves the Information and Data Privacy, Security, Breach and Notification Policy.

Motion: Trustee Jose Canosa
Second: Trustee Nancy Iglesias
Vote: 6:0

- 6) **Resolved**, the Board of Trustees approves a change to its Accounting Policy manual.

See attached.

Motion: Trustee Gladys Rodriguez
Second: Trustee Jose Canosa
Vote: 6:0

- 7) **Resolved**, the Board of Trustees approves the Cordell Hull Foundation to provide services to support Evergreen's needs for foreign language teachers in Spanish.

Motion: Trustee Ariel Sotelo
Second: Trustee Jose Canosa
Vote: 6:0

- 8) **Resolved**, the Board of Trustees approves staff to conduct the Dial test for new incoming kindergartens on Saturdays in addition to during the week.

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

XV.Old/ New Business: Old/New Business

Old/New Business

President Bernardino congratulated Ms. Camilli and thanked her for Story-night. He indicated that this is an excellent project, that reading is fundamental. He invites everyone to pay attention and support your children every day in their reading efforts. Parents must be a part of that culture.

XVI. Announcements

Announcements

There were no announcements.

Adjournment

Meeting adjourned at: 8:42

Minutes submitted by: Gladys Rodriguez
Gladys Rodriguez

**Evergreen Charter School
Virtual Meeting of the Board of Trustees
605 Peninsula Blvd, Hempstead, NY 11550
June 23, 2021
7:30 pm
The meeting was virtual for the public**

Members:

Mr. Gil Bernardino	Present
Dr. Sarah Brewster	Present
Mr. José Canosa, Esq.	Present
Ms. Nancy Iglesias	Present
Mr. Luis Ras, Esq.	Present
Ms. Yvonne Mowatt	Excused
Ms. Gladys Rodríguez	Present
Mr. Ariel Sotelo	Present

Also present:

**Ms. Karen Leeper, Acting Principal, Middle School Director
Ms. Lisett Knox, Director of Finance and Operations
Dr. Elena Litescu, Director of Elementary School 3-5
Ms. Christine Weigand, Principal, Elementary School K-2**

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

I. Call to Order by President Bernardino at 7:30 pm.

President Bernardino called the meeting to order at 7:30 pm.
He welcomed everyone to the virtual meeting.

He introduced Acting Principal Karen Leeper for her report.

Welcome and Call to order by President Gil Bernardino.

II. Monthly Principal Report

**Evergreen Charter School
Principal's Report to the Board
Middle/High School
June 23, 2021**

Report presented by Ms. Leeper, School Interim Principal

A. Enrollment:

Grade Level	Number of Students
Sixth Grade	50
Seventh Grade	50
Eighth Grade	50
Ninth Grade	48
Total:	198

B. Attendance:

- 1) See attached Attendance Count Report (includes absence reports from 9/8/2020-6/23/2021).
- 2) See attached After-School/Clubs Program Report.
- 3) Student attendance continues to be closely monitored.

C. Curriculum & Instruction:

- 1) Technology Committee Meetings were held on a weekly basis/bi-weekly basis.
- 2) Administration Meetings were held on a weekly basis.
- 3) Evergreen's Re-Opening Plan continues to be revised to reflect most updated guidelines.
- 4) Summer School will take place from Tuesday, July 6th to Thursday, July 29th Monday-Thursday from 8:00-12:00 pm. Both, 605 Peninsula Blvd. and Loretto School at 120 Greenwich St. sites will be used.
- 5) Evergreen participated in meetings with local colleges to offer AP High School classes.
- 6) Administration attended a meeting on Thursday, June 17th with Adelphi University representatives regarding their Diversity Equity and Inclusion Training Program for staff.
- 7) Summer Resources were distributed to families the week of June 7, 2021.
- 8) Staff was invited to participate in an August PD Survey.
- 9) Teacher Observations were completed for all staff.

D. Professional Development:

- 1) Friday June 11, 2021
Middle/High School Literacy Professional Development, Presented by Christine Milton (literacy consultant).
- 2) Friday, June 11, 2021
Friday, June 25, 2021 (half day)
Middle/High School Math Professional Development, Presented by Anthony Volforte (math consultant).
- 3) Thursday, June 10, 2021 (3 hours)
Thursday, June 17, 2021 (3 hours)
High School Professional Development, Presented by Emily Zaeske (high school consultant).
- 4) Administration attended weekly meetings hosted by the New York Charter School's Association.

E. Parent Involvement/Activities:

- 1) Families were invited to complete the ECS Annual Parent Survey on Wednesday, May 26, 2021. Parents were given the option to complete the survey in written or electronic form.
- 2) Families were invited to attend a virtual meeting regarding the Consolidated Application For ESSA-Funded Programs on Tuesday, June 8, 2021.
- 3) The Mental Health Committee will be holding a Parent Workshop: *What are the benefits of your child attending a Summer program?* Thursday, June 24th.

F. Personnel:

Positions that need to be filled

Director of Data and Attendance
Middle/High School Nurse

G. Student Assessment:

- 1) Regent Exam Schedule:
Earth Science-Thursday, June 24th
Living Environment (Biology)-Tuesday, June 22nd
Algebra I-Wednesday, June 23rd

H. Challenges:

- 1) Inconsistent student attendance.

I. Successes:

- 1) Mr. Gutierrez's Middle School Music Video!
- 2) Mr. Skariah was awarded with the NASTAR Award on Thursday, June 17, 2021!
- 3) Six 9th Graders are participating in a Leadership Summer Training Program, sponsored by the Family and Children Association.
- 4) One 9th Grader will participate in the Youth Member Summit with the Justice Resource Institute.

