

Application: Evergreen Charter School

Karen Leeper - kleeper@ecsli.org
Annual Reports

Summary

ID: 0000000109
Status: Liaison Review
Last submitted: Dec 4 2020 03:56 PM (EST)
Labels: Board of Regents

Entry 1 School Info and Cover Page

Completed Sep 24 2020

[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 2019-20 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, 2020)** 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, 2020)

Please select the correct authorizer as of June 30, 2020 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	ECS ensures that students of varied cultural and social backgrounds and different ability levels achieve their academic potential while developing a positive sense of self worth.
KDE 2	ECS fosters individual growth and development through the implementation of a challenging and comprehensive educational program.
KDE 3	Instruction in a second language, i.e. Spanish, and integration of content regarding Hispanic history and culture in part of ECS' curriculum.
KDE 4	ECS features an enriched arts and physical education program and fosters healthy life choices within a child centered school environment that places a premium on environmental education and conservation.
KDE 5	ECS students possess a strong academic foundation sufficient to be successful at every subsequent level of education through college and beyond.
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 2019-2020 SCHOOL YEAR (exclude Pre-K program enrollment)

600

j. TOTAL STUDENT ENROLLMENT ON JUNE 30, 2020 (exclude Pre-K program enrollment)

596

k. GRADES SERVED IN SCHOOL YEAR 2019-2020 (exclude Pre-K program students)

Check all that apply

Grades Served

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

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 2020-2021?

	Yes, 2 sites
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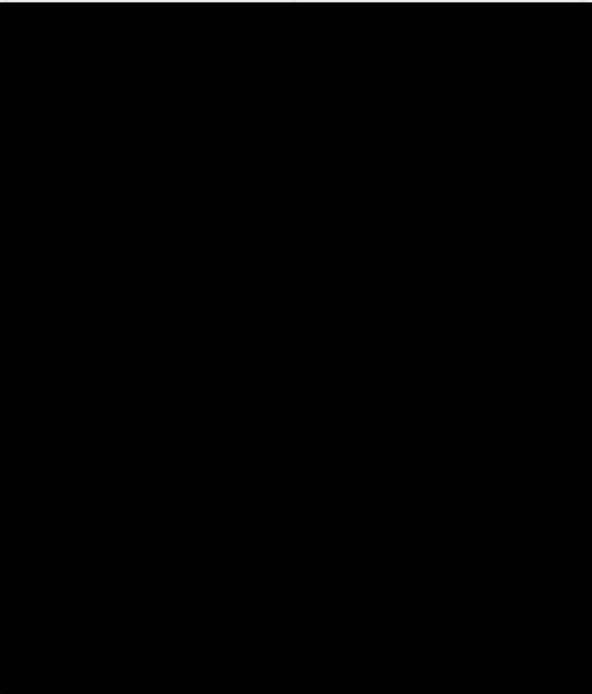
School Site 1 (Primary)

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 Bl v d. Hempstead, N Y 11550	516-292-2060	Hempstead	K-2	No

m1a. Please provide the contact information for Site 1.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Christine Weigand			cweigand@ecsl.org
Operational Leader	Christine Weigand			cweigand@ecsl.org
Compliance Contact	Christine Weigand			cweigand@ecsl.org
Complaint Contact	Christine Weigand			cweigand@ecsl.org
DASA Coordinator	Karen Leeper			kleeper@ecsl.org
Phone Contact for After Hours Emergencies	Christine Weigand			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, 2020.

Site 1 Certificate of Occupancy (COO)

[Site 1 Certificate of Occupancy.pdf](#)

Filename: Site 1 Certificate of Occupancy.pdf **Size:** 115.1 kB

Site 1 Fire Inspection Report

[Site 1 Fire Inspection Report.pdf](#)

Filename: Site 1 Fire Inspection Report.pdf **Size:** 384.3 kB

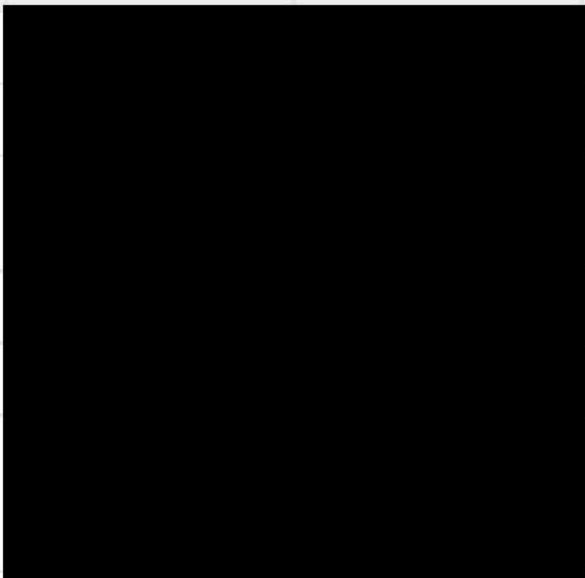
School Site 2

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	990 Holzheimer St . Franklin Square NY 11010	516-216-5981	Hempstead	6-9	No

m2a. Please provide the contact information for Site 2.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Karen Leeper			kleeper@ecsli.org
Operational Leader	Karen Leeper			kleeper@ecsli.org
Compliance Contact	Karen Leeper			kleeper@ecsli.org
Complaint Contact	Karen Leeper			kleeper@ecsli.org
DASA Coordinator	Karen Leeper			kleeper@ecsli.org
Phone Contact for After Hours Emergencies	Karen Leeper			kleeper@ecsli.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, 2020.

Site 2 Certificate of Occupancy (COO)

[Site 2 Certificate of Occupancy.pdf](#)

Filename: Site 2 Certificate of Occupancy.pdf **Size:** 49.4 kB

Site 2 Fire Inspection Report

[Site 2 Fire Inspection Report.pdf](#)

Filename: Site 2 Fire Inspection Report.pdf **Size:** 495.9 kB

CHARTER REVISIONS DURING THE 2019-2020 SCHOOL YEAR

n1. Were there any revisions to the school's charter during the 2019-2020 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 Grade Level Configuration	To increase the current grade span to include Grades 9-12 from the school's current K-8 configuration.	November 26, 2019	April 6, 2020
2	Change in Maximum Approved Enrollment	To increase authorized enrollment from 750 students to 1100 students beginning in the 2020-21 school year and phased in gradually after.	November 26, 2019	April 6, 2020
3				
4				
5				

More revisions to add?

No

PLEASE NOTE CHARTER SCHOOLS WILL NO LONGER SUBMIT FINANCIAL STATEMENTS, ANNUAL BUDGETS, AND RELATED FISCAL DATA VIA THE ANNUAL REPORT. HOWEVER, NYSED BOARD OF REGENTS WOULD LIKE TO KNOW IF YOUR SCHOOL'S BOARD OF TRUSTEES HAS APPROVED A BUDGET FOR THE 2020-2021 FISCAL YEAR.

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

Yes

ATTESTATION

p. Individual Primarily Responsible for Submitting the Annual Report.

Name	Karen Leeper
Position	Interim Principal
Phone/Extension	516-292-2060
Email	kleeper@ecsl.org

p. 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. Check **YES if you agree and then use the mouse on your PC or the stylus on your mobile device to sign your name).**

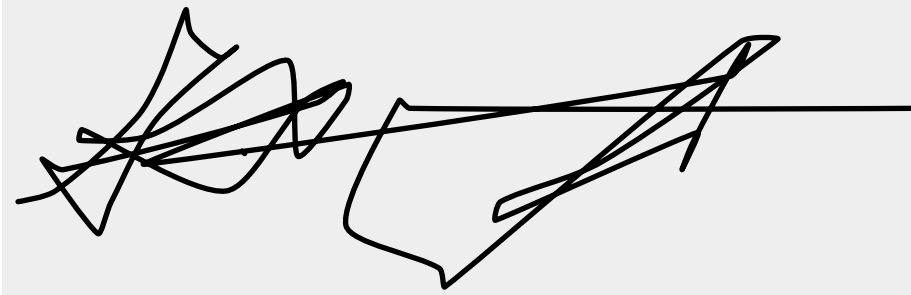
Responses Selected:

Yes

Signature, Head of Charter School



Signature, President of the Board of Trustees

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke, is written on a light gray background.

Date

Jul 20 2020

Thank you.



Entry 2 NYS School Report Card

Incomplete Hidden from applicant

Instructions

SUNY-authorized charter schools only

Provide a direct web link to the most recent New York State School Report Card for the charter school (See <https://reportcards.nysed.gov/>) . This report captures school-level enrollment and demographic information, staff qualifications, electronic student records, and attendance rates, as prescribed by New York State statute (8 NYCRR 119.3).

Entry 2 NYS School Report Card Link

EVERGREEN CHARTER SCHOOL 280201860947

NEW YORK STATE REPORT CARD

Provide a direct URL or web link to the most recent New York State School Report Card for the charter school (See <https://reportcards.nysed.gov/>).

(Charter schools completing year one will not yet have a School Report Card or link to one.

Please type "URL is not available" in the space provided.)

(No response)

Entry 3 Progress Toward Goals

Completed Dec 4 2020

Instructions

Regents, NYCDOE, and Buffalo BOE-authorized charter schools

For the 2019-2020 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".

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, 2020.

1. ACADEMIC STUDENT PERFORMANCE GOALS

For the 2019-2020 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”.

2019-20 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
Academic Goal 1	75% of K-5 students will be proficient in ELA	Fountas and Pinnell	Unable to Assess	N/A
Academic Goal 2	75% of tested students in K-8 will reach or surpass the expected on level range scaled score on the iReady Diagnostic in Reading OR 75% of tested students in K-8 will demonstrate adequate growth in Reading by reducing the gap that exists between their preliminary (fall)	iReady Diagnostic Assessment in Reading	Unable to Assess	N/A

	iReady scaled score in Reading and the on level range scaled score by 50% on the final diagnostic assessment (spring)			
Academic Goal 3	75% of tested students in K-8 will reach or surpass the expected on level range scaled score on the iReady Diagnostic in Math OR 75% of tested students in K-8 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	N/A
Academic Goal 4	75% of 3-8 students will be proficient in ELA	NYS Common Core English Language Arts Test	Unable to Assess	N/A
Academic Goal 5	Evergreen students will outperform students enrolled in the local district on the Grade 3-8	NYS Common Core English Language Arts Test	Unable to Assess	N/A

	NYS Common Core English Language Arts Test			
Academic Goal 6	75% of 3-8 students will be proficient in Mathematics	NYS Common Core Mathematics Test	Unable to Assess	N/A
Academic Goal 7	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	N/A
Academic Goal 8	75% of fourth grade students will be proficient in Science	Grade 4 NYS Science Test	Unable to Assess	N/A
Academic Goal 9				
Academic Goal 10				

2. Do have more academic goals to add?

No

3. Do have more academic goals to add?

No

4. ORGANIZATION GOALS

For the 2019-2020 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”.

2019-2020 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 Charter School will have an annual average attendance rate of 90%	SchoolTool Attendance Summary Report	Unable to Assess	N/A
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 Charter School	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

2019-2020 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	Written documentation of line of credit from	Met	

	current.	financial institution.		
Financial Goal 2	<p>This is a long term goal which is to establish a three month cash reserve by earning a \$100,000 operating surplus each year until the goal is achieved.</p>	<p>Calculate whether or not the \$100,000 operating surplus is met by the following formula = Net income (loss) for the year + Depreciation expense - capital additions + any long debt acquired to fund capital additions - long term debt payments.</p>	Not Met	<p>The reason the goal was not met this year was because the school was presented with certain opportunities to purchase properties that were adjacent or close enough to the school that will assist the school with its long term strategic growth plans. There is a chance that some of these acquisitions may be rolled into future long-term bond issues related to the development of our school expansion project. Considering that our cash reserve goal is a long-term goal, the board decided that these opportunities were too important for the school's future. The future budget builds in the surplus needed to continue progress towards the goal.</p>

Financial Goal 3				
Financial Goal 4				
Financial Goal 5				

7. Do have more financial goals to add?

No

Thank you.

Entry 3 Accountability Plan Progress Reports

Incomplete Hidden from applicant

Instructions

SUNY-Authorized Charter Schools ONLY

SUNY-authorized charter schools must download an [Accountability Plan Progress Report template](#). After completing, schools must upload the document into the by September 15, 2020.

Entry 7 Disclosure of Financial Interest Form

Completed Sep 24 2020

Instructions - Multiple Uploads Permitted

Required of ALL Charter Schools by August 3

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 2019-2020 school year must complete a signed:

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

[Disclosure of Financial Interest 2019-2020 fn](#)

Filename: Disclosure of Financial Interest 2019 2020 fn.pdf **Size:** 664.1 kB

Entry 8 BOT Membership Table

Completed Sep 24 2020

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 8 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.

EVERGREEN CHARTER SCHOOL 280201860947

1. 2019-2020 Board Member Information (Enter info for each BOT member)

Trustee Name and Email Address	Position on the Board	Committ ee Affiliation s	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 2019- 2020

1	Gil Bernardino 	Chair	Executive Committee Finance Committee Educational and Accountability Committee Personnel Committee	Yes	4	7/1/2020	6/30/2023	11
2	Sarah Brewster 	Vice Chair	Executive Committee Finance Committee Educational and Accountability Committee Personnel Committee	Yes	3	9/1/2018	8/31/2021	11
3	Jose Canosa 	Treasurer	Executive Committee Finance Committee	Yes	2	9/1/2018	8/31/2021	9
4	Gladys Rodriguez 	Secretary	Executive Committee Personnel Committee	Yes	4	9/1/2019	8/31/2022	11

			Finance Committ ee					
5	Nancy Iglesias 	Trustee/M ember	Executive Committ ee Finance Committ ee	Yes	3	9/1/2018	3/31/202 1	10
6	Luis Ras 	Trustee/M ember	Executive Committ ee Personnel Committ ee	Yes	4	9/1/2020	6/30/202 3	10
7	Ariel R. Sotelo 	Trustee/M ember	Executive Committ ee Finance Committ ee Personnel Committ ee	Yes	4	9/1/2020	6/30/202 3	6
8	Yvonne Mowatt 	Trustee/M ember	Executive Committ ee Finance Committ ee Personnel Committ ee	Yes	3	9/1/2018	8/31/202 1	9
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, 2020	8
b.Total Number of Members Added During 2019-2020	0
c. Total Number of Members who Departed during 2019-2020	0
d.Total Number of members, as set in Bylaws, Resolution or Minutes	8

3. Number of Board meetings held during 2019-2020

11

4. Number of Board meetings scheduled for 2020-2021

12

Thank you.

Entry 9 Board Meeting Minutes

Completed Sep 24 2020

[Instructions](#)

Schools must upload a complete set of monthly board meeting minutes (July 2019-June 2020), which should match the number of meetings held during the 2019-2020 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 3, 2020.

Board Minutes 2019-2020

Filename: Board Minutes 2019 2020.pdf **Size:** 2.8 MB

Entry 10 Enrollment & Retention

Completed Sep 24 2020

Instructions for submitting Enrollment and Retention Efforts

ALL charter schools must complete this section. Describe the efforts the charter school has made toward meeting targets in 2018-2019 to attract and retain enrollment of Students with Disabilities (SWDs), English Language Learners/Multilingual Learners (ELLs/MLLs), 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 2019-2020.

Entry 10 Enrollment and Retention of Special Populations

Instructions for Reporting Enrollment and Retention Strategies

Describe the efforts the charter school has made in 2019-2020 toward meeting targets to attract and retain enrollment of students with disabilities, English language learners/Multilingual 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 2020-2021.

EVERGREEN CHARTER SCHOOL 280201860947

Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2019-2020	Describe Recruitment Plans in 2020-2021
	Evergreen Charter School recruited students in a number of ways, beginning with alerting	

Economically Disadvantaged	<p>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 Counselling Center, Head Start, and local soup kitchens, among others. Information was posted on the school's website and flyers were distributed throughout the community. Large recruitment banners were placed outside of the school building. In addition, Evergreen placed announcements in multiple local community papers including Spanish newspapers. The Parent Association supported recruitment efforts as well by distributing information throughout the community and placing flyers in low-income housing buildings. All correspondences were written in English and Spanish to accommodate the diverse members of the Hempstead Community.</p> <p>The school's efforts and plans have resulted in a steady or increased number of students across special student population groups.</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 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 Counselling Center, Head Start, and local soup kitchens, among others. More detailed information will be posted on the school's updated website and flyers will continue being distributed throughout the community with the support of the Parent Association. 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>
	Evergreen Charter School recruited students in a number of ways, beginning with alerting various community and religious	

<p>English Language Learners/Multilingual Learners</p>	<p>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 Counselling Center, Head Start, and local soup kitchens, among others. Information was posted on the school's website and flyers were distributed throughout the community. Large recruitment banners were placed outside of the school building. In addition, Evergreen placed announcements in multiple local community papers including Spanish newspapers. The Parent Association supported recruitment efforts as well by distributing information throughout the community and placing flyers in low-income housing buildings. All correspondences were written in English and Spanish to accommodate the diverse members of the Hempstead Community.</p> <p>The school's efforts and plans have resulted in a steady or increased number of students across special student population groups.</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 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 Counselling Center, Head Start, and local soup kitchens, among others. More detailed information will be posted on the school's updated website regarding support services. Flyers will continue being distributed throughout the community with the support of the Parent Association. 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 recruited students in a number of ways, beginning with alerting various community and religious</p>	

Students with Disabilities

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 Counselling Center, Head Start, and local soup kitchens, among others. Information was posted on the school's website and flyers were distributed throughout the community. Large recruitment banners were placed outside of the school building. In addition, Evergreen placed announcements in multiple local community papers including Spanish newspapers. The Parent Association supported recruitment efforts as well by distributing information throughout the community and placing flyers in low-income housing buildings. All correspondences were written in English and Spanish to accommodate the diverse members of the Hempstead Community.

The school's efforts and plans have resulted in a steady or increased number of students across special student population groups.

Evergreen's percentage of students with disabilities is comparable with the local school district.

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 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 Counselling Center, Head Start, and local soup kitchens, among others. More detailed information will be posted on the school's updated website regarding support services. Flyers will continue being distributed throughout the community with the support of the Parent Association. 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.

Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2019-2020	Describe Retention Plans in 2020-2021
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. Students' progress toward attaining goals determined the type, duration, and intensity of continued support.</p> <p>Evergreen had on staff the full time equivalent of two (2 FTE) Math Teachers and two (2 FTE) Reading Teachers.</p> <p>Evergreen provided outreach workshops and programs to support the needs of families.</p> <p>Evergreen had on staff the full time equivalent of two (2 FTE) Social Workers to provide services to at risk students as needed, support to parents and provided social and emotional help to students.</p> <p>Evergreen Charter School participated in the Community Eligibility Provision Program which entitled all students to free breakfast and lunch.</p> <p>The school's efforts and plans have resulted in a steady or increased number of students across special student population</p>	<p>Evergreen will continue to provide individualized and small group interventions designed to accelerate learning and close achievement gaps.</p> <p>Evergreen will continue to support families by increasing the number of outreach programs and workshops.</p> <p>Due to expected social and emotional challenges, Evergreen will have on staff the full time equivalent (FTE) of a School Psychologist.</p>

	groups.	
English Language Learners/Multilingual Learners	<p>To retain and address the needs of students with limited English proficiency, Evergreen had on staff the full time equivalent of four (4 FTE) English as Second Language Teachers who provided individualized and small group instruction. These teachers worked collaboratively with classroom teachers to support and scaffold learning.</p> <p>Professional development was provided to staff in the area of best teaching practices and strategies for English Language Learners.</p> <p>The school's efforts and plans have resulted in a steady or increased number of students across special student population groups.</p>	<p>Evergreen has added the full time equivalent of two (2 FTE) additional English as Second Language Teachers. These teachers will continue to provide individualized and small group instruction and work collaboratively with classroom teachers.</p> <p>Professional development will continue to 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 increase the number of outreach workshops and programs.</p>
Students with Disabilities	<p>Evergreen faculty administered a screening evaluation to all students at the start of the school year to collect data and provide individualized interventions for struggling learners. Students' progress toward attaining goals determined the type, duration and intensity of continued support services.</p> <p>Evergreen had on staff the full time equivalent of three (3 FTE) Special Education Teachers and one Special Education Coordinator.</p> <p>Parents workshops were held in</p>	<p>Evergreen will continue to administer screening evaluations throughout the year to collect data and provide individualized interventions for struggling learners.</p> <p>Additional parent workshops will be held throughout the year to</p>

	<p>an effort to support families of students with disabilities.</p> <p>The school’s efforts and plans have resulted in a steady or increased number of students across special student population groups.</p> <p>Evergreen’s percentage of students with disabilities is comparable with the local school district.</p>	<p>support families of students with disabilities.</p>
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Entry 12 Percent of Uncertified Teachers

Completed Sep 24 2020

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.

Entry 12 Uncertified Teachers

School Name: EVERGREEN CHARTER SCHOOL 280201860947

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, 2020)	5
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2020)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2020)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2020)	0
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, 2020)	0
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2020)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2020)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2020)	0
Total Category B: not to exceed 5	0.0

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, 2020)	1
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2020)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2020)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2020)	2
Total Category C: not to exceed 5	3.0

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	2

CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS

	FTE Count
Total Category E	47

CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	57



Thank you.

Entry 13 Organization Chart

Completed Sep 24 2020

[Instructions](#)

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

Upload the 2019-2020 **Organization Chart**. The organization chart should include position titles and reporting relationships. Employee names should not appear on the chart.

2019-2020 Academic Year ECS Organizational Chart

Filename: 2019 2020 Academic Year ECS Organizati RNw8khE.pdf **Size:** 19.5 kB

Entry 14 School Calendar

Completed Sep 24 2020

[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 3, 2020. If the charter school has a tentative calendar based on available information and guidance at the time, please submit with the August 3rd submission. Charter schools will be able to upload an updated school calendar into the portal at any time but no later than **September 15, 2020**.

School calendars must meet the [minimum instructional requirements](#) adopted by the Board of Regents in 2018.

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.

PDF Updated 2020-21 Calendar

Filename: PDF Updated 2020 21 Calendar.pdf **Size:** 203.8 kB

Entry 15 Links to Critical Documents on School Website

Completed Sep 24 2020

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., 2018-19 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 15 Links to Critical Documents on School Website

School Name: Evergreen Charter School

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:

	Link to Documents
1. Most Recent Annual Report (i.e., 2018-19)	https://ecsli.org/http-www-p12-nysed-gov-psc-csdirectory-evergreencharterschool-home-html/
2. Most Recent Board Meeting Notice and Related Agenda Item Documents	https://ecsli.org/about-us/school-board/
2a. Webcast of Board Meetings (per Governor's Executive Order)	https://ecsli.org/about-us/school-board/
3. Link to NYS School Report Card	https://ecsli.org/http-www-p12-nysed-gov-psc-csdirectory-evergreencharterschool-home-html/
4. Most Recent Lottery Notice Announcing Lottery	https://ecsli.org/lottery-information/
5. Authorizer-Approved DASA Policy	https://ecsli.org/dignity-act-for-all-students/
6. District-wide Safety Plan	https://ecsli.org/safety-plan/
6a. Authorizer-Approved Discipline Policy (as per August 29, 2019 Emergency Response Plan Memo)	https://ecsli.org/student-discipline-code/
7. Authorizer-Approved FOIL Policy	https://ecsli.org/foil/
8. Subject matter list of FOIL records	https://ecsli.org/foil/
9. Link to School Reopening Plan	https://ecsli.org/

Thank you.



Entry 16 COVID 19 Related Information

Completed Sep 24 2020

Instructions

Required of ALL charter schools

Please provide the number of students attending instruction on the last day instruction was provided within physical school facilities and the number of students participating in virtual programming on the last day such programming was offered for the 2019-2020 school year.

If applicable, please provide the name and publisher of all end of year assessments provided by grade level as well as the number of participating students. Board of Regents-authorized charter schools are encouraged to refer to Appendix B of the [Remote Monitoring and Oversight Plan Spring 2020](#) remote for best practices regarding end of year assessments in a remote learning environment.

Entry 16 COVID 19 Related Information

School Name: Evergreen Charter School

TABLE 1: 2019-2020 Enrollment, Attendance and Participation Between March-June 2020

Please provide the number of students attending instruction on the last day instruction was provided within physical school facilities and the number of students participating in virtual programming on the last day such programming was offered for the 2019-2020 school year.

	Number of students enrolled in school on the last day instruction was provided within physical school facilities	Number of students attending instruction on the last day instruction was provided within physical school facilities	Number of students participating in virtual programming on the last day such programming was offered for the 2019-20 school year
	592	545	514

Table 2: 2019-2020 Assessments and Grade Participation

If applicable, please provide the name and publisher of all end of year assessments provided by grade level as well as the number of participating students. Board of Regents-authorized charter schools are encouraged to refer to Appendix B of the [Remote Monitoring and Oversight Plan Spring 2020](#) remote for best practices regarding end of year assessments in a remote learning environment.

Assessment	Grade K	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6	Grade 7	Grade 8	Grade 9	Grade 10	Grade 11	Grade 12	Number of Participants

	Title														cipa ting Stud ents
	iRea dy ELA Dia gno stic, Curr icul um Ass ocia tes	✓	✓	✓	✓	✓	✓	✓	✓	✓	✗	✗	✗	✗	533
	iRea dy Mat hDi agn osti c, Curr icul um Ass ocia tes	✓	✓	✓	✓	✓	✓	✓	✓	✓	✗	✗	✗	✗	533
		✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	
		✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	
		✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	
		✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	
		✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	
		✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	
		✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	

[illegible]

Entry 17 Staff Roster - NEW TASK For Regents Schools Only

Completed Sep 24 2020

INSTRUCTIONS - NEW TASK FOR REGENTS-AUTHORIZED CHARTER SCHOOLS

Please provide the full name of **ANY and ALL instructional and non-instructional employees** and their respective positions/titles, and employment start dates in the charter school by clicking on the MS Excel file link to the [Staff Roster](#).

2020 ECS Staff Roster

Filename: 2020 ECS Staff Roster.xlsx **Size:** 14.2 kB

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).

President of the Board of Trustees

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 X No

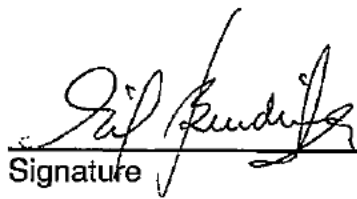
If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

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
2019-2020 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.

