

I. SCHOOL INFORMATION AND COVER PAGE

Created Friday, July 05, 2013

Updated Wednesday, July 31, 2013

Page 1

1. SCHOOL NAME

(Select School name from dropdown menu; BEDS # appears first)

280201860947 EVERGREEN CS

2. CHARTER AUTHORIZER

Regents-Authorized Charter School

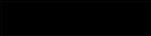
3. DISTRICT / CSD OF LOCATION

Hempstead

4. SCHOOL INFORMATION

PRIMARY ADDRESS	PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS
605 Peninsula Boulevard Hempstead, NY 11550	516-292-2060	516-292-0575	eccli.org

4a. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES

4a. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES Contact Name	Maritza Meyers
4a. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES Title	Principal
4a. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES Emergency Phone Number (###-###-####)	

5. SCHOOL WEB ADDRESS (URL)

www.evergreencharter.org

6. DATE OF INITIAL CHARTER

2009-01-01 00:00:00

7. DATE FIRST OPENED FOR INSTRUCTION

2009-09-01 00:00:00

8. TOTAL NUMBER OF STUDENTS ENROLLED IN 2012-13 (as reported on BEDS Day)

(as reported on BEDS Day)

9. GRADES SERVED IN SCHOOL YEAR 2012-13

Check all that apply

- K

- 1

- 2

- 3

- 4

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

Yes/No	Name of CMO/EMO
No	

11. FACILITIES

Will the School maintain or operate multiple sites?

No, just one site.

12. SCHOOL SITES

Please list the sites where the school will operate in 2013-14.

	Physical Address	Phone Number	District/CSD	Grades Served at Site	School at Full Capacity at Site	Facilities Agreement
Site 1 (same as primary site)	605 Peninsula Boulevard Hempstead, NY 11550	516-292-2060	HEMPSTEA D UFSD	k-5	No	Rent/Lease
Site 2						
Site 3						

12a. Please provide the contact information for Site 1 (same as the primary site).

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Maritza Meyers	[REDACTED]		[REDACTED]
Operational Leader	Maritza Meyers	[REDACTED]		[REDACTED]
Compliance Contact	Martiza Meyers	[REDACTED]		[REDACTED]
Complaint Contact	Maritza Meyers	[REDACTED]		[REDACTED]

13. Are the School sites co-located?

No

14. Were there any revisions to the school's charter during the 2012-2013 school year? (Please include both those that required authorizer approval and those that did not require authorizer approval).

Yes

15. 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 design or educational program	ECS submitted a change to revise its curriculum to allow for the use of Journeys for ELA programming and GoMath! for Math programming		
2				
3				
4				
5				

16. Our signatures 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 use the mouse on your PC or the stylus on your mobile device to sign your name).

• Yes

Signature, Head of Charter School



Signature, President of the Board of Trustees

Gil Bernardino

Thank you.

Signature Page for President of Board of Trustees

Created Thursday, August 01, 2013

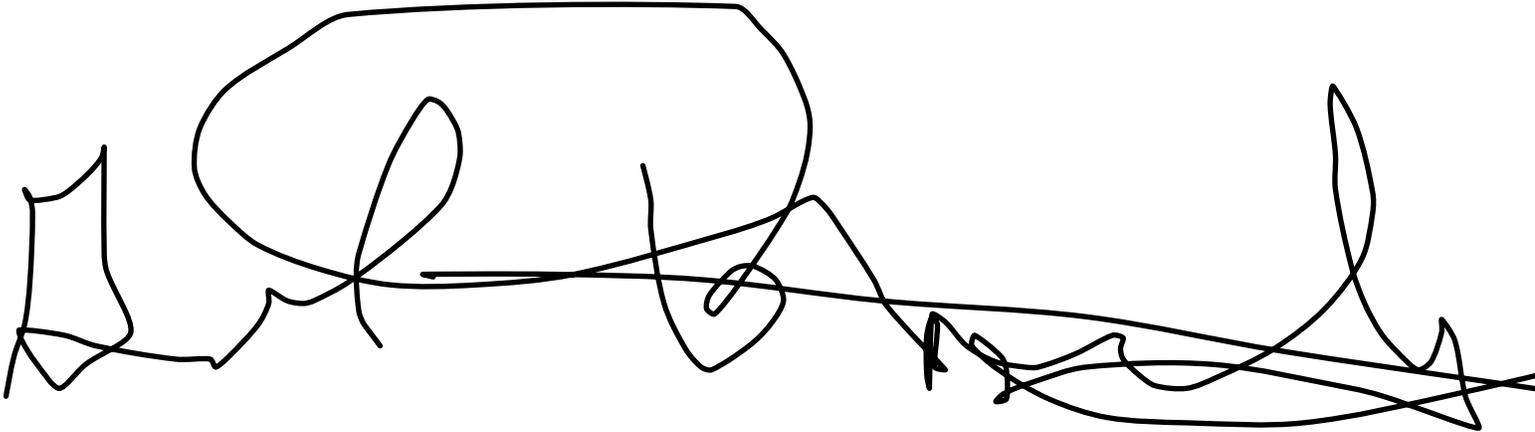
Page 1

280201860947 EVERGREEN CS

16. My signature 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 use the mouse on your PC or the stylist on your mobile device to sign your name).

• Yes

Signature, Board President

A large, stylized handwritten signature in black ink, consisting of several loops and a long horizontal stroke.

Thank you.

Appendix A: Progress Toward Goals

Created Wednesday, July 10, 2013

Updated Wednesday, July 31, 2013

Page 1

1. 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).

<https://reportcards.nysed.gov/files/2011-12/RC-2012-280201860947.pdf>

2. APPENDIX A: PROGRESS TOWARD CHARTER GOALS

2a. ACADEMIC STUDENT PERFORMANCE GOALS

If the Progress Toward Charter Goals are based on student performance data that the school will not have access to by August 1, 2013 (e.g., the NYS Assessment results), please list goals and explain this in the "Progress Towards Attainment" column. This information can be updated for Appendix A when available but no later than November 1, 2013. Board of Regents-authorized charter schools that opened for instruction in the fall of 2012 or that were renewed in 2012-13 will be held to the same charter-specific academic goals. Board of Regents-authorized charter schools will also be held accountable to Student Performance Benchmark 1 of the Performance Framework.

2012-13 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress	2012-2013 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
Academic Goal 1	75% of Kindergarten students will be proficient in ELA	Fox in the Box	81%	Met Objective
	75% of 1st Grade students will be proficient in ELA		75%	Met Objective
	75% of 2nd Grade students will be proficient in ELA		78%	Met Objective
Academic Goal 2	75% of Kindergarten students will be proficient in ELA	Fountas & Pinnell	80%	Met Objective
	75% of 1st Grade students will be proficient in ELA		76%	Met Objective
	75% of 2nd Grade students will be proficient in ELA		86%	Met Objective
			77%	Met Objective

	75% of 3rd Grade students will be proficient in ELA			
	75% of 4th Grade students will be proficient in ELA		68%	Did not meet Objective; To close the performance gap, the school will undertake the following initiatives: <ul style="list-style-type: none"> • Continue creating curriculum maps to provide a framework for instructional planning aligned to the Common Core Learning Standards • Continue flexible groupings, intervention periods and study hall periods to strengthen the school's intervention support for struggling students • Mandate time for teachers analyze student performance data on an ongoing basis • Provide professional development opportunities that supports the implementation of the Journeys reading program, includes research-based strategies to improve teacher pedagogy, and supports literacy instruction to English Language Learners • Increase and track the amount of time devoted to reading for all students
Academic Goal 3	75% of 3rd Grade students will be proficient in ELA 75% of 4th Grade students will be proficient in ELA	Grade 3 Common Core English Language Arts Test Grade 4 Common Core English Language Arts Test	Results not reported	Results not reported
Academic Goal 4	1) The gap between this year's 1st Grade's performance in reading in year 1 and 75% will be reduced by one half in year two, and by one half in each subsequent year. 2) The gap between this year's 2nd Grade's performance in reading in year 1 and 75% will be reduced by one half in year two, and by one half in each subsequent year.	IOWA Test of Basic Skills *The Form E Series was used in the 2012-2013 school year in (in previous years Form A was used) an effort to administer a more rigorous assessment that is aligned to the Common Core Learning Standards	1) 68% of students in year 1 met NCE of 50 and above. 62% of students in year 2 met NCE of 50. 2) 26% of students in year 1 met NCE of 50 and above. 57% of students in year 2 met NCE of 50. 39% of students in year 3 met NCE of 50. 3) 63% of students in year	Did not meet Objective; To close the performance gap, the school will undertake the following initiatives: <ul style="list-style-type: none"> • Continue creating curriculum maps to provide a framework for instructional planning aligned to the Common Core Learning Standards • Continue flexible groupings, intervention periods and study hall periods to strengthen the school's intervention

	<p>3) The gap between this year's 3rd Grade's performance in reading in year 1 and 75% will be reduced by one half in year two, and by one half in each subsequent year.</p> <p>4) The gap between this year's 4th Grade's performance in reading in year 1 and 75% will be reduced by one half in year two, and by one half in each subsequent year.</p>		<p>1 met NCE of 50 and above. 80% of students in year 2 met NCE of 50. 42% of students in year 3 met NCE of 50. 50% of students in year 4 met NCE of 50.</p> <p>4) 38% of students in year 1 met NCE of 50. 45% of students in year 2 met NCE of 50. 33.3% of students in year 3 met NCE of 50. 32% of students in year 4 met NCE of 50.</p>	<p>support for struggling students</p> <ul style="list-style-type: none"> • Mandate time for teachers to analyze student performance data on an ongoing basis • Provide professional development opportunities that supports the implementation of the Journeys reading program, includes research-based strategies to improve teacher pedagogy, and supports literacy instruction to English Language Learners • Increase and track the amount of time devoted to reading and writing for all students
Academic Goal 5	<p>Evergreen students will outperform students enrolled in the local district on the 3rd Grade NYS ELA Assessment</p> <p>Evergreen students will outperform students enrolled in the local district on the 4th Grade NYS ELA Assessment</p>	<p>Grade 3 Common Core English Language Arts Test</p> <p>Grade 4 Common Core English Language Arts Test</p>	Results not reported	Results not reported
Academic Goal 6	<p>75% of 3rd Grade students will be proficient in Mathematics</p> <p>75% of 4th Grade students will be proficient in Mathematics</p> <p>75% of 4th Grade students will be proficient in Science</p>	<p>Grade 3 Common Core Mathematics Test</p> <p>Grade 4 Common Core Mathematics Test</p> <p>Grade 4 NYS Science Test</p>	<p>Results not reported</p> <p>91.5% of 4th Grade students were proficient in Science</p>	<p>Results not reported</p> <p>Met Objective</p>
Academic Goal 7	<p>1) The gap between this year's 1st Grade's performance in math in year 1 and 75% will be reduced by one half in year two, and by one half in each subsequent year.</p> <p>2) The gap between this year's 2nd Grade's performance in math in year 1 and 75% will be reduced by one half in year two, and by one half in each subsequent year.</p>	<p>IOWA Test of Basic Skills</p> <p>*The Form E Series was used in the 2012-2013 school year an effort to administer a more rigorous assessment that is aligned to the Common Core Learning Standards</p>	<p>1) 45% of students in year 1 met NCE of 50 and above. 60% of students in year 2 met NCE of 50.</p> <p>2) 8% of students in year 1 met NCE of 50 and above. 46.9% of students in year 2 met NCE of 50 and above. 63% of students in year 3 met NCE of 50.</p> <p>3) 25% of students in year</p>	<p>Grades 1-3 Met Objective Grade 4 Did not meet Objective; To close the performance gap, the school will undertake the following initiatives:</p> <ul style="list-style-type: none"> •Continue creating curriculum maps to provide a framework for instructional planning aligned to the Common Core Learning Standards •Continue flexible groupings, intervention

	<p>3) The gap between this year's 3rd Grade's performance in math in year 1 and 75% will be reduced by one half in year two, and by one half in each subsequent year.</p> <p>The gap between this year's 4th Grade's performance in math in year 1 and 75% will be reduced by one half in year two, and by one half in each subsequent year.</p>		<p>1 met NCE of 50 and above. 60% of students in year 2 met NCE of 50 and above. 4.5% of students in year 3 met NCE of 50 and above. 65% of students in year 4 met NCE of 50.</p> <p>4) 3% of students in year 1 met NCE of 50 and above. 15% of students in year 2 met NCE of 50 and above. 26.2% of students in year 3 met NCE of 50 and above. 47% of students in year 4 met NCE of 50.</p>	<p>periods and study hall periods to strengthen the school's intervention support for struggling students</p> <ul style="list-style-type: none"> •Mandate time for teachers to analyze student performance data on an ongoing basis •Provide professional development opportunities that deepens teachers understanding of the theory and models needed to rigorously implement the Common Core Learning Standards, NYS Instructional Shifts in Mathematics and the 8 Standards for Mathematical Practice
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Academic Goal 8	<p>Evergreen students will outperform students enrolled in the local district on the 3rd Grade NYS Math Assessment</p> <p>Evergreen students will outperform students enrolled in the local district on the 4th Grade NYS Math Assessment</p>	<p>Grade 3 Common Core Mathematics Test</p> <p>Grade 4 Common Core Mathematics Test</p>	Results not reported	Results not reported
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2a1. Do have more academic goals to add?

No

2a2. Do have more academic goals to add?

(No response)

2b. ORGANIZATIONAL GOALS

2012-13 Progress Toward Attainment of Organizational Goals

	Organizational Goal	Measure Used to Evaluate Progress	2012-2013 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
Org Goal 1	Evergreen Charter School will have an annual average attendance of at least 90%	PowerSchool Attendance Summary Report	91.93%	Met Objective
Org Goal 2	95% of students will return to Evergreen Charter School	Enrollment Data	94%	Did not meet Objective In collaboration with area social service organizations including Circulo de la Hispanidad, the school Social Worker will assist parents to find affordable apartments and other support services to help address needs and achieve greater stability.
Org Goal 3	80% of parents will express satisfaction with the instructional program and staff at Evergreen Charter School	Parent Survey	97%	Met Objective
Org Goal 4				
Org Goal 5				

2b.1 Do you have more organizational goals to add?

(No response)

2012-13 Progress Toward Attainment of Organizational Goals

	Organizational Goal	Measure Used to Evaluate Progress	2012-2013 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
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				

2c. FINANCIAL GOALS

2012-13 Progress Toward Attainment of Financial Goals

Financial Goals	Measure Used to Evaluate Progress	2012-2013 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
Financial Goal 1			
Financial Goal 2			
Financial Goal 3			
Financial Goal 4			
Financial Goal 5			



Un-Audited Financial Report Twelve Months Ended June 30, 2013

Fiscal Year July 12- June 13

APPENDIX B

**YTD
Actual**

REVENUES-Operations

Public support

Government grants	135,716
Public School District	4,503,537
Total public support	4,639,253

Program service fees and other revenues

Food Program	112,082
Summer Program and Field Trips	3,139
Other income	12,403
Total program service fees and revenues	127,624

Total Revenues	4,766,877
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EXPENDITURES-Operations

Payroll and related labor costs

Payroll	2,075,266
Taxes and benefits	517,928
Total personnel services	2,593,194
Taxes and benefits percentage	25%

OTPS

Contractual Services - Schedule 1	158,885
Food	103,985
Insurance	17,022
Maintenance and Repairs/Mechanical System - Schedule 2	59,539
Occupancy	893,155
Office Expenses - Schedule 3	86,087
Pupil Supplies/Furniture - Schedule 4	220,600
Professional Costs - Schedule 5	185,023
Utilities	53,684
Total OTPS	1,777,980

Total operating expenditures	4,371,174
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REVENUES OVER (UNDER) EXPENDITURES - Operations	395,703
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Construction costs	(305,364)
New classrooms Furniture	(19,354)
New Classroom smart boards and computer equipment	(51,606)
Construction revenue	-
	19,379

REVENUES OVER (UNDER) EXPENDITURES	19,379
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Total Expenditures Per Pupil	17,555
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Administrative Expenditures Per Pupil	2,685
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Financial A

School Name:

Date:

School Fiscal Contact Name:

School Fiscal Contact Email:

School Fiscal Contact Phone:

District of Location:

Authorizer:

Years of Operation:

Facility:

Grades Currently Served:

Planned Grades at Full Capacity:

Enrollment:

Max Enrollment:

Year of Most Recent Data

School Fiscal Contact Phone:

School Audit Firm Name:

School Audit Contact Name:

School Audit Contact Email:

School Audit Contact Phone:

Latest Audit Period (through June 30):

Do Not Use this Box



Audit Supplemental Data Request Form

for Regents-Authorized Charter Schools

Evergreen Charter School

Enter Submission Date (07/30/2013)

Matthew Dapolito

[REDACTED]
[REDACTED]
Hempstead
SED
2009--resent
private
K-12
K-12
249
250
2013
[REDACTED]