J. Proposals:

- 1) To hire Cristina Ayala as the High School Biology/Chemistry Teacher for the 2021-21 School Year (resume attached).

K. Educational Trips and School Wide Instructional Activities:

- 1) The 8th Grade Graduation Committee held planning meetings on Friday, June 4, 2021, Monday, June 21st.
- 2) 8th Grade Graduation is scheduled for Saturday, June 26th.
- 3) Carnival Day has been rescheduled for Monday, June 28th.

L. School Health and Safety

- 1) Department of Health Daily Survey is completed by 4:00 p.m. each school day.

Attachments:

1. Attendance Count Reports
2. Resumes

**Evergreen Charter School
Director's Report to the Board
Elementary School (3-5 Grades)
June 23, 2021**

A. Enrollment:

Grade Level	Number of Students
Third Grade	75
Fourth Grade	75
Fifth Grade	50
Total:	200

B. Attendance:

- Please find attached the attendance report (includes absence/tardy report from 5/19/2021 to 6/18/2021).

C. Curriculum & Instruction:

- The Spanish Consultant provides continuous guidance and support to the teachers in the Spanish Department.
- Attended the meetings with the Consultant providing guidance for developing the HS curriculum and programs.
- The instructional staff attended the annual meeting with the Board President, Mr. Bernardino and Vice-President, Dr. Brewster.
- Attended a meeting with SUNY Old Westbury representatives exploring opportunities to offer AP courses to our High School students.
- Attended a meeting with Adelphi University representatives discussing their Diversity Equity and Inclusion training program.

D. Staff Support and Professional Development:

- On June 1, 2021, the Math Consultant, Sue Morris, conducted meetings for curriculum vertical alignment and next school year planning with classroom teachers.
- The faculty meeting and grade level meetings took place as scheduled.
- The Reading Specialist, attended an online conference, titled "Getting Your Journey as a Reading and Writing Teacher Off to a Strong Start" on 6/4/21. She will share with the rest of the team during PD the main topics addressed.

- Ms. Litescu attends this month virtually the National Conference for Charter Schools;

E. Parent Involvement/Activities:

- On 6/2/21, the ELA Support teacher hosted a parent Workshop for Parents, “Turn Movie Night into Comprehension Practice”.
- On 6/09/21 the Math Support teacher hosted a Parent Workshop for Parents, “Best Practices to Avoid the Math Summer Slide”.
- Distributed to families materials received from the NY Senate for raising awareness of preventing Lyme disease.

F. Personnel:

Position that needs to be filled

Second grade teachers for the two extra incoming classes
School Nurse

G. Student Assessment:

- The NYS Science exam was administered this month on the following dates:
 - June 8, 2021 – In person students.
 - June 9, 2021 – Remote students.
- The NYSESLAT exam was administered to the ELL students.
- The I-Ready third test in ELA and Math was administered to all students.
- The independent reading levels were re-evaluated for all students.

H. Challenges:

- None identified at present.

I. Successes:

- Re-take Picture Day went as planned on 6/9/21.
- Our students participated in the celebration of the Earth Day the Nassau County is launching a student artwork campaign, “Clean Communities Start at Home.” The artwork created by the students will be displayed in parks throughout the Nassau County. We submitted close to 150 pieces of artwork from Loretto students.
 - After the F&P assessment was completed, we have 20 students who advanced their independent reading by four levels or more.

J. Proposals:

1. Requesting approval to offer Summer School instruction to the students in 3, 4 and 5th grades.

K. Educational Trips and School Wide Instructional Activities:

- Hosting an event “Rise Up to Bullies” with Optimus Prime on 06/21 between 2:15 to 3:00 PM.
- Carnival Day is scheduled for Friday, June 25, 2021.
- On 06/24/21 organized the Royal Purple Breakfast recognizing our students who made the Purple list most times this school year.
- On 6/11/21 the third-grade teachers hosted a publishing party, providing to their students the opportunity to share their writing pieces, with their peers, guests siblings and teachers.

L. School Health and Safety

- Fire drills continued to take place this month since we had new students in the building.

Attachments:

3. Attendance report.
4. Student Clubs attendance.
5. Budget for the Summer School.

**Evergreen Charter School
Director’s Report to the Board
K-2 Elementary School
June 23, 2021**

A. Enrollment:

Grade Level	Number of Students
Kindergarten	115
First Grade	124
Second Grade	73
Total:	312

B. Attendance:

- 4) See attached Attendance Count Report (includes absence/tardy reports from 9/8/20 – 6/18/21 and 5/21/21-6/18/21).

C. Curriculum & Instruction:

- 10) Technology Committee Meetings were held on a weekly/ bi-weekly basis.
- 11) Administration Meetings were held on a weekly basis.
- 12) A Faculty Meeting was held on Wednesday, June 2, 2021.
- 13) Curriculum materials continue to be researched and reviewed for the 2021-22 school year.
- 14) Curriculum Maps and Pacing Guides are being reviewed and updated for the 2021-22 school year.
- 15) Vertical Planning Meetings took place in ELA and Math during June.
- 16) 102 students were selected to have their haiku poetry published in the 2021 edition of the Young American Poetry Digest. Parental Consent forms were sent home last week
- 17) Summer Work Packets and Summer Reading Lists will be distributed this week.
- 18) Student iPads will be collected the week of June 28, 2021.
Group1 -June 28, 2021
Group 2- June 29, 2021
Remote Students -June 30, 2021
- 19) The 2021 Summer School Program will take place from July 6th -July 29th.