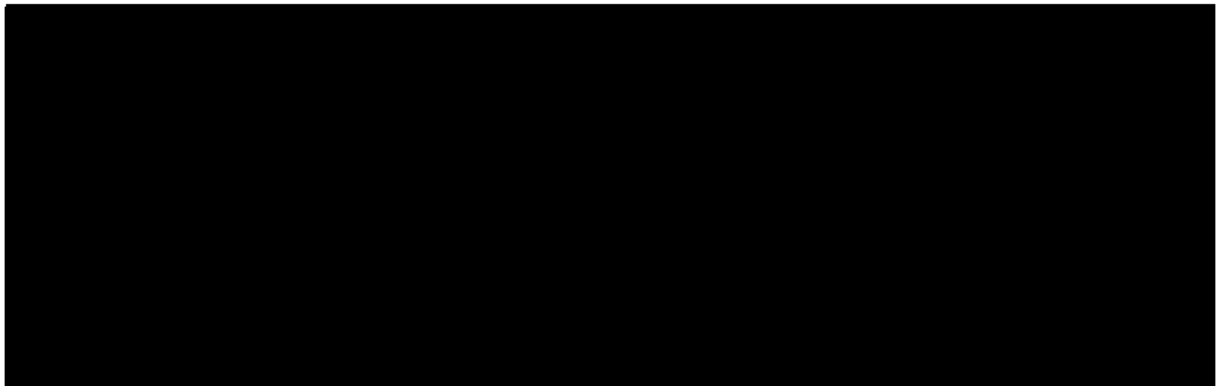
8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **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

July 9, 2020
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.



last revised 06/8/2020

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

Name: Jose Fernando 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 of the Board of Trustees

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 X No

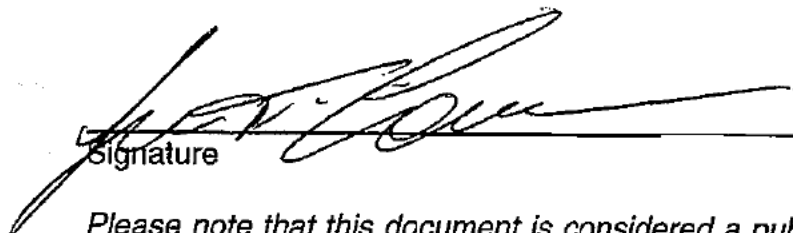
If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

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.

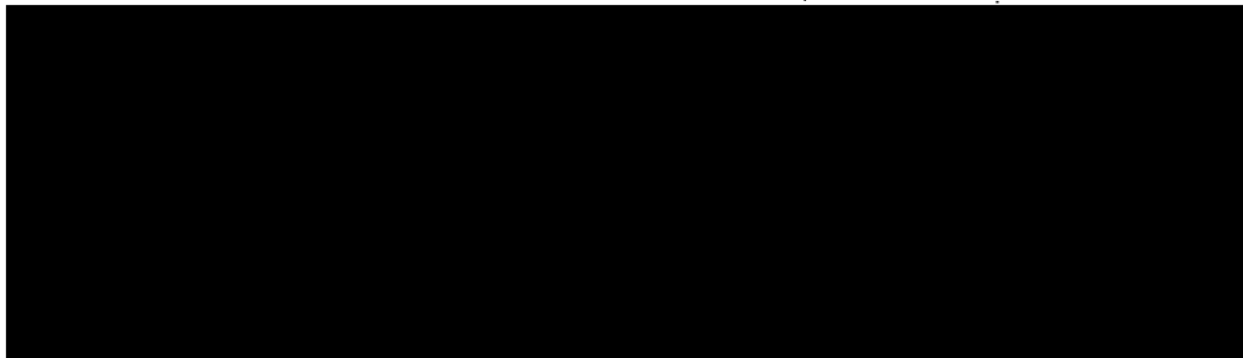
Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
None.			

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.				

 7/15/2020
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.



last revised 06/8/2020

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).

Secretary of the Board of Trustees

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 X 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.			

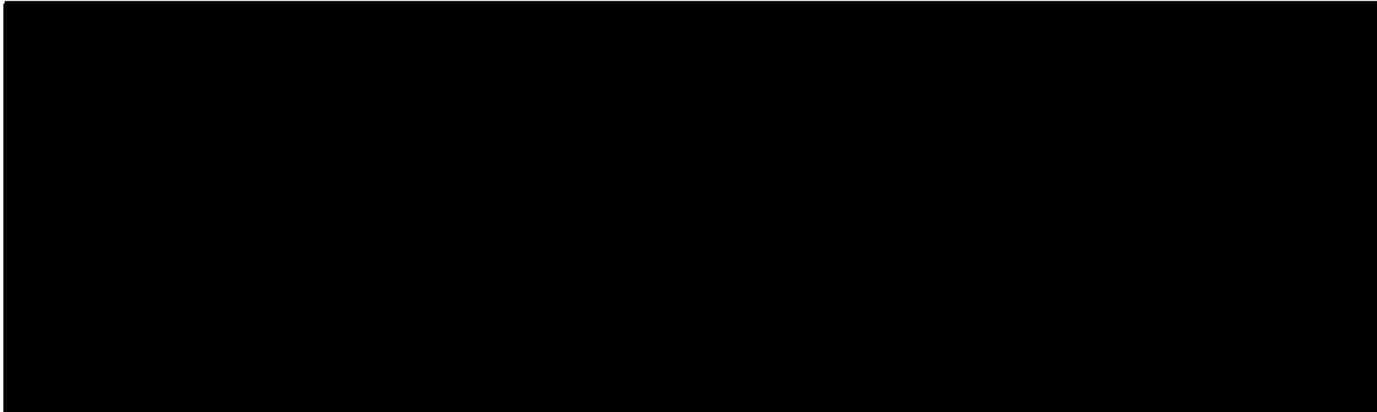
8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **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.				

Melody Loder
Signature

7/30/20
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.



last revised 06/8/2020

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).

Vice President of the Board of Trustees

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 X No

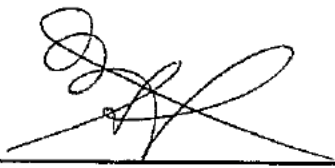
If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

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
2019-2020 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.

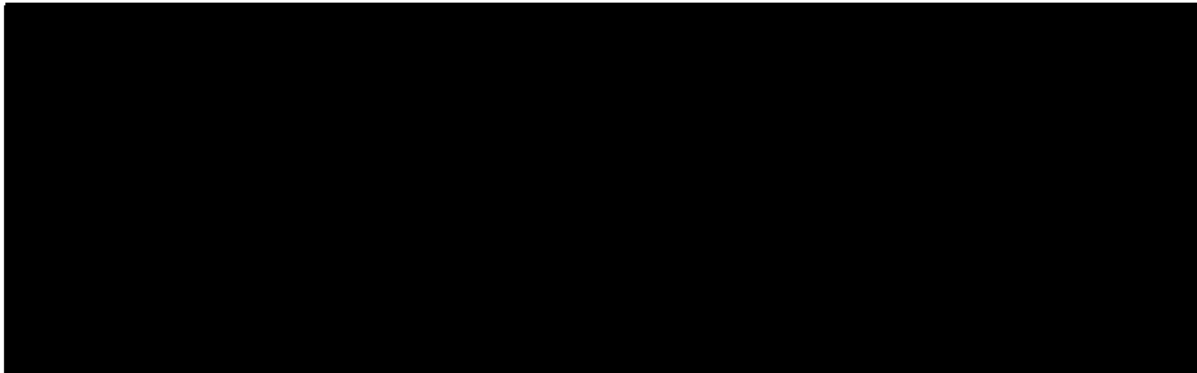


Signature

July 9, 2020

Date

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last revised 06/8/2020

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).

Member of the Board of Trustees

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 X 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.			

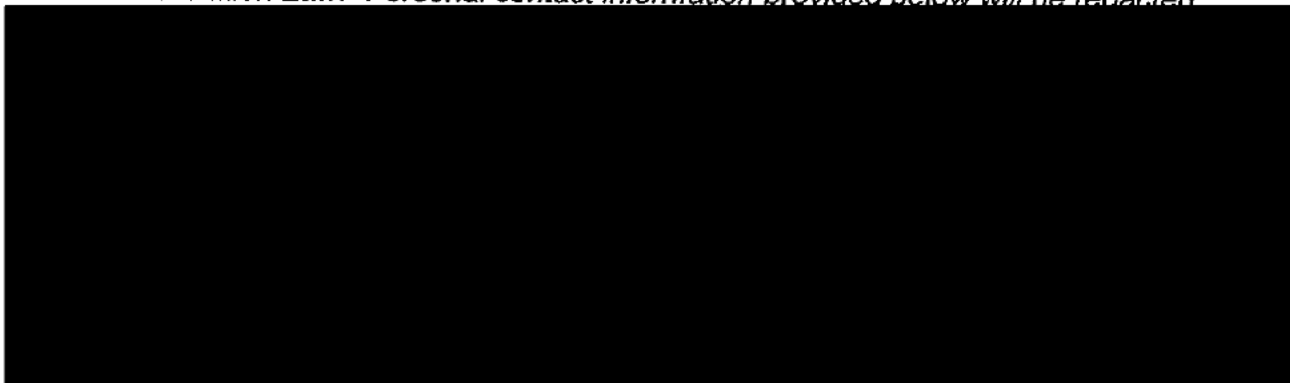
8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation 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 DeStasio-Liller
Signature

7/9/2020
Date

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last revised 06/8/2020

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).

Member of the Board of Trustees

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 X 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.			

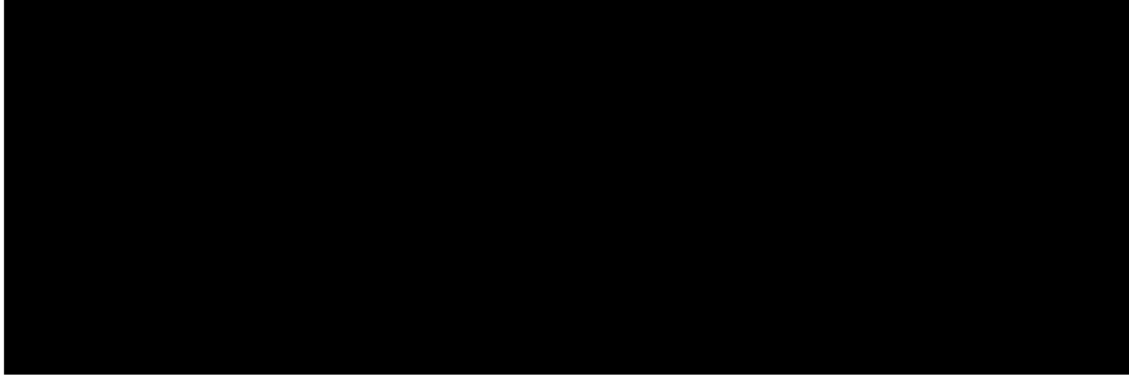
8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation 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.				

He M. Moult
Signature

7/10/2020
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.



last revised 06/8/2020

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

Name: Luis Ras

Name of Charter School Education Corporation: Evergreen Charter School

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

Member of the Board of Trustees

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

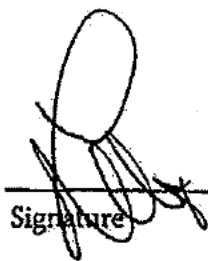
If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

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.				

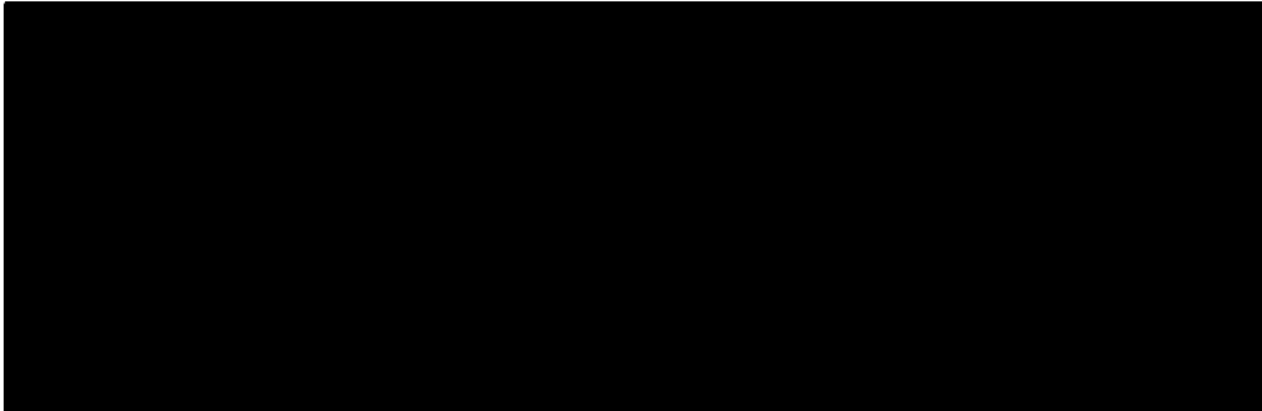


7/28/20

Signature

Date

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last revised 06/8/2020

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).

Member of Board of Trustees

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 X 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.			

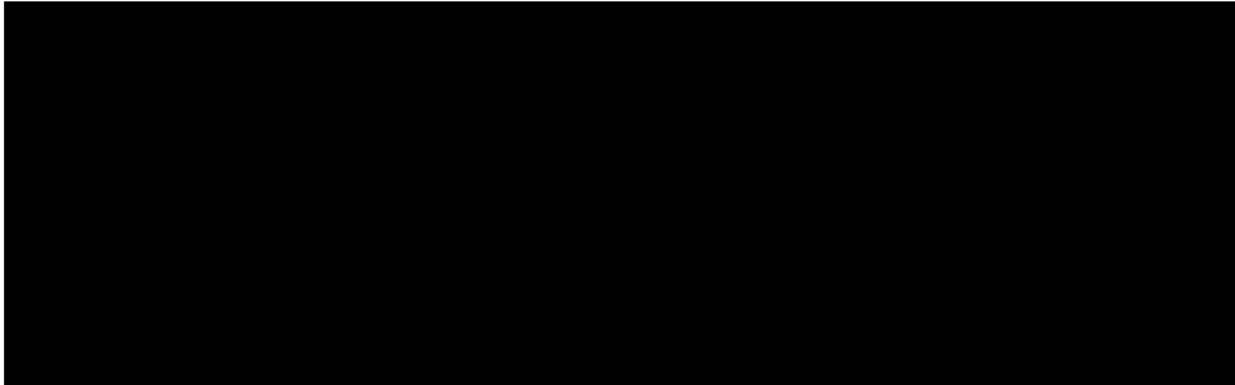
8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation 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
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

7/9/2020
Date

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last revised 06/8/2020

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

**Minutes from
July 17, 2019
8:10 pm**

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, Interim Principal, Middle School Director
Ms. Christine Weigand, Interim Principal, Elementary School
Ms. Lisett Knox, Director of Finance and Operations**

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

I. Call to Order and update about space

President Bernardino called the meeting to order at 8:10. He welcomed everyone and thanked them for being here tonight.

Welcome and Call to order by President Gil Bernardino.

He also provided an overview about ECS's efforts with St. Catherine of Sienna to finalize its agreement for leasing.

President Bernardino spoke about a meeting with administrators and representatives from the Hempstead School District the previous week. President Bernardino indicated that he had mentioned ECS's intentions to move to Franklin Square. ECS sent a follow up letter to the district on July 15 of its intentions.

A follow up letter will also be sent to the district regarding Evergreen's right to secure transportation per education law §2853(4)(b) and § 3635.

He presented Interim Principal Karen Leeper for her report.

II. Monthly Principal Report by Interim Principal Karen Leeper

**Report presented by
Ms. Karen Leeper**

An updated was provided about staffing for the 2019-2020 school year including new positions. Prospective candidates that have made it for the first round will be asked to provide demo lessons. Updates were also provided about summer programming support that is underway for students at the school.

Administration is working on the annual report that will be submitted later this month. In addition administrators are developing the professional development for staff including professional development for Spanish teachers and professional development on Social and Emotional Learning.

III. Questions and Comments from the Board of Trustees related to the President of the Board's Report:

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

There were none.

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

**Questions and
Comments from
the Public**

A parent asked when the state exams will be released. We do not have an exact date but this information is usually released in late August.

V. Financial Report:

Presented by Ms. Knox, Director of Finance and Operations:

**Financial Report
presented by
Lisett Knox**

Mrs. Knox reported that the billing for next year was sent to the districts already. She will be sending the State Intercept for Lawrence. Meals billing was also submitted. The Title II and Title IV funding was deposited. She also reminded parents to make sure they are registered for meals for next school year. Forms must be completed as soon as possible.

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

**Questions and
Comments from
the Board**

Trustee Brewster reports that the school will be preparing its annual report for submission that includes uploading the school budget and related information.

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

There were none.

Questions and
Comments from
the Public

VIII. Parent Association Report.

There were no representatives from the PA present.

Parent Association
Report.

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

No report.

Questions and
Comments from the
Board of Trustees

Questions and Comments from the Public related to the Parent Association.

None.

Question and
Comments from
the Public

X. Approval of Minutes

Minutes of June 19, 2019

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

XI. Reading of the Resolutions:

Resolutions were read in English and Spanish.

Reading and
Consideration of
Resolutions

XII. Questions and comments from the public related to resolutions

Trustee Sarah Brewster explained the resolutions.

Questions and
comments from the
public

**Evergreen Charter School
Agenda Items for Resolutions:
For July 17, 2019**

Voting of the resolutions

Voting of the Resolutions

- 1) **Resolved**, the Board of Trustees approves the rental of space at St. Catherine of Sienna in Franklin Square to accommodate students in its upper grades.
See attached term sheet.

Motion: Trustee Luis Ras
Second: Trustee Gladys Rodriguez
Vote: 7:0

- 2.) **Resolved**, the Board of Trustees approves the **following staff appointments pending demo lessons and reference checks.**

Jennifer Steckler- ENL Teacher
Taylor Connor- Kindergarten Teacher or Special Education Teacher
Karen Casal- Kindergarten Teacher
Stacey Howard- Kindergarten Teacher
Joan Soares Nidzyn- Kindergarten Teacher
Shaira Maqsudi-Second Grade Teacher
Kristin Spagnuolo- Fourth Grade Teacher
Brianna Coker- Fifth Grade Teacher
Kelly Ottinger-Third Grade Teacher
Rashid Aziz- Information Technology Coordinator

Motion: Trustee Jose Canosa
Second: Trustee Nancy Iglesias
Vote: 7:0

- 3). **Resolved**, the Board of Trustees approves the following professional development opportunities.

Ms. Wise is requesting approval to attend a *Creating an Understanding-Based Curriculum and Assessment System for 21st Century Learning* workshop scheduled for October 28 and 29, 2019 (see attachment).

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

4). **Resolved**, the Board of Trustees approves the following revisions to forms and protocols:

- a. Student Data Privacy Agreement Vendor Form (see attachment).
- b. Updated Parent DASA Complaint Form (see attachment).
- c. Transitional Protocol (see attachment).
- d. Transportation for Students in Foster Care Protocol (see attachment).

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

5). **Resolved**, the Board of Trustees approves a proposal to support a leader teacher/mentor program.

Motion: Trustee Yvonne Mowatt
Second: Trustee Luis Ras
Vote: 7:0

6). **Resolved**, the Board of Trustees approves the purchase and installation of cables, internet, phones, cameras, air conditioning, water purifiers, smart boards and related items necessary for the preparation and operation of the school facility space at St. Catherine of Sienna in Franklin Square that will be used by Evergreen Charter School.

Motion: Trustees Jose Canosa
Second: Trustee Nancy Iglesias
Vote: 7:0

7). **Resolved**, the Board of Trustees approves a change to the calendar for professional development. Professional development for teachers for the 2019-2020 will start August 19, 2019 for new teachers and August 21, 2019 for returning teachers.

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

8) **Resolved**, the Board of Trustees approves ECS administration, the Executive Committee and its Members to make decisions and execute contracts needed for the operation and opening of ECS, and its upper school located in Franklin Square.

Motion: Yvonne Mowatt
Second: Trustee Nancy Iglesias
Vote: 7:0

9) **Resolved**, the Board of Trustees approves the attached resolution related to the school acquisition of real property and related activities and borrowing from future bond revenue proceeds for the purpose and acquisition of real property and related activities.

See attached full language of resolution.

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

10). **Resolved**, the Board of Trustees approves the appointment of Gladys Rodriguez, as Secretary of the Board of Trustees for the term commencing and ending school year 2019-2022.

Motion: Sarah Brewster
Second: Nancy Iglesias
Vote: 7:0

Old/New Business/New business:

Old/New Business

President Bernardino gave a full report on the rental of space at Saint Catherine of Sienna School in Franklin Square for the upper grades. He explained the challenges that will be faced especially with transportation and indicated that ECS will seek transportation for Hempstead students from the Hempstead District. He had a meeting with approximately 150 parents who were concerned about the changes for the next school year. Discussion followed about transportation. ECS has informed the Hempstead district of its intention to move its upper grades to Franklin Square. This was done verbally in a meeting on July 11 with the Superintendent and in writing on July 15. ECS will seek

XIII. Announcements:

Announcements

There were none.

XIV. Motion to Go Into Executive Session

**Motion to Go
Into 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 made by: Trustee Yvonne Mowatt
Seconded by: Trustee Sarah Brewster
Approved: 7:0

XV. Adjournment

Adjournment

Motion to adjourn made by: Trustee Gladys Rodriguez
Seconded by: Trustee Luis Ras
Approved: 7:0

Meeting adjourned at: 9:42

Minutes submitted by: Gladys Rodriguez
Gladys Rodriguez, Secretary

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

**Minutes from
September 25, 2019
8:09 pm**

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	Absent
Ms. Gladys Rodríguez	Present
Mr. Ariel Sotelo	Absent

Also present:

**Ms. Karen Leeper, Interim Principal, Middle School Director
Ms. Christine Weigand, Interim Principal, Elementary School
Ms. Lisett Knox, Director of Finance and Operations
Ms. Christine Wise, Director of Data and Attendance
Mr. James Barron, Assistant Principal Middle School
Ms. Elena Litescu, Assistant Principal Elementary School**

**Mr. Kevin Foley, Condon O'Meara
Mr. Michael Asaro, Condon O'Meara**

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

I. Call to Order and update about space by President Bernardino

President Bernardino welcomed everyone and presented an update about the space rented at St Catherine of Sienna and about the purchase of land adjacent to the school . Closing was done last week.

He introduced Certified Public Accountants Mr. Kevin Foley and Mr. Michael Asaro from Condon O'Meara McGinty and Donnelly LLP for a presentation on the results of the audit year ended June 30, 2019.

Welcome and Call to order by President Gil Bernardino.

II. Report from Condon O'Meara McGinty & Donnelly LLP

The audit of the School's financial statements for the year ended June 30, 2019 was performed in accordance with auditing standards generally accepted in the United States of America.

The auditors established that during the course of their work, they were "given complete access to all records, documents and other supporting data and were finished with all required information and explanations."

The report was presented page by page and translated by President Bernardino.

The auditors indicated that the overall financial standing of the school is excellent with student enrollment being the highest revenue and payroll the highest expense.

III. Monthly Principal Report by Christine Weigand Elementary School

**Evergreen Charter School
Principal's Report to the Board
Elementary School
September 25, 2019**

Report presented by Ms. Weigand Elementary School Interim Principal
--

A. Enrollment:

Grade Level	Number of Students
Kindergarten	125
First Grade	75
Second Grade	74
Third Grade	74
Total:	348

B. Attendance:

- 1) See attached Attendance Count Report (includes absence/tardy reports from 9/3/2019-9/18/2019).

C. Curriculum & Instruction:

- 1) An Instructional Calendar is developed using Google Calendar to keep all staff informed of various dates throughout the school year.
- 2) Grade level meetings and Special Subject Area meetings took place the week of September 16, 2018.
- 3) A new Social Emotional Program (Sanford Harmony) is currently being implemented in Kindergarten through Third Grade.

- 4) A new ELA Program (Pearson - myView) is currently being implemented in Kindergarten through Third Grade.
- 5) Classroom walk throughs were conducted by administration.
- 6) Teacher Observation Documents and procedures are currently being updated by administration.
- 7) Technology Committee meetings were held on a weekly basis.
- 8) Administrative Cabinet Meetings were held on a weekly basis.

D. Professional Development:

- 1) 2018 August Professional Development (see attached brochures).
- 2) Friday, September 13, 2019
Friday, September 20, 2019
Elementary Spanish Department Support,
Provided by Sonia Zervakos.
- 3) Wednesday, September 18, 2019
Thursday, September 19, 2019
Elementary School Literacy Professional Development,
Presented by Pam Kinnon (literacy consultant).
- 4) Thursday, September 26, 2019
Elementary School Mathematics Professional Development, Presented by Sue Morris (math consultant).
- 5) Monday, October 7, 2019
Foundations Coaching Visit
Wilson Language Training Professional Development, Presented by Michelle Delaney.

E. Parent Involvement/Activities:

- 1) *Teacher Meet and Greet* took place on Friday, August 30, 2019.
- 2) A Calendar of Events was distributed to families for the month of September.
- 3) *ENL Kindergarten Orientation* pending Tuesday, September 24, 2019 (to be determined by number of students identified by NYSITELL results)
- 4) *Back to School Night* for the Elementary School is scheduled for Tuesday, September 24, 2019.
- 5) *Title I Parent Meeting* is scheduled for Thursday, September 26, 2019

F. Personnel:

New Instructional and Support Staff Members

Name	Position
Jennifer Bayer	Kindergarten Teacher
Stacey Howard	Kindergarten Teacher
Joan Soares	Kindergarten Teacher
Shaira Maqsudi	Second Grade Teacher
Jenifer Steckler	ENL Teacher
Jennifer Marasco	ENL Teacher
Rita Matarese	Special Education Teacher
Tiffany Sorice	Art Teacher
Christian Aguilar	Spanish Teacher
Lymari Tattnall	Social Worker

Positions that need to be filled

(1) Reading Coach
(1) ELA Intervention Teacher
(2) Information Technology Coordinator

G. Student Assessment:

- 1) 2018-19 NYSESLAT for all grades (see attachment).
- 2) Administration is currently analyzing all state testing data.
- 3) Grades K-3 are currently being assessed for reading levels using the Fountas and Pinnell Benchmark System.
- 4) 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.
- 5) The i-Ready Diagnostic Reading and Mathematics Assessment for Grades 1-3 began the week of September 23, 2019.
- 6) Sight Word Assessments are being conducted in Kindergarten and Grades 1-3.

