



Entry 1 School Information

Created: 06/30/2017 • Last updated: 07/28/2017

Please be advised that you will need to complete this cover page (including signatures) before all of the other tasks assigned to you by your authorizer are visible on your task page. While completing this task, please ensure that you select the correct authorizer (**as of June 30, 2017**) or you may not be assigned the correct tasks.

a. SCHOOL NAME AND BEDS# EVERGREEN CS (REGENTS)

(Select name from the drop down menu)

b. CHARTER AUTHORIZER Regents-Authorized Charter School

(For technical reasons, please re-select authorizer name from the drop down menu).

c. DISTRICT / CSD OF LOCATION Hempstead

d1. SCHOOL INFORMATION

	PRIMARY ADDRESS	PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS
	605 Peninsula Boulevard Hempstead, New York 11550			

d2. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES

Contact Name	Gil Bernardino
Title	Board President
Emergency Phone Number (###-###-####)	

e. SCHOOL WEB ADDRESS (URL) www.ecsli.org

f. DATE OF INITIAL CHARTER 01/2009

g. DATE FIRST OPENED FOR INSTRUCTION 09/2009

h1. APPROVED SCHOOL MISSION (Regents, NYCDOE, and Buffalo BOE authorized schools only)

MISSION STATEMENT

The mission of Evergreen Charter School (ECS) is to nurture the intellectual, physical and social development of children, grades K-5, through a comprehensive program that promotes academic excellence and prepares its students for success in school and in life. Evergreen promotes respect for self, respect for others, and respect for the environment.

h2. KEY DESIGN ELEMENTS (Regents, NYCDOE, and Buffalo BOE authorized schools only)

KEY DESIGN ELEMENTS (Brief description of Key design elements are those general aspects of the school that are innovative or unique to the school’s mission and goals, are core to the school’s overall design, and are critical to its success. The design elements may include a specific content area focus; unique student populations to be served; specific educational programs or pedagogical approaches; unique calendar, schedule, or configurations of students and staff; and/or innovative organizational structures and systems.

Variable 1	ECS ensures that students of varied cultural and social backgrounds and different ability levels achieve their academic potential while developing a positive sense of self-worth.
Variable 2	ECS fosters individual growth and development through the implementation of a challenging and comprehensive educational program.
Variable 3	Instruction in a second language, i.e. Spanish, and integration of content regarding Hispanic history and culture is part of ECS' curriculum.
Variable 4	ECS features an enriched arts and physical education program and fosters healthy life choices within a child-centered school environment that places a premium on environmental education and conservation.
Variable 5	ECS students possess a strong academic foundation sufficient to be successful at every subsequent level of education through college and beyond.
Variable 6	(No response)
Variable 7	(No response)
Variable 8	(No response)
Variable 9	(No response)
Variable 10	(No response)

i. TOTAL ENROLLMENT ON JUNE 30, 2017 374

j. GRADES SERVED IN SCHOOL YEAR 2016-17

Check all that apply

Grades Served	K, 1, 2, 3, 4, 5, 6
---------------	---------------------

k1. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION? No

11. FACILITIES

Does the school maintain or operate multiple sites?

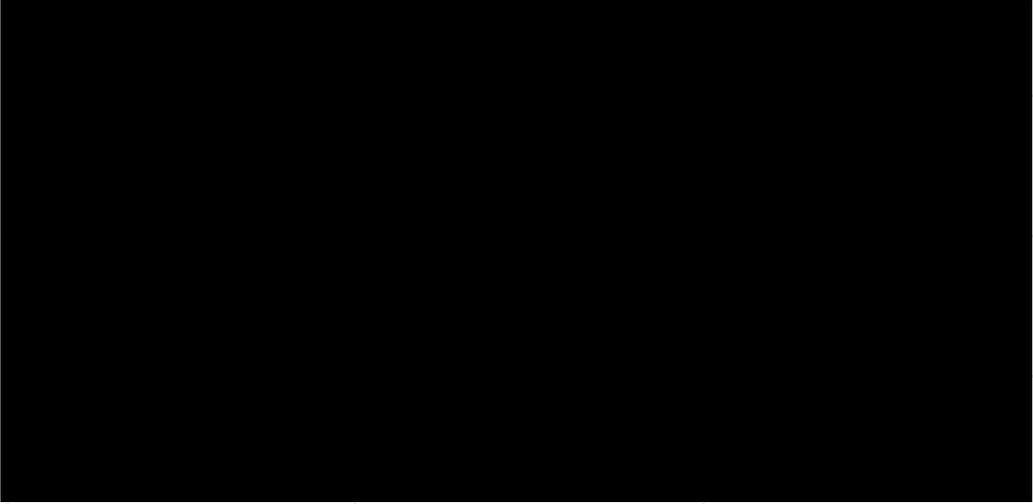
No, just one site.

12. SCHOOL SITES

Please list the sites where the school will operate for the upcoming school year.

	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		HEMPSTEAD UFSD	K-6	Yes	Rent/Lease
Site 2						
Site 3						

I2a. Please provide the contact information for Site 1.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Maritza Meyers			
Operational Leader	Maritza Meyers			
Compliance Contact	Maritza Meyers			
Complaint Contact	Karen Leeper			

m1. Is the school or are the school sites co-located? No

n1. Were there any revisions to the school's charter during the 2016-17 school year? (Please include approved or pending material and non-material charter revisions). Yes

n2. Summary of Charter Revisions

	Category (Select Best Description)	Specific Revision (150 word limit)	Date Approved by BOT (if applicable)	Date Approved by Authorizer (if applicable)
1	Change in Grade Level Configuration	Evergreen Charter School proposed an expansion to include a seventh grade in the 2017-18 school year serving 50 students and an eighth grade in the 2018-19 school year serving 50 students. In addition our renewal included an expansion to have three classes per grade level commencing with kindergarten.	07/14/2016	03/13/2017
2				
3				
4				
5				

o. Name and Position of Individual(s) Who Completed the 2016-17 Annual Report.

Sarah Brewster, Board Vice President, Matt Dapolito, Fiscal CPA Consultant, Karen Leeper, Assistant Principal, Christine Wise, Director of Data and Attendance

p. 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 then use the mouse on your PC or the stylist on your mobile device to sign your name).**

Yes

Signature, Head of Charter School

X

Signature, President of the Board of Trustees

Two handwritten signatures in black ink. The first signature on the left is a stylized, cursive name. The second signature on the right is a more complex, cursive name with a large initial letter.

Date

2017/07/03

Thank you.



Entry 2 NYS School Report Card Link

Last updated: 07/03/2017

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://data.nysed.gov/reportcard.php?instid=800000063984&year=2016&createreport=1&enrollments=1&avgclasssize=1&freelunch=1&attendance=1&suspensions=1&teacherqual=1&teacherturnover=1&staffcounts=1&38ELA=1&38MATH=1&48SCI=1&naep=1&elemELA=1&elemMATH=1&elemSci=1&unweighted=1>



Entry 3 Progress Toward Goals

Created: 07/03/2017 • Last updated: 07/28/2017

PROGRESS TOWARD CHARTER GOALS

The following tables reflect formatting in the online portal required for Board of Regents-authorized charter schools and NYCDOE-authorized charter schools only. Schools should list Progress Toward Charter Goals by August 1, 2017. If the goals are based on student performance data that the school will not have access to before August 1, 2017 (e.g., the NYS Assessment results), please state this in the last column. The information can be updated when available. Please complete and submit no later than November 1, 2017.