D. Professional Development:

- 1) Wednesday, June 16, 2021,
Thursday, June 17, 2021
K-2 Elementary School ELA Professional Development
Presented by Pam Kinnon (ELA Consultant)
- 2) Tuesday, June 8, 2021
K-2 Elementary School Math Professional Development
Presented by Sue Morris (Math Consultant)

E. Parent Involvement/Activities:

- 4) A parent workshop “*Turn Movie Night into Comprehension Practice*” was held on June 2, 2021.
- 5) A gently used uniform sale took place on June 11, 2021.

- 6) June's virtual "*Storytime with Ms. Camilli*" took place on Friday, June 18, 2021.
- 7) Kindergarten held publishing parties the week of June 14, 2021.
- 8) A special *Purple Awards Morning Assembly* took place on Friday, June 18, 2021.
- 9) Kindergarten End of the Year Celebrations will take place on Wednesday, June 23rd, Friday, June 25th and Monday, June 28th. Invitations were sent home.
- 10) A special *Spanish Awards Ceremony* will take place during the morning assembly on Wednesday June 24, 2021 to honor the Virtual Video Contest poetry and song winners sponsored by the New York State Association of Foreign Language Teachers.
- 11) A special *i-Ready Awards Morning Assembly* will take place on Monday, June 28th to recognize students for great gains in ELA and Math.

F. Personnel:

- 1) Conducted interviews

G. Student Assessment:

- 1) The New York State English As A Second Language Achievement Test (NYSESLAT) was completed on June 9, 2021.
- 2) The Dial 4 Assessment (Developmental Indicators for the Assessment of Learning) for incoming Kindergarten students continues to be administered. Parents/Guardians will be contacted to schedule an appointment.

H. Challenges:

- 1) Academic needs
- 2) Inconsistent attendance

I. Successes:

- The K-2 building collected \$222.00 in penny donations. The proceeds will be used to adopt 3 koalas at the Koala Wildlife Rehabilitation and Rescue Hospital in Australia.
- Carnival Day! Thank you to Dan Levitan and the Carnival Day Committee for well-organized and fun event!

J. Proposals:

- 1) Ms. Weigand is requesting approval for designated staff to instruct students during Summer School, administer the DIAL 4 (Developmental Indicators for the Assessment of Learning) and NYSITELL (New York State Identification Test for English Language Learners).

K. Educational Trips and School Wide Instructional Activities:

- 1) Students attended the Virtual NED Show (Never Give Up, Encourage Others and Do Your Best) on Wednesday, June 16, 2021 and Friday, June 18, 2021. During the performance students learned how to overcome social, emotional and academic challenges. Notices went home regarding yo-yo sales. The proceeds of our sale will cover the charge for the performance at another school.
- 2) A Royal Lunch took place on Monday, June 21, 2021 and Tuesday, June 22, 2021 to honor the students who made the greatest positive choices this school year.

L. School Health and Safety

- 1) The K-2 building continues to conduct safety drills

M. Miscellaneous

None to report at this time.

N. Attachments:

- 1) Summer School Proposal

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

Trustee Brewster thanked all administrators and staff for their support to students. She stated that while it has been a challenging year, Evergreen has a lot of successes to celebrate. She expressed gratitude to administrator and staff for their contributions to support students and families.

Questions and Comments from the Board of Trustees
--

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

There were none.

Questions and Comments from the Public

V. Annual Budget

Trustee Brewster presented the budget in the absence of Matt Dapolito. She reviewed projected revenues for the 2021-2022 school year. She also reviewed expenditures. Included in the expenditures was an allocation to cover pension plan contributions. Evergreen currently offers a matching plan for its employees. Trustee Brewster reviewed schedules that included administrative and staff personnel costs, contracted services and school operations.

Annual Budget

VI. Questions and Comments from the Board of Trustees related to Annual Budget

There were none.

Questions and Comments from the Board of Trustees

VII. Questions and Comments from the Public related to Annual Budget

A teacher asked about the new calendar for the school year. The final 2021-2022 calendar is on the agenda for approval this evening.

Questions and Comments from the Public

VIII. Financial Report Provided by Ms. Knox Director of Finance and Operations:

Ms. Knox reported that there are currently 710 students registered between the three buildings. There are students that are continuing to go through the registration process currently and these open places will be filled.

Report by Director of Finance and Operations Ms. Knox.

There are still a number of school districts that have not paid tuition for the year.

Billing for meals went out to the Child Nutrition Administration for the month of May. . Final billing will be sent out in the month of July. We are working in the process of closing this school year.

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

None.

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

None.

**Questions and
Comments from the
public**

XI. Approval of Minutes

Resolved the Board of Trustees approved the minutes May 21, 2021

**Motion: Trustee Nancy Iglesias
Second: Trustee Sarah Brewster
Vote: 7:0**

Approval of minutes.

XII. Reading of the Resolutions:

The resolutions were read in English and Spanish.

**Reading of
Resolutions**

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

There were none.

**Questions and
comments from the
public**

XIV. Voting of the Resolutions:

Voting of the resolutions

**Evergreen Charter School
Agenda Items for Resolutions:
June 23, 2021**

- 1) **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	Effective
Ayala, Cristina	Teacher	School Year 2021-2022
Ana Morron	Director of Data and Attendance	July 1, 2021
Lara Gonzalez	HS Director	July 1, 2021

Motion: Trustee Nancy Iglesias
Second: Trustee Ariel Sotelo
Vote: 7:0

- 2) **Resolved**, the Board of Trustees approves two additional PTO days for all full-time staff effective July 1, 2021.

Motion: Trustee Gladys Rodriguez
Second: Trustee Sarah Brewster
Vote: 7:0

- 3) **Resolved**, the Board of Trustees approves staff to be able to roll over a maximum of 5 PTO days annually. No staff may accumulate more than 15 PTO days annually.