H. Challenges:

- 1) Hiring qualified staff for reading positions
- 2) Kindergarten Readiness Skills

I. Successes:

- 1) First day of school
- 2) Teacher Meet and Greet
- 3) 2019 Summer Professional Development

J. Proposals:

- a) Hire *Cumbia River Band* for Friday, October 11, 2019 as a culmination activity for Hispanic Heritage Month. Additional Information forth coming.
- b) To schedule the NED Show for Thursday, October 31, 2019 (no cost)
- c) Updated Chromebook Handbook
- d) Updated ECS Parent Manual
- e) Saturday and After School Test Preparation Program (see attachment)
- f) Music and Spanish After School Program (see attachment)

K. Educational Trips and School Wide Instructional Activities:

- 1) Evergreen Charter School celebrates Hispanic Heritage Month (September 15, 2018-October 15, 2019).
- 2) Evergreen Charter School will participate in National Bullying Prevention Month beginning Monday, October 7, 2019.
- 3) Ms. Tattnall will conduct a Parent Workshop – *Effective Parenting Skill and Strategies*, Tuesday, October 2, 2019 at 7:00 PM

L. School Safety:

- 1) An Emergency Response Planning Committee was formed to review and update the school's safety plans and procedures.
- 2) Local Law Enforcement met with the Committee on Wednesday, September 18, 2019 to provide feedback and guidance.

Attachments:

1. Attendance Count Reports
2. Student Assessment Results
3. 2019 August Professional Development Brochures

IV. Monthly Principal Report by Karen Leeper Middle School

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

A. Enrollment:

Grade Level	Number of Students
Fourth Grade	49
Fifth Grade	50
Sixth Grade	50
Seventh Grade	50
Eighth Grade	47
Total:	246

B. Attendance:

- 2) See attached Attendance Count Report (includes absence/tardy reports from 9/3/2019-9/18/2019).

C. Curriculum & Instruction:

- 9) School-wide goals for the 2019-20 school year were developed and shared with instructional staff.
- 10) An Instructional Calendar is developed using Google Calendar in an effort to keep all staff informed of various dates throughout the school year.
- 11) A new social emotional program is currently being implemented in grades 4-6 (Sanford Harmony).
- 12) A new ELA program is currently being implemented in grades 4-8 (Pearson My View/My Perspective).
- 13) Pacing calendars have been updated in all content areas.
- 14) Classroom walkthroughs were conducted by administration.
- 15) Teacher observation documents and procedures are currently being updated by administration.
- 16) Technology Committee Meetings were held on a weekly basis.
- 17) Administration Cabinet Meetings were held on a weekly basis.
- 18) Administration Data Meetings were held on a weekly basis.
- 19) Department and grade level meetings were held within the first two weeks of school.
- 20) All teachers created individual SMART (specific, measurable, achievable, realistic and time-bound) goals to improve student achievement.
- 21) The following initiatives are in the process of being implemented: National Junior Honor Society and IB Middle School Program.

D. Professional Development:

- 6) 2019 August Professional Development (see attached brochures).
- 7) Thursday, September 19, 2019
Elementary School Mathematics Professional Development (Grades 4-5),
Presented by Sue Morris (math consultant).
- 8) Thursday, September 12, 2019
Friday, September 27, 2019
Middle School Mathematics Professional Development, Presented by Anthony
Volforte (math consultant).

E. Parent Involvement/Activities:

- 6) *Middle School Visitation for 4th-8th Grade Families* took place on Tuesday,
August 20, 2019.
- 7) *Teacher Meet and Greet* took place on Friday, August 30, 2019.
- 8) A Calendar of Events was distributed to families for the month of September.
- 9) *Open House Night* is scheduled for Thursday, September 26, 2019.
- 10) *Title 1 Parent Meeting* is scheduled for Thursday, September 26, 2019.
- 11) A mandatory *Chromebook Parent/Student Meeting* (for grades 6-8) is scheduled
for Wednesday, October 2, 2019.

F. Personnel:

New Instructional Staff Members

Name	Position
Kristin Spagnuola	Fourth Grade Teacher
Brianna Coker	Fifth Grade Teacher
Alexandra Schropfer	ENL Teacher
Gina Tornabe	Sixth Grade ELA/SS Teacher
Heather Hirsch	Math Teacher

Positions that need to be filled

School Nurse
Information Technology Coordinator

G. Student Assessment:

- 7) 2018-19 NYSESLAT (for all grades), NYS ELA and Mathematics Results for grades 3-8, NYS Science Results for grade 4 and 8 and Earth Science Regents for grade 8 (see attachment).
- 8) Administration is currently analyzing all state testing data.
- 9) Grades 4-5 are currently being assessed for reading levels using the Fountas and Pinnell Benchmark System.
- 10) 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.
- 11) The iReady Diagnostic Reading and Mathematics Assessment for Grades 4-8 began the week of September 23, 2019.
- 12) Benchmark exams were administered in all subject areas.

H. Challenges:

- 3) Transportation.
- 4) Hiring a qualified School Nurse.

I. Successes:

- 4) First day of school.
- 5) Teacher Meet and Greet.
- 6) 2019 Summer Professional Development.

J. Proposals:

- g) Hire *Cumbia River Band* for Friday, October 11, 2019 as a culmination activity for Hispanic Heritage Month (additional information forthcoming).
- h) To schedule the NED Show for Thursday, October 31, 2019 (free of charge).
- i) Updated Chromebook Handbook (see attachment).
- j) Updated ECS Parent Manual (see attachment).
- k) Ms. Mendez is requesting approval to attend the *Smart Strategies for Mathematics Grades 1-6* conference scheduled for Monday, October 28, 2019 (see attachment).
- l) Saturday and After School Test Preparation Program (see attachment).
- m) Music and Spanish After School Clubs (see attachment).

K. Educational Trips and School Wide Instructional Activities:

- 4) 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.
- 5) Evergreen Charter School celebrates Hispanic Heritage Month (September 15, 2018-October 15, 2019).
- 6) Evergreen Charter School will participate in National Bullying Prevention Month beginning Monday, October 7, 2019.

L. School Safety

- 1) An Emergency Response Planning Committee was formed to review update the schools safety plans, policies and procedures.
- 2) Local law enforcement met with the Committee on Wednesday, September 18, 2019 to provide feedback and guidance.

Attachments:

4. Attendance Count Reports
5. Student Assessment Results
6. 2019 August Professional Development Brochures
7. Hispanic Heritage Month Assembly
8. Chromebook Handbook
9. ECS Parent Manual
10. Conference Request Form
11. Saturday and After School Test Preparation Program.
12. After School Clubs

Administration is working on the annual report that will be submitted later this month. In addition administrators are developing the professional development for staff including professional development for Spanish teachers and professional development on Social and Emotional Learning.

V. Questions and Comments from the Board of Trustees related to the President of the Board's Report:

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

President Bernardino congratulated the Finance Team for a job well done and thanked the auditors for their complete and thorough audit and an excellent presentation.

He introduced and welcomed Evergreen's new staff: Mr. James Barron, Assistant Director for the Middle School and Ms. Elena Litescu, Assistant Principal for the Elementary School.

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

**Questions and
Comments from
the Public**

Discussion followed on the safety of children when picked up and dropped off by buses. It was suggested that additional support is needed including parents if they want to volunteer. President Bernardino explained the contract with the bus company. Several issues came up during the first weeks of school and an official complaint was filed with the bus company. It is unacceptable, they are not keeping with their side of the agreement. "we are doing our best and we will be meeting with the people in charge, we have requested proposals from other bus companies as well".

Discussion followed on the terms of the contract. President Bernardino indicated that we will continue to work to make them keep their part of the contract.

VII. Financial Report:

Presented by Ms. Knox, Director of Finance and Operations:

**Financial Report
presented by
Lisett Knox**

Ms. Knox reported that all payments are in on time, including Hempstead. Changes pending because some students have moved away. We have one opening in the 8th grade. Billing for meals will be submitted to the state by the end of September.

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

**Questions and
Comments from
the Board**

There were none.

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

**Questions and
Comments from
the Public**

There were none.

X. Parent Association Report.

**Parent Association
Report.**

No report but it was stated that letters went out to parents for PA participation.

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

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

Discussion followed on lunch procedures and how children should request more food if they are still hungry.

Questions and Comments from the Public related to the Parent Association.

**Question and
Comments from
the Public**

There were none.

XII. Approval of Minutes

Minutes of July 17, 2019

Motion Trustee Jose Canosa

Second: Trustee Nancy Iglesias

Vote: 6:0

XIII. Reading of the Resolutions:

**Reading and
Consideration of
Resolutions**

Resolutions were read in English and Spanish.

XIV. Questions and comments from the public related to resolutions

**Questions and
comments from the
public**

Trustee Sarah Brewster explained the resolutions.

**Evergreen Charter School
Agenda Items for Resolutions:
For September 25, 2019**

Voting of the Resolutions

Voting of the resolutions

1) Resolved, the Board of Trustees approves the following school events:

- a) Hire *Cumbia River Band* for Friday, October 11, 2019 as a culmination activity for Hispanic Heritage Month. Additional information forth coming.**
- b) To schedule the NED Show for Thursday, October 31, 2019 (no cost)**

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

2) Resolved, the Board of Trustees approves the updated Chromebook Handbook (see attachment).

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

3) Resolved, the Board of Trustees approves the updated Parent Manual. (see attachment).

**Motion: Trustee Jose Canosa
Second: Trustee Luis Ras
Vote: 6:0**

4) Resolved, the Board of Trustees approves the after-school and Saturday school support program.

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

5) Resolved, the Board of Trustees approves the music and Spanish after-school Program.

Motion: Trustee Sarah Brewster

Second: Trustee Luis Ras

Vote: 6:0

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

- n) Ms. Mendez is requesting approval to attend the *Smart Strategies for Mathematics Grades 1-6* conference scheduled for Monday, October 28, 2019 (see attachment).
- o) Lymari Tattnall (Social Worker) and Lizmary Shah (School Nurse) are requesting approval to attend the *2019 Professional School Health Seminar* offered by the NYS Center for School Health, Tuesday, October 22, 2019 (see attachment).
- p) Lymari Tattnall is requesting approval to attend *The Long Island Student Support Team Conference*, offered by Nassau BOCES, Tuesday, November 5, 2019 (see attachment).
- d) Michelle Smith and Carla King are requesting approval to attend a *Math and Movement Workshop* offered by Western Suffolk BOCES, Tuesday, November 19, 2019 (see attachment).

Motion: Trustee Nancy Iglesias

Second: Trustee Sarah Brewster

Vote: 6:0

7) Resolved, the Board of Trustees ratifies the execution of the lease with St. Catherine of Sienna in Franklin Square. (see lease).

(The board previously voted on this).

Motion: Trustee Luis Ras

Second: Trustee Gladys Rodriguez

Vote: 6:0

8) Resolved, The Board of Trustees approves the petition to the Hempstead School District for reimbursement for transportation for Hempstead students.

Motion: Trustee Jose Canosa
Second: Trustee Nancy Iglesias
Vote: 6:0

9) Resolved, the Board of Trustees ratifies and approves the following staff appointments:

Full-Time:

Name	Position	Effective Date
• Gonzalo Giron	Maintenance MS	
• James Barron	MS Assistant Director	
• Elena Litescu	ES Assistant Director	
• Brittany Kosta	Teacher	
• Alexandra Schropfer	Teacher	
• Jennifer L. Bayer	Teacher	
• Gina Marie Tornabe	Teacher	
• Julissa Cuesta-Mateo	Business Office Assistant	
• Jennifer Rivera Marasco	Teacher	
• Pamela Dubler	Teacher - resigned	
• Heather Hirsch	Teacher	
• Rita Matarese	Teacher	
• Tiffany Sorice	Teacher	
Name	Position	Effective Date
• Steven Rodriguez	Custodian	
• Rosita Castillo	Kitchen Assistant - resigned	
• Evangelina Melgar	Lunch Aide	

- Yolanda Paez-Laguna Lunch Aide
- Dianca Figueroa Lunch Aide
- Abigail Ramos Lunch Aide
- Roxana Reyes Lunch Aide
- Maria de la Cruz Ramirez Kitchen Assistant
- Cesar Venegas Custodian
- Jose Hector Custodian

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

10) **Resolved**, The Board of Trustees ratifies the contract with Guardian Bus company. See attached.

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

11) **Resolved**, The Board of Trustees ratifies the action of ECS to seek transportation from the Hempstead School District or students in Hempstead pursuant to Education law 2853 (4) (b) and 3635.

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

12) **Resolved**, The Board of Trustees approves the implementation and use of Observe for Success Teacher Observation Evaluation Tool (see attachment)

Motion: Trustee Jose Canosa
Second: Trustee Nancy Iglesias
Vote: 6:0

13) **Resolved**, The Board of Trustees approves changes made to its transportation Policy (see attachment)

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

14) **Resolved**, The Board of Trustees approves to update employee manuals.

Motion: Trustee Luis Ras
Second: Trustee Jose Canosa
Vote: 6:0

15) **Resolved**, The Board of Trustees approves Professional Development for Board and Administration, Conference on Charter School and Finance.

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

XV. Old/New Business:

Old/New Business

Ms. Weigand explained the signs set up for busing for children to line up to take the proper bus.

Ms. Weis read a letter sent by the state congratulating the School for the excellence of its students. From 3rd to 8th grade the students did 20% higher than the School District ---in Math our students are doing 25% higher than the Hempstead School District. Spanish 8th grade 98% of students passed. Science 4th grade 92% higher than Hempstead Schools.

XVI. Announcements:

Announcements

Reminder of census coming soon ---make sure you are counted. This is beneficial to our community as funds are distributed accordingly.

XVII. Adjournment

Adjournment

Motion to adjourn made by: Trustee Gladys Rodriguez
Seconded by: Trustee Sarah Brewster
Approved: 6.0

Meeting adjourned at: 9:48

Minutes submitted by: 
Gladys Rodriguez, Secretary

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

**Minutes from
October 29, 2019
8:02 pm**

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, Interim Principal, Middle School Director
Ms. Christine Weigand, Interim Principal, Elementary School
Ms. Lisett Knox, Director of Finance and Operations
Ms. Christine Wise, Director of Data and Attendance
Mr. James Barron, Assistant Principal Middle School
Ms. Elena Litescu, Assistant Principal Elementary School**

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

- I. Call to Order by President Bernardino at 8:02 pm. He welcomed everyone and thanked them for being there.. He introduced Interim Principal for Elementary School, Christine Weigand, for her report:**

Welcome and Call to order by President Gil Bernardino.

II. Monthly Principal Report by Christine Weigand, Elementary School

I. Enrollment:

Grade Level	Number of Students
Kindergarten	125
First Grade	75
Second Grade	75
Third Grade	75
Total:	349

Report presented by Ms. Weigand Elementary School Interim Principal
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II. Attendance:

- 1) See attached Attendance Count Report (includes absence/tardy reports from 9/3/2019-10/16/2019 and 9/18/2019-10/16/19).

III. Curriculum & Instruction:

- 1) Grade level meetings, ENL meetings, Spanish Department meetings and Special Subject Area meetings took place the week of October 14, 2019 and October 21, 2019
- 2) Classroom walk throughs were conducted by administration
- 3) Teacher Observation Documents and procedures are currently being updated by administration
- 4) Technology Committee meetings were held on a weekly basis
- 5) Administrative Cabinet Meetings were held on a weekly basis
- 6) Health and Nutrition Committee met on October 3, 2019
- 7) Teachers are in the process of developing nutrition curriculum initiatives

IV. Professional Development:

Friday, September 27, 2019
Friday, October 4, 2019
Friday, October 11, 2019
Elementary Spanish Department Support,
Provided by Sonia Zervakos.

Wednesday, September 25, 2019
Wednesday, October 2, 2019
Thursday, October 10, 2019
Wednesday, October 16, 2019
Elementary School Literacy Professional Development,
Presented by Pam Kinnon (literacy consultant).

Thursday, September 26, 2019
Elementary School Mathematics Professional Development, Presented by Sue Morris
(math consultant).

Monday, October 7, 2019
Foundations Coaching Visit
Wilson Language Training Professional Development, Presented by Michelle
Delaney.

Ms. Litescu and Mr. Skariah attended the annual New York Charter Schools Conference on Thursday, October 24, 2019 and Friday, October 25, 2019. This was also attended by Board President Mr. Bernardino, Board Vice President Dr. Brewster, Fiscal Director Ms. Knox, and CPA Mr. Dapolito and Middle School Assistant Principal Mr. Barron.

V. Parent Involvement/Activities:

- 1) A Calendar of Events was distributed to families for the month of October.
- 2) *Back to School Night* for the Elementary School took place Tuesday, September 24, 2019.
- 3) *ENL Kindergarten Orientation* took place on Tuesday, September 24, 2019
- 4) Chrome Book Parent Information was shared with Parents by Evelyn Hernandez, Tuesday, September 24, 2019

VI. Personnel:

New Staff Member

Name	Position
Luis E. Sanchez	Facilities Manager

Positions that need to be filled

(1) Reading Coach
(1) ELA Intervention Teacher
(1) Information Technology Coordinator
(1) Short Term Spanish Leave Position

VI.

Student Assessment:

- 1) The i-Ready Diagnostic Reading and Mathematics Assessment for Grades 1-3 was completed the week of October 7, 2019. Kindergarten began testing the week of October 14, 2019
- 2) Math fluency assessments are being conducted in Grades 1-3.

VII. Challenges:

- 1) Hiring qualified staff for reading positions and part time Spanish teaching position

VIII. Successes:

- 1) Parent Workshop---Effective Parenting Skills and Strategies held on 10/2/19
- 2) Hispanic Heritage Month Activities
- 3) Hispanic Heritage Month Assembly – Performance by the Cumbia River Band on Friday, October 11, 2019
- 4) Parent Workshop – Effective Parenting Skill and Strategies

IX. Proposals:

- 1) Ms. Smith is requesting approval to attend a math workshop in November 14, 2019: ELLs in Mathematics
- 2) Ms. Tattnall is requesting approval to schedule an anti-bullying assembly performed by the Yojo Show---show title: “Bully no more” on Wednesday, November 13, 2019
- 3) Ms. Weigand and Ms. Litescu are requesting approval to create a Sensory Hallway
- 4) Ms. Weigand, Ms. Litescu and Ms. Hernandez are requesting approval to launch the Girls who Code Club
- 5) The kindergarten Team is requesting approval to invite parents to attend a Thanksgiving activity—Thanksgiving Fruit Turkeys (date TBD)
- 6) Ms. Camilli is requesting approval to form a Sunshine Committee
- 7) Approval of the Public Document of the Safety Plan to be posted on the ECS webpage.

X. Educational Trips and School Wide Instructional Activities:

- 1) Evergreen Charter School is participating in Bullying Prevention Month for the month of October
- 2) NED’s Mindset Mission Assembly by the NED show is scheduled for Friday, 11/31/19
- 3) Planning for a Cyber Security and Anti Bullying workshop is in progress
- 4) Cornell University Representatives visited the Elementary School and provided recommendations for launching the Green House Initiative
- 5) Ms. Tattnall will conduct a Parent Workshop, *Nutrition Education* in coordination with Hispanic Counseling Center on Tuesday, Nov. 7, 2019 at 7:00 P

XI. School Safety:

- 1) An Emergency Response Planning Committee was formed and updated the school’s safety plans and procedures.
- 2) Hosted Nassau BOCES Safety and Security Director, Peter LaDuca who provided recommendations school wide to increase student and staff safety during his school visit.

III. Monthly Principal Report by Karen Leeper Middle School

Report presented by
Ms. Leeper Middle
School Interim
Principal

XII. Enrollment:

Grade Level	Number of Students
Fourth Grade	50
Fifth Grade	50
Sixth Grade	50
Seventh Grade	49
Eighth Grade	49
Total:	248

XIII. Attendance:

- 2) See attached Attendance Count Report (includes absence/tardy reports from 9/3/2019-10/16/2019 and 9/18/2019-10/16/19).

XIV. Curriculum & Instruction:

- 8) Classroom walkthroughs were conducted by administration.
- 9) Teacher observation documents and procedures continue to be updated by administration.
- 10) Technology Committee Meetings were held on a weekly basis.
- 11) Administration Cabinet Meetings were held on a weekly basis.

XV. Professional Development:

- 1) Thursday, October 24, 2019
Elementary School Mathematics Professional Development (Grades 4-5), Presented by Sue Morris (math consultant).
- 2) Friday, October 18, 2019
Middle School Mathematics Professional Development, Presented by Anthony Volforte (math consultant).
- 3) Monday, October 7, 2019
Friday, October 18, 2019
Monday, October 21, 2019
Middle School Literacy Professional Development, Presented by Christine Milton (literacy consultant).

XVI. Parent Involvement/Activities:

- 1) A Calendar of Events was distributed to families for the month of October (see attachment).
- 2) A Mandatory Chromebook and Transportation Meeting was held on Thursday, October 10, 2019.

3. Personnel:

Positions that need to be filled

School Nurse
Information Technology Coordinator
Part-Time ENL Teacher

4. Student Assessment:

- 3) The iReady Diagnostic Reading and Mathematics Assessment for Grades 6-8 are currently being administered.

5. Challenges:

- 2) Hiring a qualified School Nurse.

6. Successes:

- 1) Hispanic Heritage Month Assembly.
- 2) Fire Drill conducted by the Franklin Square Fire Department.

7. Proposals:

- 01) School Emergency and Safety Plan (see attachment).
- 02) Participation in the NYSAA (Boys and Girls Basketball Program) (see attachment).
- 03) Mr. Faulter is requesting approval to attend the *2019 Suffolk Zone Conference* scheduled for Tuesday, November 5, 2019 (see attachment).
- 04) Mr. Barron is requesting approval to attend the *Finding and Supporting the Gifted and Talented Learner* conference scheduled for Tuesday, December 17, 2019 (see attachment).
- 05) Mr. Barron is requesting approval to attend the *Strengthen Your Mentoring Skills* conference scheduled for Monday, October 28, 2019 and Thursday, December 5, 2019 (see attachment).

- 06) Mr. Rincon is requesting approval for a 4th and 8th Grade Field Trip to Lincoln Center on Thursday, March 19, 2020 (see attachment).
- 07) Participation in the IB Program (see attachment).
- 08) Student/Parent Cyberbullying and Internet Safety Workshop Presented by retired police officer Josh Groshans on Monday, October 28, 2019.

8. Educational Trips and School Wide Instructional Activities:

- 01) Evergreen Charter School is currently participating in National Bullying Prevention month.

9. School Safety

- 1) An Emergency Response Planning Committee continued to review and update the schools safety plans, policies and procedures.
- 2) The Franklin Square Fire Department conducted a fire drill on Friday, October 18, 2019 and provided feedback.
- 3) Local law enforcement met with the Committee on Thursday, October 17, 2019 to provide feedback and guidance.

Attachments:

- 1. Attendance Count Reports
- 2. October Important Dates
- 3. School Emergency Safety Plan
- 4. NYSAA Invoice
- 5. Conference Request Forms (3)
- 6. Field Trip Request Form
- 7. IB Program

IV. Questions and Comments from the Board of Trustees related to the President of the Board's Report:

President Bernardino indicated that he and the school's administration attended a NYS conference on Charter Schools. He stated that the Teachers' Union is still against Charter Schools. The Charter School movement asked for our support. We made contacts and we are in the process of working on our finances for a new School and for an expansion of our school that will include a high school. "We will set up a committee of parents, teachers, board and administration, everyone is welcome to be part of this committee"

Questions and comments from the Board of Trustees
--

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

**Questions and
Comments from
the Public**

Interim principal Karen Leeper announced that the children were invited by the Inc. Village of Hempstead to participate in an Essay Contest. They wanted to know the highlights of what makes Evergreen unique. She also indicated that the Nutrition Committee was set up. President Bernardino explained the importance of an excellent nutrition for the children. He said that it is very important that parents, family and school work together to make this happen. A Nutrition Evergreen Newsletter just came out with good information and great healthy recipes.

VI. Financial Report:

Presented by Ms. Knox, Director of Finance and Operations:

**Financial Report
presented by
Lisett Knox**

Ms. Knox reported that we now have 16 school districts sending children to our school. They get billed every two months. So far invoices one and two went out, six districts have paid already including Hempstead. She explained that we are in the process of receiving funds for grants that we applied for last year.

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

**Questions and
Comments from
the Board**

There were none.

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

**Questions and
Comments from
the Public**

Discussion followed on the amount of money received from the state for each student. President Bernardino explained the process of funding for the school and stated that private donations are also accepted.

Discussion also followed on the lottery system for the selection of students. Ms. Knox explained the process and stated that there is an outside company that supervises the whole process.

IX. Parent Association Report.

**Parent Association
Report.**

- 1) No financial report
- 2) November 8 Fall Craft event –face painting—bingo –games
- 3) Picture Day (date to be announced)
- 4) Book Fair December 11 through December 13
- 5) PA assisting with YOYO sale
- 6) PA asked for an email to be set up by Evergreen for the use of the PA.
- 7) Applications were accepted by the Junior Honor Society
- 8) PA had a meeting to set up their board. New treasurer was announced.

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

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

Discussion followed on parents' participation and schedule of events for the year.

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

**Question and
Comments from the
Public**

Discussion followed on all the events and the participation of teachers and parents.

XII. Approval of Minutes

Minutes of September 25, 2019

**Approval of the
Minutes**

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

XIII. Reading of the Resolutions:

Resolutions were read in English and Spanish.

**Reading and
Consideration of
Resolutions**

XIV. Questions and comments from the public related to resolutions

Trustee Sarah Brewster explained the resolutions.

**Questions and
comments from the
public**

**Evergreen Charter School
Agenda Items for Resolutions:
For October 29, 2019**

Voting of the Resolutions

Voting of the resolutions

- 1) **Resolved**, the Board of Trustees approves the following professional development for staff:
- a) Mr. Barron is requesting approval to attend the *Finding and Supporting the Gifted and Talented Learner* conference scheduled for Tuesday, December 17, 2019 (see attachment).
 - b) Mr. Barron is requesting approval to attend the *Strengthen Your Mentoring Skills* conference scheduled for Monday, October 28, 2019 and Thursday, December 5, 2019 (see attachment).
 - c) Ms. Smith is requesting approval to attend a math workshop on November 14, 2019, *ELLs in Math* (see attachment)
 - d) Mr. Faulter is requesting approval to attend the *2019 Suffolk Zone Conference* scheduled for Tuesday, November 5, 2019 (see attachment).