1. ACADEMIC STUDENT PERFORMANCE GOALS

2016-17 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met or Not Met	If Not Met, Describe Efforts School Will Take
Academic Goal	75% of kindergarten students will be	Fountas & Pinnell	Not Met	<p>To close the performance gap, the school will undertake the following initiatives:</p> <ul style="list-style-type: none"> • Continue to strengthen the school's Academic Intervention Services (AIS) Program and Response to Intervention (RTI) Program. • Provide additional training and time for teachers to analyze student performance data on an ongoing basis with the support of the Data Specialist, Director of Curriculum and Instruction, Assistant Principal and Principal. • Provide professional

1	proficient in ELA.			<p>development opportunities that support the implementation of the English Language Arts Common Core Learning Standards, includes research-based strategies to improve teacher pedagogy and supports literacy instruction to English Language Learners and students receiving AIS and RTI services.</p> <ul style="list-style-type: none"> • Continue to utilize iReady, a technology based program that diagnoses student performance and provides data on student growth, abilities and needs along with an action plan for instruction.
Academic Goal 2	75% of first grade students will be proficient in ELA.	Fountas & Pinnell	Met	
Academic Goal 3	75% of second grade students will be proficient in ELA.	Fountas & Pinnell	Met	
Academic Goal 4	75% of third grade students will be proficient in ELA.	Fountas & Pinnell	Met	
				<p>To close the performance gap, the school will undertake the following initiatives:</p> <ul style="list-style-type: none"> • Continue to strengthen the school's Academic Intervention Services (AIS) Program and Response to Intervention (RTI)

Academic Goal 5	75% of fourth grade students will be proficient in ELA.	Fountas & Pinnell	Not Met	<p>Program.</p> <ul style="list-style-type: none"> • Provide additional training and time for teachers to analyze student performance data on an ongoing basis with the support of the Data Specialist, Director of Curriculum and Instruction, Assistant Principal and Principal. • Provide professional development opportunities that support the implementation of the English Language Arts Common Core Learning Standards, includes research-based strategies to improve teacher pedagogy and supports literacy instruction to English Language Learners and students receiving AIS and RTI services. • Continue to utilize iReady, a technology based program that diagnoses student performance and provides data on student growth, abilities and needs along with an action plan for instruction.
Academic Goal 6	75% of fifth grade students will be proficient in ELA.	Fountas & Pinnell	Met	
				To close the performance gap, the school will undertake the following initiatives:

<p>Academic Goal 7</p>	<p>75% of sixth grade students will be proficient in ELA.</p>	<p>Fountas & Pinnell</p>	<p>Not Met</p>	<ul style="list-style-type: none"> • Continue to strengthen the school's Academic Intervention Services (AIS) Program and Response to Intervention (RTI) Program. • Provide additional training and time for teachers to analyze student performance data on an ongoing basis with the support of the Data Specialist, Director of Curriculum and Instruction, Assistant Principal and Principal. • Provide professional development opportunities that support the implementation of the English Language Arts Common Core Learning Standards, includes research-based strategies to improve teacher pedagogy and supports literacy instruction to English Language Learners and students receiving AIS and RTI services. • Continue to utilize iReady, a technology based program that diagnoses student performance and provides data on student growth, abilities and needs along with an action plan for instruction.
------------------------	---	------------------------------	----------------	--

Academic Goal 8	75% of tested students in Kindergarten will reach or surpass the expected on-level range scaled score on the i-Ready Diagnostic in Reading OR 75% of tested students in Kindergarten will demonstrate adequate growth in Reading by reducing the gap that exists between their preliminary (fall) i-Ready scaled score in Reading and the on-level range scaled score by 50% on the final diagnostic assessment (spring)	i-Ready Diagnostic Assessment in Reading	Met	
-----------------	--	--	-----	--

2. Do have more academic goals to add? Yes

2016-17 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met or Not Met	If Not Met, Describe Efforts School Will Take
Academic Goal 9	75% of tested students in Grade 1 will reach or surpass the expected on-level range scaled score on the i-Ready Diagnostic in Reading OR 75% of tested students in Grade 1 will demonstrate adequate growth in Reading by reducing the gap that exists between their preliminary (fall) i-	i-Ready Diagnostic Assessment in Reading	Met	

	Ready scaled score in Reading and the on-level range scaled score by 50% on the final diagnostic assessment (spring)			
Academic Goal 10	75% of tested students in Grade 2 will reach or surpass the expected on-level range scaled score on the i-Ready Diagnostic in Reading OR 75% of tested students in Grade 2 will demonstrate adequate growth in Reading by reducing the gap that exists between their preliminary (fall) i-Ready scaled score in Reading and the on-level range scaled score by 50% on the final diagnostic assessment (spring)	i-Ready Diagnostic Assessment in Reading	Met	
Academic Goal 11	75% of tested students in Grade 3 will reach or surpass the expected on-level range scaled score on the i-Ready Diagnostic in Reading OR 75% of tested students in Grade 3 will demonstrate adequate growth in Reading by reducing the gap that exists between their preliminary (fall) i-Ready scaled score in Reading and the on-level range scaled score by 50% on the final diagnostic assessment (spring)	i-Ready Diagnostic Assessment in Reading	Met	
	75% of tested			

<p>Academic Goal 12</p>	<p>students in Grade 4 will reach or surpass the expected on-level range scaled score on the i-Ready Diagnostic in Reading OR 75% of tested students in Grade 4 will demonstrate adequate growth in Reading by reducing the gap that exists between their preliminary (fall) i-Ready scaled score in Reading and the on-level range scaled score by 50% on the final diagnostic assessment (spring)</p>	<p>i-Ready Diagnostic Assessment in Reading</p>	<p>Met</p>	
<p>Academic Goal 13</p>	<p>75% of tested students in Grade 5 will reach or surpass the expected on-level range scaled score on the i-Ready Diagnostic in Reading OR 75% of tested students in Grade 5 will demonstrate adequate growth in Reading by reducing the gap that exists</p>	<p>i-Ready Diagnostic Assessment in Reading</p>	<p>Not Met</p>	<p>To close the performance gap, the school will undertake the following initiatives:</p> <ul style="list-style-type: none"> • Continue to strengthen the school's Academic Intervention Services (AIS) Program and Response to Intervention (RTI) Program. • Provide additional training and time for teachers to analyze student performance data on an ongoing basis with the support of the Data Specialist, Director of Curriculum and Instruction, Assistant Principal and Principal. • Provide professional development opportunities that

between their preliminary (fall) i-Ready scaled score in Reading and the on-level range scaled score by 50% on the final diagnostic assessment (spring)

support the implementation of the English Language Arts Common Core Learning Standards, includes research-based strategies to improve teacher pedagogy and supports literacy instruction to English Language Learners and students receiving AIS and RTI services.

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

75% of tested students in Grade 6 will reach or surpass the expected on-level range scaled score on the i-Ready Diagnostic in Reading
OR
75% of tested

To close the performance gap, the school will undertake the following initiatives:

- Continue to strengthen the school's Academic Intervention Services (AIS) Program and Response to Intervention (RTI) Program.
- Provide additional training and time for teachers to analyze student performance data on an ongoing basis with the support of the Data Specialist, Director of Curriculum and Instruction, Assistant Principal and

<p>Academic Goal 14</p>	<p>students in Grade 6 will demonstrate adequate growth in Reading by reducing the gap that exists between their preliminary (fall) i-Ready scaled score in Reading and the on-level range scaled score by 50% on the final diagnostic assessment (spring)</p>	<p>i-Ready Diagnostic Assessment in Reading</p>	<p>Not Met</p>	<p>Principal.</p> <ul style="list-style-type: none"> • Provide professional development opportunities that support the implementation of the English Language Arts Common Core Learning Standards, includes research-based strategies to improve teacher pedagogy and supports literacy instruction to English Language Learners and students receiving AIS and RTI services. • Continue to utilize iReady, a technology based program that diagnoses student performance and provides data on student growth, abilities and needs along with an action plan for instruction.
<p>Academic Goal 15</p>	<p>75% of tested students in Kindergarten will reach or surpass the expected on-level range scaled score on the i-Ready Diagnostic in Math OR 75% of tested students in Kindergarten will demonstrate adequate growth in Math by reducing the gap that exists between their preliminary (fall) i-Ready scaled score in Math and the on-level range scaled</p>	<p>i-Ready Diagnostic Assessment in Math</p>	<p>Met</p>	

	score by 50% on the final diagnostic assessment (spring)			
Academic Goal 16	75% of tested students in Grade 1 will reach or surpass the expected on-level range scaled score on the i-Ready Diagnostic in Math OR 75% of tested students in Grade 1 will demonstrate adequate growth in Math by reducing the gap that exists between their preliminary (fall) i-Ready scaled score in Math and the on-level range scaled score by 50% on the final diagnostic assessment (spring)	i-Ready Diagnostic Assessment in Math	Met	