Motion: Trustee Ariel Sotelo
Second: Trustee Nancy Iglesias
Vote: 7:0

- 4) **Resolved**, the Board of Trustees approves the 2021-2022 school budget.

Motion: Trustee Nancy Iglesias
Second: Trustee Gladys Rodriguez
Vote: 7:0

- 5) **Resolved**, the Board of Trustees approves Ms. Maria Nuria Figuera to apply to the US Government to be able to work as a Spanish Teacher at our school.

Motion: Trustee Sarah Brewster
Second: Trustee Nancy Iglesias
Vote: 7:0

- 6) **Resolved**, the Board of Trustees approves the calendar for the 2021-2022 school year.

Motion: Trustee Sarah Brewster
Second: Trustee Ariel Sotelo
Vote: 7:0

- 7) **Resolved** the Board of Trustees approves the appointment of Sarah Brewster as Vice President of the Board of Trustees for a three-year term commencing July 1, 2021-June 30, 2024

Motion: Trustee Nancy Iglesias
Second: Trustee Gladys Rodriguez
Vote: 7:0

- 8) **Resolved** the Board of Trustees approves the appointment of Joe Canosa as Treasurer of the Board of Trustees for a three-year term commencing July 1, 2021-June 30, 2024.

Motion: Trustee Ariel Sotelo
Second: Trustee Nancy Iglesias
Vote: 7:0

- 9) **Resolved**, the Board of Trustees approves the appointment of Yvonne Mowatt as Member of the Board of Trustees for a three-year term commencing July 1, 2021-June 30, 2024.

Motion: Trustee Sarah Brewster
Second: Trustee Gladys Rodriguez
Vote: 7:0

- 10) **Resolved**, the Board of Trustees approves the appointment of Nancy Iglesias as Member of the Board of Trustees for a three-year term commencing July 1-2021- June 30, 2024.

Motion: Trustee Sarah Brewster
Second: Trustee Ariel Sotelo
Vote: 7:0

- 11) **Resolved**, the Board of Trustees approves summer programming planned for students.

See attached.

Motion: Trustee Nancy Iglesias
Second: Trustee Gladys Rodriguez
Vote: 7:0

- 12) **Resolved**, the Board of Trustees approves staff to conduct DIAL 4 (Developmental Indicators for the Assessment of Learning) and NYSITELL (New York State Identification Test for English Language Learners).

See attached.

Motion: Trustee Sarah Brewster
Second: Trustee Nancy Iglesias
Vote: 7:0

- 13) **Resolved**, the Board of Trustees approves the 403 (b) plan for employees for the 2021-2022 school year.

Motion: Trustee Ariel Sotelo
Second: Trustee Nancy Iglesias
Vote: 7:0

XV. Report by Shaun Skariah, Special Education Coordinator

Mr. Skariah reported that we currently have 78 children with disabilities include 71 with IEP plans and 7 with 504 plans. He stated that 24 parent referrals for special education have been made. There are some annual evaluations that will occur during the summer.

Report by Shaun Skariah, Special Education Coordinator

XVI. Questions and Comments from the Board of Trustees related to the Special Education Report:

None.

Questions and Comments from the Board of Trustees

XVII. Questions and Comments from the Public related to the Special Education Report

None.

Questions and Comments from the public

XVIII. Old/ New Business: Old/New Business

Old/New Business

There were some questions from teachers that including PTO reimbursement time for vaccinations and professional development start days. PTO reimbursement for vaccinations will be paid out in July. Some staff need to still submit documentation. Professional development for new staff will begin August 19. Staff also asked when they will find out about final placements for the upcoming school year. Administration will follow up this coming Tuesday.

XIX. Announcements

Announcements

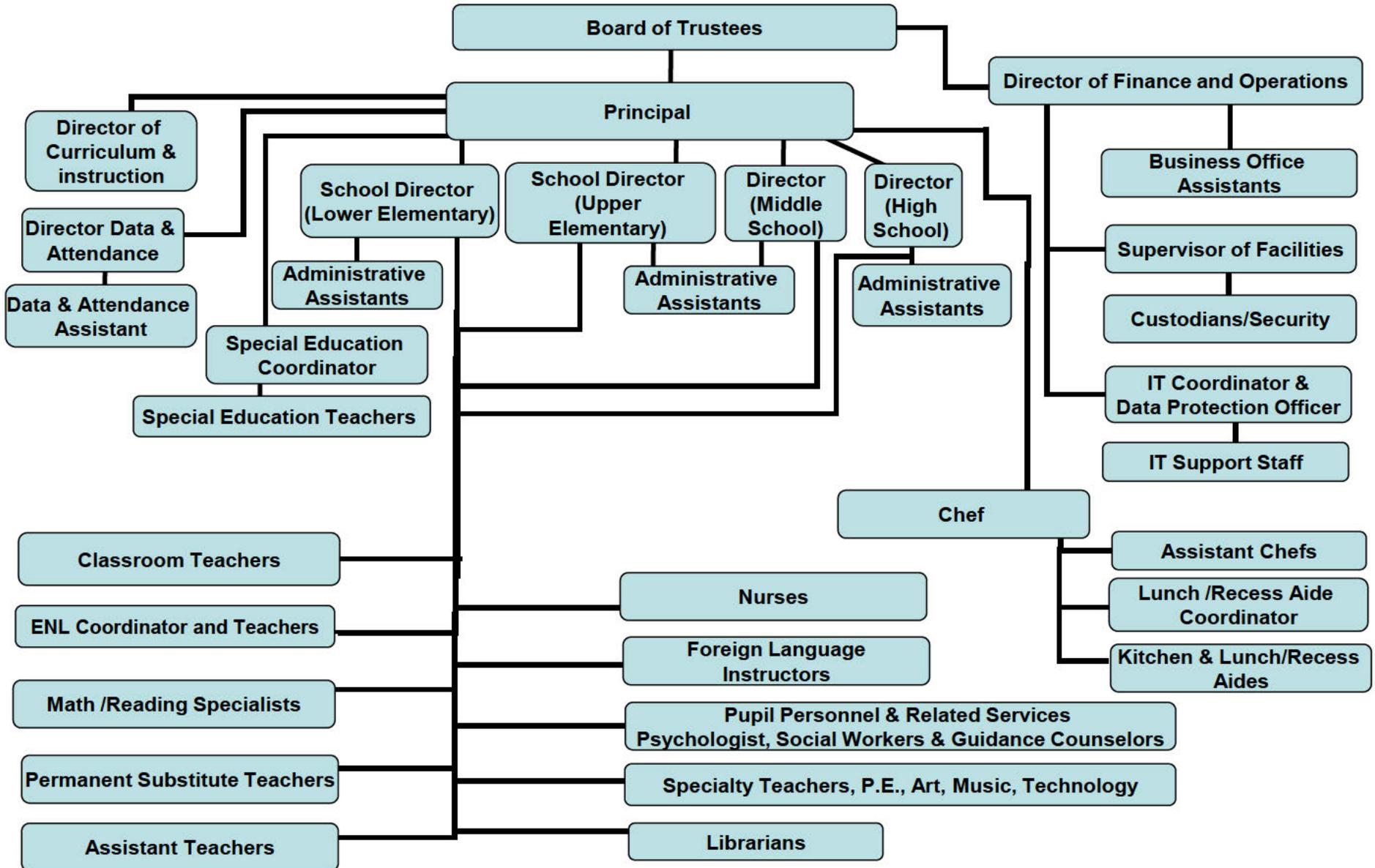
Trustee Bernardino wished everyone a happy summer. He thanked staff and families for their support and contributions.