Motion: Trustee Nancy Iglesias

Second: Trustee Gladys Rodriguez

Vote: 7:0

- 2) **Resolved**, the Board of Trustees approves the following Field Trips/School Events:
- a) Mr. Rincon is requesting approval for a 4th and 8th Grade Field Trip to Lincoln Center on Thursday, March 19, 2020 (see attachment).
 - b) Ms. Tattnall is requesting approval to schedule an anti-bullying assembly performed by the Yojo Show - Show Title: "Bully No More" on Wednesday, November 13, 2019 (see attachment)
 - c) The Kindergarten Team is requesting approval to invite parents to attend a Thanksgiving activity- *Thanksgiving Fruit Turkeys* (date TBD - see attachment)
 - d) Administration is requesting approval for a presentation to be conducted on Cyber Bullying for the elementary and middle school.

Motion: Trustee Gladys Rodriguez

Second: Trustee Yvonne Mowatt

Vote: 7:0

3) **Resolved**, the Board of Trustees approves the following Clubs/Programs/Initiatives:

- a) Participation in the NYSAA (Boys and Girls Basketball program). See attachment.
- b) Participation in the IB program (see attachment).
- c) Ms. Weigand, Ms. Litescu and Ms. Hernandez are requesting approval to launch the *Girls*
- d) *Who Code Club* (see attachment)

Motion: Trustee Sarah Brewster

Second: Trustee Gladys Rodriguez

Vote: 7:0

4) **Resolved**, the Board of Trustees approves the School Emergency and Safety Plan

Motion: Trustee Jose Canosa

Second: Trustee Yvonne Mowatt

Vote: 7:0

5) **Resolved**, the Board of Trustees approves CRA to purchase material to repair chrome Books (estimated costs \$3,300).

Motion: Trustee Nancy Iglesias

Second: Trustee Luis Ras

Vote: 7:0

6) **Resolved**, The Board of Trustees approves the following new hires:

Name:	Position	Effective
Michelle Monahan	First Grade Teaching Position	Immediate pending approvals.
Luis Sanchez	Facilities Manager	10/15/19 – hire date

Motion: Trustee Gladys Rodriguez

Second: Trustee Nancy Iglesias

Vote: 7:0

- 7) **Resolved**, the Board of Trustees approves an agreement with Empire Charter Consultants to assist with its expansion proposal to create a high school.

Evergreen Charter School intends to submit a proposal to modify its charter to expand and serve children grades K-12 to NYSED by December 15, 2019.

Motion: Trustee Yvonne Mowatt

Second: Trustee Jose Canosa

Vote: 7:0

- 8) **Resolved**, the Board of Trustees approves Ms. Weigand and Ms. Litescu's request to create a sensory hallway. (See attachment).

Motion: Trustee Sarah Brewster

Second: Trustee Nancy Iglesias

Vote: 7:0

Old/New Business/New business:

Old/New Business

Ms. Weigand explained the sensory paths.

XV. Announcements:

Announcements

Invitation to Essay Contest from the Village of Hempstead—What makes Evergreen unique

XVI. Adjournment

Adjournment

Motion to adjourn made by: Trustee Yvonne Mowatt

Seconded by: Trustee Nancy Iglesias

Approved: 7:0

Meeting adjourned at: 9:00

Minutes submitted by: Gladys Rodriguez
Gladys Rodriguez, Secretary

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

**Minutes from
November 26, 2019
8:02 pm**

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, Interim Principal, Middle School Director
Ms. Christine Weigand, Interim Principal, Elementary School
Ms. Lisett Knox, Director of Finance and Operations
Ms. Christine Wise, Director of Data and Attendance
Mr. James Barron, Assistant Principal Middle School
Ms. Elena Litescu, Assistant Principal Elementary School**

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

- I. Call to Order by President Bernardino at 8:02 pm. He welcomed everyone and thanked them for being there. He introduced Interim Principal for Elementary School, Christine Weigand, for her report:**

Welcome and Call to order by President Gil Bernardino.

II. Monthly Principal Report by Christine Weigand, Elementary School

Evergreen Charter School Principal's Report to the Board Elementary School November 26, 2019

Report presented by Ms. Weigand Elementary School Interim Principal
--

I. Enrollment:

Grade Level	Number of Students
Kindergarten	125
First Grade	75
Second Grade	75
Third Grade	74
Total:	349

We have an open space in the third grade. We are following upon with the next person on our waiting list.

II. Attendance:

- 1) See attached Attendance Count Report (includes absence/tardy reports from 9/3/2019-11/19/2019 and 10/17/2019-11/19/19).

III. Curriculum & Instruction:

- 1) Grade level meetings, ENL meetings, Spanish Department meetings and Special Subject Area meetings took place the week of November 18, 2019 and November 25, 2019.
- 2) Classroom walk throughs were conducted by administration.
- 3) Technology Committee meetings were scheduled on a weekly basis.
- 4) Administrative Cabinet Meetings were scheduled on a weekly basis.
- 5) Child Nutrition Meeting took place on October 29, 2019.
- 6) After School Educational Support classes began Tuesday, October 29, 2019.
- 7) Saturday School Program began November 2, 2019.
- 8) Girls Who Code Club begins the 1st week of December.

IV. Professional Development:

- 1) Friday, November 1, 2019
Friday, November 8, 2019
Friday, November 15, 2019
Elementary Spanish Department Support,
Provided by Sonia Zervakos.
- 2) Wednesday, October 30, 2019
Wednesday, November 6, 2019
Wednesday, November 13, 2019
Thursday, November 14, 2019
Wednesday, November 19, 2019
Elementary School Literacy Professional Development,
Presented by Pam Kinnon (literacy consultant).
- 3) Ms. Smith participated in a Webinar, "How Do I Use Exit Tickets and Student Debrief during instruction?"
- 4) Mr. Levitan attended the Suffolk Zone Conference: *The Power of Positivity* on Tuesday, November 5, 2019.
- 5) Ms. Tattnall attended the Long Island Student Support Team Conference hosted by BOCES on November 5, 2019.
- 6) Ms. Smith attended the *ELL's in Math* Workshop on Thursday, November 14, 2019.
- 7) Ms. Smith attended a Math Workshop, "*Math and Movement*" on Tuesday, November 19, 2019.
- 8) Ms. Hernandez attended the NASTECH monthly conference on Thursday, November 14, 2019.

V. Parent Involvement/Activities:

- 1) A Calendar of Events was distributed to families for the month of November.
- 2) An *i-Ready Information Night* will take place on Wednesday, November 20, 2019 from 6:00-7:00 PM.
- 3) A *Purple Awards Morning Assembly* will take place on Monday, November 25, 2019.
- 4) The Kindergarten *Thanksgiving Fruit Turkey Event* will take place on Tuesday, November 26, 2019.
- 5) A Third Grade Publishing Party will take place on Wednesday, November 27, 2019.
- 6) Ms. Tattnall will conduct a Parent Workshop, *The Importance of Positive Reinforcement at Home* on Thursday, December 19, 2019.
- 7) Parent Teacher Conferences will be held on Wednesday, December 5, 2019.

V1. Personnel:

New Staff Member

Name	Position
Michelle Monahan	First Grade Teacher
Daniel Villar	Short Term Spanish Leave Position

Positions that need to be filled

(1) Reading Coach

Position filled

(1) Reading Intervention Teacher – Gabriella Burgos

VI. Student Assessment:

- 1) The ELA and Math Mock will take place during the week of December 9, 2019 and December 16, 2019

VII. Challenges:

- 1) Hiring qualified staff for the reading coach position
- 2) Hiring a Teaching Assistant or Support Teacher

VIII. Successes:

- 1) NED's Mindset Mission assembly performed on Friday, October 31, 2019.
- 2) Nutrition Education Parent Workshop held on Tuesday, November 5, 2019.
- 3) Fall Family Craft Event held by the Parent Association on Friday, November 8, 2019.
- 4) The YoJo anti-bullying assembly performed on Wednesday, November 13, 2019.

IX. Proposals:

- 1) Ms. Weigand is requesting approval to attend a conference – *Impactful Leadership, Vision, Purpose, and Creating a Pathway for Change* on Friday, December 13, 2019 (see attached Conference Request Form).
- 2) Ms. Litescu is requesting approval to attend the National Social Emotional Learning Conference in May 2020 (see attached Conference Request Form). Registration opens December 2019.
- 3) The Kindergarten teachers are requesting approval for a school trip to White Post Farms in May 2020 (see attached Field Trip Request Form).

- 4) The First Grade teachers are requesting approval for a school trip to The Long Island Children's Museum in May 2020 (see attached Field Trip Request Form).
- 5) The Second Grade teachers are requesting approval for a school trip to The National Museum of Math in New York City in March 2020 (see attached Field Trip Request Form).
- 6) The Third Grade teachers are requesting approval for a school trip to The Bronx Zoo in May 2020 (see attached Field Trip Request Form).
- 7) Mr. Levitan is requesting approval for a third grade trip to AMF East Meadow Lanes in March 2020 (see attached Field Trip Request Form).
- 8) Ms. Sorice and the ENL Teachers are requesting approval for a Second Grade ENL trip to the Long Island Children's Museum – "Sound Showers" and "Bubbles" in March 2020 (see attached Field Trip Request Form).

X. Educational Trips and School Wide Instructional Activities:

- 1) The Elementary School planted garlic on November 6, 2019 to launch the greenhouse with the assistance of Beth Ricciardi, 4H Educator at the Cornell Cooperative Extension of Nassau County .
- 2) Picture Day will take place on Monday, November 25, 2019.

XI. School Safety:

- 1) The staff will participate in a school safety presentation offered by Officer Krukowski during the faculty meeting scheduled on December 11, 2019.

Attachments:

1. Attendance Counts Report
2. Kindergarten Field Trip Request (White Post Farms)
3. First Grade Field Trip Request (Long Island Children's Museum)
4. Second Grade Field Trip Request (National Museum of Math in New York City)
5. Third Grade Field Trip Request (The Bronx Zoo)
6. Physical Education Field Trip Request (AMF East Meadow Lanes)
7. Art/ENL Field Trip Request (Long Island Children's Museum)
8. Impactful Leadership Conference Request Form
9. Social Emotional Learning Conference Request Form

III. Monthly Principal Report by Karen Leeper Middle School

**Middle School
November 26, 2019**

Report presented by Ms. Leeper Middle School Interim Principal

XII. Enrollment:

Grade Level	Number of Students
Fourth Grade	50
Fifth Grade	50
Sixth Grade	49
Seventh Grade	50
Eighth Grade	50
Total:	249

We have an opening in the sixth grade. The next person on the waiting list has been called.

XIII. Attendance:

- 1) See attached Attendance Count Report (includes absence/tardy reports from 9/3/2019-11/19/2019 and 10/16/2019-11/19/19).

XIV. Curriculum & Instruction:

- 1) Classroom observations using the Observe4Success portal were conducted by administration.
- 2) Technology Committee Meetings were held on a weekly basis (focus: procedure for requesting access to websites/apps/extensions that require student information).
- 3) Administration Cabinet Meetings were held on a weekly basis.
- 4) The school's website is in the process of being updated.
- 5) Administration is in the process of identifying a new website developer by participating in webinars/phone conferences.
- 6) A PBIS Committee was developed to promote positive reinforcement and improve student behavior.

- 7) A Student Nutrition Committee has been formed to support Chef Josh with enforcing the school's mission and providing feedback on behalf of middle school students.
- 8) ECS staff was invited to a meeting to provide input/share ideas regarding Evergreen's proposal to open a high school on November 14, 2019.

XV. Professional Development:

- 1) Thursday, November 14, 2019

Friday, November 22, 2019

Elementary School Mathematics Professional Development (Grades 4-5), Presented by Sue Morris (math consultant).

- 2) Wednesday, November 6, 2019

Thursday, November 21, 2019

Middle School Mathematics Professional Development, Presented by Anthony Volforte (math consultant).

- 3) Monday, November 4, 2019

Tuesday, November 19, 2019

Middle School Literacy Professional Development, Presented by Christine Milton (literacy consultant).

XVI. Parent Involvement/Activities:

- 1) A Calendar of Events was distributed to families for the month of November (see attachment).
- 2) Parents were invited to attend a Cybersecurity and Internet Safety Workshop on Wednesday, November 13, 2019.
- 3) An i-Ready Informational Night is scheduled for Wednesday, November 20, 2019.
- 4) Parents were invited to a meeting with the Board of Trustees to provide input for Evergreen's proposal to open a High School on Thursday, November 14, 2019.
- 5) Parent Teacher Conferences are scheduled for Wednesday, December 4th and Tuesday, December 10th.
- 6) The SchoolTool student/parent portal will be available by the second marking period.
- 7) The Parent Association has scheduled Picture Day for Tuesday, November 26th.

3. Personnel:

Positions that need to be filled

School Nurse
Part-Time ENL Teacher

4. Student Assessment:

- 1) The iReady Diagnostic Reading and Mathematics Assessment for Grades 6-8 have been completed.

5. Challenges:

- 1) New entrant needs.

6. Successes:

- 1) Student/Parent Cybersecurity and Internet Safety Presentations.

7. Proposals:

- 1) The fifth grade team is requesting approval for a field trip to the *American Museum of Natural History* on March 12, 2020 (see attachment).
- 2) Ms. Perez is requesting approval to attend the *Youth, Drugs and Mental Health-Collision Course* scheduled for Wednesday, December 4, 2019 (see attachment).
- 3) Ms. LaSpisa is requesting approval to attend the *Teaching Vocabulary/Latin and Greek Word Roots/Socratic Seminar* series scheduled for Wednesday, March 4, 2019, Thursday, March 19, 2019 and Wednesday, April 29, 2019 (see attachment).
- 4) Ms. Leeper is requesting approval to attend the *Impactful Leadership Workshop* scheduled for Friday, December 13, 2019 (see attachment).
- 5) Middle School Clubs:
 - Cheerleading (2 days a week for duration of basketball season)
 - Art
 - Community Service

8. Educational Trips and School Wide Instructional Activities:

- 1) Self-nomination forms for Junior Honor Society Student Council Members were distributed.

9. School Safety

- 1) Local law enforcement will meet with the middle school administration on Thursday, December 5, 2019 to provide additional guidance and feedback.
- 2) Fire drill: November 15, 2019
- 3) Hold-in-place drill: November 11, 2019

Attachments:

1. Attendance Count Reports
2. November Important Dates
3. Field Trip Request Form
4. Conference Request Forms

IV. Questions and Comments from the Board of Trustees related to the President of the Board's Report:

Discussion followed on the Observe 4 Success Portal System.

To get the information timely to the parents, Trustee Sarah Brewster suggested that parents look at the calendar of events on Evergreen's website. Evergreen will update this information periodically to include new information about events and activities.

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

President Bernardino explained the I Ready program and indicated that it is an excellent instrument of evaluation that we use in our school to make sure that children receive help in the areas lacking strength. He stated that ECS provides a meeting for parents to help them understand how their children are evaluated.

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

Parents asked for an explanation of the Observe4Success Portal System and wanted to know if state scores would also be uploaded.

**Questions and
Comments from
the Public**

Discussion followed on school communication. The principal reminded parents that a letter is sent at the beginning of the month telling parents about the calendar of events for the month. This is also posted on the website. In addition, the school sends reminders about specific events through fliers and through the school messenger system in English and Spanish.

Principal Leeper spoke about the National Honor Society for Middle School Children. Discussion followed on the National Honor Society and the National Poetry Contest.

VI. Financial Report:

Presented by Ms. Knox, Director of Finance and Operations:

**Financial Report
presented by
Lisett Knox**

Ms. Knox indicated that there are 598 children enrolled. We are currently filling the other positions. Sometimes children move and an opening becomes available. Ms. Knox explained that we call students that are on the waiting list in the order determined by the lottery.

Three districts are late with their payments. Two of them are late over ninety days: Elmont and Rockville Centre. One is over 60 days late. Billing # 3 was sent out. Meal payments were received.

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

**Questions and
Comments from
the Board**

President Bernardino asked about Title grants for last year including the one for technology. The Title II grant was approved for payment and the other grants are under revision and are still pending. He explained the process of federal funds and grants.

Discussion followed on plans for a High School. Trustee Sarah Brewster invited feedback and told parents of upcoming opportunities to share feedback. The school will send an “intent to enroll form” that parents can sign. This is to show interest in the high school. Parents can also submit letters.

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

**Questions and
Comments from
the Public**

There were none.

IX. Parent Association Report.

**Parent Association
Report.**

The PA has welcomed new participants. They are coordinating many school events and activities with the support of administration. The following financial report was submitted.

The PA is planning events for the new year including a family dance, Zumba night, movie night, book fairs and other activities. Those interested in joining the PA were encouraged to come to the meeting. Meetings are held before the board meetings each month.

Evergreen Charter School PA

09/01/2019 -11/25/2019

Actual Expenses

Bj's Purchase of water bottles, goldfish and Pirate Booty	\$	113.95
Face Painting	\$	20.63
Oriental Trading Purchase of Crafts package 1	\$	96.80
Oriental Trading Purchase of Crafts package 2	\$	164.62
Totals	\$	396.00

Petty Cash

Petty Cash Fall Craft Fair	\$	230.00
Cash Proceeds after Event	\$	889.83

Expense/Profit-Fall Crafts

Total Expense	\$	396.00
Cash withdrawal	\$	230.00
Beginning Petty Cash	\$	230.00
Ending Petty Cash	\$	889.83
Total Profit	\$	263.83

Bank Account Balance

Account Balance Before Event 09/01/2019	\$	2591.67
Withdrawal Bank 11/07/2019	\$	230.00
Credit Interest (09/30/19 & 10/31/19)	\$	1.71
Purchases with Card from checking	\$	396.00
Balance after withdrawl	\$	1965.67
Deposited into bank account 11/25/2019	\$	889.83
Account Balance as of (05/05/19)	\$	2857.21

1. 1/10/20 Zumba night
2. 2/10/20 Book Fair at elementary school
3. Week of 24-28 Picture re-take
4. 3/20/20 Movie Night
5. 4/3/20 Zumba night
6. Family Dance –June - date will be announced.
7. Basketball night – to be held in May

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

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

Trustee Mowatt congratulated the Parent Association for a fantastic job throughout the year.

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

There were none.

XII. Approval of Minutes

**Approval of the
Minutes**

Minutes of October 29, 2019

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

XIII. Reading of the Resolutions:

Resolutions were read in English and Spanish.

**Reading and
Consideration of
Resolutions**

XIV. Questions and comments from the public related to resolutions

Trustee Sarah Brewster explained the resolutions.

**Questions and
comments from the
public**

**Evergreen Charter School
Agenda Items for Resolutions:
For November 26, 2019**

Voting of the Resolutions

Voting of the resolutions

- 1) **Resolved**, the Board of Trustees approves a material change to its charter to add a high school to its existing kindergarten through eighth grade model. ECS plans to add grade nine commencing in the fall of 2020, and subsequently scale up by one grade per year.

This request will be formally submitted to the New York State Education Department by December 15, 2019.

See proposed 5 year enrollment table with High School grades included

	Year I 20-21	Year 2 21-22	Year 3 22-23	Year 4 23-24	Year 5 24-25
Kindergarten	125	125	125	125	125
First	125	125	125	125	125
Second	75	125	125	125	125
Third	75	75	125	125	125
Fourth	75	75	75	125	125
Fifth	50	75	75	75	125
Sixth	50	50	75	75	75
Seventh	50	50	50	75	75
Eighth	50	50	50	50	75
Ninth	50	50	50	50	50
Tenth		50	50	50	50
Eleventh			50	50	50
Twelfth				50	50
Total	725	850	975	1100	1175

Vote: Trustee Yvonne Mowatt

Second: Trustee Jose Canosa

Vote: 8:0

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

- a) Ms. Weigand is requesting approval to attend a conference – *Impactful Leadership, Vision, Purpose, and Creating a Pathway for Change* on Friday, December 13, 2019 (see attached Conference Request Form).

- b) Ms. Litescu is requesting approval to attend the National Social Emotional Learning Conference in May 2020 (see attached Conference Request Form). Registration opens December 2019.
- c) Ms. Perez is requesting approval to attend the *Youth, Drugs and Mental Health-Collision Course* scheduled for Wednesday, December 4, 2019 (see attachment).
- d) Ms. LaSpisa is requesting approval to attend the *Teaching Vocabulary/Latin and Greek Word Roots/Socratic Seminar* series scheduled for Wednesday, March 4, 2019, Thursday, March 19, 2019 and Wednesday, April 29, 2019 (see attachment).
- e) Ms. Leeper is requesting approval to attend the *Impactful Leadership Workshop* scheduled for Friday, December 13, 2019 (see attachment).

Vote: Trustee Nancy Iglesias
Second: Trustee Sarah Brewster
Vote: 8:0

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

- a) The Kindergarten teachers are requesting approval for a school trip to White Post Farms in May 2020 (see attached Field Trip Request Form).
- b) The First Grade teachers are requesting approval for a school trip to The Long Island Children's Museum in May 2020 (see attached Field Trip Request Form).
- c) The Second Grade teachers are requesting approval for a school trip to The National Museum of Math in New York City in March 2020 (see attached Field Trip Request Form).
- d) The Third Grade teachers are requesting approval for a school trip to The Bronx Zoo in May 2020 (see attached Field Trip Request Form).
- e) Mr. Levitan is requesting approval for a third grade trip to AMF East Meadow Lanes in March 2020 (see attached Field Trip Request Form).
- f) Ms. Sorice and the ENL Teachers are requesting approval for a Second Grade ENL trip to the Long Island Children's Museum – "Sound Showers" and "Bubbles" in March 2020 (see attached Field Trip Request Form).
- g) The fifth grade team is requesting approval for a field trip to the *American Museum of Natural History* on March 12, 2020 (see attachment).

Vote: Trustee Yvonne Mowatt
Second: Trustee Gladys Rodriguez
Vote: 8:0

4) Resolved, the Board of Trustees approves the following school clubs are approved for the middle school:

- a) Cheerleading (2 days a week for duration of basketball season)
- b) Art
- c) Community Service

Vote: Trustee Gladys Rodriguez
Second: Trustee Ariel Sotelo
Vote: 8:0

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

Name:	Position	Effective Date:
Daniel Villar Chicote	Spanish Temporary Teacher	11/8/19
Michelle Monahan	Teacher	11/19/19
Liza M. Reyes	Lunch Aide	11/21/19
Marcela V. Vargas	Lunch Aide	11/25/19
Bielka Rosario	Lunch Aide	11/25/19
Jason G. Black	Technology Coordinator and Data Security Officer	Pending Clearance
Tiara Miles	Lunch Aide	Pending Clearance
Tamasa Y. Arias	Lunch Aide	Pending Clearance

Vote: Trustee Jose Canosa
Second: Trustee Luis Ras
Vote: 8:0

6) Resolved, the Board of Trustees approves the proposed list of activities by the Parent Association.

Dates may be subject to change per scheduling. These will be confirmed by administration.

January 10 – Zumba Night
2/10-2/14 Book fare
3/20 Movie Night
4/3 Zumba Night
June TBD Family Dance

Motion: Trustee Nancy Iglesias
Second: Trustee Gladys Rodriguez
Vote: 8:0

Old/New Business/New business:**Old/New Business**

Mr. Bernardino discussed the school's application for expansion for the high school. Members of the PA said they wanted to help support this effort including writing letters of support and helping to support the application. Mr. Bernardino talked about the intent to enroll form that will be submitted with the application.

He congratulated staff who worked to obtain donations to support families in need. Circulo de la Hispanidad helped with this effort and provided turkeys and food bags to many families identified by administration, social workers and staff.

XV. Announcements:**Announcements**

President Bernardino wished everyone a very happy Thanksgiving on behalf of the board.

XVI. Adjournment**Adjournment**

Motion to adjourn made by: Trustee Yvonne Mowatt


Seconded by: Trustee Nancy Iglesias

Approved: 8:0

Meeting adjourned at: 8:58

Minutes submitted by:

Gladys Rodriguez, Secretary



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

**Minutes from
December 11, 2019
8:00 pm**

Members:

Mr. Gil Bernardino	Present
Dr. Sarah Brewster	Present
Mr. José Canosa, Esq.	Absent
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, Interim Principal, Middle School Director
Ms. Christine Weigand, Interim Principal, Elementary School
Ms. Lisett Knox, Director of Finance and Operations
Ms. Christine Wise, Director of Data and Attendance
Mr. James Barron, Assistant Principal Middle School
Ms. Elena Litescu, Assistant Principal Elementary School**

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

- I. Call to Order by President Bernardino at 8:00 pm. He welcomed everyone and thanked them for being there. He introduced Interim Principal for Elementary School, Christine Weigand, for her report:**

Welcome and Call to order by President Gil Bernardino.

II. Monthly Principal Report by Christine Weigand, Elementary School

Report presented by
Ms. Weigand
Elementary School
Interim Principal

I. Enrollment:

Grade Level	Number of Students
Kindergarten	124
First Grade	75
Second Grade	75
Third Grade	75
Total:	349

II. Attendance:

- 1) See attached Attendance Count Report (includes absence/tardy reports from 9/3/2019-12/9/2019 and 11/20/2019-12/9/19).

I. Curriculum & Instruction:

- 1) Classroom walk throughs were conducted by administration
- 2) Technology Committee meetings were scheduled on a weekly basis
- 3) Administrative Cabinet Meetings were scheduled on a weekly basis
- 4) Students are participating in Computer Science Week

I. Professional Development:

- 1) Wednesday, November 27, 2019
Friday, November 6, 2019
Monday, December 9, 2019
Elementary Spanish Department Support,
Provided by Sonia Zervakos.
- 2) Wednesday, December 4, 2019
Elementary School Literacy Professional Development,
Presented by Pam Kinnon (literacy consultant).
- 3) Thursday, December 5, 2019
Elementary School Math Professional Development,
Presented by Sue Morris (math consultant).
- 4) Thursday, December 5, 2019
Elementary School Foundations Professional Development,

Presented by Michelle Delaney (Wilson Language Training).

I. Parent Involvement/Activities:

- 1) A Calendar of Events was distributed to families for the month of December.
- 2) A *Purple Awards Morning Assembly* will take place on Tuesday, December 17, 2019
- 3) The Elementary School Winter Concert will take place on Tuesday, December 17, 2019
- 4) The Kindergarten Holiday Concert will take place on Friday, December 20, 2019
- 6) Ms. Tattnall will conduct a Parent Workshop, *The Importance of Positive Reinforcement at Home* on Thursday, December 19, 2019.

V1. Personnel:

New Staff Member

Name	Position
Jason Black	Data Security Officer/ Technology Coordinator

Positions that need to be filled

(1) Reading Coach

I.