3. Do have more academic goals to add? Yes

2016-17 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Partially Met, or Not Met	If Not Met, Describe Efforts School Will Take
Academic Goal 17	75% of tested students in Grade 2 will reach or surpass the expected on-level range scaled score on the i-Ready Diagnostic in Math OR 75% of tested students in Grade 2 will demonstrate adequate growth in Math by reducing the gap that exists between their	i-Ready Diagnostic Assessment in Math	Met	

	preliminary (fall) i-Ready scaled score in Math and the on-level range scaled score by 50% on the final diagnostic assessment (spring)			
Academic Goal 18	75% of tested students in Grade 3 will reach or surpass the expected on-level range scaled score on the i-Ready Diagnostic in Math OR 75% of tested students in Grade 3 will demonstrate adequate growth in Math by reducing the gap that exists between their preliminary (fall) i-Ready scaled score in Math and the on-level range scaled score by 50% on the final diagnostic assessment (spring)	i-Ready Diagnostic Assessment in Math	Met	
Academic Goal 19	75% of tested students in Grade 4 will reach or surpass the expected on-level range scaled score on the i-Ready Diagnostic in Math OR 75% of tested students in Grade 4 will demonstrate adequate growth in Math by reducing the gap that exists between their preliminary (fall) i-Ready scaled score in Math and the on-level range scaled score by 50% on the final diagnostic assessment (spring)	i-Ready Diagnostic Assessment in Math	Met	

<p>Academic Goal 20</p>	<p>75% of tested students in Grade 5 will reach or surpass the expected on-level range scaled score on the i-Ready Diagnostic in Math OR 75% of tested students in Grade 5 will demonstrate adequate growth in Math by reducing the gap that exists between their preliminary (fall) i-Ready scaled score in Math and the on-level range scaled score by 50% on the final diagnostic assessment (spring)</p>	<p>i-Ready Diagnostic Assessment in Math</p>	<p>Met</p>	
<p>Academic Goal 21</p>	<p>75% of tested students in Grade 6 will reach or surpass the expected on-level range scaled score on the i-Ready Diagnostic in Math OR 75% of tested students in Grade 6 will demonstrate adequate growth in Math by reducing the gap that exists between their preliminary (fall) i-Ready scaled score in Math and the on-level range scaled score by 50% on the final diagnostic assessment (spring)</p>	<p>i-Ready Diagnostic Assessment in Math</p>	<p>Met</p>	
<p>Academ</p>	<p>75% of third grade students will be proficient in ELA. 75% of fourth grade students will be proficient in ELA.</p>	<p>NYS Common Core</p>		

<p>ic Goal 22</p>	<p>75% of fifth grade students will be proficient in ELA.</p> <p>75% of sixth grade students will be proficient in ELA.</p>	<p>English Language Arts Test</p>		<p>Results not reported</p>
<p>Academ ic Goal 23</p>	<p>Evergreen students will outperform students enrolled in the local district in the Grade 3 NYS Common Core English Language Arts Test</p> <p>Evergreen students will outperform students enrolled in the local district in the Grade 4 NYS Common Core English Language Arts Test</p> <p>Evergreen students will outperform students enrolled in the local district in the Grade 5 NYS Common Core English Language Arts Test</p> <p>Evergreen students will outperform students enrolled in the local district in the Grade 6 NYS Common Core English Language Arts Test</p>	<p>NYS Common Core English Language Arts Test</p>		<p>Results not reported</p>
	<p>75% of third grade students will be proficient in Mathematics</p> <p>75% of fourth grade students will be proficient in</p>			

Academic Goal 24	<p>Mathematics</p> <p>75% of fifth grade students will be proficient in Mathematics</p> <p>75% of sixth grade students will be proficient in Mathematics</p>	NYS Common Core Mathematics Test		Results not reported
Academic Goal 25	<p>Evergreen students will outperform students enrolled in the local district on the Grade 3 NYS Mathematics Test</p> <p>Evergreen students will outperform students enrolled in the local district on the Grade 4 NYS Mathematics Test</p> <p>Evergreen students will outperform students enrolled in the local district on the Grade 5 NYS Mathematics Test</p> <p>Evergreen students will outperform students enrolled in the local district on the Grade 6 NYS Mathematics Test</p>	NYS Common Core Mathematics Test		Results not reported
Academic Goal 26	75% of fourth grade students will be proficient in science	Grade 4 NYS Science Test		Results not reported
Academic Goal 27				
Academic Goal 28				
Academ				

ic Goal 29				
Academ ic Goal 30				

4. ORGANIZATIONAL GOALS

2016-17 Progress Toward Attainment of Organizational Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met or Not Met	If Not Met, Describe Efforts School Will Take
Org Goal 1	Evergreen Charter School will have an annual average attendance rate of at least 90%	PowerSchool Attendance Summary Report	Met	
Org Goal 2	95% of students will return to Evergreen Charter School	Enrollment Data	Met	
Org Goal 3	80% of parents will express satisfaction with the instructional program and staff at Evergreen Charter School	Parent Survey	Met	
Org Goal 4				
Org Goal 5				

5. Do you have more organizational goals to add? No

6. FINANCIAL GOALS

2016-17 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met or Not Met	If Not Met, Describe Efforts School Will Take
Financial Goal 1	Keep line of credit current.	Line of credit is functional.	Met	

Financial Goal 2	Increase our operating reserve fund by at least \$100,000 annually.	We calculate our year end current assets less current liabilities and temporary or permanent restricted net assets to calculate operating reserves.	Met	
Financial Goal 3	Achieve three months operating reserves - this is our long term goal that will take several years.	We calculate our year end current assets less current liabilities and temporary or permanent restricted net assets to calculate operating	Not Met	It will take us some years to achieve this goal and therefore we have established this as a long term goal. Our school was approved last year for expansion and thus our student enrollment and hence budget increased. Over the next few years our enrollment will also continue to increase. As a result our budget continues to expand each year and the amount we would like to build in operating reserves increases as well. The target for this goal is six months of expenses. For this year past year that total amount is \$1,775,279. The previous year three months of operating expenses was \$1,438,549 based upon our operating budget. Next year, three months of operating expenses will

		reserves.		<p>increase to \$2,112,500. This is an ambitious goal that we want to work towards. The reason this is high is because we have one school district that could owe us almost \$1,000,000 in account receivables from one of our billings and if they don't pay timely, which has happened, we need to fund those receivables on our own.</p> <p>This year we have made great progress in this area. Currently we ended the year with an unrestricted reserve of \$1,442,000 which has increased from the prior year by \$474,000.</p>
Financial Goal 4			Not Met	
Financial Goal 5				



Entry 4 Expenditures per Child

Created: 07/21/2017 • Last updated: 07/28/2017

Financial Information

This information is required of ALL charter schools. Provide the following measures of fiscal performance of the charter school in Appendix B (Total Expenditures and Administrative Expenditures Per Child):

1. Total Expenditures Per Child

To calculate '**Total Expenditures per Child**' take total expenditures (from the unaudited 2016-17 Schedule of Functional Expenses) and divide by the year end FTE student enrollment. (Integers Only. No dollar signs or commas).