Meeting adjourned at: 8:35 pm

Minutes submitted by: *Gladys Rodriguez*
Gladys Rodriguez

Evergreen Charter School Organizational Chart

Approved by NYS Board of Regents May 10, 2021



EVERGREEN CHARTER SCHOOL 2021-2022 SCHOOL YEAR

JULY - 2021						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

AUGUST - 2021						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

SEPTEMBER - 2021						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		
						19

OCTOBER - 2021						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						20

NOVEMBER - 2021						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				
						19

DECEMBER - 2021						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
						17

JANUARY - 2022						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					20

FEBRUARY - 2022						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					
						15

MARCH - 2022						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
						23

APRIL - 2022						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
						15

MAY - 2022						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
						20

JUNE - 2022						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		
						21

SCHOOL CLOSED	
Sept 6	Labor Day
Sept 16	Yom Kippur
Oct 11	Columbus Day
Nov 11	Veteran's Day
Nov 25-26	Thanksgiving Recess
Dec 24- 31	Holiday Recess
Jan 17	M.L.K. Jr. Day
Feb 21-25	Winter Recess
Apr 15 22	Spring Recess
May 3	Eid al-Fitr
May 30	Memorial Day
June 20	Juneteenth

Academic Year

First Day for Students: Sept 2
Last Day: June 30

Total Days of Instruction: 189
 Total New Staff Days: 199
 Total Returning Staff Days: 195
If there are more than 2 snow days, Evergreen will operate remotely. No additional days will be added to the calendar.

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.

BOARD MEETINGS: 7/14, 8/4, 9/29, 10/27, 11/17, 12/8, 1/26, 2/16, 3/30, 4/27, 5/25, 6/22

New Staff PD 8/19-9/1, Returning Staff PD 1 year or more 8/24-9/1

PARENT ASSOCIATION MEETINGS - TBA

Calendar effective 7.2021 and subject to change



2021-2022 EVERGREEN CHARTER SCHOOL CALENDAR



Updated 1/6/22

SEPTEMBER - 2021						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		
					133 hours	19

OCTOBER - 2021						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31					140 hours	20

NOVEMBER - 2021						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				
					133 hours	19

DECEMBER - 2021						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
					119 hours	17

JANUARY - 2022						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31				140 hours	20

FEBRUARY - 2022						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					
					105 hours	15

MARCH - 2022						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
					161 hours	23

APRIL - 2022						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
					105 hours	15

MAY - 2022						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
					140 hours	20

JUNE - 2022						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		
					147 hours	21

SCHOOL CLOSED	
Sept 6	Labor Day
Sept 16	Yom Kippur
Oct 11	Columbus Day
Nov 11	Veteran's Day
Nov 25-26	Thanksgiving Recess
Dec 24-31	Holiday Recess
Jan 17	M.L.K. Jr. Day
Feb 21-25	Winter Recess
Apr 15-22	Spring Recess
May 3	Eid al-Fitr
May 30	Memorial Day
June 20	Juneteenth

Academic Year

First Day for Students: Sept 2
Last Day: June 30

Total Days of Instruction: 189
 Total New Staff Days: 199
 Total Returning Staff Days: 195

If there are more than 2 snow days, Evergreen will operate remotely. No additional days will be added to the calendar.

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.