Student Assessment:

- 1) Third Grade Students will take the ELA Mock on Thursday, December 12, 2019 and Friday, December 13, 2019
- 2) Third Grade Students will take the Math Mock on Wednesday, January 8, 2020 and Thursday January 9, 2020

II. Challenges:

- 1) Hiring qualified staff for the reading coach position

I. Successes:

- 1) Kindergarten Fruit Turkey Family Event held on Tuesday, November 26, 2019
- 2) The Third Grade Publishing Party held on Wednesday, November 27, 2019
- 3) Elementary School Parent Teacher Conferences held on Thursday, December 5, 2019
- 4) Accurate completion and timely distribution of report cards
- 5) Picture Day
- 6) Garlic Planting with all grade levels
- 7) Launching Girls to Code

I. Proposals:

- 1) Ms. Litescu is requesting approval to attend the 2020 NASSP Advocacy Conference March 23-25, 2020 (see attached Conference Request Form).
- 2) Request to hire Diana Pena as Elementary Support Teacher pending reference validations

I. Educational Trips and School Wide Instructional Activities:

- 1) Promoting Random Acts of Kindness throughout the month of December with staff students

II. School Safety:

- 1) The Elementary School will continue to conduct Fire and Lock Down Drills

Attachments:

1. Attendance Counts Report
2. Conference Request Form
3. Hiring Documents

I. Monthly Principal Report by Karen Leeper Middle School

Report presented by Ms. Leeper Middle School Interim Principal

I. Enrollment:

Grade Level	Number of Students
Fourth Grade	50
Fifth Grade	50
Sixth Grade	50
Seventh Grade	50
Eighth Grade	48
Total:	248

II. Attendance:

- 1) See attached Attendance Count Report (includes absence/tardy reports from 9/3/2019-12/4/2019 and 11/19/2019-12/4/19).

I. Curriculum & Instruction:

- 1) Classroom observations using the Observe4Success portal were conducted by administration.
- 2) Technology Committee Meetings were held on a weekly basis.
- 3) The school's website continues to be updated.
- 4) Administration is in the process of identifying a new website developer by participating in webinars/phone conferences.

I. Professional Development:

- 1) Friday, December 6, 2019

Middle School Mathematics Professional Development, Presented by Anthony Volforte (math consultant).

- 2) Monday, December 9, 2019
Tuesday, December 10, 2019

Middle School Literacy Professional Development, Presented by Christine Milton (literacy consultant).

- 3) Monday, December 9, 2019

My Perspectives Professional Development, Presented by Pearson Representative.

I. Parent Involvement/Activities:

- 1) A Calendar of Events was distributed to families for the month of December (see attachment).
- 2) A SchoolTool Student/Parent Portal Workshop is scheduled for Thursday, December 12, 2019.
- 3) Middle School Holiday Concert is scheduled for Thursday, December 19, 2019.

3. Personnel:

Positions that need to be filled

School Nurse
Part-Time ENL Teacher

4. Challenges:

- 1) New entrant needs.

3. Successes:

- 1) Thanksgiving Day donations facilitated by Ms. Perez and Ms. Tattnall.
- 2) Student Government Campaigns.

3. Proposals:

- 1) To hire Magdalena Guerra as an Administrative Assistant (leave replacement).
- 2) Ms. Spagnola, 4th Grade Teacher is requesting approval to attend the *How to Make Math Count* conference at Molloy College on Thursday, January 9, 2020.

3. Educational Trips and School Wide Instructional Activities:

- 1) Speeches by interested Junior Honor Society Student Council Members were presented at the morning assembly on Monday, December 9th and Tuesday, December 10th.

3. School Safety

- 1) Local law enforcement met with middle school administration on Thursday, December 5, 2019 to provide additional guidance and feedback on lockdown procedures

Attachments:

1. Attendance Count Reports
2. December Important Dates
3. Conference Request Forms
4. Resume

I. Questions and Comments from the Board of Trustees related to the President of the Board's Report:

Discussion followed on student enrollment and updating the website to give parents more information about events and activities in the school.

Questions and
comments from
the Board of
Trustees

Questions and 6
Comments from
the Public

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

Discussion on school activities and the safety of children.

Discussion followed on the ECS policy that children should eat and drink healthy foods while in school. President Bernardino talked about the school's policy against sugary snacks and drinks. Parents will be called if children bring unhealthy food or drinks to school. The school is providing education around healthy choices with regarding to snacks and meals. In addition, the School Chef and school partner, Cornell Cooperative Extension, will be conducting cooking and nutrition classes for students and parents.

III. Financial Report:

Presented by Ms. Knox, Director of Finance and Operations:

On enrollment Mrs. Knox reported that there are 599 students registered. Payments from late districts have been received. Billing system must be reviewed with new districts. Meals are paid on time. Late pick up fees have been paid.

**Financial Report
presented by
Lisett Knox**

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

No questions.

**Questions and
Comments from
the Board**

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

There were none.

**Questions and
Comments from
the Public**

VI. Parent Association Report.

There was none.

**Parent Association
Report.**

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

There were none.

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

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

There were none.

IX. Approval of Minutes

Minutes of November 26, 2019

Motion Trustee Sarah Brewster

Second: Trustee Ariel Sotelo

Vote: 5:0

X. Reading of the Resolutions:

Resolutions were read in English and Spanish.

Reading and
Consideration of
Resolutions

XI. Questions and comments from the public related to resolutions

Trustee Sarah Brewster explained the resolutions.

Questions and
comments from the
public

Agenda Items for Resolutions: For December 11, 2019

Voting of the Resolutions

Voting of the
resolutions

Resolutions

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

Name:	Position	Effective Date:
Magdalena Guerra	Administrative Assistant	Pending Clearance
Diana Pena	Elementary Support Teacher	Pending Clearance

Motion: Trustee Sarah Brewster
Second: Trustee Luis Ras
Vote: 5:0

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

- a) Ms. Spagnola, 4th Grade Teacher is requesting approval to attend the *How to Make Math Count* conference at Molloy College on Thursday, January 9, 2020.
- b) Ms. Litescu is requesting approval to attend the 2020 NASSP Advocacy Conference March 23-25, 2020.

Motion: Trustee Ariel Sotelo
Second: Trustee Gladys Rodriguez
Vote: 5:0

1) Resolved, the Board of Trustees approves the following policy regarding water bottle use in school.

Children are allowed to bring water bottles to the school for consumption during the school day. Only water may be in the bottles and the bottles must be clear and reusable.

Motion: Trustee Luis Ras
Second: Trustee Gladys Rodriguez
Vote: 5:0

2) Resolved, the Board of Trustees approves an update to the parent manual to reflect the change in policy regards healthy lunches.

Parents must supply a healthy lunch that meets school guidelines. If the lunch is found to not meet health guidelines, parents will be notified and they have the option to bring in another lunch or receive a lunch by the school for free.

Motion: Trustee Ariel Sotelo
Second: Trustee Sarah Brewster
Vote: 5:0

- 3) **Resolved**, the Board of Trustees approves a student internship program with following educational institutions

NYIT
Adelphi University
Molloy College
Grand Canyon
Stony Brook
Columbia University
Hofstra University
Nassau Community College
SUNY Old Westbury
Long Island University

Evergreen Charter School will serve as a site for student learning. College student Interns will need to complete all clearance requirements prior to interning at Evergreen.

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

Old/New Business/New business:

Old/New Business

President Bernardino announced that the application for the High School was sent to the state. He thanked all parents and children for their letters and their support.

I. Announcements:

Announcements

Important dates to remember: December 17, 2019 Elementary School Purple awards and Holiday Show. December 19 Middle School Holiday Show and the Importance of Positive Reinforcement at Home Parent Workshop from 6:30 -7:30pm at the Elementary School. December 20, 2019 Kindergarten Holiday Show.

II. Adjournment

Adjournment

Motion to adjourn made by: Trustee Ariel Sotelo
Seconded by: Trustee Gladys Rodriguez
Approved: 5:0

Meeting adjourned at: 8:35

Minutes submitted by: Gladys Rodriguez
Gladys Rodriguez, Secretary

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

**Minutes from
January 29, 2020
8:00 pm**

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, Interim Principal, Middle School Director
Ms. Christine Weigand, Interim Principal, Elementary School
Ms. Lisett Knox, Director of Finance and Operations
Ms. Christine Wise, Director of Data and Attendance
Mr. James Barron, Assistant Principal Middle School
Ms. Elena Litescu, Assistant Principal Elementary School**

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

- I. Call to Order by President Bernardino at 8:00 pm. He welcomed everyone and thanked them for being there. He introduced Interim Principal for Elementary School, Christine Weigand, for her report:**

Welcome and Call to order by President Gil Bernardino
--

II. Monthly Principal Report by Christine Weigand, Elementary School

**Report presented by
Ms. Weigand
Elementary School
Interim Principal**

**Evergreen Charter School
Principal's Report to the Board
Elementary School
January 29, 2020**

A. Enrollment:

Grade Level	Number of Students
Kindergarten	124
First Grade	73
Second Grade	75
Third Grade	75
Total:	347

B. Attendance:

- 1) See attached Attendance Count Report (includes absence/tardy reports from 9/3/2019-1/22/2020 and 12/4/2019-1/22/20).
- 2) Administration held parent meetings

C. Curriculum & Instruction:

- 1) Formal and informal classroom observations were conducted by administration.
- 2) Technology Committee Meetings were held on a weekly/bi-weekly basis.

D. Professional Development:

- 1) Friday, December 13, 2019
Friday, December 20, 2019
Wednesday, January 2, 2020
Thursday, January 3, 2020
Monday, January 6, 2020
Friday, January 10, 2020
Monday, January 13, 2020
Thursday, January 16, 2020
Friday, January 17, 2020
Wednesday, January 22, 2020
Elementary Spanish Department Support,
Provided by Sonia Zervakos.

- 2) Wednesday, January 8, 2020
Wednesday, January 15, 2020
Wednesday, January 22, 2020
Elementary School Literacy Professional Development,
Presented by Pam Kinnon (literacy consultant).
- 3) Wednesday, December 18, 2019
Thursday, January 2, 2020
Elementary School Math Professional Development,
Presented by Sue Morris (math consultant).
- 4) Thursday, December 12, 2019
Elementary School *myView* Reading Program Professional Development,
Presented by Blanca Campillo (Pearson).

E. Parent Involvement/Activities:

- 1) A Calendar of Events was distributed to families for the month of January.
- 2) Ms. Tattnell conducted a Parent Workshop, *Bully Prevention and Strengthening Families* on Thursday, January 16, 2020

F. Personnel:

Positions that need to be filled

(1) Reading Coach

G. Student Assessment:

- 1) Third Grade Students took the Math Mock on Wednesday, January 8, 2020 and Thursday January 9, 2020
- 2) i-Ready Diagnostic 2 testing began the week of January 20, 2020

H. Challenges:

- 1) Hiring qualified staff for the reading coach position

I. Successes:

- 1) Launching Spanish Chess Club
- 2) Visit by Regent Tilles on January 15, 2020

3) Evergreen's 11th Birthday Morning Assembly Celebration

J. Proposals:

- 1) Ms. Camilli and Ms. Burgos are requesting approval to attend a reading Conference -- Help Your Struggling Readers, Strategies That Work! March 16, 2020 (see attached Conference Request Form).
- 2) Ms. Weigand and Ms. Litescu are requesting approval for students in grades 1-4 to participate in the *FIRST LEGO League Jr. Program* (see attached proposal)
- 3) Ms. Weigand and Ms. Litescu are requesting approval for an author visit by Susan Verde (see attached proposal).
- 4) Ms. Weigand and Ms. Litescu are requesting approval for an author visit by Trudy Ludwig (see attached proposal).
- 5) Ms. Marasco and Ms. Wise are requesting to form a Saturday ENL Academy (9AM -12AM) for students in grades K-1.
- 6) Ms. Weigand and Ms. Litescu are requesting approval for the following teachers to Participate in the Homework Help Program for After School Students (Ms. Smith, Ms. Spagnuolo, Ms. Hirsh, Ms. Sciara, Ms. Bayer, Ms. Mulvaney, Ms. Vasquez, Ms. Davies, Ms. Steckler and Ms. Camilli.
- 7) Ms. Burgos is requesting approval to hold an After School *Foundations Support Program* for third grade students)
- 8) Ms. Weigand and Ms. Litescu are requesting approval for Ms. Camilli to fill the reading position pending the hiring of a qualified Special Education Teacher.
- 9) Ms. Weigand and Ms. Litescu are requesting approval to use the yard of the recent home purchase to establish a school garden.

K. Educational Trips and School Wide Instructional Activities:

- 1) Planning for our Garden to School Program is underway in grades K-3 with the assistance of Cornell Cooperative Extension

L. School Safety:

- 1) The Elementary School will continue to conduct Fire and Lock Down Drills

Attachments:

1. Attendance Counts Report
2. Conference Request Forms
3. Author Visit Information and Fees
4. FIRST LEGO League Jr. Program Overview and Fees

5. Homework Help Program
6. ENL Academy
7. Foundations Program

III. Monthly Principal Report by Karen Leeper Middle School

**Evergreen Charter School
Principal's Report to the Board
Middle School
January 29, 2020**

Report presented by Ms. Leeper Middle School Interim Principal

A. Enrollment:

Grade Level	Number of Students
Fourth Grade	50
Fifth Grade	50
Sixth Grade	49
Seventh Grade	50
Eighth Grade	48
Total:	247

B. Attendance:

- a) See attached Attendance Count Report (includes absence/tardy reports from 9/3/2019-1/22/2020 and 12/4/2019-1/22/20).
- b) Parent meetings were held with administration.
- c) Administration enhanced its attendance tracking system.

C. Curriculum & Instruction:

- a) Formal classroom observations using the Observe4Success portal were conducted by administration.
- b) Technology Committee Meetings were held on a weekly/bi-weekly basis.

- c) The school's website continues to be updated.

D. Professional Development:

- a) Friday, January 24, 2020

Friday, January 31, 2020

Middle School Mathematics Professional Development, Presented by Anthony Volforte (math consultant).

- b) Thursday, January 9, 2020

Middle School Mathematics Professional Development, Presented by Sue Morris (math consultant).

- c) Tuesday, January 14, 2020

Tuesday, January 21, 2020

Wednesday, January 22, 2020

Middle School Literacy Professional Development, Presented by Christine Milton (literacy consultant).

E. Parent Involvement/Activities:

- a) A Calendar of Events was distributed to families for the month of January (see attachment).

- b) Bullying Prevention Parent Workshop took place on Thursday, January 16, 2020.

F. Personnel:

Positions that need to be filled

School Nurse
Part-Time ENL Teacher

G. Student Assessment:

- a) ELA Mock- Tuesday, January 7, 2020 and Wednesday, January 8, 2020 (data from assessment is being used to drive instruction).
- b) Math Mock-Tuesday, January 28, 2020 and Wednesday, January 29, 2020.

H. Challenges:

- a) New entrant needs.

I. Successes:

- a) Visit by Regent Tilles on January 15, 2020.
- b) ECS Birthday Morning Assembly.
- c) Middle School Basketball Program.

J. Proposals:

- a) Fundraisers for Washington D.C Trip:
 - Car Wash (in spring)
 - Smencils
 - Movie Night
 - Smoothie Stand (at all home basketball games)
 - United Skates Fundraiser
 - School Dances
- b) National Junior Honor Society Induction Ceremony- Thursday, February 6, 2020 (see attachment)
- c) Purchase supplies for Video Club (see attachment for 2 proposals).
- d) Ms. Perez is requesting to purchase ReThink curriculum materials to support her SEL classes (see attachment).
- e) Ms. Guzman is requesting approval to attend the *Google Certified Trainer Workshop Series* on Wednesday, February 26, 2020 (see attachment).

Ms. Tornabe is requesting to attend *Teaching Vocabulary: What Really Works* workshop at Nassau BOCES on Wednesday, March 4, 2020 (see attachment).

Mr. Barron is requesting to attend *Threat Assessment Training* at Nassau BOCES on Monday, February 3, 2020 (see attachment).

- f) Hire Robert Ottone as ELA Tutor for Saturday program (see attachment).

K. Educational Trips and School Wide Instructional Activities:

- a) Nutrition Workshops facilitated by Cornell University will take place beginning in February.

L. Attachments:

1. Attendance Count Reports
2. January Important Dates
3. Induction Ceremony Proposal
4. Video Club Supplies
5. ReThink Curriculum Proposal
6. Conference Request Forms (3)
7. Resumes

IV. Questions and Comments from the Board of Trustees related to the President of the Board's Report:

Questions and Comments from the Board of Trustees
--

President Bernardino presented the calendar of events. He indicated that parents receive this calendar every month. Discussion followed on scheduling around parent workshops. There was also discussion about the ECS band and orchestra. He also spoke about school spirit and the importance of celebrating ECS's birthday every year. "Every year there will be a book published to show our Anniversary."

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

**Questions and
Comments from
the Public**

Discussion followed on the application to expand to a High School. Parents and children expressed happiness and relief anticipating the continuity of their education at Evergreen.

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

**Financial Report
presented by
Lisett Knox**

Mrs. Knox explained and discussed the proposals and requirements from the State to protect student information. We are in the process of ensuring we are in compliance with all the requirements and we are already ahead of what information and actions steps are needed.

There are 594 children enrolled and we are in the process of registering two more children. We will fill additional spaces as well as we move through the waiting list. We are constantly adjusting rosters and billing as some children move from the district. We have been informed that many families move in anticipation that students may have to attend high school in Hempstead. All districts are up to date except Elmont. They have received a final notice. There are 6 vacant places being worked on and meals' payments are up to date.

All grants have been approved and first payments were deposited.

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

**Questions and
Comments from
the Board**

Discussion followed on the process of filling vacant spots from the waiting lists.

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

**Questions and
Comments from
the public related
to Financial
Report**

There were none.

IX. Parent Association Report.

**Parent Association
Report.**

Accounts were updated. Names were changed.
Book fair is scheduled for February 10, 2020 after board approval.

The Parent Association is working to schedule a basketball game activity following state testing.
Dates will be forthcoming.

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

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

President Bernardino explained the catalog system and selling of the books. They are color coded by grade.

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

**Questions and
Comments from
the Public**

There were none.

XII. Approval of Minutes

**Approval of
Minutes**

Minutes of December 11, 2019

**Motion Trustee Ariel Sotelo
Second: Trustee Jose Canosa
Vote: 8:0**

XIII. Reading of the Resolutions:

**Reading of the
Resolutions**

Resolutions were read in English and Spanish. Parents received a copy of the resolutions.

XIV. Questions and comments from the public related to resolutions

Trustee Sarah Brewster explained the resolutions
**Agenda Items for Resolutions:
For January 29, 2020**

**Questions and
Comments from
the Public**

XV. Voting of the Resolutions

Voting of the resolutions

- 1) **Resolved**, the Board of Trustees Approves the following fundraisers for the 8th Grade Washington D.C. trip:

- Car Wash (in spring)
- Smencils
- Movie Night
- Smoothie Stand (at all home basketball games)
- United Skates Fundraiser
- School Dance

Vote: Trustee Ariel Sotelo
Second: Trustee Yvonne Mowatt
Vote: 8:0

- 2) **Resolved** the Board of Trustees approves the National Junior Honor Society Induction Ceremony- Thursday, February 6, 2020. (see attachment).

Vote: Trustee Sarah Brewster
Second: Trustee Gladys Rodriguez
Vote: 8:0

- 3) **Resolved** the Board of Trustees approves the purchase of supplies for Video Club. (see attachment for 2 proposals).

Vote: Trustee Sarah Brewster
Second: Trustee Jose Canosa
Vote: 8:0

- 4) **Resolved** the Board of Trustees approves a request from Ms. Perez to purchase ReThink curriculum materials to support her SEL classes (see attachment).

Vote: Trustee Gladys Rodriguez
Second: Trustee Yvonne Mowatt
Vote: 8:0

5) Resolved the Board of Trustees approves the following professional development:

- Ms. Guzman's request to attend the *Google Certified Trainer Workshop Series* on Wednesday, February 26, 2020 (see attachment).
- Ms. Tornabe's request to attend *Teaching Vocabulary: What Really Works* workshop at Nassau BOCES on Wednesday, March 4, 2020 (see attachment).
- Mr. Barron is requesting to attend *Threat Assessment Training* at Nassau BOCES on Monday, February 3, 2020 (see attachment).

Vote: Trustee Arielo Sotelo
Second: Trustee Nancy Iglesias
Vote: 8:0

6) Resolved the Board of Trustees approves the following staff hires:

Name	Position	Start Date
Robert Ottone	ELA Tutor for Saturday program	Pending Clearance
Luis Navarro	F/T Custodian	Pending Clearance
Lorenzo T. Smith	P/T Custodian	Pending Clearance
Orlando Castillo	P/T/ Custodian	Pending Clearance

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

7) Resolved, The Board of Trustees approves the operation of an additional Spanish club on Mondays and Wednesdays taught by Ms. Figueroa.

Vote: Trustee Ariel Sotelo
Second: Trustee Luis Ras
Vote: 8:0

8) Resolved, The Board of Trustees approves the request of the College Committee to schedule an 8th grade trip to Queen College.

Vote: Trustee Sarah Brewster
Second: Trustee Luis Ras
Vote: 8:0

9) Resolved, the Board of Trustees approves Ms. Weigand and Ms. Litescu's request for students to participate in the FIRST LEGO League Jr. Program.

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

10) Resolved, the Board of Trustees approves Ms. Weigand and Ms. Litescu's request for an author visit by Trudy Ludwig

Vote: Trustee Sarah Brewster
Second: Trustee Gladys Rodriguez
Vote: 8:0

11) Resolved the Board of Trustees approves Ms. Weigand and Ms. Litescu's request for an author visit by Susan Verde.

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

12) Resolved, The Board of Trustees approves Ms. Marasco and Ms. Wise' request to form a Saturday ENL academy for students in grades K-1 (9 am to 12 pm).

Vote: Trustee Ariel Sotelo
Second: Trustee Nancy Iglesias
Vote: 8:

13) Resolved, The Board of Trustees approves Ms. Weigand and Mr. Litescu's request for the following teachers to participate in the homework help program.

Ms. Smith
Ms. Spagnuolo
Ms. Hirsch
Ms. Sciara,
Ms. Bayer
Ms. Mulvaney
Ms. Vasquez
Ms. Davies
Ms. Steckler
Ms. Camilli

Vote: Trustee Luis Ras
Second: Trustee Sarah Brewster
Vote: 8:0

14) Resolved, the Board of Trustees approves Ms. Burgos's request to hold an After School *Foundations Support Program* for third grade students.

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

15) Resolved, the Board of Trustees approves Ms. Weigand and Ms. Litescu's request for Ms. Camilli to fill the reading position pending the hiring of a qualified Special Education Teacher.

Vote: Trustee Gladys Rodriguez
Second: Trustee Luis Ras
Vote: 8:

16) Resolved, the Board of Trustees approves Ms. Weigand and Ms. Litescu's request to use yard space for a garden.

Vote: Trustee Jose Canosa
Second: Trustee Nancy Iglesias
Vote: 8:0

17) Resolved, the Board of Trustees approves the Memorandum of Understanding with the New York Institute of Technology.

Vote: Trustee Ariel Sotelo
Second: Trustee Nancy Iglesias
Vote: 8:0

18) Resolved, the Board of Trustees approves a contract with CRA to install software to protect IT communications in preparation for changes with D 2 law. See attached.

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

19) Resolved, the Board of Trustees approves the installation of security cameras to replace obsolete cameras at the elementary school. In addition cameras will also be purchased and installed at Evergreen's property located at 65 Sycamore Avenue.

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

20) Resolved, the Board of Trustee approves the purchase of power surge solution equipment to protect Evergreen Elementary School in the event of a power surge. This was a recommendation as Hempstead has suffered many power surges and this has impacted IT equipment at the school. This is estimated at \$5,000.

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

21) Resolved, the Board of Trustees approves changes made to its attendance policy.

See attached.

Vote: Trustee Gladys Rodriguez
Second: Trustee Yvonne Mowatt
Vote: 8:0

22) Resolved, the Board of Trustees approves the additional of extra help sessions to support children during early morning at the Elementary school two days a week from 7:10 to 7:40 am.

Vote: Trustee Jose Canosa
Second: Trustee Gladys Rodriguez
Vote: 8:0

23) Resolved, the Board of Trustees approves professional development for the Data Security Office Jason Black to attend training on Education Law 2-d.

In the event that Mr. Black voluntarily leaves his position at Evergreen Charter School in the next fiscal school year, he will be responsible for covering the cost of this training.

Vote: Trustee Luis Ras
Second: Trustee Yvonne Mowatt
Vote: 8:0

Old/New Business

XVI. Old/ New Business:

Trustee Sarah Brewster spoke about the upcoming hearing for the approval of the high school.

XVII. Announcements

Announcements

Book fair on February 10, 2020. Flyers will be placed all over the school.

XVIII. Adjournment

Adjournment

Motion to adjourn made by: Trustee Yvonne Mowatt
Seconded by: Trustee Jose Canosa
Approved: 8:0

Meeting adjourned at: 9:20

Minutes submitted by: 
Gladys Rodriguez, Secretary

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

**Minutes from
February 26, 2020
8:00 pm**

Members:

Mr. Gil Bernardino	Present
Dr. Sarah Brewster	Present
Mr. José Canosa, Esq.	Absent
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, Interim Principal, Middle School Director
Ms. Christine Weigand, Interim Principal, Elementary School
Ms. Lisett Knox, Director of Finance and Operations
Ms. Christine Wise, Director of Data and Attendance
Mr. James Barron, Assistant Principal Middle School
Ms. Elena Litescu, Assistant Principal Elementary School**

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

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

He welcomed everyone and thanked them for being there. He introduced Interim Principal for Elementary School, Christine Weigand, for her report:

Welcome and Call to order by President Gil Bernardino.

Monthly Principal Report by Christine Weigand, Elementary School.

Report presented by Ms. Weigand Elementary School Interim Principal
--

**Evergreen Charter School
Principal's Report to the Board
Elementary School
February 26, 2020**

A. Enrollment:

Grade Level	Number of Students
Kindergarten	125
First Grade	75
Second Grade	75
Third Grade	75
Total:	350

B. Attendance:

- 1) See attached Attendance Count Report (includes absence/tardy reports from 9/3/2019-2/14/2020 and 1/23/20-2/14/20).
- 1) Administration held parent meetings

C. Curriculum & Instruction:

- 1) Formal and informal classroom observations were conducted by administration.
- 2) Technology Committee Meetings were held on a weekly/bi-weekly basis.
- 3) Ms. Burgos and Ms. Camilli will attend a reading conference – *Help Your Struggling Readers, Strategies that Work* on Monday, March 16, 2020.

D. Professional Development:

- 1) Friday, February 14, 2020
Elementary Spanish Department Support,
Provided by Sonia Zervakos.
- 2) Wednesday, February 5, 2020
Wednesday, February 12, 2020

Elementary School Literacy Professional Development,
Presented by Pam Kinnon (literacy consultant).