Condon O'Meara McGinty and Donnelly LLP

Kevin Foley

kfoley@comdcpa.com

212-661-7777

2012

Evergreen Charter School2012

FILL IN GRAY CELLS

Evergreen Charter School

STATEMENTS OF FINANCIAL POSITION

FOR THE YEARS ENDED JUNE 30,

	<u>2013</u>	<u>2012</u>
ASSETS		
CURRENT ASSETS		
Cash and cash equivalents	\$274,057	\$218,987
Grants and contracts receivable	-	-
Accounts receivables	128,038	54,499
Inventory	-	-
Prepaid Expenses	5,637	28,762
Contributions and other receivables	-	-
Other	<u>3,333</u>	<u>-</u>
TOTAL CURRENT ASSETS	\$411,065	\$302,248
OTHER ASSETS		
Investments	\$-	\$-
Property, Plant and Equipment, Net	631,159	664,710
Restricted Cash	<u>-</u>	<u>-</u>
OTHER ASSETS	\$631,159	\$664,710
TOTAL ASSETS	\$1,042,224	\$966,958
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES		
Accounts payable and accrued expenses	\$413,544	\$319,576
Accrued payroll and benefits	-	-
Refundable Advances	-	-
Dreferred Revenue	-	-
Current maturities of long-term debt	-	-
Short Term Debt - Bonds, Notes Payable	-	-
Other	<u>27,717</u>	<u>27,717</u>
TOTAL CURRENT LIABILITIES	\$441,261	\$347,293
LONG-TERM DEBT, net current maturities	\$-	\$-
TOTAL LIABILITIES	\$441,261	\$347,293
NET ASSETS		
Unrestricted	\$600,963	\$619,665
Temporarily restricted	<u>-</u>	<u>-</u>
TOTAL NET ASSETS	\$600,963	\$619,665
TOTAL LIABILITIES AND NET ASSETS	\$1,042,224	\$966,958
	<i>Check</i>	-

FILL IN GRAY CELLS

Evergreen Charter School
STATEMENTS OF ACTIVITIES
 FOR THE YEARS ENDED JUNE 30,

	2013			2012
	Unrestricted	Temporarily Restricted	Total	Total
REVENUE, GAINS AND OTHER SUPPORT				
State & Local Operating Revenue	\$4,503,537	\$-	\$4,503,537	\$3,619,452
Federal - Title and IDEA	135,716	-	135,716	81,990
Federal - Other	-	-	-	-
State and City Grants	-	-	-	-
Contributions and private grants	-	-	-	-
After school revenue	-	-	-	-
Other	15,542	-	15,542	16,143
Food Service/Child Nutrition Program	<u>112,082</u>	<u>-</u>	<u>112,082</u>	<u>111,681</u>
TOTAL REVENUE, GAINS AND OTHER SUPPORT	\$4,766,877	\$-	\$4,766,877	\$3,829,266
EXPENSES				
Program Services				
Regular Education	\$3,965,571	\$-	\$3,965,571	\$3,021,639
Special Education	113,291	-	113,291	94,017
Other Programs	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Program Services	\$4,078,862	\$-	\$4,078,862	\$3,115,656
Supporting Services				
Management and general	\$668,635	\$-	\$668,635	\$582,558
Fundraising	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL OPERATING EXPENSES	\$4,747,497	\$-	\$4,747,497	\$3,698,214
SURPLUS / (DEFICIT) FROM SCHOOL OPERATIONS	\$19,380	\$-	\$19,380	\$131,052
Contributions				
Foundations	\$-	\$-	\$-	\$-
Individuals	-	-	-	-
Corporations	-	-	-	-
Fundraising	-	-	-	-
Interest income	-	-	-	-
Miscellaneous income	-	-	-	-
Net assets released from restriction	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL SUPPORT AND OTHER REVENUE	\$-	\$-	\$-	\$-
CHANGE IN NET ASSETS	\$19,380	\$-	\$19,380	\$131,052
NET ASSETS BEGINNING OF YEAR	\$-	\$-	\$-	\$488,613
PRIOR YEAR/PERIOD ADJUSTMENTS	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
NET ASSETS - END OF YEAR	\$19,380	\$-	\$19,380	\$619,665

**Proposed Budget Year Ending
June 30, 2014
Appendix D**

*Budget
13-14*

REVENUES-Operations

Public support

Government grants	150,000
Public School District	5,382,870
<i>Total public support</i>	5,532,870

Program service fees and other revenues

Food Program	110,000
Summer Program and Field Trips	2,000
Other income	5,000
<i>Total program service fees and revenues</i>	117,000

Total Revenues

5,649,870

EXPENDITURES-Operations

Payroll and related labor costs

Payroll	2,386,010
Taxes and benefits	668,083
<i>Total personnel services</i>	3,054,093
Taxes and benefits percentage	28%

OTPS

Contractual Services - Schedule 1	259,000
Food	114,500
Insurance	25,000
Maintenance and Repairs/Mechanical System - Schedule 2	83,020
Occupancy	1,009,082
Office Expenses - Schedule 3	106,400
Pupil Supplies/Furniture - Schedule 4	216,000
Professional Costs - Schedule 5	224,000
Utilities	55,000
<i>Total OTPS</i>	2,092,002

Total operating expenditures

5,146,095

REVENUES OVER (UNDER) EXPENDITURES - Operations

503,775

Construction costs

New classrooms Furniture (300,000)

New Classroom smart boards and computer equipment (190,000)

Construction revenue

-

REVENUES OVER (UNDER) EXPENDITURES

13,775

Appendix E: Disclosure of Financial Interest Form

Created Wednesday, July 17, 2013

Page 1

280201860947 EVERGREEN CS

An Appendix E: Disclosure of Financial Interest Form must be completed for each active Trustee who served on the charter school's Board of Trustees during the 2012-13 school year. Trustees are at times difficult to track down in the summer months. Trustees may complete and submit at their leisure (but before the deadline) their individual form at: <http://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/>.

Trustees who are technologically advanced may complete the survey using their smartphones or other mobile devices by downloading the this bar code link to the survey <http://fluidsurveys.com/account/surveys/210748/publish/qrcode/>. (Make sure you have the bar code application reader on your phone).

If a Trustee is unable to complete the form by the deadline (i.e, out of the country), the school is responsible for submitting the information required on the form for that individual trustee.

Just send the links via email today to your Trustees requesting that they each complete their form as soon as possible.

Thank you.

Yes, each member of the school's Board of Trustees has received a link to the Disclosure of Financial Interest Form.

Yes

Thank you.

Appendix F: BOT Membership Table

Created Thursday, July 11, 2013

Updated Wednesday, July 17, 2013

Page 1

280201860947 EVERGREEN CS

1. Current Board Member Information

	Full Name of Individual Trustees	Position on Board (Officer or Rep).	Voting Member	Area of Expertise &/or Additional Role	Terms Served & Length (include date of election and expiration)	Committee affiliations
1	Gil Bernardino	Chair/President	Yes	Education, management, community relations, finance, personnel	2 terms 2009-2011 2011-2014 commencing and ending at school year	Executive Finance Education and Accountability Personnel
2	Jose Canosa	Treasurer	Yes	Law, community relations, finance	1 term 2012-2015 commencing and ending at school year	Executive Finance Education and Accountability
3	Sarah Brewster	Vice Chair/Vice President	Yes	Education, management, community relations, finance, law, personnel	2 terms 2009-2012 2012-2015 commencing and ending at school year	Executive Finance Education and Accountability Personnel
4	Gladys Rodriguez	Secretary	Yes	personnel, community relations, fundraising	2 terms 2009-2012 2012-2015 commencing and ending at school year	Executive Finance
5	Nancy Iglesias	Member	Yes	community relations, fundraising	1 term 2012-2015 commencing and ending at school year	Education and Accountability
6	Yvonne Mowatt	Member	Yes	Finance, management, personnel, community relations	3 terms 2009-2010 2010-2013 2013-2016 commencing and ending at school year	Finance Educational and Accountability Personnel
7	Ariel Sotelo	Parent Rep	Yes	Parent Representative, management, community relations, law	2 terms 2009-2011 2011-2014	Education and Accountability Finance Personnel
8	Luis Ras	Member	Yes	Law, community relations	2 terms 2009-2011 2011-2014	Finance Personnel
9						
10						

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18
19
20

2. Total Number of Members Joining Board during the 2012-13 school year

2

3. Total Number of Members Departing the Board during the 2012-13 school year

3

4. According to the School's by-laws, what is the maximum number of trustees that may comprise the governing board?

15

5. How many times did the Board meet during the 2012-13 school year?

12

6. How many times will the Board meet during the 2013-14 school year?

11

Thank you.

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

July 18, 2012

7:45 pm

Members Present: Mr. Gil Bernardino
Dr. David Boone
Dr. Sarah Brewster
Mr. Luis Ras, Esq.
Ms. Yvonne Mowatt
Ms. Gladys Rodriguez
Mr. Ariel Sotelo

Absent: Ms. Rebecca Sanin
Mr. James Mullin

Also Present: Ms. Maritza Meyers, Principal

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

I. Welcome & Call to Order

The meeting was called to order by President Bernardino at 7:54 pm. He welcomed and thanked everyone for being there. President Bernardino asked everyone if they had received a letter in reference to uniforms. He also reminded everyone that the meeting was open to all to ask questions. He introduced Principal Maritza Meyers for the monthly Principal's report.

Welcome and Call to order: President Gil Bernardino
--

II. Monthly Report by the Principal

The principal reported that the school working was hard in preparation for the 2012-2013 school year. Over the course of the summer, the principal will be working with staff to review and enhance the Math curriculum among other areas. To address reading concerns, administration has recommended using Journeys as the curriculum for literacy instruction. (see attached materials). Journeys has been used by many school districts with successful results. Administration will be reviewing areas of growth for students and will be working with staff to target the needs of ECS students.

Monthly Report by Principal
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The principal reported that students made significant gains in the area of Math. Gains in literacy were not as significant. She indicated that the new literacy curriculum would help address concerns coupled with a rigorous professional development program designed to assist teachers in their work with children.

III. Questions and comments from the Board related to Principal's report.

Trustees Brewster indicated that ECS needed to focus on literacy in addition to other instruction. She indicated that that Board was implementing the recommendations of the administration and that the Board was allocating funds to ensure that professional development could be supported in full in addition to funds for curriculum and other materials.

**Questions and
Comments from
the Board**

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

**Questions and
Comments from
the Public**

- A parent congratulated Principal Meyers and her staff for an excellent ceremony for Kindergarten graduation. Parent commented that it was a great cultural event and that the Flamenco Dancers gave it a special touch.
- A suggestion was made to send information to parents at the beginning of the year regarding testing.
- Trustee Mowatt thanked parents for their suggestions.

V. Financial Report:

Financial Report

David Boone presented the Financial Report. Please see attached report.

VI. Questions and Comments from the Board of Trustees

Trustee Brewster explained that audit preparations are underway. President Bernardino explained that we are in receipt of 70% of district funds. The business office will follow up with the remaining funds owed.

**Questions and
Comments from
the Board**

VII. Questions and Comments from the Public

There were none.

**Questions and
Comments from
the Public**

VIII. Approval of Minutes from past meeting

**Approval of
Minutes from Past
Meeting**

President Bernardino called for a motion to approve the minutes of the meeting held on June 20, 2012

Motion by: Trustee Yvonne Mowatt
Seconded by: Trustee Ariel Sotelo
Vote: 7:0

IX. Reading of the Resolutions

Read by Trustee Sarah Brewster. Translated by President Gil Bernardino. The text of the resolutions and the vote on each appears below:

**Reading and
Consideration of
Resolutions**

X. Questions and comments from the Board related to resolutions

There were none.

**Questions and
comments from the
Board**

XI. Questions and comments from the public related to resolutions

Discussion occurred on the following
-school calendar

**Questions and
comments from the
public**

XII. Approval of Resolutions

**Voting of the
Resolutions**

**Evergreen Charter School
Agenda Items for Resolutions:
18th of July 2012**

1. **Resolved**, that the Evergreen Charter School upon the recommendation of the principal, authorizes the approval of Journeys as a reading curriculum to support students in English Language Arts.

This proposed curriculum is aligned to common core standards, provides materials specifically for ELLs, provides opportunities for differentiated daily instruction in reading, provides formative and summative assessments, and integrates technology, prepares students for ELA testing using skills embedded into the curriculum, addresses vocabulary on different levels and is teacher and student friendly. The decision to adopt

this program has been made in consultation with principals from other schools and using Evergreen school data and feedback from staff.

Motion by: Trustee Sarah Brewster
Seconded by: Trustee Gladys Rodriguez
Vote: 7:0

2. **Resolved**, that the Evergreen Charter School Board of Directors authorizes a change to its charter to include the inclusion of Journeys as its literacy curriculum.

Approval will be sought from the New York State Board of Education for this change.

Motion by: Trustee Sarah Brewster
Seconded by: Trustee Ariel Sotelo
Vote: 7:0

3. **Resolved**, that the Evergreen Charter School Board of Directors approves the use of Go-Math curriculum for the 3rd and 4th Grade.

Motion by: Trustee Yvonne Mowatt
Seconded by: Trustee Sarah Brewster
Vote: 7:0

4. **Resolved**, that the Evergreen Charter School Board of Directors authorizes a change to its charter to include the use of Go Math! Curriculum to be used for its 3rd and 4th Grade instead of the current curriculum envisions math.

Approval will be sought from the New York State Board of Education for this change.

Motion by: Trustee Gladys Rodriguez
Seconded by: Trustee Ariel Sotelo
Vote: 7:0

5. **Resolved**, that the Evergreen Charter School Board of Directors approves the purchase of a seven year license for its Science curriculum for the 3rd and 4th grade. This is the current curriculum used by the school however this version

is aligned to the common core for a total cost of \$10,869.79. Additional lab equipment will also be purchased to support this curriculum at a cost of approximately \$1,500.

Motion by: Trustee Ariel Sotelo
Seconded by: Trustee Yvonne Mowatt
Vote: 7:0

6. **Resolved** that the Evergreen Charter School Board of Directors approves the use of E-doctrina for creating power standards and assessments.

This software has been used during the 2011-2012 school year. The resolution allows for expanded use of the software at a cost of \$2,500 for the 2012-2013 school year.

Motion by: Trustee Ariel Sotelo
Seconded by: Trustee Yvonne Mowatt
Vote: 7:0

7. **Resolved**, that the Evergreen Charter School Board of Trustees approves the modification to its school calendar recommended by the school administration.

The modification includes a school closure scheduled for April 1st, and an additional day to be added at the end of the school calendar year for teachers only to close out the school year.

Motion by: Trustee Gladys Rodriguez
Seconded by: Trustee Luis Ras
Vote: 7:0

8. **Resolved**, that the Evergreen Charter School Board of Trustees approves the summer position of Evergreen math curriculum coordinator to develop Evergreen's math curriculum and align it to the common core. Time for this job is 168 hours, for a total cost of \$5,000.

Motion by: Trustee Yvonne Mowatt
Seconded by: Trustee Gladys Rodriguez
Vote: 7:0

9. **Resolved**, that the Evergreen Charter School Board of Trustees approves the summer position of Evergreen science and social studies curriculum coordinator to develop the science and social studies curriculum for the 3rd

grade and align it to the common core. Time for this job is 168 hours for a total cost of \$5,000.

Motion by: Trustee Ariel Sotelo
Seconded by: Trustee Sarah Brewster
Vote: 7:0

10. **Resolved**, that the Evergreen Charter School Board of Trustees accept and approve the staffing recommendations of the Principal for the 2012-2013 school year consisting of:

<u>Name</u>	<u>Position</u>
Ms. Danielle Lavoie	Leave Replacement
Ms. Lina Onufrock	Spanish Teacher
Ms. Cleopatra Panagiosoulis	Learning Specialist/Data Specialist
Ms. Elizabeth Cunningham	ESL/Spanish Teacher
Mr. Andrew Peterson	4 th Grade Teacher
Ms. Jennifer Morgenstern	Special Education Teacher
Ms. Saranna Aversano	4 th Grade Teacher
Mr. Niko Reyes	Permanent Substitute
Ms. Shannon Rickard-Picinich	3 rd Grade
Ms. Karen Leeper	Data Coordinator for Math

Motion by: Trustee Yvonne Mowatt
Seconded by: Trustee Gladys Rodriguez
Vote: 7:0

11. **Resolved** that the Evergreen Charter School Board of Trustees approve the nomination of Board Member Elect Nancy Iglesias for a three year terms commencing the 2012-2013 school year and terminating the 2014-2015 school year.

Final Board Member approval is subject to approval from the New York State Board of Education.

Motion by: Trustee Gladys Rodriguez
Seconded by: Trustee Yvonne Mowatt
Vote: 7:0

12. **Resolved**, that the Evergreen Charter School Board of Trustees approve the nomination of Board Member Elect Jose Canosa for a three year term commencing the 2012-2103 school year and terminating the 2014-2015 school year.

Final Board Member approval is subject to approval from the New York State Board of Education.

Motion by: Trustee Yvonne Mowatt
Seconded by: Trustee Gladys Rodriguez
Vote: 7:0

13. **Resolved**, that the Evergreen Charter School Board of Trustees approve the recommendation of the administration to reduce the position of Art teacher to half time.

Motion by: Trustee Ariel Sotelo
Seconded by: Trustee David Boone
Vote: 9:0

14. **Resolved**, that the Evergreen Charter School Board of Trustees approves the proposal of Public Strategies, LLC, to provide support to Evergreen Charter School during its 2012-2013 school year for a cost of \$3,000 a month, for a 12 month period or a total cost of \$36,000.

The purpose of this contract is to provide support to Evergreen Charter School and engage in strategies to assist the school focus on its organizational

priorities. In addition, the purpose of this proposal is to serve as a resource to policymakers regarding ECS organizational priorities.