PARENT TEACHER CONFERENCES DATES:

November 16- (grades K-1)	February 3- (grades 5-10)	May 5- (grades 5-10)
November 18- (grades 5-10)	February 8- (grades K-1)	May 10- (grades 2-4)
November 22- (grades 5-10)	February 9- (grades 5-10)	May 11 - (grades K-1)
November 23 - (grades 2-4)	February 10- (grades 2-4)	May 12- (grades 5-10)

NYS TESTING DATES:

March 29-31 NYS ELA Test (gr 3-8)
April 26-28 NYS Math Test (gr 3-8)
May 24 - June 3 NYS Sci Performance Test (gr 4 & 8)
June 6 NYS Sci Written Test (gr 4 & 8)

BOARD MEETINGS: 7/14, 8/4, 8/9, 9/29, 10/27, 11/17, 12/8, 1/26, 2/16, 3/30, 4/27, 5/25, 6/22

PARENT ASSOCIATION MEETINGS - TBA

New Staff PD 8/19-9/1, Returning Staff PD 1 year or more 8/24-9/1

Calendar effective 1/6/2022 and subject to change

revised 11.12.2020

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
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Facility/Building Name

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

Street Address (NO PO Box Numbers)

1	2	0	G	R	E	E	N	W	I	C	H	S	T			1	1	5	5	0
---	---	---	---	---	---	---	---	---	---	---	---	---	---	--	--	---	---	---	---	---

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

V	I	L	L	A	G	E	O	F	H	E	M	P	S	T	E	A	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

8-18-21

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?

[REDACTED]

(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	9/24/20		10/13/20
2	9/25/20		10/14/20
3	9/30/20		6/14/21
4	10/1/20		6/28/21
5	10/19/20		
6	11/5/20		
7	12/21/20		
8	12/22/20		
9	6/14/21		
10	3/12/21		
11	4/14/21		
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 32 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 Our Lady of Loretto

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			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 8/18/2021 (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: David Exacnacion Title: Nassau County Fire Marshal

Signature: [Signature] Date: 8/18/2021

Inspector's Organization: Nassau County Fire Commission, Office of The Fire Marshal

Inspector's Telephone: [Redacted] Inspector's Email: [Redacted]

Inspector's Code Enforcement Certification # NY0047167 1020-0187
 (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 : _____
 Address: _____

Name of contact person : _____ Title: _____
 Telephone #: _____ Email address: _____

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: Edward A. [Signature] Title: Elementary School, [Signature]

Signature: [Signature] Telephone #: 90-292-1020

Email: EDWARDS@ESSW.ORG

Town of Hempstead
Department of Buildings
1 Washington Street
Hempstead, N.Y. 11550-4923



Certification of Occupancy

Printed 02/26/2020

Fee: \$25.00

This certifies that Certificate of Occupancy No. 156762
has been issued on the following described property.

Dated: 07/01/1957

Section: 33 Block: 394 Lot(s): 01050 -139

Bldg\Unit:

Address: 990 HOLZHEIMER ST FRANKLIN SQUARE, NY 11010

Location: N/E/C - HOLZHEIMER ST AND PACIFIC ST

Project: VARIANCE CONSTRUCT SCHOOL BUILDING AND CONVENT

Building Permit No: 156762

Date: 07/08/1955

Size of Lot: IRREG

Zone: XB

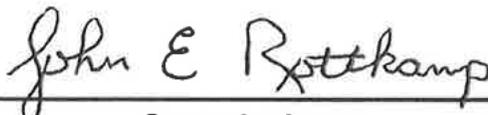
Declared Cost: \$948,000.00

Owner: ST CATHERINE OF SIENA RC

Board of Zoning Appeals Case No:

Address: 990 HOLZHEIMER ST
FRANKLIN SQUARE, 11010

Cert/Occ Number: 156762



Commissioner

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

S	t	.		C	a	t	h	e	r	i	n	e		o	f		S	i	e	n	n	a
---	---	---	--	---	---	---	---	---	---	---	---	---	--	---	---	--	---	---	---	---	---	---

Street Address (NO PO Box Numbers)

9	9	0		H	o	l	z	h	e	i	m	e	r		S	t
---	---	---	--	---	---	---	---	---	---	---	---	---	---	--	---	---

City/Town/Village

Zip Code

F	r	a	n	k	l	i	n		S	q	u	a	r	e							1	1	0	1	0
---	---	---	---	---	---	---	---	--	---	---	---	---	---	---	--	--	--	--	--	--	---	---	---	---	---

Name of Municipality Responsible for Local Code Enforcement

f	r	a	n	k	l	i	n		S	q	u	a	r	e											1	1	0	1	0
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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 08F-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 August 13, 2021

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?

47,330

(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	9/24/20		3/17/21
2	9/29/20		3/18/21
3	9/30/20		3/22/21
4	10/1/20		5/28/21
5	10/19/20		
6	11/5/20		
7	12/21/20		
8	12/22/20		
9	4/6/21		
10	3/8/21		
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: 3 minutes 25 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 St. Catherine of Sienna

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					
09F-2						23A-1		
09G-2			16A-2			23B-1		
			16B-2			23C-1		
10A-2			16C-2			23D-2		
10B-2			16D-2					
10C-1						24A-3		
10D-1								
			17A-3					
11A-2			17B-2			25A-1		
11B-1			17C-2			25B-1		
11C-2			17D-2			25C-1		
11D-2			17E-1					
11E-1			17F-3					
			17G-1					
12A-1			17H-2			26A-3		
12B-3			17I-2					
12C-2			17J-1					
12D-2			17K-1					
12E-1			17L-1					
12F-1								
12G-1			18A-2					
12H-1			18B-2					
12I-1			18C-2					
12J-1			18D-2					
12K-1								
12L-1			19A-3					
12M-1			19B-2					
12N-1			19C-1					
12O-2			19D-1					
			19E-1					
13A-2			19F-1					
13B-2			19G-1					
			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 August 13, 2021 (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: John Convey

Title: Code Enforcement Official

Signature: 

Date: 8/13/2021

Inspector's Organization: KLH Fire Safety Consultants, LLC

Inspector's Telephone #: [REDACTED]

Inspector's Email: [REDACTED]