3) Thursday, February 13, 2020
Elementary School Math Professional Development,
Presented by Sue Morris (math consultant).

4) Monday, February 3, 2019
Elementary School Wilson Language Training Professional Development,
Presented by Michelle Delaney (Foundations).

E. Parent Involvement/Activities:

- 1) A Calendar of Events was distributed to families for the month of February.
- 2) Second Grade Parents were invited to attend a Poetry Publishing Party on Friday, February 14, 2020
- 3) The Elementary School i-Ready Awards Morning Assembly will take place on Friday, March 6, 2020
- 4) The Elementary School Spanish Awards Morning Assembly will take place on Friday, March 14, 2020
- 5) The Elementary School Achievement Awards Morning Assembly will take place on Wednesday, March 18, 2020

F. Personnel:

Positions that need to be filled

(1) Special Education Teacher

G. Student Assessment:

- 1) i-Ready Diagnostic 2 was completed the week of February 10, 2020. Parent reports were provided in addition to the report cards during the Parent Teacher Conferences
- 2) Student reading level assessments were completed with the Fountas & Pinnell Benchmark Assessment System
- 3) Third Grade students will take The New York State ELA Exam Wednesday, March 25, 2020 and Thursday, March 26, 2020

H. Challenges:

- 1) Hiring qualified staff for Special Education position

I. Successes:

- 1) National School Choice Celebration held Friday, January 31, 2020
- 2) Purple Awards held on Friday, February 7, 2020
- 3) Parent Teacher Conferences held on February 13, 2020 (301 parents attended)
- 4) 100th Day Celebration held on February 14, 2020
- 5) Second Grade Publishing Party held on February 14, 2020
- 6) New student drop off procedures

J. Proposals:

- 1) Mr. Levitan is requesting approval to attend the Nassau Zone Mini Conference on March 20, 2020 (see attached Conference Request Form).
- 2) Ms. Litescu is requesting to attend a webinar – Using Danielson Framework April 1- April 4, 2020 (2 hours per day) (see attached Conference Request Form).
- 3) Ms. Tattnall is requesting approval to attend a Nassau BOCES Conference – *Culture and Behavior: The Intersection of Environmental Influence sand Mental Health* on March 20, 2020 (see attached Conference Request Form).
- 4) Ms. Weigand and Ms. Litescu are requesting approval to participate in Pennies for Patients for the Leukemia and Lymphoma Society.
- 5) Ms. Weigand and Ms. Leeper are requesting approval for All Clear CPR to provide a 4-hour CPR training for 12 staff members on Saturday, March 14, 2020.
- 6) Ms. Tattnall is requesting approval to hold a College and Career Week in May.
- 7) Ms. Burgos is requesting approval for the Colgate Bright Smiles, Bright Futures Dental Van to visit the Elementary School (grades 1-3) on June 8, 2020 to provide dental screenings at no cost.

K. Educational Trips and School Wide Instructional Activities:

- 1) Planning for Dr. Seuss Day (March 2nd) is underway in grades K-3

L. School Safety:

- 1) The Elementary School will continue to conduct Fire and Lock Down Drills

Attachments:

1. Attendance Counts Report
2. Conference Request Forms
3. Pennies for Patients Program Information
4. All Clear CPR Quote

5. College/ Career Week rational and activities
6. Colgate Bright Smiles, Bright Futures Dental Van Information

II. Monthly Principal Report by Karen Leeper Middle School

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

**Evergreen Charter School
Principal's Report to the Board
Middle School
February 26, 2020**

A. Enrollment:

Grade Level	Number of Students
Fourth Grade	50
Fifth Grade	49
Sixth Grade	48
Seventh Grade	49
Eighth Grade	47
Total:	243

B. Attendance:

- 1) See attached Attendance Count Report (includes absence/tardy reports from 9/3/2019-2/24/2020 and 1/22/2020-2/24/20).
- 2) New attendance tracking system was implemented.

C. Curriculum & Instruction:

- 1) Formal classroom observations using the Observe4Success portal were conducted by administration.
- 2) Technology Committee Meetings were held.
- 3) Kagan strategies are required to be included in weekly lesson plans.
- 4) Implementation of Math Inquiry team to support teachers to reflect on teaching practices and learning.

D. Professional Development:

- 1) Friday, February 14, 2020.

Middle School Mathematics Professional Development, Presented by Anthony Volforte (math consultant).

- 2) Thursday, February 13, 2020

Middle School Mathematics Professional Development, Presented by Sue Morris (Math consultant).

E. Parent Involvement/Activities:

- 1) A Calendar of Events was distributed to families for the month of February (see attachment).
- 2) Middle School Parent-Teacher Conferences took place:
Monday, February 10, 2020
Wednesday, February 12, 2020
- 3) The Parent Association ran a Scholastic Book Fair the week of February 10th.
- 4) National Junior Honor Society Induction Ceremony is scheduled for Thursday, February 27, 2020.

F. Personnel:

Positions that need to be filled

Part-Time ENL Teacher

G. Student Assessment:

- 1) iReady Diagnostic Testing will begin the week of February 24, 2020.

H. Successes:

- 1) Evergreen participation at Public Hearing.

I. Proposals:

- 1) Hire Celina Cicchetti as School Nurse (see attachment).
- 2) Hire Clarisa Collado as Middle School Receptionist (see attachment).
- 3) Hire Kiara Coreas-Rosales as Lunch Aide (see attachment).
- 4) Hire Zuzu African Acrobats as culminating activity for Black History Month (see attachment).

Elementary School: March 10, 2020- 2:00-3:00 p.m.

Middle School: March 12, 2020- 2:30-3:30 p.m.

- 5) Karen Leeper is requesting to attend *School Tool Secondary Scheduling Workshop* scheduled for March 5, 2020 at Nassau BOCES (see attachment).

Alena Munro is requesting to attend *Helping Your Struggling English/Language Arts Students: Practical, Successful Strategies* seminar on April 28, 2020 (see attachment).

Ms. Guzman and Ms. Ishmael are requesting to attend *A Vertical Building, Languages from Elementary School to College* workshop on March 27, 2020 (see attachment).

J. Educational Trips and School Wide Instructional Activities:

- 1) Students participated in a wide range of activities in celebration of Black History Month.
- 2) Morning assembly focus: Black History Month

K: Attachments:

1. Attendance Count Reports
2. February Important Dates
3. Resumes (3)
4. Assembly Quote
5. Conference Request Forms (3)

III. Questions and Comments from the Board of Trustees related to the President of the Board's Report:

Questions and Comments from the Board of Trustees
--

President Bernardino thanked all the teachers and parents for their support of Evergreen's application for a high school. The Hearing was held on February 24th at the Hempstead High School. The Hempstead Superintendent oversaw the hearing. The Hearing for Evergreen was held on the same night as the Hempstead School Board Meeting. While President Bernardino stated that he was happy that some of our students were allowed to speak and they did a great job, he was very disappointed with how the Superintendent conducted the Hearing and how Evergreen's students, staff and parents were treated. He stated, "I find this treatment to be discriminatory, we cannot be subjected to this kind of intimidation and abuse." Jeering and other taunts were encouraged and promoted by both the Superintendent and the Chair of the Board of Education of Hempstead. The Superintendent only allowed one parent to speak in support of Evergreen's application. Evergreen had over 245 parents in attendance at the Hearing as well as 53 staff and several hundred students. Students from Hempstead high School spoke at the Hearing and they said they were told their programs would be eliminated if they supported Evergreen Charter School's application. Evergreen was only given about 10-12 minutes of time to speak in support of its application. The Superintendent allowed representatives from the district to speak twice as much as those from Evergreen. Students that spoke from Hempstead stated that they were told they programs would be eliminated if the charter school application was approved. Mr. Bernardino questioned the treatment of Evergreen Charter School by the District. He stated that he believes that the other charter school in the district did not have to go through this unnecessary

disrespectful treatment for their expansion hearings. One speaker questioned the certification of teachers. The form that this took place was disrespectful and insulting to Evergreen Teachers. District personnel including the Superintendent did nothing to stop the taunts and insults.

Mr. Bernardino thanked everyone that attended the event. The Board of Regents will make a final decision at their April board meeting.

President Bernardino expressed optimism in the midst of challenges. He stated, "We are going to work hard to have the best high school we can and a beautiful one as well."

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

Questions and Comments from the Public

Discussion followed on the meeting with the Hempstead District. Parents felt very disrespected and only one ECS parent was allowed to speak. Parents feel that they would like to place a formal complaint against the Superintendent of the School District and the members of the board.

One parent congratulated Dr. Brewster and the board for a job well done defending the Education of our children at Evergreen Charter School.

V. Financial Report:

Presented by Ms. Knox, Director of Finance and Operations:

Financial Report presented by Lisett Knox
--

Mrs. Knox reported that there are 593 children enrolled. There are 7 spots open because families have moved out of the state. We are working on filling these spots. A total of 11 Districts have paid and 5 are pending payment. Meal invoices have all been paid. Billing that was sent out in January has been paid already.

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

There were none.

VIII. Parent Association Report. Presented by Ms. Cañas—PA president.

Parent Association Report

Book Fair was very successful---\$6827.38 sold
Able to buy books for Kindergarten children.
Parents donations were used to purchase books for Kindergarten
Planning movie night for March 20th –Flier will be sent out.
Planning Basketball Tournament for April 24th
18 children will play 15 minute games—parents and teachers are welcome.
Some children complained about spicy food –Chef Josh was notified.
No financial report available today.
Opted out from rewards, \$3145.38 was kept with the Scholastic money to be able to purchase furniture and books.

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

Questions and Comments from the Board of Trustees
--

There were no questions. President Bernardino congratulated the PA for a job well done.

Trustee Brewster thanked the PA and everyone who attended the hearing with the Hempstead School district. “We will follow up with the people in Albany to see what we can do about this situation”

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

Questions and Comments from the Public

There were none.

XI. Approval of Minutes

Approval of Minutes

Minutes of January 29, 2020

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

XII. Reading of the Resolutions:

**Reading of
Resolutions**

Trustee Brewster read the resolutions in English and Spanish

XIII. Questions and comments from the Board of Trustees related to resolutions

There were none.

**Questions and
comments related
to resolutions**

XIV. Questions and comments from the public related to resolutions

There were none.

**Questions and
comments related
to resolutions**

XV. Voting of the Resolutions

**Voting of the
resolutions**

**Evergreen Charter School
Agenda Items for Resolutions:
For February 26, 2020**

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

Name:	Position:	Effective
Celina Cicchetti	School Nurse	Immediate
Clarisa Collado	Middle School Receptionist	Immediate
Kiara Coreas-Rosales	Lunch Aide	Immediate

Vote: Trustee Nancy Iglesias
Second: Trustee Luis Ras
Vote: 6:0

2) Resolved, the Board of Trustees approves the following workshops and training for staff and board:

- A) Ms. Leeper to attend *School Tool Secondary Scheduling Workshop* scheduled for March 5, 2020 at Nassau BOCES (see attachment).
- B) Alena Munro to attend *Helping Your Struggling English/Language Arts Students: Practical, Successful Strategies* seminar on April 28, 2020 (see attachment).
- C) Ms. Guzman and Ms. Ishmael to attend *A Vertical Building, Languages from Elementary School to College* workshop on March 27, 2020 (see attachment).
- D) Mr. Levitan and Mr. Faulter to attend the *Nassau Zone Mini Conference* on March 20, 2020 (see attachment)
- E) Ms. Litescu to attend a webinar – *Using Danielson Framework* April 1- April 4, 2020 (2 hours per day) (see attachment).
- F) Ms. Tattnall to attend a Nassau BOCES Conference – *Culture and Behavior: The Intersection of Environmental Influence sand Mental Health* on March 20, 2020 (see attachment).
- G) Approval for members of the Board, Administrative team, and staff to attend the National Charter School conference to be held in Orlando Florida, June 21-24. A final determination will be made on who will attend later in the day.
- H) All Clear CPR to provide a 4-hour CPR training for 12 staff members on Saturday, March 14, 2020.

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

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

- A) Ms. Tattnall is requesting approval to hold a College and Career Week in May.
- B) Ms. Burgos is requesting approval for the Colgate Bright Smiles, Bright Futures Dental Van to visit the Elementary School (grades 1-3) on June 8, 2020 to provide dental screenings at no cost.
- C) Ms. Weigand and Ms. Litescu request approval for Evergreen to participate in Pennies for Patients for the Leukemia and Lymphoma Society.
- D) **Resolved**, the Board of Trustees approves the following event:

Zuzu African Acrobats as culminating activity for Black History Month (see attachment).
Elementary School: March 10, 2020- 2:00-3:00 p.m.
Middle School: March 12, 2020- 2:30-3:30 p.m.

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

XVI. Old/ New Business:

Old/New Business

There were none.

XVII. Announcements

Announcements

There were none

XVIII. Motion to Enter Into Executive Session

**Motion to enter
into 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: **Trustee Luis Ras**
Seconded by: **President Gil Bernardino**
Approved: **6:0**

XIX. Additional Resolutions:

- 1) **Resolved** the Board of Trustees approves the attached resolution related to the purchase and acquisition of real property and related activities and borrowing from future bond revenue proceeds for the purpose and acquisition of real property and related activities.

See attached full language of resolution.

Motion: Trustee Nancy Iglesias
Seconded by: Trustee Yvonne Mowatt
Approved: 6:0

- 2) **Resolved** the Board of Trustees authorizes members of the Executive Committee to enter into negotiations with authority to execute a contract for the purchase of Real Property (Tax ID Sec 34, Block 381, Lots 317-319, 285-286 for \$565,000). The contract will be subject to attorney review. Furthermore, the seller shall produce a release from any prior obligations regarding executory contacts with respect to subject property if applicable.

Motion: Trustee Luis Ras
Seconded by: President Gil Bernardino
Approved: 6:0

- 3) **Resolved**, the Board of Trustees authorizes The Board of Trustees authorizes SVS to conduct an assessment of the land known as:

Parcel 1: 495 Peninsula Boulevard (industrial building)
Parcel II: 18 and 18A Evans Avenue (residential homes)
For a sum of \$2,750.

Motion: Trustee Yvonne Mowatt
Seconded by: Trustee Nancy Iglesias
Approved: 6:0

XX. Adjournment

Adjournment

Motion: Trustee Yvonne Mowatt
Seconded by: Trustee Sarah Brewster
Approved: 6:0

Meeting adjourned at: 9:36

Minutes submitted by: Gladys Rodri
Gladys Rodriguez, Secretary

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

March 31, 2020

7:35 pm

The meeting was virtually for the public

Members:

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

Also present:

**Ms. Karen Leeper, Interim Principal, Middle School Director
Ms. Christine Weigand, Interim Principal, Elementary School
Ms. Lisett Knox, Director of Finance and Operations
Ms. Christine Wise, Director of Data and Attendance
Mr. James Barron, Assistant Principal Middle School
Ms. Elena Litescu, Assistant Principal Elementary School**

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

I. Call to Order by President Bernardino at 7:45 pm.

He welcomed everyone and thanked them for being there. He stated that this is not a happy occasion, but we must meet our responsibilities. He hopes all families are doing well and urged everyone to please take care of themselves.

He introduced Principal Leeper for her report.

Welcome and Call to order by President Gil Bernardino.

Monthly Principal Report by Karen Leeper, Interim Principal

Report presented by
Ms. Leeper, School
Interim Principal

March 31, 2020

I. Enrollment:

Grade Level	Number of Students
Kindergarten	125
First Grade	75
Second Grade	75
Third Grade	75
Fourth Grade	50
Fifth Grade	49
Sixth Grade	48
Seventh Grade	49
Eighth Grade	46
Total:	592

II. Attendance:

- 1) See attached Attendance Count Report (includes absence/tardy reports from 9/3/2019-3/13/2020 and 2/14/20-3/13/20).
- 2) Administration revised the schools attendance policy due to the COVID-19.
- 3) During school closure student attendance has been taken using School Messenger.
- 4) Beginning the week of March 30th, teachers will track daily student attendance.

III. Curriculum & Instruction:

- 1) Technology Committee Meetings and Administration Meetings are held on a daily basis.
- 2) 2-week work packets were prepared and distributed prior to the mandated school closure.
- 3) Based on results of needs assessments students will be issued Chromebooks if they do not have a device at home. Support will be provided to families who do not have internet access.
- 4) Additional websites and Apps are currently being launched.
- 5) Grades K-2 will be providing instruction/instructional materials through Weebly sites beginning the week of April 6th (work packets will be provided in the interim).
- 6) Grades 3-8 are providing instruction/instructional materials using their Google Classrooms.
- 7) Lesson plan templates for MS and ES teachers have been revised to support distance learning and teacher collaboration.
- 8) Students in grades K-8 are expected to participate in iReady lessons on a daily basis. iReady usage is monitored daily.

IV. Professional Development:

- 1) Friday, February 28, 2020
Elementary School ENL REACH Professional Development
Provided by Antoinette Gadson (Cengage/ National Geographic).
- 2) Friday, March 13, 2020
Elementary Spanish Department Support,
Provided by Sonia Zervakos and Gracia Guzman
- 3) Wednesday, March 4, 2020
Thursday, March 12, 2020
Elementary School Literacy Professional Development
Presented by Pam Kinnon (literacy consultant).
- 4) Thursday, March 5, 2020
Elementary School Math Professional Development,
Presented by Sue Morris (math consultant).
- 5) Tuesday, March 10, 2020
Middle School ELA Professional Development,
Presented by Christine Milton (ELA consultant).
- 6) Monday, March 16, 2020 - Present
All teachers are participating in webinars and trainings to support distance learning/virtual learning.

All administrators are participating in webinars to ensure compliance with NYSED guidelines/support staff with distance/virtual learning.

Staff/Grade Level meetings continue to be held remotely.

Staff have provided each other support in the areas of Google Classroom and Weebly websites.

V. Parent Involvement/Activities:

- 1) A Calendar of Events was distributed to families for the month of March.
- 2) Parent outreach efforts:
 - School phone lines remain active during school closure
 - Collection of parent email addresses
 - Meals (breakfast and lunch) offered daily to the school community
 - Technology needs assessment conducted
 - COVID-19 informational handouts distributed
 - Needs assessment conducted by social workers to meet needs of families
 - Teachers will stay connected with parents 1-2 times per week throughout the duration of the school closure using a school-wide tracking system
 - Resources are available on the school website about mental-health, food banks, information for small business owners, private and non-profits, as well as FEMA reimbursement and related assistance
 - Launch of the RemindApp for teacher-parent communication

VI. Personnel: Positions that need to be filled

(1) Special Education Teacher
(1) MS School Nurse

VI. Student Assessment:

- 1) The New York State Grades 3-8 ELA Exam, Math Exam, NYSESLAT Exam and Science Exam are suspended for the remainder of the school year.

VII. Challenges:

- 1) Development and logistics of remote learning.

VIII. Successes:

- 1) Elementary School i-Ready Awards, Friday, March 6, 2020
- 2) Middle School Honor Roll Awards held on Thursday, March 12, 2020
- 3) Elementary School Spanish Awards held on Friday, March 13, 2020
- 4) Meals program offered during school closure

IX. Proposals:

- 1) To hire Gracia Guzman as a Consultant for the Spanish Department.

X. Educational Trips and School Wide Instructional Activities:

- 1) Due to the anticipated school closure all school trips and assemblies were suspended for the remainder of the school year.

Attachments:

1. Attendance Counts Report

Questions and Comments from the Board of Trustees related to the President of the Board's Report:

Questions and Comments from the Board of Trustees
--

Principal Leeper stated that effective March 20 special arrangements have been made with the districts for children with disabilities to receive instruction during the time the school will be closed. There is an outreach effort being conducted (technology) to assure that students who need help will receive it. Needs assessment is being conducted by the School Social Worker. Parents will be reminded of app that they need to use to connect.

President Bernardino indicated that all children are receiving breakfast and lunch. We have also offered fresh food for the weekend. Kitchen opens at 4am and food is distributed between 7 and 10 am. Special thanks to Chef Josh and all the kitchen staff and cleaning staff. We started distributing 50 meals and now we are up to 150 per day. It is important to know the needs of the families so we can help them.

In reference to school transportation, president Bernardino stated that we had planned to give all applications for transportation to the District. We sent parents a letter giving them options. Some parents stated that they were told by the district that these applications were not going to be processed. The state extended the date to 4/15/20. After calling several times we figured out that the office must be closed. A formal complaint was filed by our attorney, with the state against the school superintendent for unequal treatment and discrimination. We want respect for our families. We urge parents to try to apply on your own and to make sure they keep verification that application was submitted. Ms. Leeper stated that applications can be e-mailed.

Trustee Brewster indicated that we have staff available to help parents to complete these forms. When you submit the forms make sure you get a receipt and inform us that this was done.

Grades 6,7,8 and 9 must use the Saint Catherine of Sienna's address.
Grades 3, 4 and 5 must use the Our Lady of Loretto's address.

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

There were none.

**Questions and
Comments from
the Public**

Financial Report:

Presented by Ms. Knox, Director of Finance and Operations:

Mrs. Knox reported that there are 592 students enrolled from 17 different districts.

**Financial Report
presented by
Lisett Knox**

All invoices were submitted on March 6, 2020; 7 have already submitted payment.
4 districts are behind: Connetquot, Uniondale, Franklin Square and Elmont.
All payments for meals were received for previous months.
We will be sending out final invoices.

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

There were none.

**Questions and
Comments from
the Board**

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

There were none.

**Questions and
Comments from
the public**

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

**Parent Association
Report**

The PA would like to offer their help with phone calls, translations, sending out emails in order to help ECS.

Call events were cancelled: Movie night, basketball games. Etc.
Waiting before planning any other event.

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

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

Discussion followed on attendance phone calls (robot calls) made to parents and the process of checking assignments. President Bernardino stated that there are people in the office all day to answer the phone and all questions parents may have. He congratulated PA on behalf of the board for a fantastic job done.

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

**Questions and
Comments from
the Public**

There were none.

Reading of the Resolutions:

**Reading of
Resolutions**

The resolutions were read in English and Spanish.

Questions and comments from the public related to resolutions:

**Questions and
comments from the
public**

There were none.

Voting of the Resolutions:

**Voting of the
resolutions**

**Evergreen Charter School
Agenda Items for Resolutions:
For March 31, 2020**

1) Resolved, the Board of Trustees approves the following hired pending all clearance checks:

Name:	Position:	Effective:
Clarisa D.C. Collado	Receptionist	3/4/20
Kiara V. Corea Rosales	Lunch Aide	3/4/20
Christian A. Hernandez Velasquez	Custodian	3/10/20
Carmen Moreno Sanzs	Spanish teacher	Pending to start

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

2) Resolved, the board of Trustees approves the use of Weebly websites for teachers and students.

Motion: Trustee Jose Canosa
Second: Trustee Nancy Iglesias
Vote: 7.0

Old/New Business

Old/ New Business:

A session of questions and answers followed. Parents asked about food pick up time, plans for social distancing when children return to school, how Weebly will be conducted, the process of helping Special Children during time at home, Speech Therapy and lottery for new students.

All questions were answered by Principal Leeper and President Bernardino.

Announcements

Announcements

Trustee Sarah Brewster announced that United Way was offering assistance to families. This information will be on our Web-site. Information will be sent to parents. President Bernardino wished everyone good health and urged parents to continue to help their children. "We are here to support our students, please call us if you have any questions (516)292-2060."

Next meeting we will have more information about the High School, please keep up the good energy. tomorrow is the last day to apply for new Evergreen students, please pick up your packages.

Adjournment

Adjournment

Motion to adjourn made by: Trustee Sarah Brewster
Seconded by: Trustee Jose Canosa
Approved: 7:0

Meeting adjourned at: 9:30pm

Minutes submitted by: Gladys Rodriguez
Gladys Rodriguez, Secretary

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

April 29, 2020

7:05 pm

The meeting was virtual for the public

Members:

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

Also present:

**Ms. Karen Leeper, Interim Principal, Middle School Director
Ms. Christine Weigand, Interim Principal, Elementary School
Ms. Lisett Knox, Director of Finance and Operations
Ms. Christine Wise, Director of Data and Attendance
Mr. James Barron, Assistant Principal Middle School
Ms. Elena Litescu, Assistant Principal Elementary 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 this virtual meeting. He introduced Principal Leeper for her report.

Welcome and Call to order by President Gil Bernardino.

Monthly Principal Report by Karen Leeper, Interim Principal

Evergreen Charter School Principal's Report to the Board April 29, 2020

Report presented by Ms. Leeper, School Interim Principal
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I. Enrollment:

Grade Level	Number of Students
Kindergarten	125
First Grade	75
Second Grade	75
Third Grade	75
Fourth Grade	50
Fifth Grade	49
Sixth Grade	48
Seventh Grade	49
Eighth Grade	46
Total:	592

II. Attendance:

- 1) See attached Attendance Count Report (includes absence/tardy reports from 9/3/2019-4/29/2020 and 3/13/20-4/29/20).
- 2) Beginning the week of April 27th, teachers will track daily student attendance for grades 3-8 and School Messenger will continue to track attendance for grades K-2.
- 3) Social Workers continue to outreach to students who have limited attendance to determine needs and supports.
- 4) Administration has sent letters to families who have had limited contact with the school.

III. Curriculum & Instruction:

- 1) Technology Committee Meetings and Administration Meetings are held on a weekly basis.
- 2) Chromebooks continue to be distributed. Support continues to be provided to families who do not have internet access.

- 3) Grades K-2 provide instruction/instructional materials through Weebly websites (Classroom, Spanish, ENL, Physical Education and Art). Websites can be found at the School Website, ecsli.org.
- 4) Grades 3-8 continue to provide instruction/instructional materials using their Google Classrooms.
- 5) Students in grades K-8 are expected to continue to participate in iReady lessons on a weekly basis. iReady usage is monitored daily.
- 6) Administration with the support of consultants will continue to work on our distance learning platform, pacing calendars and re-entry plan.
- 7) Administration continues to review teachers' Google Classrooms and Weebly websites.

IV. Professional Development:

- 1) Administration is currently creating schedules for consultants to work remotely with staff.
- 2) All administrators continue to participate in webinars to ensure compliance with NYSED guidelines/support staff with distance/virtual learning.
- 3) Staff/Grade Level meetings continue to be held.