Note: The information on the Schedule of Functional Expenses on pages 41-43 of the Audit Guide can help schools locate the amounts to use in the two per pupil calculations: <http://www.p12.nysed.gov/psc/AuditGuide.html>

Line 1: Total Expenditures	5772703
Line 2: Year End FTE student enrollment	376
Line 3: Divide Line 1 by Line 2	15353

2. Administrative Expenditures per Child

To calculate '**Administrative Expenditures per Child**' To calculate "Administrative Expenditures per Child" first *add* together the following:

1. Take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the unaudited 2016-17 Schedule of Functional Expenses)
2. Any contracted administrative/management fee paid to other organizations or corporations
3. Take the total from above and divide it by the year-end FTE enrollment. The relevant portion that must be included in this calculation is defined as follows:

Administrative Expenditures: Administration and management of the charter school includes the activities and personnel of the offices of the chief school officer, the finance or business offices, school operations personnel, data management and reporting, human resources, technology, etc. It also includes those administrative and management services provided by other organizations or corporations on behalf of the charter school for which the charter school pays a fee or other compensation. Do not include the FTE of personnel whose role is to directly support the instructional program.

Notes:

The information on the Schedule of Functional Expenses on pages 41-43 of the Audit Guide can help schools locate the amounts to use in the two per pupil calculations:

<http://www.p12.nysed.gov/psc/AuditGuide.html>.

Employee benefit costs or expenditures should not be reported in the above calculations.

Line 1: Relevant Personnel Services Cost (Row)	640945
Line 2: Management and General Cost (Column)	380550
Line 3: Sum of Line 1 and Line 2	1021495
Line 5: Divide Line 3 by the Year End FTE student enrollment	2717

Thank you.

New York State Education Department

Request for Proposals to Establish Charter Schools Authorized by the -
Board of Regents -

2017-18 Budget & Cash Flow Template

General Instructions and Notes for New Application Budgets and Cash Flows Templates

1	Complete ALL SIX columns in BLUE
2	Enter information into the GRAY cells
3	Cells containing RED triangles in the upper right corner in columns B through G contain guidance on that particular item
4	School district per-pupil tuition information is located on the State Aid website at https://stateaid.nysed.gov/charter/ . Rows may be inserted in the worksheet to accommodate additional districts if necessary.
5	The Assumptions column should be completed for all revenue and expense items unless the item is self-explanatory. Where applicable, please reference the page number or section in the application narrative that indicates the assumption being made. For instance, student enrollment would reference the applicable page number in Section I, C of the application narrative.

Evergreen Charter School

PROJECTED BUDGET FOR 2017-2018

July 1, 2017 to June 30, 2018

Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Total Revenue	8,846,725	-	-	-	-	8,846,725
Total Expenses	7,447,722	289,485	-	-	1,086,572	8,823,779
Net Income	1,399,003	(289,485)	-	-	(1,086,572)	22,947
Actual Student Enrollment	-	-	-	-	-	-
Total Paid Student Enrollment	-	-	-	-	-	-

	PROGRAM SERVICES			SUPPORT SERVICES		TOTAL
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	
Other Local Revenue	65,000	-	-	-	-	65,000
TOTAL REVENUE FROM LOCAL and OTHER SOURCES	65,000					65,000
TOTAL REVENUE	8,846,725					8,846,725

EXPENSES

ADMINISTRATIVE STAFF PERSONNEL COSTS

	No. of Positions	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Executive Management	2.00	-	-	-	-	289,819	289,819
Instructional Management	1.00	-	-	-	-	102,550	102,550
Deans, Directors & Coordinators	-	-	-	-	-	-	-
CFO / Director of Finance	1.00	-	-	-	-	80,000	80,000
Operation / Business Manager	-	-	-	-	-	-	-
Administrative Staff	6.00	-	-	-	-	290,783	290,783
TOTAL ADMINISTRATIVE STAFF	10					763,152	763,152

INSTRUCTIONAL PERSONNEL COSTS

	No. of Positions	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Teachers - Regular	26.00	1,580,154	-	-	-	-	1,580,154
Teachers - SPED	4.00	-	229,750	-	-	-	229,750
Substitute Teachers	1.00	56,984	-	-	-	-	56,984
Teaching Assistants	-	-	-	-	-	-	-
Specialty Teachers	16.00	984,996	-	-	-	-	984,996
Aides	20.00	188,280	-	-	-	-	188,280
Therapists & Counselors	2.00	124,750	-	-	-	-	124,750
Other	-	-	-	-	-	-	-
TOTAL INSTRUCTIONAL	69	2,935,164	229,750				3,164,914

NON-INSTRUCTIONAL PERSONNEL COSTS

	No. of Positions	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Nurse	2.00	130,000	-	-	-	-	130,000
Librarian	-	-	-	-	-	-	-
Custodian	8.00	251,089	-	-	-	-	251,089
Security	-	-	-	-	-	-	-
Other	3.00	138,020	-	-	-	-	138,020
TOTAL NON-INSTRUCTIONAL	13	519,109					519,109

SUBTOTAL PERSONNEL SERVICE COSTS

	92	3,454,273	229,750			763,152	4,447,175
--	-----------	------------------	----------------	--	--	----------------	------------------

PAYROLL TAXES AND BENEFITS

Payroll Taxes		264,252	17,576	-	-	58,381	340,209
Fringe / Employee Benefits		633,859	42,159	-	-	140,038	816,057
Retirement / Pension		-	-	-	-	-	-
TOTAL PAYROLL TAXES AND BENEFITS		898,111	59,735			198,420	1,156,266

TOTAL PERSONNEL SERVICE COSTS

		4,352,384	289,485			961,572	5,603,441
--	--	------------------	----------------	--	--	----------------	------------------

CONTRACTED SERVICES

Accounting / Audit		110,030	-	-	-	-	110,030
Legal		54,000	-	-	-	-	54,000

Evergreen Charter School

PROJECTED BUDGET FOR 2017-2018

July 1, 2017 to June 30, 2018

Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Total Revenue	8,846,725	-	-	-	-	8,846,725
Total Expenses	7,447,722	289,485	-	-	1,086,572	8,823,779
Net Income	1,399,003	(289,485)	-	-	(1,086,572)	22,947
Actual Student Enrollment	-	-	-	-	-	-
Total Paid Student Enrollment	-	-	-	-	-	-

	PROGRAM SERVICES			SUPPORT SERVICES		TOTAL
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	
Management Company Fee	-	-	-	-	-	-
Nurse Services	-	-	-	-	-	-
Food Service / School Lunch	-	-	-	-	-	-
Payroll Services	27,500	-	-	-	-	27,500
Special Ed Services	4,000	-	-	-	-	4,000
Titlment Services (i.e. Title I)	-	-	-	-	-	-
Other Purchased / Professional / Consulting	128,900	-	-	-	-	128,900
TOTAL CONTRACTED SERVICES	324,430					324,430
SCHOOL OPERATIONS						
Board Expenses	-	-	-	-	-	-
Classroom / Teaching Supplies & Materials	66,000	-	-	-	-	66,000
Special Ed Supplies & Materials	-	-	-	-	-	-
Textbooks / Workbooks	-	-	-	-	-	-
Supplies & Materials other	161,016	-	-	-	-	161,016
Equipment / Furniture	87,581	-	-	-	-	87,581
Telephone	23,100	-	-	-	-	23,100
Technology	-	-	-	-	-	-
Student Testing & Assessment	-	-	-	-	-	-
Field Trips	27,000	-	-	-	-	27,000
Transportation (student)	-	-	-	-	-	-
Student Services - other	23,000	-	-	-	-	23,000
Office Expense	-	-	-	-	-	-
Staff Development	150,300	-	-	-	-	150,300
Staff Recruitment	40,000	-	-	-	-	40,000
Student Recruitment / Marketing	-	-	-	-	-	-
School Meals / Lunch	329,854	-	-	-	-	329,854
Travel (Staff)	2,500	-	-	-	-	2,500
Fundraising	-	-	-	-	-	-
Other	45,600	-	-	-	-	45,600
TOTAL SCHOOL OPERATIONS	955,951					955,951
FACILITY OPERATION & MAINTENANCE						
Insurance	49,000	-	-	-	-	49,000
Janitorial	31,000	-	-	-	-	31,000
Building and Land Rent / Lease	1,294,293	-	-	-	-	1,294,293
Repairs & Maintenance	88,000	-	-	-	-	88,000
Equipment / Furniture	-	-	-	-	-	-
Security	-	-	-	-	-	-
Utilities	104,000	-	-	-	-	104,000
TOTAL FACILITY OPERATION & MAINTENANCE	1,566,293					1,566,293
DEPRECIATION & AMORTIZATION						
DISSOLUTION ESCROW & RESERVES / CONTIGENCY	248,664	-	-	-	125,000	373,664
TOTAL EXPENSES	7,447,722	289,485			1,086,572	8,823,779