Inspector's Code Enforcement Certification # NY06130130

(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 : _____

Address: _____

Name of contact person : _____

Title: _____

Telephone #: _____

Email address: _____

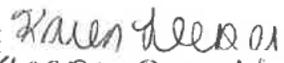
Section III-D School or Building Administrator, Director, or Headmaster

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: Karen Leeper

Title: Acting Principal

Signature: 

Telephone #: 516-216-5981

Email: Kleeper@ecslc.org

REINSTATEMENT NOTICE

NAME AND ADDRESS OF INSURANCE COMPANY: NAUTILUS INSURANCE COMPANY
 7233 EAST BUTHERUS DRIVE
 SCOTTSDALE AZ 85280

NAME AND ADDRESS OF INSURED: EVERGREEN CHARTER SCHOOL
 605 PENINSULA BOULEVARD
 HEMPSTEAD NY 11550

KIND OF POLICY: Package Policy
POLICY/APPLICATION/BINDER NO.: NN1272238 Typist
DATE OF MAILING: 8/20/2021
NAME AND ADDRESS OF AGENT/BROKER: NIF GROUP INC. 30 PARK AVE MANHASSET NY 11030

The coverage provided by the policy number shown above and previously cancelled, nonrenewed or scheduled for termination is being reinstated effective 08/20/2021 (DATE) at 12:01 AM (HOUR) standard time at the insured's mailing address.

Mark P. Mal...
 AUTHORIZED REPRESENTATIVE

NAME AND ADDRESS OF ADDITIONAL INTEREST

PUBLIC SCHOOL FIRE AND BUILDING SAFETY REPORT

(THIS REPORT IS TO BE SUBMITTED ELECTRONICALLY – DO NOT MAIL THIS REPORT)

All buildings which are owned, operated, or leased by public school districts, Boards of Cooperative Educational Services (BOCES), and nonpublic schools must be inspected annually 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.

BEDS CODE #

2	8	0	2	0	1	8	6	0	9	4	7								
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District/School Name

E	v	e	r	g	r	e	e	n	C	h	a	r	t	e	r	S	c	h	o	o		
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Facility/Building Name

C	i	r	c	u	l	o	d	e	l	a	H	i	s	p	a	n	i	d	a	d		
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Street Address (NO PO Box Numbers)

6	0	s	P	e	n	i	n	s	u	l	a	B	o	u	l	e	v	a	r	d		
---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	--	--

City/Town/Village

H	e	m	p	s	t	e	e	d	N	e	w	Y	o	r	k	1	1	5	5	0		
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Zip Code

INSTRUCTIONS

- Read the "Manual for Public School Facility - Fire and Building Safety Inspections" prior to inspecting the facility and complete a separate report for each facility.
- Part I: General Information. School officials must complete this section annually.
- Part II: This section to be completed by the inspector and non-conformances recorded on page 4, Fire Safety Non-Conformance Reporting Sheet.
- Part II-A Regulations of the Commissioner 155.7: This section must be completed for student occupied buildings only. (Questions 1-7, Nonconformance Reporting Sheet) Do not complete this section for school buildings located in the cities of Buffalo, Syracuse, Rochester, and Yonkers.
- Part II-B Regulations of the Commissioner 155.25: This part to be completed for all buildings with electrically operated partitions. (Question 8, Non-Conformance Reporting Sheet) 2020 Fire Code of New York State and the 2020 Property Maintenance Code of New York State. This part to be completed for all buildings. (Questions 9-26, Non-Conformance Reporting Sheet).
- Part III Certifications. To be completed by persons 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.
- Posting of Certificate of Occupancy: Any temporary, qualified, or annual Certificate of Occupancy must be posted in public view in a prominent location within this facility.

Part I: General Information and Fire/Life Safety History

Inspection Date 09/15/2021

Note : Please insert the date the actual inspection took place.
The Inspection Date cannot be earlier than 45 days before the Due Date.

1. Please indicate the primary use of this facility:

- INSTRUCTIONAL
- ADMINISTRATIVE
- BUS MAINTENANCE
- BUS STORAGE ONLY
- LEASED FACILITY OFF SCHOOL GROUNDS
- MAINTENANCE
- OTHER

Please Specify:

- PUBLIC LIBRARY
- STORAGE
- VACANT

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:

private

4. Indicate the ownership of this facility

- Leased
- Owned

a. If the building is not District Owned, provide the name and address of Landlord or Building Owner:

Name *

Circulo de la Hispanidad

Address *

26 West Park Avenue

Long Beach, NY 11561

Telephone # *

516-431-1135

5. Does the District lease the building or spaces within the building to others? YES NO

a. If yes, indicate the tenant(s):

Name *

Address *

Telephone # *

6. What is the current gross square footage of this facility?

nearest whole ten feet:

36,269

7. If this Facility is vacant, skip the remaining questions and go to Section #2 Non-Conformance and report any non-conformances for Items #25A-1 through #26A-3

8. FIRE AND EMERGENCY DRILLS

If this facility is used for instruction, complete (a) - (g); otherwise go to question 9.