See attached proposal.

Motion by: Trustee David Boone
Seconded by: Trustee Ariel Sotelo
Vote: 7:0

15. **Resolved**, that the Evergreen Charter School Board of Trustees approves a contract with Nassau BOCES for its Power School license, hosting, support, and training in the amount of \$11,980.

Evergreen will also seek additional training and support, above this contract agreement if needed, as needed to support the needs of Evergreen Charter School.

Motion by: Trustee Sarah Brewster
Seconded by: Trustee Yvonne Mowatt
Vote: 7:0

XIII. Parent Association Representative

The Parent Association Representative explained that movie night was very successful and that plans are being implemented for uniform exchange. Parents and students are preparing for the 2012-2013 school year.

Parent Association Representative
--

XIV. Old/New Business

There were none.

Old/new business

XV. Questions and Comments

There were none

Questions and Comments

XVI. Announcements

There were none.

Announcements

XVII. Motion to move into Executive Session for the purpose of discussing matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or persons.

**Motion Into
Executive Session**

Motion made by: Trustee Yvonne Mowatt
Seconded by: Trustee Ariel Sotelo
Approved: 7:0

Adjournment (after executive meeting)

Adjournment

Motion to adjourn made by: Trustee Yvonne Mowatt
Seconded by: Trustee Ariel Sotelo
Approved: 7:0

Meeting adjourned at: 9:35 pm.

Minutes submitted by: Gladys Rodriguez
Gladys Rodriguez, Secretary

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

September 26, 2012

7:48 pm

Members:

Mr. Gil Bernardino	Present
Dr. David Boone	Absent
Dr. Sarah Brewster	Present
Mr. Jose Canosa, Esq.	Absent
Ms. Nancy Iglesias	Present
Mr. Luis Ras, Esq.	Present
Ms. Yvonne Mowatt	Present
Ms. Gladys Rodriguez	Present
Mr. Ariel Sotelo	Present

Also Present: Dr. Jossie O’Neill, Assistant Principal

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

I. Welcome & Call to Order

President Bernardino welcomed everyone and explained that Principal Meyers is not here today and that Dr. Jossie O’Neill, Assistant Principal is here to present the report on her behalf.

Welcome and Call to order: President Gil Bernardino
--

II. Monthly Report by the Principal

Dr. ONeill explained that there were two weeks of professional development from August 20 to August 31, 2012. The main topics included: New organizational Structures for Teaching and Learning, Executive Function and Social Emotional Development, New reading Program, Journey’s, Literacy and Math (K-4) Curriculum/ Instruction, Building Home/School Connections to Support Academic Language. eDoctrina and School Assessments, lunch/Recess new structures and organization for Lunch Aids and School Expectations, and a review of the Teacher Manual. Assistant Principal O’Neill stated that the new academic structure is now divided into two houses: Kindergarten to 2nd grade House and 3rd and 4th grade House. The first day of school was September 4th and

Monthly Report by Principal

there were 250 enrolled students from K-4th grade. Approximately 300 parents attended the Meet the Teacher night on September 20, 2012. Evergreen Charter School conducted assessment tests that were given to children from K to 4th to assess needs. Evergreen is exploring the use of a new reading and math program (Journeys and Go-Math) aligned to the common core standards. Evergreen Charter School is using professional development with Aussie's to provide support to staff in the areas of literacy and math. Professional development and conferences have been scheduled for every Wednesday for both K-2 and 3-4 houses. On October 4, 2012 a meeting will be held with parents to discuss how to work with children to help them achieve. Trips planned for the month include: the first grade is going to the Bronx Zoo on October 10, 2012, and the kindergarten classes will be going to White Post Farms on October 26, 2012.

III. Questions and comments from the Board related to Principal's report.

**Questions and
Comments from
the Board**

President Bernardino explained that last year Evergreen had Saturday extra help for children when we discovered that our children were not reading at grade level. This was in addition to the special sessions held during the week. We also hired a new reading specialist and a Math Specialist. English Language Arts (ELA) and Math tests for 3rd graders showed that Evergreen Children scored at 78.7 % proficiency in Math and 48.9% in ELA. Hempstead in comparison scored 41.2% in Math and 32.9% in ELA. We would like for our children to continue to excel in ELA as well as Math. Trustee Sarah Brewster stated that the board has approved a lot of professional development for the 2012-2013 school year to support instruction and help teachers.

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

**Questions and
Comments from
the Public**

Discussion followed on the kind of help and instruction that children receive to prepare them for testing. Parents asked specific questions about index cards and children learning new words.

V. Financial Report:

Financial Report

Sarah Brewster presented the Financial Report. She reported that the audit will be presented at the next meeting. She reported that five school districts continue to be late with their payments but the business office is following up. We need the funds to be able to operate.

Questions and

VI. Questions and Comments from the Board of Trustees

**Comments from
the Board**

President Bernardino stated that by law they have to make their payments on time. He introduced new trustee Nancy Iglesias. President Bernardino also explained that Chef Mike Banschback has resigned and a new Chef has been selected.

VII. Questions and Comments from the Public

There were none.

**Questions and
Comments from
the Public**

VIII. Approval of Minutes from past meeting

President Bernardino called for a motion to approve the minutes of the meeting held on July 17, 2012

Motion by: Trustee Ariel Sotelo
Seconded by: Trustee Yvonne Mowatt
Vote: 8:0

**Approval of
Minutes from Past
Meeting**

IX. Reading of the Resolutions

Read by Trustee Sarah Brewster. Translated by President Gil Bernardino. The text of the resolutions and the vote on each appears below:

**Reading and
Consideration of
Resolutions**

X. Questions and comments from the Board related to resolutions

There were none.

**Questions and
comments from the
Board**

XI. Questions and comments from the public related to resolutions

There were none.

**Questions and
comments from the
public**

XII. Approval of Resolutions

**Voting of the
Resolutions**

**Evergreen Charter School
Agenda Items for Resolutions:
26th of September**

1. Resolved, the Evergreen Board of Trustees has approved the following field trips:

- Bronx Zoo -First Grade – 10/10/12
- White Post Farms – Kindergarten- 10/26/12

Motion by: Trustee Ariel Sotelo

Seconded by: Trustee Nancy Iglesias

Vote: 7:0

PERSONNEL

2. Resolved, the Evergreen Board of Trustees approves the following personnel appointments for the 2012-2013 school year:

Appointments:

NAME OF STAFF	POSITION
Irma O'Neill	Assistant Principal
Monica O'Leary	Administrative Assistant
Cleopatra Panagiosoulis	Learning Specialist/Data
Nelson Martinez	Data Entry
Mayte Santiago	Social Worker
Joshua Poveda	School Chef
Lauren Shaw	1 st Grade Teacher
Alexandra Sanchez	2 nd Grade Sub. Teacher (replacing Mrs. Sgambati)

Andrew Peterson	4 th Grade Teacher
Lizette Fernandez	4 th Grade Teacher
Elizabeth Garavuso	ESL/SSL – Spanish
Lina Onufrock	SSL – Spanish
Jennifer Mogenstern	Special Education
Alison Greene	Art Teacher
Keyna Jean	School Aide
Maria Lopez-Vanegas	School Aide
Ruth Ayala	School Aide

Motion by: Trustee Yvonne Mowatt
 Seconded by: Trustee Gladys Rodriguez
 Vote: 7:0

3. Resolved, that the Board of Evergreen Charter School accepts the resignation of Board of Trustees members James Mullin and Rebecca Sanin.

Motion by: Trustee Sarah Brewster
 Seconded by: Trustee Nancy Iglesias
 Vote: 7:0

XIII. Parent Association Representative

Jennifer Harris, secretary of the PA, informed that Mrs. Ady Mala, President of the PA resigned and that the PA is in the process of revamping.

Parent Association Representative

XIV. Old/New Business

There were none.

Old/new business

XV. Questions and Comments

President Bernardino again reiterated full support to the PA from the Board of Trustees.

**Questions and
Comments**

XVI. Announcements

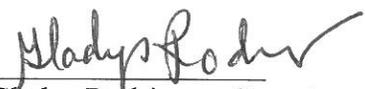
President Bernardino wished all a great year.

Announcements

Motion to adjourn made by: Trustee Sarah Brewster
Seconded by: Trustee Yvonne Mowatt
Approved: 7:0

Adjournment

Meeting adjourned at: 9:45 pm

Minutes submitted by: 
Gladys Rodriguez, Secretary

**EvergreenCharterSchool
Meeting of the Board of Trustees
605 Peninsula Blvd., Hempstead, NY11550**

October 24, 2012

7:45 pm

Members:

Mr. Gil Bernardino	Present
Dr. David Boone	Present
Dr. Sarah Brewster	Present
Mr. Jose Canosa, Esq.	Present
Ms. Nancy Iglesias	Present
Mr. Luis Ras, Esq.	Present
Ms. Yvonne Mowatt	Present
Ms. Gladys Rodriguez	Present
Mr. Ariel Sotelo	Present

Also Present: Ms. Maritza Meyer, Principal
Dr. Jossie O'Neill, Assistant Principal

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

I. Welcome & Call to Order

President Bernardino welcomed everyone and thanked everyone for coming. He then introduced the auditing team from Condon O'Meara McGinty & Donnelly LLP to do a presentation on the state of financial affairs of the school.

Welcome and Call to order: President Gil Bernardino
--

II. Presentation by the Auditors Condon O'Meara McGinty & Donnelly LLP.

The auditors from Condon O'Meara McGinty and Donnelly introduced themselves. Kevin Foley and Michael Asaro were present. They stated that they have completed their audit of the school's financial statements for the year ended June 30, 2012. They explained that they were given complete access to all records and documents and they received full assistance and cooperation of the School's personnel. They further explained that they found no problems and a full report is available from the finance committee.

Presentation by the Auditors

III. Questions and comments from the Board related to Auditor’s report.

President Bernardino distributed copies of the report to those present and also stated that copies of the report may be taken home. A copy of the audit will also be available for viewing in the business office.

**Questions and
Comments from
the Board**

IV. Questions and comments from the Public related to the auditor’s report.

There were none.

**Questions and
Comments from
the Public.**

V. Monthly Report by Principal Maritza Meyers

Principal Meyers announced that she holds cabinet meetings with central administrative personnel on Thursdays to review issues that may arise. Principal Meyers also shared that bi-weekly child study team meetings are held. The purpose is to assist children who are referred and direct them to support services. She explained that she has assigned literacy and math coaches to individual teachers to support lesson planning and teaching strategies. Students’ health and wellness assessments were completed by school nurse. Adelphi University will start hearing screening and the school nurse will start vision screening. A grant application was submitted including a NYSED Teacher and School Leader Effectiveness grant. On Curriculum and Instruction Principal Meyers stated that the School was working with the Kimochi’s program which is a social, emotional learning and character education program to be used by the social worker. The school also obtained *Linguafun* school-wide website to provide support to children in Spanish. She stated that there is a new chef on board providing nutrition class to 2nd and 4th graders and that she launched “Our Best Writer Bulletin Board”. In addition an initiative for books was launched giving student school wide book baggies for their independent reading. Principal Meyers also obtained “trapper-keepers” for students in the 3rd and 4th grade as a homework organizational system. On Assessment she stated that IOWA Pre-assessments for ELA, Math, Science and Social Studies was initiated during the week of October 10. Principal Meyers indicated that the first grade teacher had resigned. Principal Meyers was happy to report that on the BEDS (data) the preliminary findings indicates that ECS staff status is 90% highly qualified with 4 teachers waiting to get their Masters degrees to obtain their permanent teaching licenses. Two educational trips were scheduled for this month and a school wide fire truck presentation which included a fire truck experience at the Evergreen Charter School. There were also several Professional Development conferences scheduled and parent/family involvement and district activities.

**Monthly Report by
Principal**

VI. Questions and comments from the Board related to Principal’s report.

There were none.

**Questions and
Comments from
the Board**

VII. Questions and comments from the Public related to the Principal's report. Questions and comments from the Public.
Discussion followed on the resignation of the first grade teacher and how Evergreen is ensuring that children's needs are met during this transition time. In addition, discussion followed on homework and reading responsibilities, the IOWA tests results and the need to ensure for effective communication between teachers and parents.

VIII. Financial Report: Financial Report
David Boone presented the financial report and stated that all school districts are up to date with their payments except for one. ECS will file its annual fiscal report with the state on time as part of its responsibilities.

IX. Questions and Comments from the Board of Trustees. Questions and Comments from the Board
There were none.

X. Questions and Comments from the public. Questions and Comments from the public
There were none.

XI. Introduction of the School Chef
President Bernardino introduced Mr. Joshua Poveda, Evergreen's new chef who spoke about the nutritional plans for ECS and stated that we "we are always trying to improve things and move in the right direction." Mr. Poveda introduced himself and proceeded to explain his new menu for the year and his plans to feed and educate children better. He is committed to implement and create a wide array of culinary dishes from all the food groups including fresh vegetable, grains, fruits, meats, fish, beans and dairy. He plans to educate the children's palates and introduce them to new foods every week providing the necessary nutrition with food they will enjoy. Chef Poveda also plans to implement an after school educational program for both children and their families to learn about cooking and our natural resources from all the food groups. Please see attached copies of menus for October and November.

XII. Questions and Comments from the Board Questions and Comments from the Board
The chef was thanked for his efforts.

XIII. Questions and Comments from the Public

Discussion followed about the new nutritional program. There were many positive comments. They said they were looking forward to these new changes.

**Questions and
Comments from
the Public**

XIV. Approval of Minutes from past meeting

President Bernardino called for a motion to approve the minutes of the meeting held on September 26, 2012

Motion by: Trustee Yvonne Mowatt
Seconded by: Trustee Sarah Brewster
Vote: 9:0

**Approval of
Minutes from Past
Meeting**

XV. Reading of the Resolutions

Read by Trustee Sarah Brewster. Translated by President Gil Bernardino. The text of the resolutions and the vote appears below.

**Reading and
Consideration of
Resolutions**

XVI. Questions and comments from the Board related to resolutions

President Bernardino stated that the Board was implementing a parent behavior policy to protect parents, staff and others at Evergreen Charter School. President Bernardino stated there will be zero tolerance regarding threatening or abusive behavior towards people attending or working for Evergreen Charter School.

**Questions and
comments from the
Board**

XVII. Questions and comments from the public related to resolutions

Discussion followed on Parental Behavior Policy.

**Questions and
comments from the
public**

XVIII. Approval of Resolutions

**Voting of the
Resolutions**

**Evergreen Charter School
Agenda Items for Resolutions:
October 24, 2012**

- 1. Resolved,** the Evergreen Board of Trustees has approved the parent conduct policy to ensure for a safe school environment.

Motion by: Trustee Sarah Brewster
Seconded by: Trustee Nancy Iglesias
Vote: 9:0

XIX. Parent Association Representative.

The Parent Association representative stated that a new PA board will be elected on November 13, 2012

**Parent Association
Representative**

XX. Old/New Business

There were none.

Old/New Business

XXI. Questions and Comments

President Bernardino again reiterated full support to the PA from the Board of Trustees and again explained to everyone that there must be transparency of funds. Trustee Sarah Brewster asked if anyone wanted to join the PA they must see Mr. Anthony Pangreas right after the meeting.

**Questions and
Comments**

XXII. Announcements

There were none.

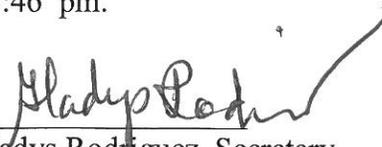
Announcements

Adjournment

Motion to adjourn made by: Trustee Ariel Sotelo
Seconded by: Trustee Nancy Iglesias
Approved: 9:0

Meeting adjourned at: 9:46 pm.

Minutes submitted by:


Gladys Rodriguez, Secretary

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

November 28, 2012

7:50 pm

Members:

Mr. Gil Bernardino	Present
Dr. David Boone	Absent
Dr. Sarah Brewster	Present
Mr. Jose Canosa, Esq.	Present
Ms. Nancy Iglesias	Present
Mr. Luis Ras, Esq.	Present
Ms. Yvonne Mowatt	Present
Ms. Gladys Rodriguez	Present
Mr. Ariel Sotelo	Present

Also Present: **Mrs. Maritza Meyer, Principal**
 Dr. Jossie O'Neill, Assistant Principal

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

I. Welcome & Call to Order

Welcome and Call to order: President Gil Bernardino
--

President Bernardino welcomed everyone and thanked everyone for being there. He explained that a Market Rental Analysis report was prepared by SVS Standard Valuation Services, a company that had not been known to either Circulo de la Hispanidad or Evergreen Charter School. The study was done to determine what the proper rent for Evergreen should be based on a fair market value. He introduced Mr. Ronald Camilleri from SVS Standard Valuation Services.

II. Market Rental Analysis presented by Ron Camilleri of Standard

Presented by Mr. Ronald Camilleri of Standard Valuation Services:

Mr. Camilleri provided background information about his firm and explained how his firm arrived at its conclusion for the market rent study analysis. Mr. Camilleri explained the whole report and answered questions from the board and from the parents. See attached report.

**Report by Ron
Camilleri of
Standard Valuation
Services**

III. Questions and comments from the Board related to report.

Discussion followed on how the study was done and what comparisons were used.

**Questions and
Comment from
the Board**

IV. Questions and comments from the Public related to the report.

Discussion followed on what the study meant for the school.