IV. Parent Involvement/Activities:

- 1) Parent outreach efforts:
 - School phone lines remain open daily from 9:00 am-5:00 pm
 - Meals (breakfast and lunch) offered daily to the school community
 - Teachers will stay connected with parents 1-2 times per week throughout the duration of the school closure using a school-wide tracking system
 - Resources are available on the school website- mental health, food banks, information for small business owners, private and non-profits, as well as FEMA reimbursement and assistance
- 2) Parent Workshops:

April 23, 2020: Public Charge Rule and How to Access Public Benefits : Join ECS and the New York Immigration Coalition as they make clear the recent changes to public charge rule and during the Coronavirus pandemic. Join us for clarifying information for families and accessing public benefits. 6:00 pm- English, 7:00 pm- Spanish

April 27, 2020: How to Access Public Benefits (SNAP) : Health and Welfare Council of Long Island representative joins us live to explain how families can apply for SNAP and answer questions that will help families access needed public benefits during the Coronavirus pandemic. 6:00 pm- English, 7:00 pm- Spanish

April 28, 2020: Tenants' Rights During Coronavirus: Join Central American Refugee Center representative, Samantha, as she discusses important New York rule changes during the Coronavirus pandemic.

6:00 pm- English, 7:00 pm- Spanish

April 29, 2020: Unemployment Benefits During Coronavirus: Join Central American Refugee Center representative, Samantha, as she discusses how to access unemployment benefits during the Coronavirus pandemic.

6:00 pm- English, 7:00 pm- Spanish

April 30, 2020: COVID-19 Information Session: Join Dr. Kowal-Connelly, Director of Pediatric Clinical Quality of Long Island FQHC, gives the community important updates about COVID 19 to help families make informed decisions during this time. 6:00 pm- English, 7:00 pm- Spanish

May 4, 2020: Basic Rights and Information about Healthcare Access: Join Central American Refugee Center representative, Samantha, as she discusses how you can access unemployment benefits during the Coronavirus pandemic.

6:00 pm- English, 7:00 pm- Spanish

VI. Personnel: Positions that need to be filled

(1) Special Education Teacher
(1) MS School Nurse

VI. Student Assessment:

- 1) The New York State Regents Exams have been suspended for the remainder of the school year.

VII. Challenges:

- 1) Development and logistics of remote learning.

VIII. Successes:

- 1) The Board of Regents approval of an Evergreen Charter High School!
- 2) Meals program offered during school closure
- 3) ECS School Closure Video

IX. Proposals:

None at this time.

X. Educational Trips and School Wide Instructional Activities:

- 1) The Evergreen Charter Middle School is developing a plan to use the school's Positive Behavioral Intervention System (PBIS) remotely.
- 2) Trudy Ludwig, children's book author will host a virtual Meet the Author Night on Friday, May 8, 2020
- 3) A Virtual Garden Project will begin in May in coordination with Cornell University.

Attachments:

1. Attendance Counts Report

II. Questions and Comments from the Board of Trustees related to the President of the Board's Report:

Questions and Comments from the Board of Trustees
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President Bernardino thanked the staff and the board of directors for their donations. He explained that an account was established to raise funds for needy families. By going to our web page, you are able to make a donation. He spoke about the great job Chef Joshua is doing with his staff and volunteers: "We are feeding approximately 300 children daily. Special thanks to our Chef Joshua, his staff and volunteers for working tirelessly since early morning to prepare food including preparing food for the weekend." Principal Leeper and President Bernardino thanked Mr. Shaun Skariah for setting up the series of parent workshops that have been successful and very helpful to Evergreen families. Principal Leeper indicated that Regent Exams have been suspended for the rest of the year. President Bernardino announced the approval of the High School and expressed profound gratitude to everyone for their help and support and for the great work done over the years. Principal Leeper thanked and congratulated Trustee Sarah Brewster for all the hard work putting all the paperwork together. Principal Leeper also stated that a beautiful video was made by Ms. Hernandez for the students to tell them how much we appreciate them and how much we missed them. Trustee Brewster announced that the Lottery for new students had taken place and that all went well. A full report was given by Mr. Shaun Skariah on Special Education Children in reference to providing online workshops to parents of children with disabilities during the pandemic. These workshops are presented in English and Spanish, (please see attached report). President Bernardino thanked Dr. Kowal-Connelly, Director of Pediatric Clinical Quality of Long Island FQHC, for giving the community important updates about COVID 19 to help families make informed decisions during this pandemic.

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

Questions and
Comments from
the Public

Question and answer session followed:

Parents asked about several issues including communication with teachers and staff, returning to school, homework and assignment posting time, summer camp. Trustee Brewster explained that we must follow County orders and guidelines in reference to how to proceed with the school opening. We will take the appropriate measures in order to protect everyone in the school. She explained that representatives participate in virtual meetings with the New York State Education Department and other charter schools to discuss school needs and concerns. This occurs weekly. We will continue to keep parents and students informed about the governor's initiatives and what will happen with students over the summer. Principal Leeper replied to the questions in reference to the communication issue with staff and teachers. She will follow up. Trustee Brewster assured everyone that phones are being answered from 9 to 5 everyday. President Bernardino gave his phone number to everyone for people to call if they have any complaints.

IV. Financial Report:

Presented by Ms. Knox, Director of Finance and Operations:

Questions and
Comments from
the Public

Ms. Knox reported that there are 592 students enrolled. We have received payments from 10 districts and 12 have not made their payments yet. Two Districts are in arrears. We will be sending final bills to these districts.

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

Questions and
Comments from
the Board

There were none.

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

Questions and
Comments from
the public

There were none.

VII. Approval of Minutes

Approval of
minutes.

Resolved the Board of Trustees approved the minutes from February, 26 2020

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

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

Motion: Yvonne Mowatt

Second: Sarah Brewster

Vote: 8:0

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

Parent Association Report

Ms. Cañas, PA President reported that the PA board has been discussing with Principal Leeper the possibility of volunteering to help the school by making phone calls to parents, delivering and showing parents how to use Chrome books and or whatever is necessary to make this difficult time easier for parents, students and staff.

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

Questions and Comments from the Board of Trustees
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Discussion followed on improving communication.

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

Questions and Comments from the Public

Discussion followed on improving communication and preparing for school opening when instructed by New York State.

XI. Reading of the Resolutions:

Reading of Resolutions

The resolutions were read in English and Spanish.

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

Questions and
comments from the
public

There were none.

XIII. Voting of the Resolutions:

Voting of the
resolutions

**Evergreen Charter School
Agenda Items for Resolutions:
For April 29, 2020**

1) Resolved, the Board of Trustees approves the following hired pending all clearance checks:

PARENTS' BILL OF RIGHTS FOR DATA PRIVACY AND SECURITY

**NOTIFICATION OF RIGHTS UNDER FERPA AND NEW YORK EDUCATION LAW
SECTION 2-D**

See attached.

Motion: Trustee Nancy Iglesias

Second: Trustee Jose Canosa

Vote: 8.0

XIV. Old/ New Business:

Old/New Business

Trustee Sarah Brewster stated that "our hearts are with you and your families and those of you who had the virus." We support you and we are in solidarity with you. We thank you for being part of our Evergreen family." She also thanked the administrators for their solidarity during these hard times. President Bernardino encouraged everyone to be strong until this is over.

XV. Announcements

Announcements

President Bernardino stated "Parents we are here to support you. Call us if you need food. Nobody should go to sleep hungry."

XVI. Adjournment

Adjournment

Motion to adjourn made by: Trustee Ariel Sotelo

Seconded by: Trustee Yvonne Mowatt

Approved: 8:0

Meeting adjourned at: 8:35 pm

Minutes submitted by: 
Gladys Rodriguez, Secretary

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

May 27, 2020

7:00 pm

The meeting was virtual for the public

Members:

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

Also present:

**Ms. Karen Leeper, Interim Principal, Middle School Director
Ms. Christine Weigand, Interim Principal, Elementary School
Ms. Lisett Knox, Director of Finance and Operations
Ms. Christine Wise, Director of Data and Attendance
Mr. James Barron, Assistant Principal Middle School
Ms. Elena Litescu, Assistant Principal Elementary 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 this virtual meeting. He introduced Principal Leeper for her report.

Welcome and Call to order by President Gil Bernardino.

Monthly Principal Report by Karen Leeper, Interim Principal

**Evergreen Charter School
Principal's Report to the Board
May 27, 2020**

Report presented by Ms. Leeper, School Interim Principal

A. Enrollment:

Grade Level	Number of Students
Kindergarten	125
First Grade	75
Second Grade	75
Third Grade	75
Fourth Grade	50
Fifth Grade	49
Sixth Grade	48
Seventh Grade	49
Eighth Grade	46
Total:	592

B. Attendance:

- 1) Teachers track daily student attendance for grades 3-8 and School Messenger tracks attendance for grades K-2.
- 2) Social Workers continue to outreach to students who have limited attendance to determine needs and supports.
- 3) Administration has participated in phone conferences with families who have had limited contact with the school.

C. Curriculum & Instruction:

- 1) Technology Committee Meetings and Administration Meetings are held on a weekly basis.
- 2) Chromebooks continue to be distributed. Support continues to be provided to families who do not have internet access.
- 3) Implementation of Zoom Video Conferencing Software Platform began the week of May 18, 2020.
- 3) Administration continues to work on our distance learning platform, pacing calendars and re-entry plan.
- 7) Administration continues to review teachers' Google Classrooms and Weebly websites.
- 8) Evergreen's Mid-Term 'Site' visit is scheduled for Monday, June 1, 2020.

D. Professional Development:

- 1) ELA Consultants, Pam Kinnon and Christine Milton and Math Consultants, Sue Morris and Anthony Volforte have supported teachers with lesson planning, pacing and re-entry plans.
- 2) All administrators continue to participate in webinars to ensure compliance with NYSED guidelines/support staff with distance/virtual learning.
- 3) Staff/Grade Level/Department meetings continue to be held.

E. Parent Involvement/Activities:

- 1) Parent outreach efforts:
 - School phone lines remain open daily from 9:00 am-5:00 pm
 - Meals (breakfast and lunch) offered daily to the school community
 - Teachers will stay connected with parents 1-2 times per week throughout the duration of the school closure using a school-wide tracking system
 - Middle school families have been assigned a teacher advisor to support students.

2) Parent Teacher Conferences:

Middle School (day) Wednesday, May 20th 10-4 p.m.
Middle School (evening) Tuesday, May 26th 6-8 p.m.
Elementary School (day) Thursday, May 21st 10-4 p.m.
Elementary School (evening) Wednesday, May 27th 6-8 p.m.
Specials MS teachers- Thursday, May 28th 10-4 p.m. and 6-8 p.m.
Specials ES teachers- Monday, June 1st 10-4 p.m. and 6-8 p.m.

3) Evergreen's Annual Parent Survey was distributed the week of May 25, 2020.

4) Evergreen families were invited to participate in Teacher Appreciation Week activities the week of May 4, 2020.

F. Personnel:

- 1) Job postings have been created and are active for the 2020-21 school year. Administration has begun the interview process.

G. Student Assessment:

1. Students will be given an end of the year assessment to measure growth.

H. Challenges:

1. Development and logistics of remote learning.

Success:

- 1.Meals program offered during school closure
2. ECS School Parade!
- 3.Virtual Meet the Author Night with Trudy Ludwig
4. Virtual Gardening Event hosted by Cornell University Representatives
5. ECS Videos shared by Staff

I. Proposals:

1. Additional Professional Days with Consultants (see attachment)
2. Summer School Proposal (see attachment)
3. 8th Grade Graduation (see attachment)
4. Hiring of Carmen Flores as Librarian/Administrative Assistant

J. Educational Trips and School Wide Instructional Activities

1. The Evergreen Charter Middle School is using the school's Positive Behavioral Intervention
2. System (PBIS) remotely to award students with prizes and raffle entries.
3. Writing kits were distributed to K-3 families beginning the week of May 11, 2020.
4. A Graduation Committee has been formed to plan a special event for our 8th graders.
5. Administration is finalizing a plan for parent's to pick up their children's items and school supplies.

Attachments:

- 1) Consultant Proposal
- 2) Summer School Proposal
- 3) Graduation Proposal

II. Questions and Comments from the Board of Trustees related to the President of the Board's Report:

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

President Bernardino thanked Mr. Jason Black for his help with this virtual meeting and all his technological assistance given during this difficult time.

Principal Leeper thanked Cornell University representatives for hosting the Virtual Gardening event. She also extended thanked all the staff and administrators who helped to organize the Evergreen Charter School parade which was a big success. She invited everyone to watch the videos.

President Bernardino reminded everyone that we are still serving approximately 350 meals per day and he is very grateful to Chef Josh and to all kitchen staff for making this possible.

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

**Questions and
Comments from
the Public**

Question and answer session followed:

Discussion followed on several topics. Parents asked questions in reference to virtual learning, arrangements being made for children to return to school, how will classrooms be set up and homework assignments and completion time. One parent thanked Ms. Knox for her support with the registration process.

President Bernardino acknowledged everyone's concerns and assured everyone that the proper adjustments will be made to support all parents and students. He explained that parents will be kept informed of all changes made.

IV. Financial Report:

Presented by Ms. Knox, Director of Finance and Operations:

**Questions and
Comments from
the Public**

Mrs. Knox reported that all final invoices for school districts were sent out. All districts have paid except for Franklin square, if payment is not received soon, we will need to do a state intercept. Meal claims were submitted for March and April, no payments were received yet. Donations from staff and a private company totaled \$9110.00 (this includes a check for \$5000.00 from a private company). A triple number of emergency food requests were received.

President Bernardino thanked everyone giving donations "we will continue to give money for our families"

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

There were none.

**Questions and
Comments from
the Board**

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

There were none.

**Questions and
Comments from
the public**

VII. Approval of Minutes

**Approval of
minutes.**

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

Motion: Yvonne Mowatt

Second: Sarah Brewster

Vote: 8:0

VIII. Parent Association Report

Presented by Ms. Cañas, PA President.

**Parent Association
Report**

Ms. Cañas, PA President reported that the PA board has been discussing with Principal Leeper the possibility of volunteering to help the school by making phone calls to parents, delivering and showing parents how to use Chrome books and or whatever is necessary to make this difficult time

easier for parents, students and staff. She also stated that the Parent Association will meet tomorrow to help assist parents to pick up school supplies.

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

Discussion followed on improving communication.

Questions and
Comments from
the Board of
Trustees

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

Discussion followed on improving communication and preparing for school opening when instructed by New York State.

Questions and
Comments from
the Public

XI. Reading of the Resolutions:

The resolutions were read in English and Spanish.

Reading of
Resolutions

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

There were none.

Questions and
comments from the
public

XIII. Voting of the Resolutions:

Voting of the
resolutions

- 1) **Resolved**, the Board of Trustees approves additional professional development days for consultants:

Sue Morris (Math, Grades K-5) 4 days

Christine Milton (ELA, Grades 4-8) 2 days

Pam Kinnon (ELA, Grades K-2) 3 days

Responsibilities:

Support grade levels with lesson planning/pacing curriculum for the remainder of the school year

- Re-pacing current units of work to build content and pedagogical knowledge as related to remote learning (emphasis on prerequisite skills for next grade level, teaching new content at a slower pace). *This is something we need a lot of support with as a school
- Analyzing student work and developing feedback (appropriate to remote learning)
- Provide additional resources for teachers to use on Google Classroom/Weebly websites.
- MS Consultants support curricular decisions for 9th grade
- Develop the 2020-2021 yearly overview; pacing and hyperlinking to Google docs

Support Coaches in the development of assessments and analysis of data

- Determine assessment instruments appropriate to remote learning
- Determine assessments to administer upon return from school closure for all grade levels in ELA and Math.
- Analyze students' needs and assess regression data.

Provide Professional Development

- Student engagement in a virtual classroom, differentiation, online platforms- Pearson, Zearn, Raz Kids-for guided reading. *Teachers in Grades 4-8 have requested this.
- Individual teacher/consultant sessions based on teacher's specified PD need and involving one on one scaffolding about specific topics, differentiated according to teacher need.
- Module sessions: During remote learning grade level teams will participate in a series of modules focused on various components of effective teaching and learning within the content area of Literacy. For example, teachers will have the opportunity to be involved in a series of Reading and Writing modules, focused on Next Generation Learning Standards, building understandings of components of quality writing; comprehension skills and strategies, essential questions, and practical instructional and assessment activities to use in the classroom as well as adapted for online work.

Support teachers to increase parent involvement

- Development of foundational resources for parents
- Parental tips and tools to promote continuous learning

Motion: Trustee Gladys Rodriguez

Second: Trustee Jose Canosa

Vote: 7:0

2. **Resolved**, the Board of Trustees approves a summer program to support student learning.

Proposed Hours: 9-12 pm.

Days: Mon-Thurs

Weeks proposed 7/6, 7/13, 7/20, 7/27

The board will review additional weeks.

Motion: Trustee Ariel Sotelo

Second: Trustee Yvonne Mowatt

Vote: 7:0

3. Resolved, the Board of Trustee approves the following graduation proposal for 8th grade students:

Item	Cost per unit	Total
Cap with tassel/gown (46)	\$18.95	\$871.17
Diploma cover (46)	\$6.95	\$319.70
ECS face mask (46)	\$11.00	\$506.00
15 Award Plaques	\$9.75	\$146.25
Additional items- gift bags, decorations, picture frames (for special memory project)		\$300.00
Total:		\$2,143.12

Motion: Trustee Nancy Iglesias

Second: Trustee Gladys Rodriguez

Vote: 7:0

4. **Resolved**, the Board of Trustees approves the following personnel hires:

Name	Position	Effective
Carmen Flores	Library/Administrative Assistant	7/1/20

Motion: Trustee Yvonne Mowatt

Second: Trustee Ariel Sotelo

Vote: 7:0

5. **Resolved**, the Board of Trustees approves the decision to exercise its option under its existing lease with Lady of Loretto Church to renew for an additional two years. This lease is effective through June 2022.

Motion: Trustee Yvonne Mowatt

Second: Trustee Ariel Sotelo

Vote: 7:0

6. **Resolved**, the Board of Trustees approves the attached resolution related to 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. To this end, 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 Tax ID Sec 34, Block 383, Lots 600 and 601.

Motion: Trustee Jose Canosa

Second: Trustee Nancy Iglesias

Vote: 7:0

XIV. Old/ New Business:

Old/New Business

There were none.

XV. Announcements

Announcements

President Bernardino again thanked everyone for their participation and support of the school.

XVI. Adjournment

Adjournment

Motion to adjourn made by: Yvonne Mowatt

Seconded by: Trustee Gladys Rodriguez

Approved: 7:0

Meeting adjourned at: 8:00 pm

Minutes submitted by: Gladys Rodriguez
Gladys Rodriguez, Secretary

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

June 30, 2020

7:00 pm

The meeting was virtual for the public

Members:

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

Also present:

**Ms. Karen Leeper, Interim Principal, Middle School Director
Ms. Christine Weigand, Interim Principal, Elementary School
Ms. Lisett Knox, Director of Finance and Operations
Ms. Christine Wise, Director of Data and Attendance
Dr. Elena Litescu, Assistant Principal Elementary 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 introduced Mr. Matt Dapolito, CPA to present the projected budget for school year 2020-2021.

Welcome and Call to order by President Gil Bernardino.

Mr. Matt Dapolito's report.

Mr. Dapolito reviewed the budget line by line

He presented accrued budgets for 2019-2020

He also reviewed the projected budget for 2020-2021 year. The annual revenue for the budget is \$15,052,190. This includes enrollment of 725 children. It also includes our 9th grade students.

Tuition revenue is going up by 2.5 million

Government grant revenue is going up because we received a government grant for \$200,000. New students bring new expenses including payroll. Payroll for the 20-21 school year is projected to change from 6.2million to 7.9 million This includes an increase of 3% across the board for all personnel. New positions were added including new instruction positions. This also includes new special education, physical education and instructional management positions, English as a New Language teachers and high school personnel. Other expenses will be going up from 1.6 million to 2.14 million. This includes \$564,000.00 for equipment, furniture, smartboards and other expenses. Rent expenses are going up by over ninety thousand because we are renting more space for additional grades.

President Bernardino thanked Mr. Dapolito and introduced Principal Leeper for her report.

Monthly Principal Report by Karen Leeper, Interim Principal:

<p>Report presented by Ms. Leeper, School Interim Principal</p>
--

A. Enrollment:

Grade Level	Number of Students
Kindergarten	125
First Grade	75
Second Grade	75
Third Grade	75
Fourth Grade	50
Fifth Grade	50
Sixth Grade	48
Seventh Grade	49
Eighth Grade	46
Total:	593

B. Attendance:

- 1) Teachers continue to track daily student attendance.

- 2) Social Workers continue to outreach to students who have limited attendance to determine needs and supports.

C. Curriculum & Instruction:

- 1) Technology Committee Meetings and Administration Meetings are held on a weekly basis.
- 2) Administration continues to work on our distance learning platform, pacing calendars and re-entry plan.
- 3) Administration continues to review teachers' Google Classrooms and Weebly websites.
- 4) Summer School begins the week of July 6, 2020.
- 5) Summer packets will be provided to K-8 students in the areas of ELA and Math.
- 6) A committee has been formed to enhance the school's curriculum in diversity, equity and inclusion.

D. Professional Development:

- 1) ELA Consultants, Pam Kinnon and Christine Milton and Math Consultants, Sue Morris and Anthony Volforte have supported teachers with lesson planning, pacing and re-entry plans.
- 2) All administrators continue to participate in webinars to ensure compliance with NYSED guidelines/support staff with distance/virtual learning.
- 3) Staff/Grade Level/Department meetings continue to be held.
- 4) August Professional development for staff is in the process of being planned. Diversity, equity and inclusion will be a focus.

E. Parent Involvement/Activities:

- 1) Parent outreach efforts:
 - School phone lines are open daily from 8:00 am-4:00 pm
 - Meals (breakfast and lunch) offered daily to the school community
 - Teachers/Middle School Teacher Advisory continue to connect with parents 1-2 times per week.
- 2) Zoom Parent Workshops took place Tuesday, June 2, 2020.
- 3) 8th Grade Graduation is planned for Saturday, June 27, 2020.
- 4) Kindergarten End of the Year Celebration is tentatively scheduled for Monday,

June 29, 2020.

5) Student school supplies/belongings and summer packets will be distributed
June 24, 2020-June 26, 2020.

6) A Conversation of Race and Reforms Panel Discussion and Community Forum took
place Monday, June 22, 2020

F. Personnel:

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

G. Student Assessment:

1) Students will be given end of the year iReady assessments in the areas of ELA and Math
to measure growth.

H. Challenges:

1) Unknown state guidance for school re-entry.

I. Successes:

- 1) Zoom Parent Workshop.
- 2) Evergreen Charter School received \$200,000 from the New York Charter Schools Stimulus Fund Facilities Grant.
- 3) Mr. Gutierrez's 4th and 5th grade choir participated in an end of the year virtual performance.

J. Proposals:

1) New staff hires (resumes attached):

Alyssa Kurtzberg - Art Teacher (grades 3-5) Francesca Molinelli -Reading Support Teacher (ES)

Christina Russo- First Grade Teacher

Jessica Francavilla-Fourth/Fifth Grade Teacher

Juliana Kalinsky- ENL Teacher

Patricia Markey- Fourth/Fifth Grade Teacher

Josue Lara- Physical Education Teacher

Bridget Vanegas- Permanent Substitute

Faigy Gelbsterin- Teaching Assistant

Andrew Mege- Teaching Assistant

- 2) Budget 2020-21 School Year
- 3) Updated School Discipline Policy

K. Educational Trips and School Wide Instructional Activities:

- 1) Virtual Carnival Days have been planned

Attachments:

1. Resumes
2. 2020-21 Budget
3. School Discipline Policy

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

Questions and Comments from the Board of Trustees
--

Principal Leeper thanked everyone for their hard work throughout the year. She recognized the efforts of personnel especially during COVID-19 school closure. She thanked the entire planning committee for the 8th grade graduation. Graduation was held on Saturday June 27, 2020. It was a wonderful event and memorable graduation. She extended deepest gratitude to the people who helped with the kindergarten end of the year celebration as well.

She extended her gratitude to Shaun Skariah and Jason Black for their excellent support and all the help given to make the webinar on Race and Reform June 22 very successful. President Bernardino joined in thanking them on behalf of the Board of Trustees.

President Bernardino congratulated all graduates and the parents wished them well and best luck in their future. School supplies were distributed on the 25th. This was also very successful. Members of the Parents Associated helped with the distribution of supplies. Ms. Leeper thanked them for their efforts and also to Ms. Barrera for her "help and support."

Principal Leeper thanked Dr. Brewster and others for securing the \$200,000.00 grant from the Association of Charter schools.

School closure did not get in the way of all the successes at Evergreen. Principal Leeper thanked Ms. Evelyn Hernandez for coordinating the virtual Carnival Day and Mr. Levitan, Mr. Faulter and Mr. Reiss. Mr. Gutierrez created a virtual musical video that was very professional and absolutely wonderful with the students. President Bernardino joined on behalf of the Board of Trustees to thank and congratulate everyone. Principal Leeper encouraged everyone to watch the videos

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

Questions and Comments from the Public

One parent stated that the graduation was a beautiful moment and said it speaks volumes of everybody's efforts to educate our children. "We are very grateful for everything you do for the children".

Question and answer session followed:

Everyone is encouraged to watch the videos.

IV. Financial Report:

**Financial Report
by Ms. Knox**

Ms. Knox, Director of Finance and Operations presented the fiscal report:

Student enrollment = 596 (4 available spots were filled)

Meal claims had a delay because of the closure of child nutrition office. Only one month is still outstanding. We will be submitting final invoice for meals for the month of June. We are in the process of preparing the invoices for next year for all the districts. Adjustment had to be made because another child from Hempstead was enrolled today.

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

**Questions and
Comments from
the Board**

There were none.

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

**Questions and
Comments from
the public**

There were none

VII. Approval of Minutes

**Approval of
minutes.**

Resolved the Board of Trustees approved the minutes from May 27, 2020

Motion: Trustee Yvonne Mowatt

Second: Trustee Jose Canosa

Vote: 7:0

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

**Parent Association
Report**

No report.

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

Questions and
Comments from
Board of Trustees

President Bernardino wholeheartedly thanked the Parent Association for all their hard work and support for our School and our Mission and Vision.

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

Questions and
Comments from
the Public

There were none.

XI. Reading of the Resolutions:

Reading of
Resolutions

The resolutions were read in English and Spanish.

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

Questions and
comments from the
public

There were none.