Evergreen Charter School

PROJECTED BUDGET FOR 2017-2018

July 1, 2017 to June 30, 2018

Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Total Revenue	8,846,725	-	-	-	-	8,846,725
Total Expenses	7,447,722	289,485	-	-	1,086,572	8,823,779
Net Income	1,399,003	(289,485)	-	-	(1,086,572)	22,947
Actual Student Enrollment	-	-	-	-	-	-
Total Paid Student Enrollment	-	-	-	-	-	-

PROGRAM SERVICES

SUPPORT SERVICES

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
NET INCOME	1,399,003	(289,485)	-	-	(1,086,572)	22,947

ENROLLMENT - *School Districts Are Linked To Above Entries*

	REGULAR EDUCATION	SPECIAL EDUCATION	TOTAL ENROLLED
District of Location			-
School District 1 Amityville			-
School District 2 Baldwin			-
School District 3 Copiague			-
School District 4 East Meadow			-
TOTAL ENROLLMENT			
REVENUE PER PUPIL	-	-	-
EXPENSES PER PUPIL	-	-	-

**Disclosure of Financial Interest by a Current or Proposed Charter School
Education Corporation Trustee**

Trustee Name:
Gil Bernardino

**Name of Charter School Education Corporation (for an unmerged school, this is
the Charter School Name):**

Evergreen Charter School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).

President

2. Is the trustee an employee of any school operated by the Education Corporation?
 Yes No

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

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?

Yes No

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

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and

			relationship to yourself
School Year 2015-2016	I work for the landlord of the school. My wife is also on the Board of Trustees.	Did not participate in discussion or vote when applicable.	Sarah Brewster, wife

5. 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(s) governed by the Education Corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write **None**.

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
Circulo de la Hispanidad	Circulo is the landlord of the school	The rent is approximately 1,100,000 a year	I work for the landlord of the charter school, Circulo de la Hispanidad. My wife also works for the same agency and is also on the Board.	Removed myself from discussion and votes when applicable. All Board members are aware of this relationship.

[Handwritten Signature]
Signature

July 9, 2017
Date

Please note that this document is considered a public record and as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

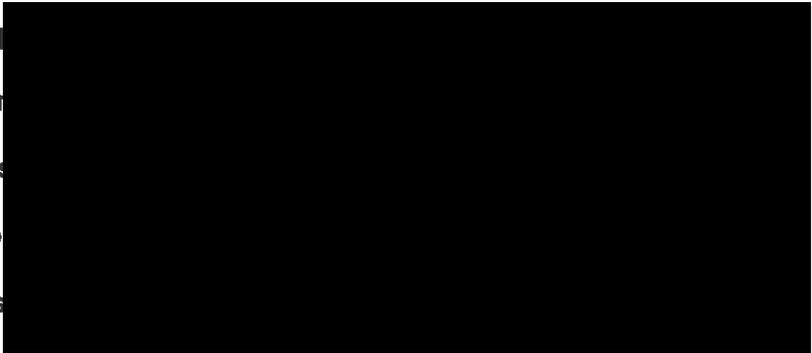
Business Tele

Business Addr

E-mail Address

Home Telepho

Home Address



**Disclosure of Financial Interest by a Current or Proposed Charter School
Education Corporation Trustee**

Trustee Name:
Sarah Brewster

**Name of Charter School Education Corporation (for an unmerged school, this is
the Charter School Name):**

Evergreen Charter School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).

Vice President

2. Is the trustee an employee of any school operated by the Education Corporation?
 Yes X No

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

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?

 Yes X No

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

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself
School Year 2015-2016	I work for the landlord of the school. My husband is also on the Board of Trustees.	Did not participate in discussion or vote when applicable.	Gil Bernardino, Husband.

5. 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(s) governed by the Education Corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write **None**.

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
Circulo de la Hispanidad	Circulo is the landlord of the school	The rent is approximately 1,100,000 a year	I work for the landlord of the charter school, Circulo de la Hispanidad. My husband also works for the same agency and is also on the Board.	Removed myself from discussion and votes when applicable. All Board members are aware of this relationship.

Signature

Date

6/29/2017

Please note that this document is considered a public record and as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

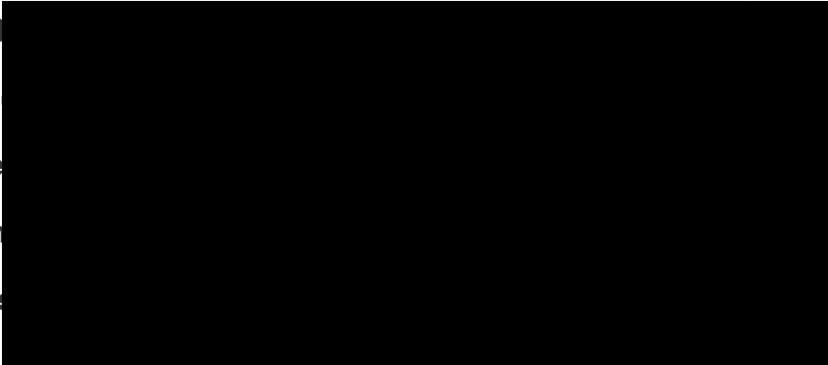
Business Tel

Business Ad

E-mail Addre

Home Teleph

Home Addres



**Disclosure of Financial Interest by a Current or Proposed Charter School
Education Corporation Trustee**

Trustee Name:

Jose Fernando Canosa

**Name of Charter School Education Corporation (for an unmerged school, this is
the Charter School Name):**

Evergreen Charter School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).

Treasurer

2. Is the trustee an employee of any school operated by the Education Corporation?
 Yes X No

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

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?

 Yes X No

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

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself
<i>None.</i>			

5. 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(s) governed by the Education Corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write **None**.

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
<i>None.</i>				

Signature

Date

Please note that this document is considered a public record and as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

Business Tele

Business Add

E-mail Address

Home Telepho

Home Address



**Disclosure of Financial Interest by a Current or Proposed Charter School
Education Corporation Trustee**

Trustee Name:
Gladys Rodriguez

**Name of Charter School Education Corporation (for an unmerged school, this is
the Charter School Name):**

Evergreen Charter School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).

Secretary

2. Is the trustee an employee of any school operated by the Education Corporation?
 Yes No

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

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?

Yes No

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

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

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

5. 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(s) governed by the Education Corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write **None**.

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

Mledys Lodin
Signature

6/29/17
Date

Please note that this document is considered a public record and as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

Business Telep

Business Addr

E-mail Address

Home Telephon

Home Address



**Disclosure of Financial Interest by a Current or Proposed Charter School
Education Corporation Trustee**

Trustee Name:

Nancy Iglesias

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Evergreen Charter School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).

2. Is the trustee an employee of any school operated by the Education Corporation?
 Yes No

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

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?
 Yes No

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

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

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

5. 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(s) governed by the Education Corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write **None**.