**Questions and
Comments from
the Public**

V. Monthly Report by Principal Maritza Meyers:

Principal Meyers reported that the NYS Department of Education will be visiting the school on Tuesday December 4th, 2012. She also reported that enrollment is 249 students with one opening in the 4th grade. Principal Meyers spoke about all the changes in the school's schedule of classes, conferences, meetings and celebrations following Hurricane Sandy. She announced that Adelphi University started screening students for hearing on 11/16/12 and that Ms. Bonilla's vision screening was completed. On school grants she reported that a grant was submitted on 11/1/12 called Teacher and School Leader Effectiveness. State reports were also completed BEDS and P-6 (report on special education). On 11/13/12 the ECS annual report action plan was re-submitted to the state. An application for The Lisa Libraries Book donations was also filed. A request was made to the Board of Trustees to approve the purchase of an Emergency Response System. On curriculum and instruction principal Meyers stated that ESL students are being further supported by the English Now instructional program alongside Journey's Reading Program and that teachers evaluations are scheduled for December. IOWA Pre Assessment for ELA, Math, Science and Social Studies were completed and submitted on Friday 11/9/12. Journey's end of the unit benchmarks is in the process of being completed. Report cards will be completed by November 26, 2012. On Personnel Principal Meyers reported that Teresa Sgambati returned to ECS from maternity leave on 11/05/12 and was re-instated as first grade teacher. She stated that Evergreen can benefit from the support of an additional Special Education teacher. Principal Meyers stated that the Kindergarten trip to White Farm took place on 10/26/12 and that a school wide Thanksgiving Celebration took place in class. She also announced that a parent workshop was scheduled for 11/27/12 and 11/28/12 called "building your child's confidence and feeling of worth"

**Monthly Report
by Principal**

VI. Questions and comments from the Board related to Principal's report.

Discussion followed on how to make up the lost class time during and after Hurricane Sandy. President Bernardino suggested that the Board of Trustees review the school calendar to see how we can make up the lost time. Discussion also followed on the necessity of the Emergency response System. It was agreed by all that it is absolutely necessary to have a system in place. The administration will do further research and present their findings on an appropriate response system to the Board for review and approval.

**Questions and
Comments from
the Board**

VII. Questions and comments from the Public related to the Principal's report.

Discussion followed on the Emergency Response System and the importance of communication in the school and especially during an emergency.

**Questions and
Comments from
the Public**

VIII. Financial Report:

A presentation was done by Mr. Matt Dapolito on state of ECS finances during the past four months, July 1st- October 31, 2012. He explained that ECS ended the month with \$113,000 in cash and total current assets of \$206,000. After adjusting the financial projection for curriculum expenses incurred, salary projections and construction costs estimates, ECS is still on target for the year. For a full explanation, please see the attached report.

Financial Report

IX. Questions and Comments from the Board of Trustees

Discussion followed on the market study and financial projections for the school and if projections for future years support the findings of the study.

**Questions and
Comments from
the Board**

X. Questions and Comments from the Public

Discussion followed on the terms of the lease for Evergreen Charter School and the length of a future lease. The current lease is 5 years to coincide with the charter. However, at a meeting with representatives from NYSED, the Board was informed that NYSED recommends a longer lease.

**Questions and
Comments from
the Public**

XI. Approval of Minutes from past meeting

President Bernardino called for a motion to approve the minutes of the meeting held on October 24, 2012

Motion by: Trustee Yvonne Mowatt
Seconded by: Trustee Ariel Sotelo
Vote: 8:0

**Approval of
Minutes from Past
Meeting**

XII. Reading of the Resolutions

**Read by Trustee Sarah Brewster. Translated by
President Gil Bernardino.** The text of the resolutions and the vote on each appears below:

**Reading and
Consideration of
Resolutions**

XIII. Questions and comments from the Board related to resolutions

There were none.

**Questions and
comments from the
Board**

XIV. Questions and comments from the public related to resolutions

There were none.

**Questions and
comments from the
public**

5. **Resolved.** The Evergreen Board of Trustees approves the recommendation of school administration to provide additional instruction for students in the third and four grade levels for the purpose of providing them with additional educational support. This additional instruction will be scheduled before and after school and/or on Saturdays.

Motion by: Trustee Gladys Rodriguez
Seconded by: Trustee Sarah Brewster
Vote: 8:0

6. **Resolved.** The Evergreen Board of Trustees approves the recommendation of school administration to implement a **School Emergency Response System.**

The administration will conduct research and will present findings to the Board for final approval on the emergency response system that is most appropriate.

Motion by: Trustee Ariel Sotelo
Seconded by: Trustee Yvonne Mowatt
Vote: 8:0

XVI. **Parent Association**

Representative Anthony Panageas, the new PA acting president indicated that he wanted to submit his resignation to the Board and the PA. He told members that he had agreed to serve as Vice President and when the President left, he assumed the responsibilities of the President per the PA bylaws. He stated that he would be there to support parents but that he did not want to serve as president. He indicated frustration in that meetings were scheduled and no one showed up.

Parent Association Representative
--

President Bernardino indicated that the PA has the full support of the Board of Trustees and that the Board of Trustees wants to ensure a working PA. President Bernardino stated that the Board would be willing to help the PA outreach to new possible members and/or to hold new elections. President Bernardino stated that the Board of Trustees supports the PA and their decisions and will provide help if requested.

XVII. **Old/New Business**

There were none.

Old/new business

Questions and
Comments

XVIII. Questions and Comments

President Bernardino stated that he would send a letter to all members of the PA inviting them to move forward and to inform them of the support from the Board of Trustees. Trustee Sarah Brewster stated that we must set up a meeting to get some support for an election as soon as possible. Discussion followed on the process of election.

XIX. Announcements

There were none

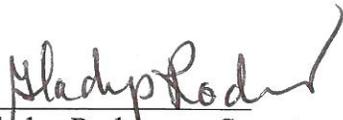
Announcements

XX. Adjournment

Adjournment

Motion to adjourn made by: Trustee Yvonne Mowatt
Seconded by: Trustee Ariel Sotelo
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**

December 12, 2012

7:55 pm

Members:

Mr. Gil Bernardino	Present
Dr. David Boone	Present
Dr. Sarah Brewster	Present
Mr. Jose Canosa, Esq.	Present
Ms. Nancy Iglesias	Excused
Mr. Luis Ras, Esq.	Excused
Ms. Yvonne Mowatt	Excused
Ms. Gladys Rodriguez	Present
Mr. Ariel Sotelo	Present

Also Present: **Mrs. Maritza Meyer, Principal**

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

I. Welcome & Call to Order

Welcome and Call to order: President Gil Bernardino
--

President Bernardino welcomed everyone, thanked everyone for being here tonight and introduced Principal Meyers to present her report.

II. Monthly Report by Principal Maritza Meyers:

Principal Meyers reported that the school currently had 249 students enrolled. There are vacancies in the 4th grade. The school completed the BEDS report. Principal Meyers reported on the site visit with the State

**Monthly Report by
Principal**

Education Department. A report was given to the SED representatives entitled “Promising Evidence.” This report talked about school initiatives and strategic projections. A summary report was also given the SED regarding Charter School observations made in June 2012 and Evergreen’s response. The new wing has opened with rooms being used for music, art, special education, reading intervention, and math enrichment classrooms. The students are happy with the new space as well as teachers. Regarding student health and wellness, Adelphi University completed hearing on 11/30/12. (See Nurse’s report –attached). Parent/Teacher Conferences were held on 12/16. Report cards were distributed. A total of 203 parents attended. The Health & Welfare Council of Long Island: provided information to parents/Guardians during the Parent/Teacher conferences held on 12/6/2012. Evergreen administrative staff has been conducting formal teacher evaluations which were initiated the week of December 9th. (Teacher Evaluation will follow the Danielson’s Professional Standards Framework for Teaching). The Administration continues to hold child study team meetings. Meetings were held on 11/13, 11/20 and 11/27. IOWA Fall Pre-Assessments for ELA, Math, Science and Social Studies data was received. (See attached ELA and Math data analysis). Data desegregated indicates: learning profiles for all students by content area: literacy & Math; learning Profiles for all students by class and house: literacy & Math; learning Profiles by subgroups: gender, ESL, SWD, & Eco. Dis.; learning profiles of students exceeding grade level. The Learning Specialists has launched small group instruction for students who exceed academic expectations at grade level. (See Learning Specialist’s schedule). A winter festival was held with the kindergarten class on 12/21/2012. A Hispanic Heritage Celebration took place with the whole school on December 14, 2012. Staff continued to receive professional development from Aussies including a full day of Math professional development on 11/30/2012 and ELA professional development on 12/5/2012. Parent/guardian emergency contact information was updated inclusive of: home, cell, work, and if available emails.

III. Questions and comments from the Board related to Principal’s report.

Trustee Sarah Brewster congratulated Principal Meyers, Assistant principal Dr. Jossie O’Neill and Evergreen Staff for all of their assistance during the state visit. The initial feedback was very positive.

**Questions and
Comments from
the Board**

IV. Questions and comments from the Public related to the Principal’s report.

There were none.

**Questions and
Comments from
the public.**

V. Financial Report:

Financial Report

Trustee Sarah Brewster reported that most districts are up to date with their payments. One district is behind. The business office is following up with this district. Trustee Brewster reminded parents of the importance of registering their children with their school district. Children need to be registered with their respective school district as part of Evergreen’s enrollment guidelines.

VI. Questions and Comments from the Board of Trustees

There were none.

**Questions and
Comments from
the Board**

VII. Questions and Comments from the Public

There were none.

**Questions and
Comments from
the Public**

VIII. Approval of Minutes from past meeting

President Bernardino called for a motion to approve the minutes of the meeting held on November 28, 2012---with correction made in reference to the F.B.I.S.S. to correct the amount of the contract.

**Approval of
Minutes from Past
Meeting**

Motion by: Trustee Ariel Sotelo
Seconded by: Trustee Jose Canosa
Vote: 8:0

IX. Reading of the Resolutions -

Read by Trustee Sarah Brewster. Translated by President Gil Bernardino.

The text of the resolutions and the vote on each appears below.

**Reading and
Consideration of
Resolutions**

X. Questions and comments from the Board related to resolutions

There were none.

**Questions and
comments from the
Board**

XI. Questions and comments from the public related to resolutions
There were none.

**Questions and
comments from the
public**

XII. Approval of Resolutions

**Voting of the
Resolutions**

**Evergreen Charter School
Agenda Items for Resolutions:
For December 12, 2012**

- 1. Resolved**, the Evergreen Board of Trustees authorizes the Executive Committee to explore charter renewal for Evergreen Charter School.

**Motion by: Trustee Gladys Rodriguez
Seconded by: Trustee Jose Canosa
Approved: 8:0**

- 2. Resolved**, the Evergreen Board of Trustees authorizes the Executive Committee to explore the concept of school expansion to middle school grades 6-8 through school community meetings and/or through other means.

**Motion by: Trustee Ariel Sotelo
Seconded by: Trustee Sarah Brewster
Approved: 8:0**

- 3. Resolved**, the Evergreen Charter School Board of Trustees approves the proposal of F.B.I.S.S. for the Second Floor East Wing to install audio, video, and data equipment for \$15,600. This also includes additional hardware needed for the operation of purchased equipment.

**Motion by: Trustee Jose Canosa
Seconded by: Trustee Gladys Rodriguez
Approved: 8:0**

4. **Resolved**, the Evergreen Board of Trustees authorizes the commencement of the school registration program to begin in January as per its charter.

Motion by: Trustee Sarah Brewster
Seconded by: Trustee Jose Canosa
Approved: 8:0

5. **Resolved**, the Evergreen Board of Trustees approves the implementation of the environmental curriculum to supplement learning at the school as proposed by Evergreen administration.

Motion by: Trustee Gladys Rodriguez
Seconded by: Trustee Ariel Sotelo
Approved: 8:0

6. **Resolved**, the Evergreen Board of Trustees approves the appointment of the following staff:

<u>Name:</u>	<u>Position:</u>	<u>Salary</u>
Silvia Maldonado	Spanish Teacher Leave Replacement	\$120 per diem

Motion by: Trustee Sarah Brewster
Seconded by: Trustee Gladys Rodriguez
Approved: 8:0

7. **Resolved**, The Evergreen Board of Trustees approves the request of administration to reduce the hours of the Spanish Teacher to an hourly rate, pro-rated based upon annual salary, for personal reasons until further notice.

Motion by: Trustee Sarah Brewster
Seconded by: Trustee Jose Canosa
Approved: 8:0

8. **Resolved**, The Evergreen Board of Trustees approves the resignation of the following staff:

<u>Name:</u>	<u>Position:</u>	<u>Effective</u>
Maria Ramirez	Business office Assistant	January 3, 2012

Motion by: Trustee Jose Canosa
Seconded by: Trustee Sarah Brewster
Approved: 8:0

9. Resolved, the Evergreen Board of Trustees approves the field trip for the kindergarteners in January to Hempstead Village provided that a plan for supervision and security is provided to administration and Board and approved by the Administration at least one week prior to the scheduled trip.

Motion by: Trustee Ariel Sotelo
Seconded by: Trustee Gladys Rodriguez
Approved: 8:0

10. Resolved, the Evergreen Board of Trustees approves the Hispanic Heritage Cultural Celebration scheduled for December 14, 2012 in the multipurpose room.

Motion by: Trustee Sarah Brewster
Seconded by: Trustee Jose Canosa
Approved: 8:0

11. Resolved, the Evergreen Board of Trustees approves the Holiday Festivities Celebration scheduled for December 21, 2012 in the multipurpose room.

Motion by: Trustee Sarah Brewster
Seconded by: Trustee Ariel Sotelo
Approved: 8:0

12. Resolved, the Evergreen Board of Trustees approves reliance communication and the school messenger system as its emergency response system.

Motion by: Trustee Jose Canosa
Seconded by: Trustee Gladys Rodriguez
Approved: 8:0

XIII. Parent Association Representative

President Bernardino stated that if there is no communication with parents, the Board of Trustees will lend support and will provide assistance to parents to call for a new election of the Parent Association. Trustee Ariel Sotelo stated that there are several parents involved but no one wants to assume leadership. Trustee Sarah Brewster recommends that we have a meeting to discuss how to encourage parents to participate. Discussion followed on ways to resolve this issue.

Parent Association Representative
--

XIV. Old/New Business

There were none.

Old/New Business

**Questions and
Comments**

XV. Questions and Comments

President Bernardino thanked Ms. Karen Leeper for her excellent leadership and dedication to our school and to our children. He wished her good luck in her studies to be a principal.

Announcements

XVI. Announcements

There were none.

Adjournment

Motion to adjourn made by: Trustee Ariel Sotelo
Seconded by: Trustee Jose Canosa
Approved: 7:0

Meeting adjourned at: 8:29

Minutes submitted by: Gladys Rodriguez
Gladys Rodriguez, Secretary

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

January 30, 2013

7:55 pm

Members:

Mr. Gil Bernardino	Present
Dr. David Boone	Present
Dr. Sarah Brewster	Present
Mr. Jose Canosa, Esq.	Present
Ms. Nancy Iglesias	Excused
Mr. Luis Ras, Esq.	Present
Ms. Yvonne Mowatt	Excused
Ms. Gladys Rodriguez	Present
Mr. Ariel Sotelo	Excused

Also Present: **Mrs. Maritza Meyer, Principal**

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

I. Welcome & Call to Order

President Bernardino welcomed everyone, thanked everyone for being there and introduced Principal Meyers to present her report.

Welcome and Call to order: President Gil Bernardino
--

II. Monthly Report by Principal Maritza Meyers:

Principal Meyers reported that the school currently had 249 students enrolled. There are vacancies in the 4th grade. She reported staffing needs for the year 2013-2014 are being identified including instructional staff for

Monthly Report by Principal

grade five as well as additional support staff. Needs are also being examined for English Language Learners for the 2013-2014 school year. The school anticipates an increase in this population next year. Up through January 2013, a total of forty referrals have been made to the Child Study Team. Through professional development assistance staff have been able to better respond to the different educational needs of children, differentiating activities and building in rigor to support student learning across all age levels including younger grades.

III. Questions and comments from the Board related to Principal's report.
There were none.

**Questions and
Comments from
the Board**

IV. Questions and comments from the Public related to the Principal's report.
There were none.

**Questions and
Comments from
the public.**

V. Financial Report:
Trustees Boone and Brewster presented the financials. The six month quarterly financials were reviewed and discussed. The school is on budget.

Financial Report

VI. Questions and Comments from the Board of Trustees
There were none.

**Questions and
Comments from
the Board**

VII. Questions and Comments from the Public
There were none.

**Questions and
Comments from
the Public**

VIII. Approval of Minutes from past meeting
President Bernardino called for a motion to approve the minutes of the meeting held on December 12, 2012

**Approval of
Minutes from Past
Meeting**

Motion by: Trustee David Boone
Seconded by: Trustee Sarah Brewster
Vote: 6:0

**Reading and
Consideration of**

**IX. Reading of the Resolutions -
Read by Trustee Sarah Brewster. Translated by President Gil Bernardino.**

Resolutions

The text of the resolutions and the vote on each appears below.