XIII. Voting of the Resolutions:

Voting of the
resolutions

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

Name:	Position:
Alyssa Kurtzberg	Art Teacher (grades 3-5)
Francesca Molinelli	Reading Support Teacher (ES)
Christina Russo	First Grade Teacher
Jessica Francavilla	Fourth/Fifth Grade Teacher
Juliana Kalinsky	ENL Teacher
Patricia Markey	Fourth/Fifth Grade Teacher
Josue Lara	Physical Education Teacher
Bridget Vanegas	Permanent Substitute
Andrew Mege	Teaching Assistant
Ronald Rivera	High School Director

Motion: Trustee Ariel Sotelo

Second: Trustee Nancy Iglesias

Vote: 7:0

(Gladys was present but had technical difficulties and her vote could not be heard).

- 2) **Resolved**, the Board of Trustees approves the 2020-2021 budget

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

(Gladys was present but had technical difficulties and her vote could not be heard).

- 3) **Resolved**, the Board of Trustees approves the updated School discipline Policy

Motion: Trustee Nancy Iglesias
Second: Trustee Luis Ras
Vote: 7:0

(Gladys was present but had technical difficulties and her vote could not be heard).

- 4) **Resolved**, the Board of Trustees approves the School Calendar for 20-21.

Motion: Trustee Sarah Brewster
Second: Trustee Jose Canosa
Vote: 7:0

(Gladys was present but had technical difficulties and her vote could not be heard).

- 5) **Resolved**, The Board of Trustees approves the Mr. Bernardino to serve as president of the Board of Trustees for a three-year term commencing July 1, 2020 – June 30, 2023.

Motion: Trustee Yvonne Mowatt
Second: Trustee Nancy Iglesias
Vote: 7:0

(Gladys was present but had technical difficulties and her vote could not be heard).

XIV. Old/ New Business:

Old/New Business

President Bernardino indicated that we are waiting to hear from the County in reference to the opening of the school. We have different plans, but we have to wait to hear from the County or the State. "Obviously we cannot control this, but we are prepared for whatever needs to be done." We will keep you informed.

He ended by saying that "we started by giving food to 60 people and now we are up to 350 people who are in need of food. Special thanks to chef Josue and his kitchen staff, we are grateful that we can feed 350 families especially at this moment when they are having such difficulty"

We would also like to invite everyone for a moment of silence for all those people in our community who passed away due to COVID 19, also for the victims of racism. They were excellent, humble, respectful and caring people who loved and respected our school and our mission and vision."

XV. Announcements

Announcements

President Bernardino announced that he, Dr. Brewster and Mr. Dapolito are still working on the plans for the High School "it is not easy." We are meeting with different people, different companies and we are trying to identify the professionals with experience. As Dr. Brewster says, "anybody can build a school but not everyone can build a special school to represent our values, our mission and our dreams." We will keep everyone informed when we are ready. Right now we have nothing to present. We welcome your suggestions and you will be included in all plans.

Dr. Brewster thanked all the parents for their collective efforts. She also thanks everyone's efforts to get through COVID 19 closures as it has been extremely difficult.

Happy summer everyone.

XVI. Adjournment

Adjournment

Motion to adjourn made by: Trustee Yvonne Mowatt

Seconded by: Trustee Nancy Iglesias


Approved: 7:0

(Gladys was present but had technical difficulties and her vote could not be heard).

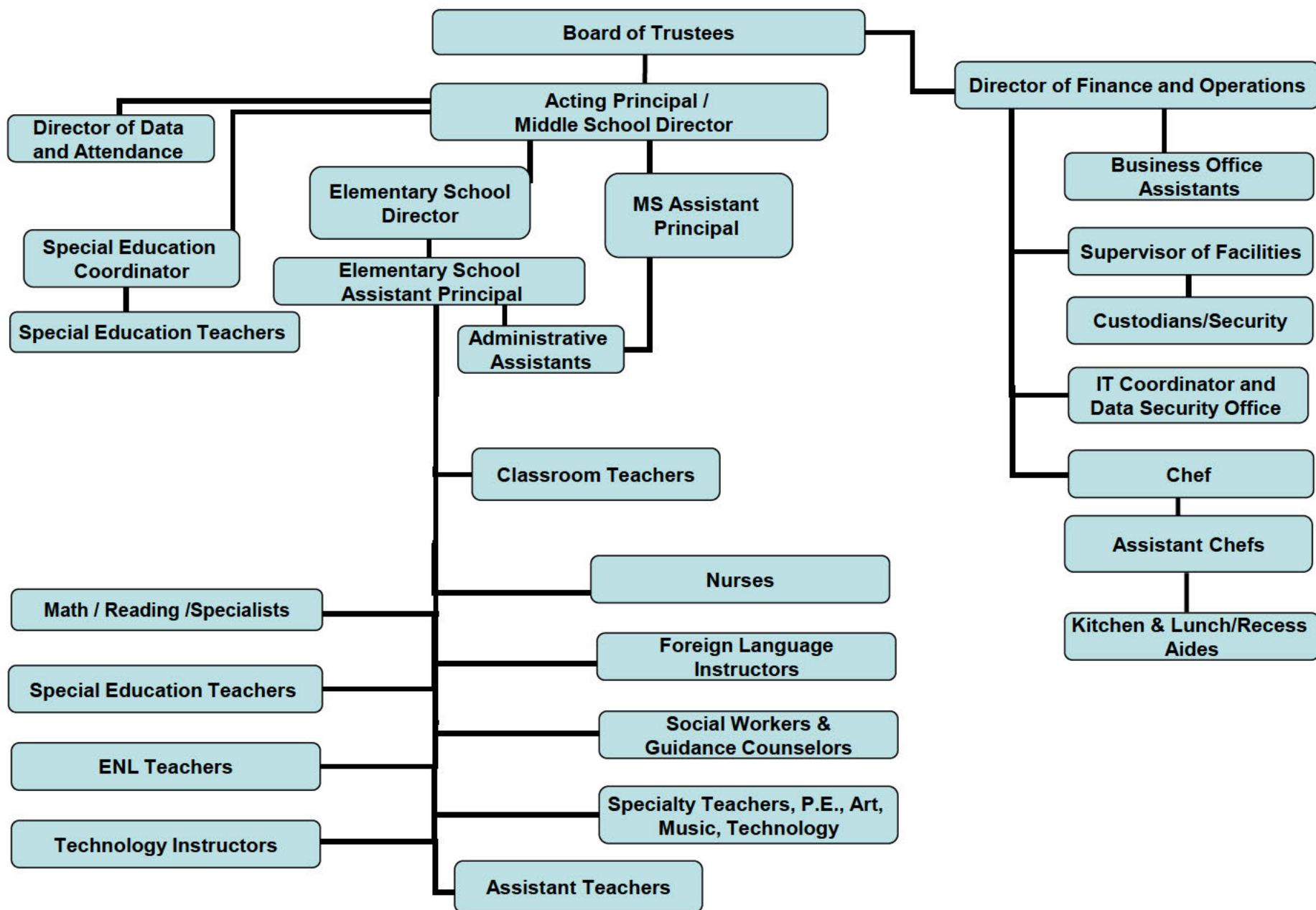
Meeting adjourned at: 8:00 pm

Minutes submitted by:

Gladys Rodriguez



Evergreen Charter School Organizational Chart





2020-2021 EVERGREEN CHARTER SCHOOL CALENDAR



SEPTEMBER - 2020						
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			
						20

OCTOBER - 2020						
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
						21

NOVEMBER - 2020						
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					
						18

DECEMBER - 2020						
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		
						16

JANUARY - 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						19

FEBRUARY - 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						
						15

MARCH - 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

APRIL - 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	
						20

MAY - 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					19

JUNE - 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			
						21

SCHOOL CLOSED	
Sept 7	Labor Day
Sept 28	Yom Kippur
Oct 12	Columbus Day
Nov 11	Veteran's Day
Nov 26-27	Thanksgiving Recess
Dec 23- Jan1	Holiday Recess
Jan 18	M.L.K. Jr. Day
Feb 15-19	Winter Recess
Mar 29-Apr 2	Spring Recess
May 13	Eid al-Fitr
May 31	Memorial Day

Academic Year

First Day for Students: Sept 1
Last Day: June 29

Total Days of Instruction: 189
 Total New Staff Days: 199
 Total Returning Staff Days: 197
If there are more than 2 snow days, June 30 will be added as an extra day. If a fourth day is needed, we will take away March 29 from the school break.

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 12- (grades 6-9)	February 2- (grades 6-9)	April 22- (grades K-2)
November 17- (grades 6-9)	February 4- (grades 3-5)	April 26- (grades 3-5)
November 19- (grades K-2)	February 8- (grades K-2)	April 29- (grades 6-9)
November 23 - (grades 3-5)	February 10- (grades 6-9)	May 3- (grades 6-9)

NYS TESTING DATES:

April 20-22 NYS ELA Test (gr 3-8)	May 4-6 NYS Math Test (gr 3-8)
May 25 - June 4 NYS Sci Performance Test (gr 4 & 8)	
June 7 NYS Sci Written Test (gr 4 & 8)	Regents: June (dates TBA)

BOARD MEETINGS: 9/30, 10/28, 11/18, 12/9, 1/27, 2/24, 3/24, 4/28, 5/26, 6/23
 New Staff PD 8/17-8/28, Returning Staff PD 8/19-8/28

PARENT ASSOCIATION MEETINGS - TBA
 Calendar effective June 2020 and subject to change

LAURA CURRAN
COUNTY EXECUTIVE

SCOTT D. TUSA
CHIEF FIRE MARSHAL



NASSAU COUNTY FIRE COMMISSION
OFFICE OF THE FIRE MARSHAL
1194 PROSPECT AVE
WESTBURY, NEW YORK 11590
(516) 573-9900

JULY 22, 2019
Location ID 35647

TO: ST CATHERINE OF SIENNA-ACTIVITIES
CENTER
(OR CURRENT OCCUPANT)
990 HOLZHEIMER ST
FRANKLIN SQUARE, NY, 11010

COPY

The Fire Code of New York State requires annual testing of emergency generator and emergency lighting systems. Article XIII, Section 13.5.4 of the Nassau County Fire Prevention Ordinance requires that the annual load test of such emergency generator and emergency lighting systems be witnessed by the Nassau County Fire Marshal.

As mandated by Article XXII of the Nassau County Fire Prevention Ordinance, fees shall be charged based on square footage for areas powered by generator, and by quantity of emergency light units for areas powered by battery. Additional fees are required per additional floor, for areas powered by generator or that contain more than 50 emergency light units.

COMPLETE THE BACK OF THIS FORM TO DETERMINE THE REQUIRED FEES

PAYMENT: Checks made payable to "Nassau County Treasurer" must be submitted with the completed application form to the following address:

Nassau County Fire Marshal
1194 Prospect Avenue
Westbury, NY 11590
Attn: ELT

SCHEDULING: After receipt of the proper fees and required information, the listed person will be contacted to confirm the test date and time. The test will last ninety (90) minutes, during which time power to the lighting in area must be disconnected, and the area closed to the public. The Fire Marshal's office requires that a manager, electrician, and/or IT person be present to disconnect power to ensure there are no problems with any electrical or computer systems. During the test a general safety inspection will also be conducted, which requires unrestricted access to all areas of the facility, all fire protection systems and all applicable maintenance records and logs. **Cancellation requests received less than 24-hours prior to the scheduled start time will result in a test failure and will require the submission of additional fees for the next inspection.** If there are any questions, please contact the office at (516) 573-9901.

FIRE MARSHAL USE ONLY:

Date _____ Amt Received _____ Check # _____
Loc. ID _____ Fee On Acct ID _____ Cash Receipt ID _____
Test Insp # _____ Test Date _____ Test Time _____ Test Result _____

copy paid 8/29/19

Please complete all of the following information

Scheduling Contact RON FREIFELD Phone [REDACTED]
Test Site Contact RON FREIFELD Phone [REDACTED]
Preferred Day of Week TBD Preferred Start Time _____

Type of System(s): Check all that apply

- ☐ Generator _____ # of Generator Systems
☒ Battery _____ # of Battery Light Units

Facility Dimensions: (length x width) _____ x _____ = Ground Floor Area _____ sq. ft.

Total # of Floors/Levels above and/or below the ground floor: _____

Emergency lighting systems that utilize **Emergency Generators**

- ☐ Facility with a ground floor area less than 2,500 sq. ft.
Quantity _____ x \$460.00 per system = Total: _____
- ☐ Facility with a ground floor area greater than 2,500 sq. ft. but less than 5,000 sq. ft.
Quantity _____ x \$590.00 per system = Total: _____
- ☐ Facility with a ground floor area greater than 5,000 sq. ft.
Quantity _____ x \$720.00 per system = Total: _____

Emergency lighting systems that utilize **Battery-powered Emergency Light Units**

- ☒ Facility with 1 to 25 emergency light units = \$460.00 = Total: 460-
- ☐ Facility with 26 to 50 emergency light units = \$590.00 = Total: _____
- ☐ Facility with 51 or more emergency light units = \$720.00 = Total: _____

Floor Charge

- ☐ Facility with 51 or more Emergency Light Units or any number of Emergency Generators
of Floors (from above) _____ x \$75.00 = Total: _____

Total Emergency Generator Fees \$ _____
+ Total Battery-powered Test Fees \$ _____
+ Floor Charge \$ _____
= Total Fees Submitted \$ 460.-

Any false statement(s) made herein are punishable as a Class A misdemeanor pursuant to Section 210.45 of the Penal Law.

Part I: General Information and Fire/Life Safety History
(to be completed annually)

The annual fire safety inspection for this building took place on:

NOTE: The Inspection Date cannot be earlier than 45 days before the Due Date.

Month		Day		year	

1. Indicate the primary use of this facility: (check one box)

a) Instructional	<input checked="" type="checkbox"/>	f) Maintenance	<input type="checkbox"/>
b) Administrative	<input type="checkbox"/>	g) Other (specify)	<input type="checkbox"/>
c) Bus Maintenance	<input type="checkbox"/>	h) Public Library	<input type="checkbox"/>
d) Bus Storage Only	<input type="checkbox"/>	i) Storage	<input type="checkbox"/>
e) Leased-Facility-Off-School-Grounds	<input type="checkbox"/>	j) Vacant	<input type="checkbox"/>

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 the system.

Public Owned ☒ School Owned ☐

Other _____ (specify)

4. Indicate the ownership of this facility: Owned ☐

Leased from others ☒

a. If the building is not District Owned, provide the name and address of Landlord or Building Owner:

St Catherine of Sienna _____ (name)

900 Holzheimer St _____ (address)

Franklin Square, NY 11010 _____ (address)

_____ (telephone #)

5. Does the District lease the building or spaces within the building to others? No ☒ Yes ☐

a. If yes, indicate the tenant(s):

_____ (name)

_____ (address)

_____ (address)

_____ (telephone #)

6. What is the current gross square footage of this facility?
(to the nearest whole ten feet)

--	--	--	--	--	--	--	--

7. If this facility is vacant, skip the remaining questions and go to Part II Non-Conformance Report Sheet
(on page 4) Vacant buildings are to be inspected for compliance with Items #25A-1 through #26A-3

8. If this facility is used for instruction, complete (a) – (d); otherwise go to question # 9.

a) Fire drills were held in accordance with Section 807 of State Education Law and Section F405 of the 2015 International Fire Code and F403.5.4 of the NYS Uniform Code Supplement. Yes ☐ No ☐

b) Average time to evacuate this facility:

--	--

Minutes

--	--

Seconds

c) Arson and fire prevention instruction was provided in accordance with Section 808 of State Education Law; which requires every school in New York State to provide a minimum of 45 minutes of instructions in arson, fire prevention, injury prevention, and life safety during each month that school is in session.

Yes ☐ No ☐

d) Employee fire prevention, evacuation, and fire safety training was provided and Records maintained in accordance with Section F406 of the 2015 International Fire Code.

Yes ☐ No ☐

9. If the fire alarm was activated since the last annual fire inspection, was the fire department immediately notified?

Yes ☐ No ☐

10. Have there been any fires in this facility since the last annual fire inspection?

Yes ☐ No ☒

If yes, indicate:

a) Number of fires

--	--

b) Total number of injuries

--	--

c) Total cost of property damage

\$

--	--	--	--	--	--	--	--

Part II: Public School Fire and Building Safety Non-Conformance Report Sheet

School District Evergreen Charter School

Building Name St. Catherine of Sienna School

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				
					11A-2					16D-2					24A-3				
04A-2					11B-1					17A-3					25A-1				
04B-2					11C-2					17B-2					25B-1				
04C-1					11D-2					17C-2					25C-1				
					11E-1					17D-2									
05A-3										17E-1					26A-3				
05B-2					12A-1					17F-3					<p style="text-align: center;">If any additional non-conformances are observed, check item 26A-3 and list the Code section below.</p> <p>_____</p> <p>_____</p> <p>_____</p>				
05C-2					12B-3					17G-1									
					12C-2					17H-2					<p style="text-align: center;">Inspector</p> <p style="text-align: center;">The inspector has been provided with a copy of the previous year's school fire safety report:</p> <p style="text-align: center;">Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>				
06A-1					12D-2					17I-2									
06B-1					12E-1	✓				17J-1									
06C-1					12F-1					17K-1									
06D-2					12G-1					17L-1									
06E-3					12H-1					18A-2									
06F-1					12I-1					18B-2									
06G-1					12J-1					18C-2									
06H-2					12K-1					18D-2									
					12L-1					19A-3									
07A-3					12M-1					19B-2									
07B-2					12N-1					19C-1									
07C-2					12O-2					19D-1									

All schools complete Section 8 only if the building has electrically-operated folding partitions.

Initial Inspection:

Fire Safety Inspector: Name John Convey
Date 08/30/20

Registry # NY0311295 (26E-4)

Final Inspection (if required):

Fire Safety Inspector: Name _____
Date _____

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: John Convey

Telephone #

Title: Code Enforcement Official

Registry #

Email:

(as designated by the NYS Department of State)

Section III-B. Building Administrator or Designee

The individual noted below certifies that this building was inspected on _____ (date) as indicated in Section III-A above.

Name: _____

Telephone #: (____) _____

Title: _____

Email: _____

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. For any uncorrected nonconformances that appear on this report, the Board of Education or Board of Trustees, at the meeting held pursuant to Section 807-a of the State Education Law, adopted a written plan of correction for those nonconformances, and such plan is available for public scrutiny.

Name: _____

Telephone #: (____) _____

Title: _____

Email: _____

Electronic Signature (via NYSED Portal)

CC COPY

January 2019

The University of the State of New York
THE STATE EDUCATION DEPARTMENT
 State Office of Religious and Independent Schools - Room 1078 Education Building Annex
 Albany, New York 12234

ANNUAL NONPUBLIC SCHOOL BUILDING FIRE SAFETY REPORT

(PLEASE PRINT)

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 fire hazard which might endanger the lives of students, teachers, and employees therein. (In compliance with N.Y. Education Law 807-A(1) and New York State Uniform Fire Prevention and Building Code (NYSUFPBC)).

School Name

Evergreen Charter School

Facility/Building Name

Circulo De La Hispanidad

Street Address (NO PO Box Numbers)

605 Peninsula Boulevard

City/Town/Village

New York Hempstead

Zip Code

11550

Name of Municipality Responsible for Local Code Enforcement

Village of Hempstead

Nonpublic School BEDS Code

280201860947

INSTRUCTIONS

- Read the "Manual for New York State Nonpublic School Facility Fire Safety Inspections" prior to inspecting the facility.
- A separate report must be completed for each 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 schools with electrically operated partitions (Regulations of the Commissioner 155.25).
 - Items 09A-2 through 25A-3 on the Non-Conformance Report Sheet – Must be completed for all schools (New York State Uniform Fire Prevention and Building Code).
- **Part III (A, B, C and D) Certifications.** To be completed by individuals as indicated.
- This form must be kept on file at the school for three years and must be available for public review.
- **Submitting the Report:** The final submission package includes a total of five pages. After the inspection, sign the Certifications on pages 4 and 5, staple the pages together, and mail to the address above.

Part I: General Information and Fire/Life Safety History
(to be completed annually)

1. Indicate the primary use of this facility: (check one box)

a) Student Instruction	<input checked="" type="checkbox"/>	b) Other Student Use (dormitory, dining hall, physical education building, etc.)	
------------------------	-------------------------------------	--	--

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 the system.

Public Owned _____ School Owned _____

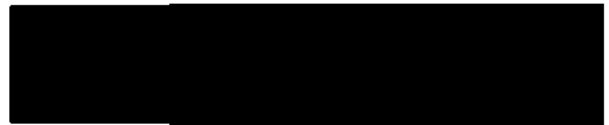
Other PRIVATE OWNER (specify)

4. Indicate the ownership of this facility.

Leased _____ Owned ☒

Other _____ (specify)

5. What is the current gross square footage of this facility?
(to the nearest whole ten feet)



6. If this facility is used for instruction, complete (a) – (d); otherwise go to question #7.

a) Fire drills were held in accordance with Section 807 of State Education Law and Sections F405 of the 2015 International Fire Code and F403.5.4 of the NYS Uniform Code Supplement.

Yes ☒ No ☐

b) Average time to evacuate this facility:

02

20

Minutes

Seconds

c) Student instruction in arson and fire prevention was provided in accordance with Section 808 of State Education Law; 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 during each month that school is in session.

Yes ☒ No ☐

d) Employee training in fire prevention, evacuation, and fire safety was provided during the past year, and Records maintained in accordance with Section F406 of the 2015 International Fire Code.

Yes ☒ No ☐

7. If the fire alarm was activated since the last annual fire inspection, was the fire department immediately notified in accordance with Section F401.3.2 of the 2015 International Fire Code?

Yes ☒ No ☐

8. Have there been any fires in this facility since the last annual fire inspection?

Yes _____

No ☒ _____

If yes, indicate:

a) Number of fires

--	--

b) Total number of injuries

--	--

c) Total cost of property damage

\$

--	--	--	--	--	--	--	--	--

Part II: Nonpublic School Fire Safety Non-Conformance Report Sheet

School Name _____ Building Name _____

Item #	Non-Conformance	Date Corrected
08A-2		
08B-2		
08C-2		
08D-2		
08E-2		
09A-2		
09B-2		
09C-1		
09D-1	11/2/19	2/20/20
09F-2		
09G-2		
10A-2		
10B-2		
10C-1		
10D-1		
11A-2		
11B-1		
11C-2		
11D-2		
11E-1		
12A-1		
12B-3		
12C-2		
12D-2		
12E-1		
12F-1		
12G-1		
12H-1		
12I-1		
12J-1		
12K-1		
12L-1		
12M-1		
12N-1		
12O-2		

Item #	Non-Conformance	Date Corrected
13A-2		
13B-2	11/7/19	2/20/20
14A-2		
14B-2		
14C-2		
14D-1		
14E-1		
15A-2		
15B-1		
15C-2		
15D-2		
15E-1	11/7/19	2/20/20
16A-2		
16B-2		
16C-2		
17A-3		
17B-2		
17C-2		
17D-2		
17E-1		
17F-3	11/7/19	2/20/20
17G-1		
17H-2		
17I-2		
17J-1		
17K-1		
17L-1		
18A-2		
18B-2		
18C-2		
18D-2		
19A-3		
19B-2		
19C-1		
19D-1		

Item #	Non-Conformance	Date Corrected
19E-1		
19F-1		
19G-1		
19H-2		
20A-1		
20B-1		
20C-1		
21A-3		
22A-3		
22B-3	11/7/19	2/20/20
22C-3		
23A-1		
23B-1		
23C-1		
23D-2		
24A-3		
25A-3		

If any additional non-conformances are observed, check item 25A-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

Please complete sections III-A, Section III-B and/or Section III-C, and Section III-D as directed below

Section III-A Fire Inspection Method

What method(s) did the school authorities use to complete the annual fire inspection for this building? **Check appropriate box(es)**

- ☐ Inspection by the **fire department** of the city, town, village or **fire district** in which the building is located (complete section III-B)
- ☐ Inspection by a **fire corporation** whose territory includes the school building (complete section III-B)
- ☐ 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 (complete section III-B)
- ☐ **Employing or contracting persons** who, in the judgment of the school authorities, are qualified to make such an inspection (complete section III-C)

For additional information regarding these methods, please refer to: <https://www.nysenate.gov/legislation/laws/EDN/807-A>

Section III-B-Fire Inspection by Local Fire Department, Fire District, Fire Corporation, or County Fire Coordinator

The individual noted below inspected this building on 11/7/19 (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: Joseph Cepano Title: Fire Marshal

Signature: [Signature] Date: 11/7/19

Inspector's Organization: Nassau County Fire Marshal office

Inspector's Telephone # [Redacted] Inspector's Email [Redacted]

Inspector's Registry # (assigned by the NYS Department of State) [Redacted]

Reinspection 2/20/2020 Joseph Cepano [Signature]

Section III-C Fire Inspection by Another Individual

School authorities must give reasonable notice of the date and time the annual fire inspection is to be made to the local fire official who has the regular duty of fighting fire in the building to be inspected. Such official, or any subordinate designated by him, may be present during the inspection and may also file a report of inspection.

The individual noted below inspected this building on _____ (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.

Inspector's Name: Joseph V. Capuano Title: Fire Marshal

Signature: please see attachment (pg. 5) Date: 2/20/2020

Inspector's Organization: Nassau County Fire Marshal Office

Inspector's Telephone #: [REDACTED] Inspector's Email: [REDACTED]

Inspector's Registry # (assigned by the NYS Department of State) [REDACTED]

Name of Local Fire Authority: Nassau County Fire Marshal Office

Address of Local Fire Authority: 1194 Prospect Avenue, Westbury, NY 11590

Notification Date: 2/20/2020 Fire Authority Contact Name: Nassau County Fire Marshal Office

Was a Local Fire Official Representative present at inspection?

☒ Yes
☐ No

(Joseph V. Capuano)

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 Fire Safety Non-Conformance Report Sheet* portion of this report were corrected on the date indicated, and that
3. For any uncorrected nonconformances that appear on this report, the Board of Trustees, has at the meeting held pursuant to Section 807-a of New York State Education Law, conferred with the fire chief concerning the alleged deficiencies appearing on the inspection report and the measures proposed to be taken to correct such deficiencies.

Name: Lisette M. Knox Title: Director of Finance and Operations

Signature: [REDACTED] Telephone #: _____

Email: [REDACTED]

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

FEE \$500.00

Certificate of Occupancy

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 Penninsula Blvd.
Location NEC Sycamore Ave. + Penninsula 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 Single 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. Case # 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
26 West Park Ave Long Beach NY 11561
(Name) (Street) (Village)

Five Hundred

Dollars

For Certificate of Occupancy

605 Penninsula Blvd

THIS IS NOT A PERMIT OR LICENSE

Fund	Code	Amount
ATS6001		500.00

CIC
27268

Please make check payable to:
Inc. Village of Hempstead

Rec'd By [Signature]