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

Fancy Glucias Miller
Signature

7/19/2017
Date

Please note that this document is considered a public record and as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

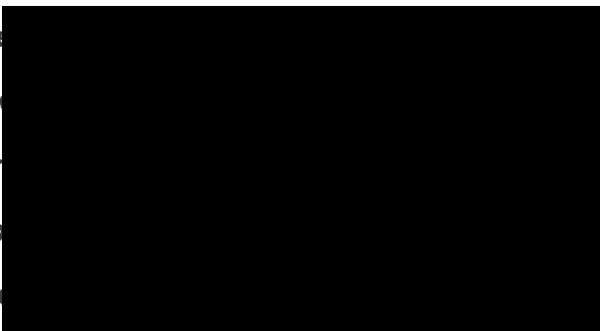
Business Te

Business A

E-mail Addr

Home Telep

Home Addr



**Disclosure of Financial Interest by a Current or Proposed Charter School
Education Corporation Trustee**

Trustee Name:
Yvonne Mowatt

**Name of Charter School Education Corporation (for an unmerged school, this is
the Charter School Name):**

Evergreen Charter School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).

Board of Trustee

2. Is the trustee an employee of any school operated by the Education Corporation?
 Yes No

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

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?

Yes No

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

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

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

5. 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(s) governed by the Education Corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write **None**.

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

**Disclosure of Financial Interest by a Current or Proposed Charter School
Education Corporation Trustee**

Trustee Name:

Luis Ras

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Evergreen Charter School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative). Trustee

2. Is the trustee an employee of any school operated by the Education Corporation?
 Yes No

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

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?

Yes No

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

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

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

5. 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(s) governed by the Education Corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write **None**.

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

Luis F. Ras

7/13/17

Signature

Date

Please note that this document is considered a public record and as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

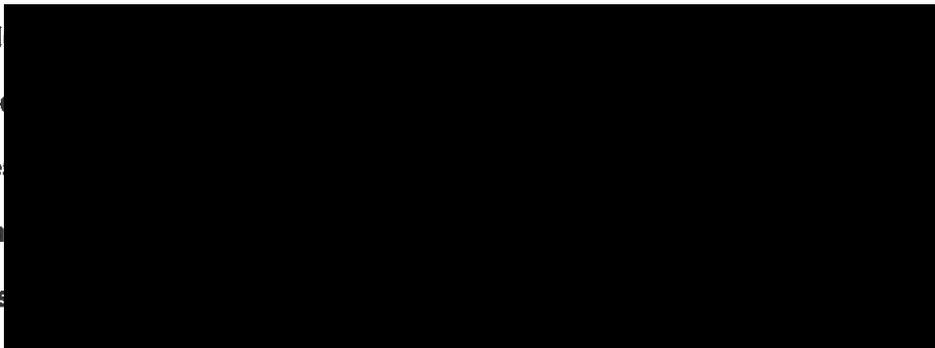
Business Tel

Business Ad

E-mail Address

Home Telephone

Home Address



Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee

Trustee Name:
Ariel Sotelo

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Evergreen Charter School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).

Vice President

2. Is the trustee an employee of any school operated by the Education Corporation?
 Yes No

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

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?

Yes No

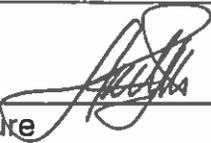
If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself
Not applicable.			

5. 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(s) governed by the Education Corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write **None**.

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
Circulo de la Hispanidad	Circulo is the landlord of the school	The rent is approximately 1,100,000 a year	I work for the landlord of the charter school, Circulo de la Hispanidad.	Removed myself from discussion and votes when applicable. All Board members are aware of my employment relationship.

Signature 

Date 7/14/17

Please note that this document is considered a public record and as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

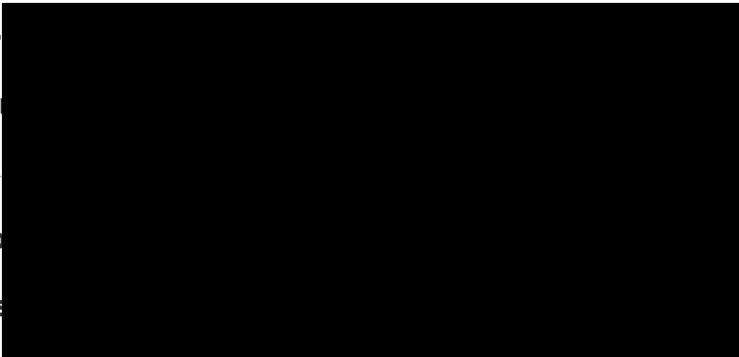
Business Tele

Business Add

E-mail Address

Home Telepho

Home Address





Entry 9 BOT Table

Last updated: 07/21/2017

(tab across or use scroll bar at bottom of table)

1. Current Board Member Information

	Trustee Name	Email Addresses	Position on the Board	Committee Affiliations	Voting Member Per By-Laws? (Y/N)	Area of Expertise, and/or Additional Role at School (parent, staff member, etc.)	Number of Terms Served and Length of Each (Include election date and term expiration)	Number of Board Mtgs Attended during 2016-17?
1	Gil Bernardino	[REDACTED]	Chair/Board President	Executive Finance Education and Accountability Personnel	Yes	Education, management, community relations, finance	3 terms 2009-2011, 2011-2014, 2014-2017 commencing and ending at school year	11
2	Jose Canosa	[REDACTED]	Treasurer	Executive Finance Education and Accountability person	Yes	Law, community relations	3 terms 2012-2015, 2015-2018, commencing and ending at	8

				nel			school year	
3	Gladys Rodriguez		Secretary	Executive Finance Personnel	Yes	Community relations, fundraising, personnel	3 terms 2010-2013, 2013-2016, 2016-2019, commencing and ending at school year	11
4	Sarah Brewster		Vice Chair/ Vice President	Executive Finance Education and Accountability Personnel	Yes	Education, management, community relations, finance, law, personnel	3 terms 2009-2012, 2012-2015, 2015-2018, commencing and ending with school year	11
5	Nancy Iglesias		Trustee/Member	Executive Education and Accountability Personnel	Yes	Community relations, fundraising	2 terms 2012-2015, 2015-2018, commencing and ending school year	5 or less
	Yvonn			Executive		Finance management,	3 terms 2009-2012, 2012-2015,	

6	e Mowatt		Trustee/Member	Finance Personnel	Yes	personnel, community relations	2015-2018, commencing and ending school year	7
7	Luis Ras		Trustee/Member	Executive Personnel	Yes	Law, community relations, personnel	3 terms 2009-2011, 2011-2014, 2014-2017, commencing and ending school year	9
8	Ariel Sotelo		Trustee/Member	Executive Finance Education and Accountability Personnel	Yes	former parent representative, community relations, law	3 terms 2009-2011, 2011-2014, 2014-2017, commencing and ending school year	10
9								
10								
11								
12								
13								
14								
15								
16								

17									
18									
19									
20									

2. Total Number of Members on June 30, 2016 8

3. Total Number of Members Joining the Board 2016-17 School Year 0

4. Total Number of Members Departing the Board during the 2016-17 School Year 0

5. Number of Voting Members 2016-17, as set by the by-laws, resolution or minutes 8

6. Number of Board Meetings Conducted in the 2016-17 School Year 11

7. Number of Board Meetings Scheduled for the [2017-18](#) School Year 11

Thank you.



Entry 10 - Board Meeting Minutes

Last updated: 07/26/2017

[Instructions for submitting minutes of the BOT monthly meetings](#)

Regents, NYCDOE, and Buffalo BOE authorized schools must either provide a link to a complete set of minutes that are posted on the charter school website, or upload a complete set of board meeting minutes from July 2016--June 2017.

A. Provide a URL link to the (No response)
Monthly Board Meeting Minutes
which are posted on the School's
web page.

OR

B. Upload All Monthly Board Meeting Minutes

Combine into one .PDF file

<https://nysed-cso-reports.fluidreview.com/resp/11000643/wNFCVDEEJA/>

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

**Minutes from
July 14, 2016
8:10 pm**

Members:

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

Also present:

**Ms. Maritza Meyers, Principal
Ms. Karen Leeper, Assistant Principal
Ms. Lisett Knox, Director of Finance and Operations**

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

I. Call to Order

President Bernardino called the meeting to order at 8:10 pm. He welcomed parents in English and Spanish. He thanked everyone for being here tonight and for their hard work and dedication. He introduced Principal Meyers for her report.