X. Questions and comments from the Board related to resolutions
There were none.

**Questions and
comments from the
Board**

XI. Questions and comments from the public related to resolutions
There were none.

**Questions and
comments from the
public**

XII. Approval of Resolutions

**Voting of the
Resolutions**

**Evergreen Charter School
Agenda Items for Resolutions:
For January 30, 2013**

- 1. Resolved,** the Board of Trustees authorize the financial committee to hire a consultant to conduct a five year projection study for the school.

Motion by: Trustee David Boone

Seconded by: Trustee Jose Canosa

Approved: 6:0

- 2. Resolved,** the Board of Trustees approves the recommendation of the Finance Committee to approve a policy to authorize the business office to refer unpaid accounts to a collection agency in the event that payment on accounts remains past due. (see attached).

Motion by: Trustee Gil Bernardino

Seconded by: Trustee Luis Ras

Approved: 6:0

- 3. Resolved,** the Board of Trustees approves a trip to Albany on February 5th with identified parents, children, staff and members of the Board of Trustees for Advocacy day for Charter Schools.

Motion by: Trustee Sarah Brewster
Seconded by: Trustee Gladys Rodriguez
Approved: 6:0

- 4. Resolved,** the Board of Trustees, in response to the January 28, 2013 letter by the Treasurer of Círculo de la Hispanidad, approves the recommendation of the Finance Committee to approve a rent payment adjustment to Círculo de la Hispanidad to include all space being currently used by Evergreen including new rented space and other space used not previously included in rent calculations retroactive to the August 20, 2012 start of the 2012-2013 school year and a rent adjustment payment to include for rent increases as per the terms of its lease.

Motion by: Trustee Gladys Rodriguez
Seconded by: Trustee Luis Ras
Approved: 6:0

Abstained: Sarah Brewster
Gil Bernardino

- 5. Resolved,** the Board of Trustees approve the recommendation of the Finance Committee to authorize the Committee to hire a consultant to review all space being used by the school to ensure payment accuracy for space rented.

Motion by: Trustee Sarah Brewster
Seconded by: Trustee Jose Canosa
Approved: 4:0
Abstained: Sarah Brewster
Gil Bernardino

6. **Resolved**, the Board of Trustees approves a payment increase for Teacher Lindsay Casale as she has completed her master's studies.

<u>Name</u>	<u>Salary</u>	<u>Position</u>	<u>Effective</u>
Lindsay Casale	\$50,000	Teacher	1/7/2013

Motion by: Trustee Sarah Brewster
Seconded by: Trustee Jose Canosa
Approved: 6:0

7. **Resolved**, the Board of Trustees approves the following personnel appointments:

<u>Name</u>	<u>Salary</u>	<u>Position</u>	<u>Effective</u>
Silvia Maldonado	\$50,000	Permanent Sub Teacher	1/7/2013
Maria Claudia Lora	\$32,000	Business Office Assistant	1/15/2013

Motion by: Trustee Sarah Brewster
Seconded by: Trustee Jose Canosa
Approved: 6:0

8. **Resolved**, the Board of Trustees approves a field trip for first and second grade ESL classes to the field of Aviation on March 6th 2013.

Motion by: Trustee Sarah Brewster
Seconded by: Trustee Jose Canosa
Approved: 6:0

XIII. Parent Association Representative

President Bernardino stated that a letter will be sent to the Parent Association to request if they need assistance in organizing new elections as no additional parents have volunteered to assume the role of Parent Association President.

Parent Association Representative
--

XIV. Old/New Business

President Bernardino discussed the meeting held with parents on January 24th to discuss the school extension application, the school expansion to the middle school and security issues. The meeting was well attended. Parents expressed interest in having the school expand to serve their students in the middle school grades. Security issues were discussed. President Bernardino informed parents that the school has made changes to ensure additional safety of students. Window shades have been installed on classroom doors that have windows. New locks are being ordered that can be locked from the inside during a lockdown procedures. President Bernardino also discussed the proposal to have parents/guardians present tickets to attend school events to ensure for additional safety. Those without tickets will be asked to go to the front office to sign in. President Bernardino reminded individuals that the school has a gated fence that can only be accessed if the person is buzzed in. In addition, to enter the school, the individual must be buzzed in by the secretary. Discussion followed on how to improve communication with parents and encourage their participation in day to day operations of the school.

Old/New Business

XV. Questions and Comments

There were none.

**Questions and
Comments**

XVI. Announcements

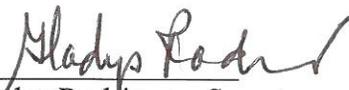
There were none.

Announcements

Adjournment

Motion to adjourn made by: Trustee David Boone
Seconded by: Trustee Jose Canosa
Approved: 6:0

Meeting adjourned at: 8:38 pm.

Minutes submitted by: 
Gladys Rodriguez, Secretary

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

February 27, 2013

7:52 pm

Members:

Mr. Gil Bernardino	Present
Dr. David Boone	Present
Dr. Sarah Brewster	Present
Mr. Jose Canosa, Esq.	Present
Ms. Nancy Iglesias	Excused
Mr. Luis Ras, Esq.	Present
Ms. Yvonne Mowatt	Present
Ms. Gladys Rodriguez	Present
Mr. Ariel Sotelo	Present

Also Present: **Mrs. Maritza Meyer, Principal**
 Dr. Josie O'Neill

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

I. Welcome & Call to Order

President Bernardino welcomed everyone, and thanked them for being there. He reminded everyone about the vision and the mission of the school. He informed individuals that members of the board, parents, teachers and students went to Albany to meet with legislators for Charter School Advocacy Day. Students were had a chance to tour and visit the senate and assembly chambers. He indicated that it was a positive experience for all. He introduced Principal Meyers to present her report.

Welcome and Call to order: President Gil Bernardino
--

II. Monthly Report by Principal Maritza Meyers:

Principal Meyers indicated that enrollment is at 249 students. She told those present that the NYS Education Department sent their final site visit report. Overall the report was positive noting some of the changes that have been undertaken by administration and staff. A new student was admitted for 2nd grade. This space

Monthly Report by Principal

became available when a student left the school in January. Principal Meyers stated that Child Study Meetings were held on January 31, Feb 6, 11, 12, 13, 14 and 26. Parent/teacher conferences were a success with 196 parents attending. Instructional Specialists also held conferences with those parents that requested a meeting with ESL, Reading Teacher, Math Coach, Music, Art, Ph. Ed and/or Social Worker. On Assessment she stated that Journey's end of the ELA benchmark for 3rd and 4th grades and that the Civil Rights Data Collection was completed. The Corporal Punishment report was also completed but that the Teacher/ Students Data link work was still in progress due to Pearson's software difficulties. Furthermore, she reported that Evergreen has been working to establish the School Messenger account. It is now open and spreadsheets are completed. Several trips and celebrations also took place this month including a trip to Albany, and field trips to the Cradle of Aviation Museum, and to Brookhaven Labs. A Jazz performance was conducted at the school in honor of Black History Month and music workshops were held with students to teach them about different instruments. Evergreen also conducted other activities in each classroom across subject levels to celebrate Black History Month. Evergreen also celebrated National Foreign Language Week with food from different countries. Principal Meyers explained that Chef Josh and his kitchen staff prepared food from different countries as a meal plan for the whole week to teach children the different flavors from around the world. Principal Meyers reported that Assistant Principal Josie O'Neill, President Bernardino and Vice President Brewster visited Cypress Hills Community School in Brooklyn. They were able to meet with the principal, staff and students to explore best practices for organization, curriculum and design. Professional development and conferences included Aussie professional development in math on 2/6 and 2/13 and ELA professional development on 2/13. Additional professional development was held on February 11, 2013 regarding the Learning Specialist and Math coach for Turnkey Training and Lupinskie. Professional development sessions also were provided to staff on Success Maker/Waterford and ESL and ELA state exam testing. Principal Meyers reported that there will be two workshops on March 19 and March 20 by ECS Social Worker and the theme is Bullying and parent involvement.

III. Questions and comments from the Board related to Principal's report.

There were none.

**Questions and
Comments from
the Board**

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

**Questions and
Comments from
the public.**

Comments included a parent indicated that her daughter was very happy at ECS. She stated that her child is very motivated and that her self esteem has improved tremendously. Trustee Mowatt thanked her for her comments and suggested that ECS put up a bulletin board for parents' comments and information which will also serve to motivate teachers. Another parent

asked about the possibility of adding more grades to the school. President Bernardino stated that in December, the Board invited parents and teachers to a meeting to discuss this issue. A second meeting was also held in January. He spoke of the challenges and explained that based upon parent and teacher interest the school is planning to expand. He explained that the process is very extensive and that Evergreen will be seeking a consultant to help with its submission. Discussion followed on the extension of higher grades, the great deal of planning and work that this entails. A parent made a comment about how happy she is with the additional support given to the students in the upper grades to help them with math and English Language Arts. Discussion followed on preparation of children for testing.

V. Financial Report:

Financial Report

Trustee Bernardino reported that the schools have been paying on time. Trustee Brewster indicated that the school is in receipt of its receivables from the school. The Financial Committee is assess needs for the 2013-2014 school year and will be reviewing with administration curriculum needs and staffing among other areas.

VI. Questions and Comments from the Board of Trustees

There were none

**Questions and
Comments from
the Board**

VII. Questions and Comments from the Public

There were none.

**Questions and
Comments from
the Public**

VIII. Approval of Minutes from past meeting

President Bernardino called for a motion to approve the minutes of the meeting held on January 30, 2013

**Approval of
Minutes from Past
Meeting**

Motion by: Trustee Ariel Sotelo
Seconded by: Trustee David Boone
Vote: 8:0

Reading and

**IX. Reading of the Resolutions -
Read by Trustee Sarah Brewster. Translated by President Gil Bernardino.**

Consideration of Resolutions

The text of the resolutions and the vote on each appears below.

X. Questions and comments from the Board related to resolutions
There were none.

Questions and comments from the Board

XI. Questions and comments from the public related to resolutions
There was a question related to the music program being planned for the upcoming month and also about the summer program. Discussion followed on these two issues.

Questions and comments from the public

XII. Approval of Resolutions

Voting of the Resolutions

**Evergreen Charter School
Agenda Items for Resolutions:
For February 27, 2013**

- 1. Resolved**, the Board of Trustees approves the field trip for the 4th Grade class to go to Brookhaven Labs Campus. Evergreen Charter School will pay the \$200 fee for the visit.

Motion to adjourn made by: Trustee Ariel Sotelo
Seconded by: Trustee David Boone
Approved: 8:0

- 2. Resolved**, the Board of Trustees approves the trip for the Kindergarten class to the Cradle of Aviation Museum in Garden City. Evergreen Charter School will cover the cost of the busses in the amount of \$576.

Motion to adjourn made by: Trustee David Boone
Seconded by: Trustee Gladys Rodriguez
Approved: 8:0

- 3. Resolved.** The Board of Trustees approves the recommendation of the Executive Committee to enter into a contract with Elevate Charter Schools for the purpose of assisting Evergreen Charter School with its application for renewal and expansion. This will include an internal audit of the school. The cost is approved for \$28,000.

Motion to adjourn made by: Trustee David Boone
Seconded by: Trustee Jose Canosa
Approved: 8:0

- 4. Resolved.** The Board of Trustees approves the proposal of the Executive Committee to have an attorney review its lease, rider and amendments for space used by the school.

Motion to adjourn made by: Trustee David Boone
Seconded by: Trustee Jose Canosa
Approved: 8:0

- 5. Resolved.** The Board of Trustees approves the educational summaries for Math, health, special education and other related areas to be posted to the school website. (see attached).

Motion to adjourn made by: Trustee Ariel Sotelo
Seconded by: Trustee Sarah Brewster
Approved: 8:0

- 6. Resolved.** The Board of Trustees approves a music collaboration with 4 musical artists to work with students at Evergreen Charter School as part of a cultural awareness activity to educate children about the influences of African and Caribbean American music. The cost is estimated at \$1,200.

Motion to adjourn made by: Trustee Yvonne Mowatt
Seconded by: Trustee Sarah Brewster
Approved: 8:0

- 7. Resolved.** The Board of Trustees approves education students from the Autonoma University of Madrid, Spain to work with Evergreen Charter School teachers and students in an internship program providing educational instruction for the remainder of the 2013 school year. Student teachers will be paired with teachers and will receive support and supervision by the school administration.

Motion to adjourn made by: Trustee Yvonne Mowatt
Seconded by: Trustee Sarah Brewster
Approved: 8:0

XIII. Parent Association Representative

President Bernardino reported that he sent a letter to the Parent Association (see attached) to request if they needed assistance in organizing a new election as no additional parents have volunteered to assume the role of Parent Association President. Discussion followed and President Bernardino again stated the board's full support and desire for a strong PA.

Parent Association Representative

XIV. Old/New Business

There were none.

Old/New Business

XV. Questions and Comments

There were none.

Questions and Comments

XVI. Announcements

There were none.

Announcements

Adjournment

Motion to adjourn made by: Trustee Yvonne Mowatt

Seconded by: Trustee Sarah Brewster

Approved: 8:0

Meeting adjourned at: 8:39 pm.

Minutes submitted by: Gladys Rodriguez
Gladys Rodriguez, Secretary

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

March 20, 2013

7:45 pm

Members:

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

Also Present: **Mrs. Maritza Meyer, Principal**
 Dr. Josie O'Neill

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

I. Welcome & Call to Order

President Bernardino welcomed everyone, and thanked them for being there. He announced that one of our board members Dr. David Boone presented his resignation tonight. He stated that Dr. Boone has been a great asset to Evergreen from the beginning and that he will be missed. He thanked him on behalf of Evergreen staff and board for all his years of great service. Mr. Bernardino introduced Principal Maritza Meyers for her report.

Welcome and Call to order: President Gil Bernardino
--

II. Monthly Report by Principal Maritza Meyers:

Principal Meyers presented a School's Strategic Projection report for academic year 2013-2014 that included a discussion of school needs including staffing, curriculum and instructional needs. Principal Meyers discussed the plans that are underway to have testing for students in the future by computer. Evergreen will be exploring laptops for the upper grades. She explained that this year the

Monthly Report by Principal

school has identified a company to do the scoring off site for student exams including ELA and math for grades 3 and 4. Principal Meyers also reported her concern with excessive tardiness, absences and early dismissal. Gardening classes have started this spring and teachers have begun to work with Mr. Rene Ramirez outside to plant seeds. Registration is continuing through April 1st for the 2013-2014 school year. Over two hundred individuals have registered to date. ESL information is being updated for the website. In addition to Early/After school and Saturday support sessions, Test Prep periods have been launched during Social Studies and Science to further support 3rd and 4th graders in ELA. Math support continues to be targeted in pull-out small group instruction by the Math Instructional Specialist. In addition, senior faculty has been assigned to specific classes in order to provide extra teacher support and guidance. Principal Meyers also discussed due dates for report cards, explained assessment data and professional development conferences that teachers and staff have attended during the month of March. She also mentioned the field trips and school wide instructional activities that the children participated in during the month of March which included a community walk, the Cradle of Aviation, Black History Wax Museum presentation by 4th graders, Black History Music Fest, Alley Park, The Bronx Zoo and the American Museum of Natural History. She also mentioned the seminar for parents on bullying. Discussion followed on bullying education.

III. Questions and comments from the Board related to Principal's report.

There were none.

**Questions and
Comments from
the Board**

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

Parents wanted to know what the school is doing in reference to teaching children about bullying. Principal Meyers explained that this is a social issue and social skills are part of the curriculum everyday and bullying is always discussed in classes. Discussion followed on bullying and ways for children to learn.

**Questions and
Comments from
the public.**

V. Financial Report:

Trustee Brewster presented the financial report and stated that the school is in receipt of payment from the districts. Trustee Brewster stated that the Financial Committee is reviewing items for the 2013-2104 school budget including staffing needs, curriculum needs and other items and that plans are underway to finalize a draft budget for review and approval.

Financial Report

VI. Questions and Comments from the Board of Trustees
There were none

**Questions and
Comments from
the Board**

VII. Questions and Comments from the Public
There were none.

**Questions and
Comments from
the Public**

VIII. Approval of Minutes from past meeting
President Bernardino called for a motion to approve the minutes of the meeting held on February 27, 2013

**Approval of
Minutes from Past
Meeting**

Motion by: Trustee Sarah Brewster
Seconded by: Trustee Ariel Sotelo
Vote: 5:0

**IX. Reading of the Resolutions -
Read by Trustee Sarah Brewster. Translated by President Gil Bernardino.**
The text of the resolutions and the vote on each appears below.

**Reading and
Consideration of
Resolutions**

X. Questions and comments from the Board related to resolutions
There were none.

**Questions and
comments from the
Board**

XI. Questions and comments from the public related to resolutions
There was a question related to the music program being planned for the upcoming month and also about the summer program. Discussion followed on these two issues.

**Questions and
comments from the
public**

XII. Approval of Resolutions

Voting of the Resolutions

**Evergreen Charter School
Agenda Items for Resolutions:
For March 20, 2013**

- 1. Resolved,** the Board of Trustees approves the auditing firm Condon O’Meara McGuinty and Donnelly to oversee the Lottery for Evergreen Charter School scheduled for April 17, 2013 at 7 pm.

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

- 2. Resolved,** The Board of Trustees approves an extension to the school calendar to make up days missed on account of Hurricane Sandy and inclement weather. The last day for students will be June 28th.