- a. Per Section 807, paragraph 2 of the State Education Law entitled Fire and Emergency Drills, a copy of Section 807 has been printed and distributed as guidance to teaching staff? YES NO
- b. Provide dates of twelve fire and emergency drills required by Section 807 of Education Law held between September 1 and June 30 of the previous school year: YES NO

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	9/24/20	<input checked="" type="radio"/>	<input type="radio"/>
2	9/25/20	<input checked="" type="radio"/>	<input type="radio"/>
3	11/5/20	<input checked="" type="radio"/>	<input type="radio"/>
4	11/10/20	<input checked="" type="radio"/>	<input type="radio"/>
5	12/11/20	<input checked="" type="radio"/>	<input type="radio"/>
6	12/21/20	<input type="radio"/>	<input checked="" type="radio"/>
7	12/21/20	<input type="radio"/>	<input checked="" type="radio"/>
8	12/22/20	<input type="radio"/>	<input checked="" type="radio"/>
9	12/20/20	<input type="radio"/>	<input checked="" type="radio"/>
10	4/27/21	<input checked="" type="radio"/>	<input type="radio"/>
11	4/27/21	<input checked="" type="radio"/>	<input type="radio"/>
12	6/17/21	<input checked="" type="radio"/>	<input type="radio"/>

6/24/21
 6/29/21
 6/25/21

c. If the required number of fire and emergency drills were not held during this reporting cycle, please describe the reason:

8d. Average time to evacuate facility was: minutes seconds

8e. 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, fire prevention, injury prevention, and life safety for each month school is in session. YES NO

8f. Employee fire prevention, evacuation, and fire safety training was provided, and records maintained, in accordance with Section F406 of the NYS Fire Code YES NO

9. If the fire alarm system was activated, was the fire department immediately notified? YES NO

10. Have there been any fires in this facility since the last annual fire inspection report? YES NO

a. If 'yes', indicate: Number of fires Number of injuries Total cost of property damage

Part II: Public School Fire and Building Safety Non-Conformance Report Sheet

School District Evergreen Charter School Building Name Circulo de la Hispanidad
 Facility # _____

Part II-A (to be completed for public schools only – except "Big 4")					Part II-B					Part II-B					Part II-B									
Item #	Non-Conformance	Date Corrected	Date Reinspected		Item #	Non-Conformance	Date Corrected	Date Reinspected		Item #	Non-Conformance	Date Corrected	Date Reinspected		Item #	Non-Conformance	Date Corrected	Date Reinspected						
01A-2					08A-2					13A-2					19E-1									
01B-1					08B-2					13B-2					19F-1									
01C-1					08C-2										19G-1									
01D-1					08D-2					14A-2					19H-2									
01E-1					08E-2					14B-2														
					09A-2					14C-2					20A-1									
02A-2					09B-2					14D-1					20B-1									
02B-1					09C-1					14E-1					20C-1									
02C-3					09D-1					15A-2					21A-3									
02D-1					09F-2					15B-1					22A-3									
02E-2					09G-2					15C-2					22B-3									
02F-3					10A-2					15D-2					22C-3									
02G-2					10B-2					15E-1					23A-1									
					10C-1					16A-2					23B-1									
03A-3					10D-1					16B-2					23C-1									
03B-1										16C-2					23D-2									
										16D-2					24A-3									
04A-2					11A-2					17A-3					25A-1									
04B-2					11B-1					17B-2					25B-1									
04C-1					11C-2					17C-2					25C-1									
					11D-2					17D-2														
					11E-1					17E-1														
05A-3										17F-3					26A-3									
05B-2					12A-1					17G-1					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 <input checked="" type="checkbox"/> No <input type="checkbox"/>				
05C-2				12B-3						17H-2														
					12C-2					17I-2														
06A-1					12D-2					17J-1														
06B-1					12E-1					17K-1														
06C-1					12F-1					17L-1														
06D-2					12G-1					18A-2														
06E-3					12H-1					18B-2														
06F-1					12I-1					18C-2														
06G-1					12J-1					18D-2														
06H-2					12K-1					19A-3														
					12L-1					19B-2														
07A-3					12M-1					19C-1														
07B-2					12N-1					19D-1														
07C-2					12O-2																			

All schools complete Section 8 only if the building has electrically-operated folding partitions.

Initial Inspection:

Fire Safety Inspector: Name Joseph Lorenzo
 Date 9/15/2021

Registry # NY 0051227 (26E-4)

Final Inspection (if required):

Fire Safety Inspector: Name _____
 Date _____

0519-0180

Registry # _____ (26F-4)

Part III: Public School Certifications

Section III-A. Fire Inspector

The individual noted below inspected this building and the information in this Fire Safety 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 Title 19 Part 1208

Name: Joseph Caputo Telephone #: [REDACTED]
Title: Fire Marshal Certification # NY0051227
Email: [REDACTED] (as designated by the NYS Department of State)
0519-0150

Section III-B. Building Administrator or Designee

Please provide the name and contact information of the person responsible for monitoring this inspection (whomever accompanied the inspector; provided access to all spaces; and made available any records and/or required documentation requested by the inspector)

The individual identified below certifies that this building inspection was conducted on this date 09/15/2021 and can confirm the specific locations of any non-conformances (provide inspection date) identified within this report.

Name: Lisett M. Knox Telephone: [REDACTED]
Title: Director of Finance and Operations Email: [REDACTED]
Signature: [Handwritten Signature]

Section III-C. School Superintendent

I hereby submit this fire inspection report on behalf of the Board of Education and certify that:

1. Public notice of report availability has been published, and that
2. Any nonconformances noted as corrected on the *Public School Fire Safety Non-Conformance Report Sheet* portion of this report were corrected on the date indicated, and that
3. Violations which are not corrected immediately shall be corrected within a period of time approved by the Commissioner.

Name: Christine Weigand Telephone #: [REDACTED]
Title: Elem. School Director
Email: [REDACTED] Signature: Christine Weigand



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

Certificate of Occupancy

FEE \$500.00

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 Peninsula Blvd.

Location W/E of Syracuse Ave. + Peninsula 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. Code # 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 Peninsula Blvd

THIS IS NOT A PERMIT OR LICENSE

Fund	Code	Amount
A156001		500.00

ck
27268

Please make check payable to:
Inc. Village of Hempstead

Rec'd By [Signature]