Welcome and Call to order: President Gil Bernardino
--

II. Monthly Report by Principal Meyers

**Report presented by
Principal Meyers**

**Evergreen Charter School
Principal's Report to the Board
July 14, 2016**

I. Principal's Report

Principal Meyers indicated that the school administration had been conducting interviews over the summer. She explained the process of interviewing and hiring of new staff. She stated that she is working on finishing reports for the state and that the teachers are working on ordering supplies, preparing for summer school and preparing the children for a new school year.

Questions and comments from the Board of Trustees related to the Principal's Report:

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

President Bernardino introduced the School Calendar for the year 2016-2017. The Calendar is color coded. The calendar shows school closings, days of board meetings, days of instruction per month, the Evergreen Charter School Pledge and the Evergreen Charter School promise in English and Spanish.

III. Questions and comments from the Public related to the Principal's Report:

**Questions and
Comments from
the public.**

There were none.

IV. Financial Report: Presented by Ms. Lisett Knox:

**Financial Report
presented by
Lisett Knox**

Ms. Knox provided an update on payments. She indicated that the Hempstead School District indicated that she could pick up the check this Friday. They are over a month and a half behind in paying their invoice. Ms. Knox continues to follow up with other schools to ensure they pay in a timely manner.

The Business office is busy preparing for the upcoming school year in addition to preparing for its annual audit and closing of the school year tasks. Some School Districts wait to pay until children start school in September.

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

Questions and Comments from the Board

There were none.

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

Questions and Comments from the Public

There were none

VII. Presentation of the Budget for 2016-2017:

Presentation of the Budget

Trustee Brewster presented the budget in the absence of Treasurer Jose Canosa. The budget for the 2016-2017 school year includes an increase in staffing to cover the new classrooms and grades (kindergarten and sixth grade). It also includes the mobile classroom costs. The budget also includes items such as iPads for student use. She explained that some costs may go up such as Health Insurance and it is reflected on the proposed budget.

VIII. Questions and Comments from the Board of Trustees

Questions and Comments from the Board

Trustee Brewster thanked everyone that participated in the budget process. President Bernardino explained that the important thing is that we don't have a deficit. President Bernardino thanked the Principal, Administrators, Teachers, Board of Trustees and parents for their hard work and dedication to the success of our school this year and for always adhering to our mission and vision. He wished everyone a healthy and happy summer.

IX. Questions and Comments from the Public:

Questions and Comments from the Public

One of the parents stated that she was grateful that Evergreen spent money on quality food for the children. President Bernardino indicated that quality food is more costly but that it is worth the additional expense because our children need and deserve a good nutrition. President Bernardino also explained the morning Assembly and reminded parents of the importance of children being on time in the morning. He said that morning Assembly sets the tone for the day. He thanked Assistant Principal Leeper for taking care of this in the morning.

X. Approval of Minutes from past meeting

Approval of Minutes from Past Meeting

Motion to approve the Minutes of May 25, 2016

Motion by: Trustee Sarah Brewster

Seconded by: Trustee Ariel Sotelo

Vote: 5.0

Motion to approve the minutes from June 22, 2016

Motion by: Trustee Gladys Rodriguez
Seconded by: Trustee Luis Ras
Vote: 5:0

XI. Reading of the Resolutions:

Resolutions were Read in English and Spanish.

Reading and
Consideration of
Resolutions

XII. Questions and comments from the public related to resolutions

There were none.

Questions and
comments from
the public

XIII. Approval of Resolutions

Voting of the
Resolutions

**Evergreen Charter School
Agenda Items for Resolutions:
For July 14, 2016**

1. **Resolved**, the Board of Trustees approves the budget for the 2016-2017 school year

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

2. **Resolved**, the Board of Trustees approves the calendar for the 2016-2017 school year.

Motion by: Trustee Gladys Rodriguez
Seconded by: Trustee Luis Ras
Approved 5:0

3. **Resolved**, the Board of Trustees approves a workshop for the school nurse to attend training on pediatric problems, emergencies and lab interpretations on Thursday August 25, 2016.

Motion by: Trustee Luis Ras
Seconded by: Trustee Ariel Sotelo
Approved 5:0

-
4. **Resolved**, the Board of Trustees approves changes to the attendance policy to be included in the ECS Manual for Parents.

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

5. **Resolved**, the Board of Trustees approves the change to the dress code. See attached.

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

6. **Resolved** the Board of Trustees approves the proposal by William Scotsman for the mobile Classrooms. See attached proposal.

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

7. **Resolved** the Board of Trustees approves H2M to oversee the layout of the mobile classrooms.

Motion to approve made by: Trustee Ariel Sotelo
Seconded by: Trustee Luis Ras
Approved 5:0

8. **Resolved**, the Board of Trustees authorizes administration, the Fiscal Department and its Executive Committee to execute contracts in order to complete all work needed for the installation of the mobile classrooms and parking area including but not limited to electrical, fire, technology, zoning and other related costs.

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

9. **Resolved**, The Board of Trustees approves a proposal to install a swing set.

Motion by: Trustee Luis Ras
Seconded by: Trustee Ariel Sotelo
Approved 5:0

10. **Resolved**, the Board of Trustee approves contracting with the law firm White, Cirrito and Nally, to assist with its zoning applications and permits with respect to the mobile classrooms, and parking area.

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

11. **Resolved**, The Board of Trustees approves the following personnel pending background and reference checks.

Name:	Position:	Salary:
Jocelyn Hernandez	Kindergarten	\$55,000
Tristen Simmons	1 st Grade	\$55,000
Kimberly Weinberg	2 nd Grade	\$55,000
Karissa McGrory	2 nd Grade	\$55,000
Asha Deopersaud	4 th Grade	\$55,000
Karla Vasquez	4 th Grade	\$55,000
Andrea Alestra	5 th Grade	\$55,000
Alexia Papadopoulos	6 th Grade	\$55,000
Katlyn Lemke	ENL Teacher	\$55,000
Elisa Rodriguez	Spanish	\$65,000
Fanny Diaz	Consultant	hourly based on \$
Marta Ortega		
Juan Beltran Court	Custodial	PT/

Motion by: Trustee Luis Ras
Seconded by: Trustee Ariel Sotelo
Approved 5:0

12. **Resolved**,

This is put in place to expedite hiring, especially during summer months when the Board is not in session.

Upon the recommendation of the administration to hire staff, administration will send written communication to the Board, requesting approval for staff. The Board will respond in writing via email authorizing approval or disapproval. If there is a quorum of written approvals, the Board will communicate to administration to proceed with the conditional hire pending fingerprinting and reference check. The vote will be ratified at the next meeting of the Board of Trustees.

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

13. **Resolved**, The Board approves the proposal by Teq Equipment to provide support to the school. See attached.

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

14. **Resolved**, the Board approves the purchase of 55 iPods at a discounted rate of approximately \$149 per iPod.

Motion by: Trustee Luis Ras
Seconded by: Trustee Arielo Sotelo
Approved 5:0

15. **Resolved**, the Board of Trustees approves IT Savvy to provide oversight to the computer system including Mac computers.

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

16. **Resolved**, The Board of Trustees approves the submission of Vilma Matos working on the Charter School Renewal application

Motion by: Trustee Sarah Brewster
Seconded by: Trustee Luis Ras
Approved 5:0

17. **Resolved**, the Board of Trustees approves a change to its instrument policy.

In the event that an instrument is damaged or loss, the parents will be asked to pay a damage/lost fee in the amount of \$150.

Motion by: Trustee Ariel Sotelo
Seconded by: Trustee Luis Ras
Approved 5:0

18. **Resolved**, the Board of Trustees approves a change to its cell phone policy.

Per this policy, all staff will be required to sign off on the cell phone policy annually. For instructional staff, this will be included in their professional development orientation. Staff will be required to sign this form annually.