Motion by: Trustee Jose Canosa
Seconded by: Trustee Ariel Sotelo
Approved: 5:0

- 3. Resolved,** the Evergreen Board of Trustees approves the following changes to personnel:

Resignations:

<u>Name:</u>	<u>Position:</u>	<u>Effective Date:</u>
Michelle Cole	Chef Assistant	3/8/2013
Oide Morales	Custodian	3/14/2013

Appointments:

<u>Name:</u>	<u>Position:</u>	<u>Effective Date:</u>	<u>Salary</u>
Delmy Lainez	Dishwasher	3/18/2013	\$10/hr

Motion by: Trustee Sarah Brewster
Seconded by: Trustee Jose Canosa
Approved: 5:0

4. Resolved, the Board of Trustees approves the software training in MIP Sage software for the business office to not exceed \$1,500.

Motion by: Trustee Gladys Rodriguez
Seconded by: Trustee Sarah Brewster
Approved: 5:0

5. Resolved, The Board of Trustees approves Smeasurement to perform electronic scoring for students taking state tests. This is estimated at \$11.15 per test.

Motion by: Trustee Jose Canosa
Seconded by: Trustee Ariel Sotelo
Approved: 5:0

6. Resolved, The Board of Trustees approves the following procedure regarding parents/guardians that have accounts due and are registering children for the 2013-2014 school year:

Parents will be sent notification that they need to be current on all accounts prior to registering children for the 2013-2014 school year. School registration will not be considered complete until all overdue accounts are settled.

Motion by: Trustee Jose Canosa
Seconded by: Trustee Gladys Rodriguez
Approved: 5:0

7. Resolved, The Board of Trustees approves the lottery procedures for the lottery to be scheduled on April 17th at 7 pm at Evergreen Charter School.

Motion by: Trustee Gladys Rodriguez
Seconded by: Trustee Jose Canosa
Approved: 5:0

8. Resolved, The Board of Trustees of Evergreen Charter School approves the following school trips:

- Third grade trip to the Museum of Natural History. This will occur following state exams.
- First grade trip to Alley Park.

Motion by: Trustee Sarah Brewster

Seconded by: Trustee Ariel Sotelo

Approved: 5:0

9. Resolved, The Board of Trustees accepts the resignation of David Boone, treasurer of the Board of Trustees.

Motion by: Trustee Ariel Sotelo

Seconded by: Trustee Jose Canosa

Approved: 5:0

10. Resolved, The Board of Trustees approves parent/teacher conferences for k-2 to be held on April 11th and 3-4 grade conference to be held on April 30th.

Motion by: Trustee Sarah Brewster

Seconded by: Trustee Gladys Rodriguez

Approved: 5:0

11. Resolved, The Board of Trustees approves and workshop for ESL teachers on *The Common Core for the Not so Common Learner*.

Motion by: Trustee Sarah Brewster

Seconded by: Trustee Jose Canosa

Approved: 5:0

12. Resolved, The Board of Trustee approves the following action: sending a final communication request to member of the Parent Association requesting confirmation of the Board members intention to be an active PA and including a request to confirm positions held. If no response is received by the end of the month and/or if it is made known that new elections are needed, the Board moves to support new elections for the Parent Association.

Motion by: Trustee Sarah Brewster

Seconded by: Trustee Jose Canosa

Approved: 5:0

XIII. Parent Association Representative

Parent Association Representative

President Bernardino reported that he sent a letter to the Parent Association (see attached) to request if they needed assistance in organizing a new election as no additional parents have volunteered to assume the role of Parent Association President. Discussion followed and President Bernardino again stated the board's full support and desire for a strong PA. He also stated that our responsibility is to follow the Charter and we must have an active PA in place as soon as possible.

XIV. Old/New Business

There were none.

Old/New Business

XV. Questions and Comments

There were none.

Questions and Comments

XVI. Announcements

Announcements

President Bernardino announced that additional meetings about the charter extension and expansion will be held. Thus far four meetings have been held – two with teachers and two with parents. Part of the discussion in addition to best school practices and models for a middle school also include a discussion about space. The architects that designed the facility can give some ideas about expansion. Discussion followed on the need for a middle school and cost effectiveness of finding a new site or expanding.

XVII. Adjournment

Adjournment

Motion to adjourn made by: Trustee Ariel Sotelo
Seconded by: Trustee Sarah Brewster
Approved: 5:0

Meeting adjourned at: 8:57 pm.

Minutes submitted by: *Glady Rodriguez*
Glady Rodriguez, Secretary

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

**April 24, 2013
7:45 pm**

Members:

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

Also Present: **Mrs. Maritza Meyer, Principal**
 Mr. Matt Dapolito

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

I. Welcome & Call to Order

President Bernardino welcomed everyone, and thanked them for being there tonight. He introduced Mr. Matt Dapolito, CPA for Evergreen Charter School, who preceded to explain the projected budget for 2013-2014 and the financials.

Welcome and Call to order: President Gil Bernardino
--

II. Financial Report:

Matt Dapolito presented the financial quarterly report and reviewed year to date expenses and revenue and projections (see attached). He reviewed expenses and talked about variances in the budget and the year to date actual expenses. He explained fiscal year, payroll taxes and benefits, health benefits and tuition revenue. He indicated that adjustment of space was done in order to project the amount of rent Evergreen pays. Please see attached financial report of nine months ending March 31, 2013.

Financial Report

III. Questions and Comments from the Board of Trustees

**Questions and
Comments from
the Board**

Trustee Sarah Brewster indicated that the Finance Committee is working on the budget for 2013-2014, and that we need to find out healthcare costs, additional curriculum expenses and new staff needed for next year. She also stated that we spent additional monies in areas such as curriculum to meet school needs. She indicated that we need to make accurate projections for this year. Trustee Brewster explained how the curriculum is being aligned to Common Core nationwide standards and that some of the new materials purchased were for this purpose. Principal Maritza Meyers indicated that Go Math! was a great investment and absolutely necessary. We have data that indicates the great improvement of Evergreen children in Math since Go Math! was acquired.

IV. Questions and Comments from the Public

**Questions and
Comments from
the Public**

A parent asked we can cover needs if our budget is limited. Mr. Dapolito explained that some lines may be adjusted to cover shortfalls in other lines. He explained that the business office and his staff review this information carefully to ensure we do not have a deficit during the year. Discussion followed on healthcare and healthcare costs.

V. Monthly Report by Principal Maritza Meyers:

**Monthly Report by
Principal**

On State of affairs, Principal Meyers indicated that a company called Charter Network Organization was hired to write the renewal of the Charter. They have also been hired to conduct a review of the school. School visits, observations, meetings and surveys were completed for staff and teachers on April 8th and April 9th. Also Strategic measurements and Evaluation, Inc was contracted to score ELA and Math, NYS tests for 3rd and 4th graders. Principal Meyers announced that TD Bank made a donation of \$2,000.00 for books. Approximately 400 books were also donated by author Susan Verde for ECS for classroom libraries and/or school library. School enrollment is now 246. (Two students moved back to Mexico this past month). Regarding curriculum and instruction, changes are being made to update the website including the description of the Spanish program. Principal Meyers indicated that she was reviewing the need to modify the Spanish language curriculum to include a heritage language program and Spanish as a second language. Parent teacher conference for K-2 House took place on April 11 and was attended by 109 parents (out of 150).

Science Enrichment Test Prep for 4th graders needing assistance started on May 7 through May 30 (8 days, 1 hour per day). CSE-Evaluations and annual review started on April 8 through September, 2013. Principal Meyers also spoke about educational trips and school-wide

instructional activities, professional development conferences, child study team meetings and parent/family involvement in district activities.

VI. Questions and comments from the Board related to Principal's report.

**Questions and
Comments from
the Board**

Discussion followed on school communication with parents. President Bernardino found the lack of attendance of the parents' conference unacceptable. He stated that we "must create a culture of respect" and that our children's education is very important and parents must understand that. Parents should make it a priority to attend these conferences since they are only done 3 times a year. Trustee Ariel Sotelo indicated that we should set policy in place in regards to parent/teacher conferences. This is something that the board should discuss because we expect parents to be responsible for their children's education.

VII.

Questions and comments from the Public related to the Principal's report.

**Questions and
Comments from
the public.**

Parents asked about Kindergarten Graduation. Principal Meyers said that it will take place on May 25, 2013 and the ceremony will include dancing and singing. Discussion followed on the school lottery that took place on Wednesday, April 17, 2013. Trustee Jose Canosa gave a full report of the procedure and the outcome of the event. Trustee Sarah Brewster stated that this procedure was overseen by Mr. Michael Asaro of Condon O'Meara McGinty and Donnelly LLP (an accounting firm) and that it took place in an orderly fashion.

VIII. Approval of Minutes from past meeting

President Bernardino called for a motion to approve the minutes of the meeting held on March 20, 2013

**Approval of
Minutes from Past
Meeting**

Motion by: Trustee Ariel Sotelo
Seconded by: Trustee Jose Canosa
Vote: 5:0

**IX. Reading of the Resolutions -
Read by Trustee Sarah Brewster. Translated by President Gil Bernardino.**

The text of the resolutions and the vote on each appears below.

Reading and
Consideration of
Resolutions

X. Questions and comments from the Board related to resolutions
There were none.

Questions and
comments from the
Board

XI. Questions and comments from the public related to resolutions
There were none

Questions and
comments from the
public

XII. Approval of Resolutions

Voting of the
Resolutions

**Evergreen Charter School
Agenda Items for Resolutions:
For April 24, 2013**

- 1. Resolved**, the Board of Trustees approves field day for the school to be held at the end of May 2013 or another day in case of rain. The field day will be divided into two time periods; the morning will accommodate children in grades kindergarten, first and second grade classes, and the afternoon will be for third and fourth grade classes.

Procedures for this year include limiting parental/guardian participation for security reasons to two family members per child.

Motion by: Trustee Sarah Brewster
Seconded by: Trustee Ariel Sotelo
Approved: 5:0

2. Resolved, The Board of Trustees approves the proposal of H2M to provide a schematic design for the expansion of the charter school in the amount of \$ 12,500.

(H2M was the architect that designed the facility).

Motion by: Trustee Gladys Rodriguez
Seconded by: Trustee Jose Canosa
Approved: 5:0

3. Resolved, the Evergreen Board of Trustees approves the following changes to personnel:

Resignations:

<u>Name:</u>	<u>Position:</u>	<u>Effective Date:</u>
Maggie Campos	Business Office Coordinator	4/26/2013

Appointments:

<u>Name:</u>	<u>Position:</u>	<u>Effective Date:</u>	<u>Salary</u>
Lisett Knox	Director of Finance and Operations	4/29/2013	\$48,000

Motion by: Trustee Ariel Sotelo
Seconded by: Trustee Sarah Brewster
Approved: 5:0

4. Resolved, the Board of Trustees will hold the Parent Association elections, if needed, at the request of former Parent Association members to be held in May on a date to be announced.

Motion by: Trustee Gladys Rodriguez
Seconded by: Trustee Jose Canosa
Approved: 5:0

5. Resolved, the Board of Trustees approves the following workshops for staff:

“Courageous Schools” on topics including cyberbullying, holistic discipline and other topics related to the needs of our school. This will be attended by the Social Worker and the Assistant Principal.

The Board of Trustees also approves a workshop for the Assistant Principal on Latin America. The Board will reimburse mileage only as an expense for this workshop.

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

6. Resolved, the Board of Trustees approves the following school trips:

- May 13 – New York Hall of Science in Queens for the 4th Grade
- June 5 – Festival of Cultures Alley Park, Bayside Queens for the kindergarten

Motion by: Trustee Sarah Brewster
Seconded by: Trustee Ariel Sotelo
Approved: 5:0

7. Resolved: the Board of Trustees approves the following school activities:

- A first grade assembly will be held on May 24th, 2013
- The School graduation for the kindergarten classes will be held on June 25, 2013

Motion by: Trustee Jose Canosa
Seconded by: Trustee Ariel Sotelo
Approved: 5:0

8. Resolved, the Board of Trustees approves science enrichment support for fourth grade students for an amount to not exceed \$3,000.

Motion by: Trustee Jose Canosa
Seconded by: Trustee Ariel Sotelo
Approved: 5:0

9. **Resolved**, the Board of Trustees approves Jose Canosa as its new Treasurer of the Board of Trustees.

Motion by: Trustee Sarah Brewster
Seconded by: Trustee Gladys Rodriguez
Approved: 5:0

XIII. Parent Association Representative

Discussion on school spirit, charity and building motivation of children followed.

Parent Association Representative

XIV. Old/New Business

There were none

Old/New Business

XV. Questions and Comments

There were none

Questions and Comments

XVI. Announcements

There were none

Announcements

XVII. Adjournment

Adjournment

Motion to adjourn made by: Trustee Ariel Sotelo
Seconded by: Trustee Sarah Brewster
Approved: 5:0

Meeting adjourned at: 9:19 pm.

Minutes submitted by: Gladys Rodriguez
Gladys Rodriguez, Secretary

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

**May 22, 2013
7:52 pm**

Members:

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

Also Present: **Mrs. Maritza Meyer, Principal**
 Dr. Jossie O'Neill, Assistant Principal

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

I. Welcome & Call to Order

President Bernardino welcomed everyone, and thanked them for being there tonight. He then introduced Principal Maritza Meyers.

Welcome and Call to order: President Gil Bernardino
--

II. Monthly Report by Principal Maritza Meyers:

Principal Meyers announced a whole staff meeting for May 7th, the teachers' final observations and evaluations were initiated on the week of May 13 by the Principal and Assistant Principal. On enrollment Principal Meyers indicated the following: K - 50, 1st - 50, 2nd - 51, 3rd - 48, 4th - 47 for a total of 247 students. On Curriculum and Instruction she stated that curriculum mapping has continued. Support is being given by the Aussie Math Consultant. Final report cards will be distributed on June 28th. There will be no parent teacher conferences for this last marking period. Student portfolios are due June 21st. A book club was launched by Assistant Principal for third grade students on Fridays. Principal Meyers also stated that Parent/Teacher conferences took place on April 30th for third and fourth grades. A total of 75 out of 97 parents

Monthly Report by Principal Maritza Meyers

attended. Math and English Language Arts State Tests were completed on May 1, 2013 and NYSESLAT was completed from April 27 to May 17, 2013. The Science Performance tests for 4th graders will be completed from May 23 to May 31, 2013, and the written test on June 3, 2013. The Pearson field test will be completed on June 5th, 2013. Child study Team meetings were held on 4/29, 5/1-2, 5/6-9 and 5/13-16 and a total of 21 students were reviewed. Educational trips and wide instructional activities took place as follows: TD Bank visited the school, and we had an author read her book to the children and other reading volunteers on April 29, 2013. Picture day took place on May 2, 2013. The third graders took a trip to The American Museum of Natural History on May 9th, and the fourth graders took a trip to NY Hall of Science on May 13th. On May 24th first graders will make a multi cultural presentation also on the same day kindergarteners and first graders will take a trip to Alley Park to see celebration of cultures. On June 14th third graders will visit the Cradle of Aviation Museum in Garden City. On June 4th and 5th children will visit Starbucks for a lesson about liquid measurements and Field Day will take place on June 18th. On Professional Development and Conferences Principal Meyers announced the following conferences: Aussie full day Math on May 5th with Math coach, Aussie full day Math for K-4. Additional conferences include "Courageous School Conference" for the Social Worker and Assistant Principal at Bank street College of Education—Morningside Center for Teaching Social responsibility. On May 29 there will be an Aussie –ELA Professional development Conference for K-4 and a conference on Maintaining Rigor in the Math classroom for Karen Leper. On Parent/Family involvement and district activities Principal Meyers stated the following: CSE meetings were attended by Learning Specialist/Data, Special Education Instructional Specialist, Assistant Principal, Social Worker and classroom teacher/s on April 17, May 1st and May 8th and there is one more scheduled for May 23, 2013. The Social Worker had a meeting, on April 5th with Molloy College in reference to Field Instruction to discuss interns for the 2013-2014 school year.. The fourth graders donated \$87.23 dollars to Winthrop Hospital for Cancer Research and Patients. Ms. Judith Blum made a donation of books on May 9th to help students begin a library in their own homes. Kindergarten orientation will take place on June 3rd and graduation for kindergarten is schedule for June 25th.

III. Questions and comments from the Board related to Principal's report.

There were none.

<p>Questions and Comments from the Board</p>

**Questions and
Comments from the
public.**

Questions and comments from the Public related to the Principal's report

Discussion followed on teacher evaluations and how many children are allowed in each classroom. President Bernardino explained that sometimes a classroom may have one or two extra students because children may be left back. A parent asked if Kindergarten children must return to school after the morning graduation ceremony. The answer was yes, they must attend classes until the last day of school. Trustee Sarah Brewster suggested a letter should be sent to parents to clarify this. Discussion followed about the "message system". Some parents felt that the new message response system relays messages too fast. They suggested that the messages be read slower so parents can understand them. The messages are sent in English and Spanish. Overall everyone liked the new system and they feel it is necessary and very helpful to have it. Dr. O'Neill explained that the IOWA testing takes place over the course of the year at different times. Discussion followed on exams. Parents are concerned about the tests and how to help their children study for them. Discussion also followed on Field trips and the safety and security of our children.

IV. Financial Report:

Trustee Sarah Brewster indicated that the Finance Committee is working on the budget for 2013-2014. The Board of Trustees will vote on the new budget at the June meeting. The Board will be reviewing new expenses and the need for additional personnel. She reminded everyone that the fiscal year begins on July 1.

**Financial Report
by Trustee Sarah
Brewster**

V. Questions and Comments from the Board of Trustees

There were none

**Questions and
Comments from
the Board**

VI. Questions and Comments from the Public

There were none.

**Questions and
Comments from
the Public**

VII. Approval of Minutes from past meeting

President Bernardino called for a motion to approve the minutes of the meeting held on April 26, 2013

Motion by: Trustee Sarah Brewster
Seconded by: Trustee Luis Ras
Vote: 6:0

**Approval of
Minutes from Past
Meeting**

VIII. Reading of the Resolutions -

Read by Trustee Sarah Brewster. Translated by President Gil Bernardino. The text of the resolutions and the vote on each appears below.

**Reading and
Consideration of
Resolutions**

IX. Questions and comments from the Board related to resolutions

There were none.

**Questions and
comments from the
Board**

X. Questions and comments from the public related to resolutions

There were none.

**Questions and
comments from the
public**

XI. Approval of Resolutions

**Voting of the
Resolutions**

- 1. Resolved,** The Board of Trustees approves the clarification of the lease agreement.

The clarification of the lease agreement is being made to identify space used by Evergreen currently. This space was reviewed by an independent party, H2M, who conducted a study to determine the square footage of all spaces and the space used by Evergreen Charter School.

(see attached report from H2M).

Motion by: Trustee Jose Canosa
Seconded by: Trustee Gladys Rodriguez
Vote: 4:0

Abstentions: 2

Sarah Brewster
Gil Bernardino

- 2. Resolved,** the Board of Trustees approves the consulting firm Open-Schools Project to provide support to Evergreen Charter School administration and Board to recruit, if needed, qualified bilingual staff at a rate of 15% of their salary.

Motion by: Trustee Sarah Brewster
Seconded by: Trustee Jose Canosa
Vote: 6:0

- 3. Resolved,** The Board of Trustees approves a collaborative meeting with parents, teachers and board members to take place on or around June 6 for the purpose of reviewing and updating the existing Evergreen Charter School Parent Manual.

Motion by: Trustee Yvonne Mowatt
Seconded by: Trustee Luis Ras
Vote: 6:0

4. Resolved, the Board of Trustees approves the following field trips:

On or about 6/14/2013

Field trip to the Cradle of Aviation Museum for third grade students.

On or about 6/4/2013 and 6/11/2013

Trip to Starbucks in Glen Cove with students to do Math activities.

Field Day to be scheduled for on or about June 18, 2013.

Motion by: Trustee Gladys Rodriguez

Seconded by: Trustee Yvonne Mowatt

Vote: 6:0

5. Resolved, the Board of Trustees approves the following conferences:

Karen Leeper, Westbury, New York “Maintaining Rigor in the Math Classroom K-2”, at a cost of \$130.

Motion by: Trustee Jose Canosa

Seconded by: Trustee Gladys Rodriguez

Vote: 6:0

6. Resolved, the Board of Trustees designates the Finance Committee and other interested Members of the Board to review, in addition to its legal counsel, A Tenant Compliance Agreement.

See attached.

Motion by: Trustee Jose Canosa

Seconded by: Trustee Gladys Rodriguez

Vote: 4:0

Abstentions: 2

Sarah Brewster

Gil Bernardino

7. **Resolved**, the Board of Trustees of Evergreen Charter School authorizes Jose Canosa, or/and a member of the Executive Committee to solicit a credit card for the school.

The Business office will oversee use of the credit card.

Motion by: Trustee Sarah Brewster

Seconded by: Trustee Gladys Rodriguez

Vote: 6:0

XII. Parent Association Representative

The Board of Trustees encouraged parents to respond to its mailing inviting parents to participate in the Parent Association. This mailing was sent after discussion with former Parent Association members in effort to reestablish the Parent Association as a working Association. A total of four parents responded. As the existing by-laws read, it appears that no election needs to be held because no position was contested. Discussion followed on setting up the new board. President Bernardino stated that the Board of Trustees is available to assist members of the Parent Association if needed.

Parent Association Representative

XIII. Old/New Business

Discussion followed on the safety of the Evergreen Building. President Bernardino explained that he has gotten in touch with the Village of Hempstead and the police about the overall safety of our building.

Old/new business

XIV. Questions and Comments

There were none.

Questions and Comments

XV. Announcements

There were none.

Announcements

XVI. 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 to go into Executive Session

Motion made by: Trustee Sarah Brewster
Seconded by: Trustee Gladys Rodriguez
Approved: 6:0

XVII. Adjournment

Adjournment

Motion to adjourn made by: Trustee Yvonne Mowatt
Seconded by: Trustee Jose Canosa
Approved: 6:0

Meeting adjourned at: 9:35 pm.

Minutes submitted by: Gladys Rodriguez
Gladys Rodriguez, Secretary

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

**June 10, 2013
7:45 pm**

Members:

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

Also Present: **Mrs. Maritza Meyer, Principal – Excused**
 Dr. Jossie O’Neill, Assistant Principal - Excused

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

I. Welcome & Call to Order

President Bernardino welcomed everyone, and thanked them for being there tonight. He then introduced Principal Maritza Meyers.

Welcome and Call to order: President Gil Bernardino
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II. Monthly Report by Principal Maritza Meyers:

The monthly report will be presented in full at the annual meeting on June 19th. Trustee Brewster reported that the school has met with teachers earlier in the day on June 10th to discuss updating the parent handbook. A meeting will be scheduled with Parents on Thursday, June 13th. Trustee Brewster also explained plans that are underway for the school expansion. H2M architecture firm is designing schematics to be presented at the Annual Board meeting for the expansion of the middle school. Drafts of these plans were reviewed and discussed. Trustee Brewster reported that Regent Tilles had visited the school and read poetry to students in Ms. Fernandez’s class.

Monthly Report by Principal Maritza Meyers

III. Questions and comments from the Board related to report

Discussion followed on how construction would be financed. Estimates for construction are approximately \$15,000,000 to \$20,000,000. These are rough estimates. The Board discussed expanding the school to allow for additional classes to meet the growing needs of the community and to offer 3 classes per grade level.

Questions and Comments from the Board

IV. Questions and Comments from the Public

Discussion followed on plans for the charter renewal. Parents indicated that they were concerned about where their children would go after 5th grade. Parents vo

Questions and Comments from the public.

V. Financial Report:

The budget for the 2013-2104 school year will be proposed at the June 19, 2013 Board meeting. The Business Office is reviewing all accounts to see what accounts are late. Per the policy established earlier this year, registration is not considered complete if one's account is outstanding.

Financial Report by Trustee Sarah Brewster

VI. Questions and Comments from the Board of Trustees

There were none

Questions and Comments from the Board

VII. Questions and Comments from the Public

There were none.

Questions and Comments from the Public

VIII. Approval of Minutes from past meeting

President Bernardino called for a motion to approve the minutes of the meeting held on May 22, 2013

**Approval of
Minutes from Past
Meeting**

Motion by: Trustee Sarah Brewster
Seconded by: Trustee Jose Canosa
Vote: 7:0

IX. Reading of the Resolutions -

Read by Trustee Sarah Brewster. Translated by President Gil Bernardino. The text of the resolutions and the vote on each appears below.

**Reading and
Consideration of
Resolutions**

X. Questions and comments from the Board related to resolutions

Trustee Canosa was part of the members of the Board that worked with Evergreen's attorney to review the Tenant Compliance Agreement. Several changes were made to this agreement upon review. This document was required by the landlord of Evergreen per its bond issue with the Town of Hempstead IDA. The facility where Evergreen is located was part of a bond issue with the Town of Hempstead. The landlord, as a recipient of a bond issue through the Town of Hempstead IDA, must ensure that all Tenants comply with the Tenant Compliance Agreement per its agreement with the Town of Hempstead IDA. Basically the document requires that Evergreen maintain certain levels of insurance among other covenants while it resides in the facility.

**Questions and
comments from the
Board**

XI. Questions and comments from the public related to resolutions

There were none.

**Questions and
comments from the
public**

XII. Approval of Resolutions

**Voting of the
Resolutions**

1. Resolved. The Board of Trustees approves Tenant Compliance Agreement.

This agreement is made between the Town of Hempstead Industrial Development Agency and Evergreen Charter School and it is a Tenant Compliance Agreement acknowledging that Evergreen in essence will maintain the same insurance it has but adding the Town of Hempstead as an additional insured. This document is requested to be in compliance with the IDA. The Town of Hempstead IDA issues bonds to Círculo, Evergreen's landlord. All tenants of the facility must comply with this agreement per the terms of the issuer.

(see attached copy).

Motion by: Trustee Jose Canosa
Seconded by: Trustee Gladys Rodriguez
Vote: 4:0

Abstentions:
Sarah Brewster
Gil Bernardino
Ariel Sotelo

XIII. Parent Association Representative

The Board of Trustees encouraged parents to respond to its mailing inviting parents to participate in the Parent Association. This mailing was sent after discussion with former Parent Association members in effort to reestablish the Parent Association as a working Association. A total of four parents responded. As the existing by-laws read, it appears that no election needs to be held because no position was contested. Discussion followed on setting up the new board. President Bernardino stated that the Board of Trustees is available to assist members of the Parent Association if needed.

**Parent Association
Representative**

XIV. Old/New Business

There was none.

Old/new business

XV. Questions and Comments

There were none.

**Questions and
Comments**

XVI. Announcements
There were none.

Announcements

XVII. 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 to go into Executive Session

Motion made by: Trustee Sarah Brewster
Seconded by: Trustee Gladys Rodriguez
Approved: 7:0

XVIII. Adjournment

Adjournment

Motion to adjourn made by: Trustee Yvonne Mowatt
Seconded by: Trustee Jose Canosa
Approved: 7:0

Meeting adjourned at: 9:40 pm.

Minutes submitted by: Gladys Rodriguez
Gladys Rodriguez, Secretary

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

**June 19, 2013
7:45 pm**

Members:

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

Also Present: **Mrs. Maritza Meyer, Principal
H2M Architects**

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

I. Welcome & Call to Order

President Bernardino welcomed everyone, and thanked them for being there tonight. He introduced H2M Architects to provide a presentation about conceptual plans for school expansion.

**Welcome and Call to
order: President Gil
Bernardino**

II. Presentation by H2M:

H2M Architecture, including of Veronica Byrnes and her assistant, made a presentation about conceptual plans for a middle school based upon preliminary meetings. The needs of the school were reviewed and spaces were discussed. All details were discussed from floor plans to budget.

**Presentation by
Architects**

III. Financial Report:

The financial report was presented including the Annual Budget. See attached. Projected expenses for the school year were reviewed including items such as curriculum materials, new furniture and other materials for

**Financial Report
presented by
Trustee Sarah
Brewster**

incoming students as well as needs for existing students. School receivables were also reviewed and discussed. The school needs to ensure that all students are registered and continue to maintain active registration throughout the school year as this affects the school budget. There have been several cases where families failed to register their child when they have moved school districts and the new school district is refusing to pay for the child. Trustee Brewster also explained the registration process and reiterated the importance of registering your child with the school district on time. She also explained the food program reimbursement system, how we pay for field trips and also health and fringe benefits for employees.

IV. Questions and Comments from the Board of Trustees

Trustee Sarah Brewster indicated that the policy is being reviewed to address registration issues as this greatly affects the budget. If a child fails to register in a school district, the district will not pay for that child. Trustee Brewster also discussed additional needs of the school and plans of ECS to purchase materials including technology resources for students. In the upcoming years students will be taking standardized tests via computer. ECS has included in its budget funding to purchase additional laptops/IPads for student use.

**Questions and
Comments from
the Board**

V. Questions and Comments from the Public

A parent questioned the amount of food wasted by children. Discussion followed on this issue. President Bernardino suggested that we follow up on this subject because we do not want any wasted food. In the past the school used to weigh the food that was discarded following meal time by the children. Trustee Luis Ras suggested that we develop a scale system where we would weight the food to see how much food is needed to feed our children. On the need to purchase more computers, teacher Karen Leeper indicated that we must keep in mind that the children must take their exams by computer and that we must search for compatible equipment. Discussion followed on the different types of equipment needed. President Bernardino explained that we must keep in mind our budget, we can adjust it but we cannot go over it. He also explained that charter schools have not received a raise in the last three years. Trustee Ariel Sotelo explained his preference for Lap Tops because of the variety of programs and the needs of our children.

**Questions and
Comments from
the Public**

VI. Monthly Report by Principal Maritza Meyers:

On State of affairs, Principal Meyers indicated that the whole staff meeting took place on June 4th and on the week of the 17th final teacher observations and evaluations, and assignments began. End of the year checklist was disseminated to staff. Kindergarten orientation took place on June 13, 2013. School enrollment is as follows: K 50; 1st 50; 2nd 51; 3rd 48; 4th 47. Enrolled has gone beyond 50 students in some classes because of retention of a student. On curriculum principal Meyers indicated that ELA/Social Studies and Math/Science curriculum mapping is being completed by the Aussie's Consultant and staff. On Instruction she indicated that the end of the marking period was June 12th. Final report cards were issued on June 18th, student portfolios on June 21st and the last day of school is June 28th.

**Monthly Report by
Principal**

On assessment and data principal Meyers mentioned the fourth grade science test –performance and written –NYSESLAT—the Field Test –Pearson—Pilot Written test for 3rd and 4th grades. The Dial (placement) test for incoming Kindergarten students was started on June 10th. Child Study Team Meetings have continued. There was a follow up review meeting held on June 6th and a closing date meeting on June 13th. Principal Meyers also mentioned the educational trips and school wide instructional activities as follows: Festival of Cultures K & 1st grades on June 4th; Math Coach –Starbucks Small Group Trip June 10th; Field day at ECS June 18th; West Side Story and Art show June 20th; Sp. Ed Parents workshop June 24th; Kindergarten graduation and concert June 25th; 4th grade history of the colonies show June 25th; June 26th and 27th breakfast for parents. On professional Development and conferences, Aussie Full day Math /Science PD for math coach, and curriculum planning was scheduled for June 26th and 27th. Aussie full day ELA/Social Studies PD for Literacy Coach and Learning Specialist has been scheduled for June 5th and 11th including curriculum mapping. Aussie full day ELA/Social Studies PD for K-2 and 3-4 and curriculum mapping has been scheduled for June 12th, 19th, 24th and 27th. On Parent/Family involvement and District Activities, principal Meyers stated that Kindergarten orientation to prospective parents/students took place on June 3rd, BOCES training for staff took place on June 4th. The nurse attended the Superintendent’s Monthly Nurses Meeting on June 11th. A workshop was held on IEPs for parents on June 24th.

VII. Questions and comments from the Board related to Principal’s report.

There were none.

**Questions and
Comments from
the Board**

VIII. Questions and comments from the Public related to the Principal’s report.

There were none.

**Questions and
Comments from
the public.**

IX. Approval of Minutes from past meeting

President Bernardino called for a motion to approve the minutes of the meeting held on June 10, 2013

**Approval of
Minutes from Past
Meeting**

Motion by: Trustee Ariel Sotelo
 Seconded by: Trustee Luis Ras
 Vote: 6:0

X. Annual Summary of Committee Reports

Trustee Sarah Brewster presented a report/summary on the following committees: Executive, Personnel, Education and Accountability, Financial including hiring new staff, professional development and the importance of being aligned with the common core, she spoke about the renewal of our Charter and the parents' handbook. She discussed grants, donations and school expansion and construction.

Annual summary
of committee
reports

XI. Reading of the Resolutions -

Read by Trustee Sarah Brewster. Translated by President Gil Bernardino.

The text of the resolutions and the vote on each appears below.

Reading and
Consideration of
Resolutions

XII. Questions and comments from the Board related to resolutions

None.

Questions and
comments from the
Board

XIII. Questions and comments from the public related to resolutions

Discussion followed on the school calendar. President Bernardino explained the reason for the change and stated that our calendar is different from the districts' calendar because we have to make sure that our children receive the best education and a full school year is a priority. He explained the options for snow days etc.

Questions and
comments from the
public

XIV. Approval of Resolutions

Voting of the
Resolutions

1. Resolved, The Board of Trustees approves the calendar for the 2013-2014 school year.

Motion by: Trustee Sarah Brewster

Seconded by: Trustee Ariel Sotelo

Approved: 6:0

2. Resolved, the Board of Trustees approves Condon O’Meara and McGuinty to conduct its annual audit for the 2012-2013 school year

Motion by: Trustee Gladys Rodriguez
Seconded by: Trustee Ariel Sotelo
Approved: 6:0

3. Resolved, The Board of Trustees approves the following appointments to Board of Trustees: Yvonne Mowatt as Member at Large for the term 2013-2016

Motion by: Trustee Gladys Rodriguez
Seconded by: Trustee Ariel Sotelo
Approved: 6:0

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

- West Side Story Musical Performance and Art Show, June 20th
- Special Education Parent Workshop, June 20th
- Kindergarten Graduation/Concert, June 25th
- 4th Grade school performance, June 25th

Motion by: Trustee Sarah Brewster
Seconded by: Trustee Ariel Sotelo
Approved: 6:0

5. Resolved, The Board of Trustees approves Aussies and other related companies to develop curriculum maps.

Motion by: Trustee Gil Bernardino
Seconded by: Trustee Gladys Rodriguez
Approved: 6:0

6. **Resolved**, the Board of Trustees approves the following budget for the 2013-2014 school year. ---see attached copy of budget---

Motion by: Trustee Sarah Brewster
Seconded by: Trustee Luis Ras
Approved: 6:0

7. **Resolved**, the Board of Trustees approves an amendment to the registration policy.

See attached. This amendment is made to ensure that all accounts are current.

Motion by: Trustee Gil Bernardino
Seconded by: Trustee Ariel Sotelo
Approved: 6:0

XV. Parent Association Representative
No report presented

**Parent Association
Representative**

XVI. Old/New Business

Teacher Karen Leeper explained about mapping and NYS curriculum and how it must be aligned with the curriculum and Go Math! she spoke about the different on-line resources available for this purpose.

Old/New Business

XVII. Questions and Comments
There were none

**Questions and
Comments**

XVIII. Announcements
There were none

Announcements

No executive session

Adjournment

XIX. Adjournment

Motion to adjourn made by: Trustee Ariel Sotelo
Seconded by: Trustee Luis Ras
Approved: 6:0

Meeting adjourned at: 9:50

Respectfully Submitted:


Gladys Rodriguez
Secretary



Evergreen Charter School
Appendix H
Annual Report 2012-2013

Evergreen Charter School recruits students in a number of ways. Letters are sent to community based institutions and organizations such as The Nassau County Department of Social Services, The Family Services Corporation, The Interfaith Nutrition Network, The Hagerdorn Family Resource Center, and The Hispanic Counseling Center, among others. Information is posted on the school's website and flyers are distributed throughout the community. In addition Evergreen places announcements in local community papers including Spanish newspapers. All correspondences are written in English and Spanish in an effort to accommodate the Hempstead community. These recruitment efforts have enabled Evergreen to outreach to underserved families of low to moderate income including families with children who have disabilities and families with children that are English Language Learners.

Evergreen Charter School had thirteen (13) students with Individualized Education Plans. In addition, Evergreen also follows forty-three (43) students who are involved in the school's Response to Intervention Process. This represents over twenty-two percent (22%) of the student population based upon Evergreen's BEDS enrollment of two hundred and forty-nine (249) students.

Evergreen Charter School experienced success in recruiting families with children that are English Language Learners. Evergreen has seventy-two (72) students that are English

Language Learners, or twenty-nine (29%) of its student population. This is among the highest, or the highest, in New York State for a charter elementary school.

To retain and address the needs of students with disabilities, this process begins with a screening and struggling learners are provided with interventions at increasing levels of intensity to accelerate their rate of learning. Students receive various support services by a variety of school personnel. Students' progress is monitored with duration of interventions and intensity dependent on such data. Due to these needs an additional special education teacher has been hired for the 2013-14 school year.

To retain and address the needs of students with limited English proficiency, Evergreen also hired the full time equivalent of two and one half (2.5 FTE) English as Second Language Teachers who provide individualized and small group instruction to support the needs of English Language Learners. These teachers work collaboratively with classrooms teachers to support and scaffold learning.

Within the first month of school parents are made aware of such support services during our annual open house and parent teacher conferences. Parents of children receiving ESL instruction or Special Education services are made aware by written communication from their respective support teacher. All of these services are in an effort to retain and support this population of students. Evergreen has also provided bilingual workshops throughout the course of the year to inform and educate parents about how to address their student's needs including how to meet the needs of students with learning disabilities.

Required Form: Appendix E - Disclosure of Financial Interest Form

Created Wednesday, July 03, 2013

Updated Tuesday, July 16, 2013

<http://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/463eb9c35ed2dbb7205248182e>

Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. Trustee Name:

Gil Bernardino

2. Charter School Name:

Evergreen Charter School

3. Charter Authorizer:

Board of Regents

4. *Your Home Address:

Variable	Response
4. *Your Home Address: Street Address	[REDACTED]
4. *Your Home Address: City/State	[REDACTED]
4. *Your Home Address: Zip	[REDACTED]

5. *Your Business Address

Variable	Response
5. *Your Business Address Street Address	[REDACTED]
5. *Your Business Address City/State	[REDACTED]
5. *Your Business Address Zip	[REDACTED]

6. *Daytime Phone Number:

[REDACTED]

7. *E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

-
- Chair/President
-

9. Are you a trustee and also an employee of the school?

No

10. Are you a trustee and an employee or agent of the management company or institutional partner of the charter school?

No

Page 2

13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

Yes

13a. 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 held or engaged in with the charter school 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 financial interest or transaction, write None. Please note that if you answered Yes to Question 2-4 above, you need not disclose again your employment status, salary, etc.

	Date(s) of Transactions	Nature of Financial Interest/Transactions	Steps Taken to Avoid Conflict of Interest (e.g., did not vote, did not participate in discussion)	Name of Person Holding Interest and Relationship to You
1	ongoing	I work for the landlord of the Charter School	I have recused myself from voting	Circulo de la Hispanidad -my employer
2	ongoing	I recently married the Vice Chair of the Charter School	I have disclosed my interest	Sarah Brewster - Wife
3	(No response)	(No response)	(No response)	(No response)
4	(No response)	(No response)	(No response)	(No response)
5	(No response)	(No response)	(No response)	(No response)

14. Are you a member, director, officer or employee of an organization formally partnered with school that is doing business with the charter school and in which such entity, during your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or relationship?

Yes

14a. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, 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 and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member or person 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 that is doing business with the school through a management or services agreement, please identify only the name of the organization, your position in the organization as well as the relationship between such organization and the school. If there was no financial interest, write None.

	Organization Conducting Business with the School	Nature of Business Conducted	Approximate Value of the Business Conducted	Name of Trustee and/or Immediate Family Member with Interest	Steps Taken to Avoid Conflict of Interest
1	Circulo de la Hispanidad	Landlord to Evergreen Charter School	900000	Employer - Sarah Brewster and Ariel Sotelo also work for employer	recused myself when appropriate
2	(No response)	(No response)	(No response)	(No response)	(No response)
3	(No response)	(No response)	(No response)	(No response)	(No response)
4	(No response)	(No response)	(No response)	(No response)	(No response)
5	(No response)	(No response)	(No response)	(No response)	(No response)

Signature of Trustee

Required Form: Appendix E - Disclosure of Financial Interest Form

Created Wednesday, July 03, 2013

Updated Tuesday, July 16, 2013

<http://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/b2ff478a269b8a97b2d0989e83>

Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. Trustee Name:

Sarah Brewster

2. Charter School Name:

Evergreen Charter School

3. Charter Authorizer:

Board of Regents

4. *Your Home Address:

Variable	Response
4. *Your Home Address: Street Address	[REDACTED]
4. *Your Home Address: City/State	[REDACTED]
4. *Your Home Address: Zip	[REDACTED]

5. *Your Business Address

Variable	Response
5. *Your Business Address Street Address	[REDACTED]
5. *Your Business Address City/State	[REDACTED]
5. *Your Business Address Zip	[REDACTED]

6. *Daytime Phone Number:

[REDACTED]

7. *E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

-
- Vice Chair/Vice President
-

9. Are you a trustee and also an employee of the school?

No

10. Are you a trustee and an employee or agent of the management company or institutional partner of the charter school?

No

Page 2

13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

Yes

13a. 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 held or engaged in with the charter school 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 financial interest or transaction, write None. Please note that if you answered Yes to Question 2-4 above, you need not disclose again your employment status, salary, etc.

	Date(s) of Transactions	Nature of Financial Interest/Transaction	Steps Taken to Avoid Conflict of Interest (e.g., did not vote, did not participate in discussion)	Name of Person Holding Interest and Relationship to You
1	ongoing	I work for the landlord of the Charter School	I have recused myself from voting	Circulo de la Hispanidad - Employer
2	ongoing	I recently married the Board Chair of the School	I have disclosed to board and to school our relationship	Gil Bernardino - Husband
3	(No response)	(No response)	(No response)	(No response)
4	(No response)	(No response)	(No response)	(No response)
5	(No response)	(No response)	(No response)	(No response)

14. Are you a member, director, officer or employee of an organization formally partnered with school that is doing business with the charter school and in which such entity, during your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or relationship?

Yes

14a. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, 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 and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member or person 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 that is doing business with the school through a management or services agreement, please identify only the name of the organization, your position in the organization as well as the relationship between such organization and the school. If there was no financial interest, write None.

	Organization Conducting Business with the School	Nature of Business Conducted	Approximate Value of the Business Conducted	Name of Trustee and/or Immediate Family Member with Interest	Steps Taken to Avoid Conflict of Interest
1	Circulo de la Hispanidad	Landlord to Evergreen Charter School	800000	Employer	recused myself when appropriate
2	(No response)	(No response)	(No response)	(No response)	(No response)
3	(No response)	(No response)	(No response)	(No response)	(No response)
4	(No response)	(No response)	(No response)	(No response)	(No response)
5	(No response)	(No response)	(No response)	(No response)	(No response)

Signature of Trustee

Required Form: Appendix E - Disclosure of Financial Interest Form

Created Tuesday, July 09, 2013

Updated Tuesday, July 16, 2013

<http://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/ca86cabb964cb5a78ed5b44926>

Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. Trustee Name:

Jose Canosa

2. Charter School Name:

Evergreen Charter School

3. Charter Authorizer:

Board of Regents

4. *Your Home Address:

Variable	Response
4. *Your Home Address: Street Address	[REDACTED]
4. *Your Home Address: City/State	[REDACTED]
4. *Your Home Address: Zip	[REDACTED]

5. *Your Business Address

Variable	Response
5. *Your Business Address Street Address	[REDACTED] Islip
5. *Your Business Address City/State	[REDACTED]
5. *Your Business Address Zip	[REDACTED]

6. *Daytime Phone Number:

[REDACTED]

7. *E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

Treasurer

9. Are you a trustee and also an employee of the school?

10. Are you a trustee and an employee or agent of the management company or institutional partner of the charter school?

Page 2

13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

14. Are you a member, director, officer or employee of an organization formally partnered with school that is doing business with the charter school and in which such entity, during your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or relationship?

No

Signature of Trustee

Required Form: Appendix E - Disclosure of Financial Interest Form

Created Tuesday, July 09, 2013

Updated Wednesday, July 31, 2013

<http://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/734511c754542e3271f355c992>

Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. Trustee Name:

Nancy Iglesias

2. Charter School Name:

Evergreen Charter School

3. Charter Authorizer:

Board of Regents

4. *Your Home Address:

Variable	Response
4. *Your Home Address: Street Address	[REDACTED]
4. *Your Home Address: City/State	[REDACTED]
4. *Your Home Address: Zip	[REDACTED]

5. *Your Business Address

Variable	Response
5. *Your Business Address Street Address	[REDACTED]
5. *Your Business Address City/State	[REDACTED]
5. *Your Business Address Zip	[REDACTED]

6. *Daytime Phone Number:

[REDACTED]

7. *E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

-
- Other, please specify...: Member at Large
-

9. Are you a trustee and also an employee of the school?

No

10. Are you a trustee and an employee or agent of the management company or institutional partner of the charter school?

No

Page 2

13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

14. Are you a member, director, officer or employee of an organization formally partnered with school that is doing business with the charter school and in which such entity, during your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or relationship?

No

Signature of Trustee

Required Form: Appendix E - Disclosure of Financial Interest Form

Created Tuesday, July 09, 2013

Updated Tuesday, July 16, 2013

<http://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/7402716b501164fd89cb90a56e>

Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. Trustee Name:

Yvonne Mowatt

2. Charter School Name:

Evergreen Charter School

3. Charter Authorizer:

Board of Regents

4. *Your Home Address:

Variable	Response
4. *Your Home Address: Street Address	[REDACTED]
4. *Your Home Address: City/State	[REDACTED]
4. *Your Home Address: Zip	[REDACTED]

5. *Your Business Address

Variable	Response
5. *Your Business Address Street Address	[REDACTED]
5. *Your Business Address City/State	[REDACTED]
5. *Your Business Address Zip	[REDACTED]

6. *Daytime Phone Number:

[REDACTED]

7. *E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

-
- Other, please specify...: Member at Large
-

9. Are you a trustee and also an employee of the school?

No

10. Are you a trustee and an employee or agent of the management company or institutional partner of the charter school?

No

Page 2

13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

14. Are you a member, director, officer or employee of an organization formally partnered with school that is doing business with the charter school and in which such entity, during your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or relationship?

No

Signature of Trustee

Required Form: Appendix E - Disclosure of Financial Interest Form

Created Tuesday, July 09, 2013

Updated Tuesday, July 16, 2013

<http://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/822493befeabe3b152fe2ac3ff03>

Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. Trustee Name:

Luis Ras

2. Charter School Name:

Evergreen Charter School

3. Charter Authorizer:

Board of Regents

4. *Your Home Address:

Variable	Response
4. *Your Home Address: Street Address	[REDACTED]
4. *Your Home Address: City/State	[REDACTED]
4. *Your Home Address: Zip	[REDACTED]

5. *Your Business Address

Variable	Response
5. *Your Business Address Street Address	[REDACTED]
5. *Your Business Address City/State	[REDACTED]
5. *Your Business Address Zip	[REDACTED]

6. *Daytime Phone Number:

[REDACTED]

7. *E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

-
- Other, please specify...: Member at Large
-

9. Are you a trustee and also an employee of the school?

No

10. Are you a trustee and an employee or agent of the management company or institutional partner of the charter school?

No

Page 2

13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

14. Are you a member, director, officer or employee of an organization formally partnered with school that is doing business with the charter school and in which such entity, during your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or relationship?

No

Signature of Trustee

Required Form: Appendix E - Disclosure of Financial Interest Form

Created Tuesday, July 09, 2013

Updated Tuesday, July 16, 2013

<http://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/3b4e1244536a8831cb6d9cd8c2>

Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. Trustee Name:

Gladys Rodriguez

2. Charter School Name:

Evergreen Charter School

3. Charter Authorizer:

Board of Regents

4. *Your Home Address:

Variable	Response
4. *Your Home Address: Street Address	[REDACTED]
4. *Your Home Address: City/State	[REDACTED]
4. *Your Home Address: Zip	[REDACTED]

5. *Your Business Address

Variable	Response
5. *Your Business Address Street Address	[REDACTED]
5. *Your Business Address City/State	[REDACTED]
5. *Your Business Address Zip	[REDACTED]

6. *Daytime Phone Number:

[REDACTED]

7. *E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

-
- Secretary
-

9. Are you a trustee and also an employee of the school?

No

10. Are you a trustee and an employee or agent of the management company or institutional partner of the charter school?

No

Page 2

13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

14. Are you a member, director, officer or employee of an organization formally partnered with school that is doing business with the charter school and in which such entity, during your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or relationship?

No

Signature of Trustee

Required Form: Appendix E - Disclosure of Financial Interest Form

Created Tuesday, July 09, 2013

Updated Tuesday, July 16, 2013

<http://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/61b2d9e93d52788a57be622da5>

Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. Trustee Name:

Ariel Sotelo

2. Charter School Name:

Evergreen Charter School

3. Charter Authorizer:

Board of Regents

4. *Your Home Address:

Variable	Response
4. *Your Home Address: Street Address	[REDACTED]
4. *Your Home Address: City/State	[REDACTED]
4. *Your Home Address: Zip	[REDACTED]

5. *Your Business Address

Variable	Response
5. *Your Business Address Street Address	[REDACTED]
5. *Your Business Address City/State	[REDACTED]
5. *Your Business Address Zip	[REDACTED]

6. *Daytime Phone Number:

[REDACTED]

7. *E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

-
- Parent Representative
-

9. Are you a trustee and also an employee of the school?

No

10. Are you a trustee and an employee or agent of the management company or institutional partner of the charter school?

No

Page 2

13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

Yes

13a. 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 held or engaged in with the charter school 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 financial interest or transaction, write None. Please note that if you answered Yes to Question 2-4 above, you need not disclose again your employment status, salary, etc.

	Date(s) of Transactions	Nature of Financial Interest/Transaction	Steps Taken to Avoid Conflict of Interest (e.g., did not vote, did not participate in discussion)	Name of Person Holding Interest and Relationship to You
1	ongoing	I work for the landlord of the Charter School	I have recused myself from voting	Circulo de la Hispanidad - Employer
2	(No response)	(No response)	(No response)	(No response)
3	(No response)	(No response)	(No response)	(No response)
4	(No response)	(No response)	(No response)	(No response)
5	(No response)	(No response)	(No response)	(No response)

14. Are you a member, director, officer or employee of an organization formally partnered with school that is doing business with the charter school and in which such entity, during your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or relationship?

Yes

14a. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, 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 and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member or person 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 that is doing business with the school through a management or services agreement, please identify only the name of the organization, your position in the organization as well as the relationship between such organization and the school. If there was no financial interest, write None.

	Organization Conducting Business with the School	Nature of Business Conducted	Approximate Value of the Business Conducted	Name of Trustee and/or Immediate Family Member with Interest	Steps Taken to Avoid Conflict of Interest
1	Circulo de la Hispanidad	Landlord to Evergreen Charter School	900000	My Employer Circulo de la Hispanidad - Sarah Brewster, Gil Bernardino also work for my employer- Circulo de la Hispanidad	recused myself when appropriate
2	(No response)	(No response)	(No response)	(No response)	(No response)
3	(No response)	(No response)	(No response)	(No response)	(No response)
4	(No response)	(No response)	(No response)	(No response)	(No response)
5	(No response)	(No response)	(No response)	(No response)	(No response)

Signature of Trustee