Motion by: Trustee Luis Ras
Seconded by: Trustee Gil Bernardino
Approved 5:0

19. **Resolved**, in consideration of the difficulty of finding bilingual English/Spanish staff to serve the needs of the school population, The Board of Trustees approves the following compensation incentive policy for English/Spanish bilingual staff.

The Board approves a \$2,000 annual stipend for staff that is fluent in English/Spanish orally.

The Board approves a \$2,000 annual stipend for staff that is fluent in English/Spanish in written form.

Motion by: Trustee Ariel Sotelo
Seconded by: Trustee Gil Bernardino
Approved 5:0

20. **Resolved**, the Board of Trustees approves the following changes to its threshold policy.

Proposals under \$25,000 will not require bids however the school may seek bids should it desire, in the effort to obtain the most competitive pricing. At least two bids will be obtained for proposals over \$25,000.

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

XIV. Old/New Business/New business:

Trustee Brewster indicated the Charter School Annual Report would be submitted shortly. In addition Trustee Brewster indicated the Charter School Renewal application was being submitted.

XV. Announcements:

The new calendar for the school year 2016-2017 was given out.

Announcements

XVI. Adjournment:

Motion to adjourn made by: Trustee Ariel Sotelo
Seconded by: Trustee Luis Ras
Approved 5:0

Meeting adjourned at: 9:07

Minutes submitted by: Gladys Rodriguez
Gladys Rodriguez, Secretary

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

**Minutes from
July 14, 2016
8:10 pm**

Members:

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

Also present:

**Ms. Maritza Meyers, Principal
Ms. Karen Leeper, Assistant Principal
Ms. Lisett Knox, Director of Finance and Operations**

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

I. Call to Order

President Bernardino called the meeting to order at 8:10 pm. He welcomed parents in English and Spanish. He thanked everyone for being here tonight and for their hard work and dedication. He introduced Principal Meyers for her report.

Welcome and Call to order: President Gil Bernardino
--

II. Monthly Report by Principal Meyers

**Report presented by
Principal Meyers**

**Evergreen Charter School
Principal's Report to the Board
July 14, 2016**

I. Principal's Report

Principal Meyers indicated that the school administration had been conducting interviews over the summer. She explained the process of interviewing and hiring of new staff. She stated that she is working on finishing reports for the state and that the teachers are working on ordering supplies, preparing for summer school and preparing the children for a new school year.

Questions and comments from the Board of Trustees related to the Principal's Report:

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

President Bernardino introduced the School Calendar for the year 2016-2017. The Calendar is color coded. The calendar shows school closings, days of board meetings, days of instruction per month, the Evergreen Charter School Pledge and the Evergreen Charter School promise in English and Spanish.

III. Questions and comments from the Public related to the Principal's Report:

**Questions and
Comments from
the public.**

There were none.

IV. Financial Report: Presented by Ms. Lisett Knox:

**Financial Report
presented by
Lisett Knox**

Ms. Knox provided an update on payments. She indicated that the Hempstead School District indicated that she could pick up the check this Friday. They are over a month and a half behind in paying their invoice. Ms. Knox continues to follow up with other schools to ensure they pay in a timely manner.

The Business office is busy preparing for the upcoming school year in addition to preparing for its annual audit and closing of the school year tasks. Some School Districts wait to pay until children start school in September.

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

Questions and Comments from the Board

There were none.

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

Questions and Comments from the Public

There were none

VII. Presentation of the Budget for 2016-2017:

Presentation of the Budget

Trustee Brewster presented the budget in the absence of Treasurer Jose Canosa. The budget for the 2016-2017 school year includes an increase in staffing to cover the new classrooms and grades (kindergarten and sixth grade). It also includes the mobile classroom costs. The budget also includes items such as iPads for student use. She explained that some costs may go up such as Health Insurance and it is reflected on the proposed budget.

VIII. Questions and Comments from the Board of Trustees

Questions and Comments from the Board

Trustee Brewster thanked everyone that participated in the budget process. President Bernardino explained that the important thing is that we don't have a deficit. President Bernardino thanked the Principal, Administrators, Teachers, Board of Trustees and parents for their hard work and dedication to the success of our school this year and for always adhering to our mission and vision. He wished everyone a healthy and happy summer.

IX. Questions and Comments from the Public:

Questions and Comments from the Public

One of the parents stated that she was grateful that Evergreen spent money on quality food for the children. President Bernardino indicated that quality food is more costly but that it is worth the additional expense because our children need and deserve a good nutrition. President Bernardino also explained the morning Assembly and reminded parents of the importance of children being on time in the morning. He said that morning Assembly sets the tone for the day. He thanked Assistant Principal Leeper for taking care of this in the morning.

X. Approval of Minutes from past meeting

Approval of Minutes from Past Meeting

Motion to approve the Minutes of May 25, 2016

Motion by: Trustee Sarah Brewster

Seconded by: Trustee Ariel Sotelo

Vote: 5.0

Motion to approve the minutes from June 22, 2016

Motion by: Trustee Gladys Rodriguez

Seconded by: Trustee Luis Ras

Vote: 5:0

XI. Reading of the Resolutions:

Resolutions were Read in English and Spanish.

**Reading and
Consideration of
Resolutions**

XII. Questions and comments from the public related to resolutions

There were none.

**Questions and
comments from
the public**

XIII. Approval of Resolutions

**Voting of the
Resolutions**

**Evergreen Charter School
Agenda Items for Resolutions:
For July 14, 2016**

1. **Resolved**, the Board of Trustees approves the budget for the 2016-2017 school year

Motion by: Trustee Sarah Brewster

Seconded by: Trustee Ariel Sotelo

Approved 5:0

2. **Resolved**, the Board of Trustees approves the calendar for the 2016-2017 school year.

Motion by: Trustee Gladys Rodriguez

Seconded by: Trustee Luis Ras

Approved 5:0

3. **Resolved**, the Board of Trustees approves a workshop for the school nurse to attend training on pediatric problems, emergencies and lab interpretations on Thursday August 25, 2016.

Motion by: Trustee Luis Ras

Seconded by: Trustee Ariel Sotelo

Approved 5:0

-
4. **Resolved**, the Board of Trustees approves changes to the attendance policy to be included in the ECS Manual for Parents.

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

5. **Resolved**, the Board of Trustees approves the change to the dress code. See attached.

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

6. **Resolved** the Board of Trustees approves the proposal by William Scotsman for the mobile Classrooms. See attached proposal.

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

7. **Resolved** the Board of Trustees approves H2M to oversee the layout of the mobile classrooms.

Motion to approve made by: Trustee Ariel Sotelo
Seconded by: Trustee Luis Ras
Approved 5:0

8. **Resolved**, the Board of Trustees authorizes administration, the Fiscal Department and its Executive Committee to execute contracts in order to complete all work needed for the installation of the mobile classrooms and parking area including but not limited to electrical, fire, technology, zoning and other related costs.

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

9. **Resolved**, The Board of Trustees approves a proposal to install a swing set.

Motion by: Trustee Luis Ras
Seconded by: Trustee Ariel Sotelo
Approved 5:0

10. **Resolved**, the Board of Trustee approves contracting with the law firm White, Cirrito and Nally, to assist with its zoning applications and permits with respect to the mobile classrooms, and parking area.

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

11. **Resolved**, The Board of Trustees approves the following personnel pending background and reference checks.

Name:	Position:	Salary:
Jocelyn Hernandez	Kindergarten	\$55,000
Tristen Simmons	1 st Grade	\$55,000
Kimberly Weinberg	2 nd Grade	\$55,000
Karissa McGrory	2 nd Grade	\$55,000
Asha Deopersaud	4 th Grade	\$55,000
Karla Vasquez	4 th Grade	\$55,000
Andrea Alestra	5 th Grade	\$55,000
Alexia Papadopoulos	6 th Grade	\$55,000
Katlyn Lemke	ENL Teacher	\$55,000
Elisa Rodriguez	Spanish	\$65,000
Fanny Diaz	Consultant	hourly based on \$
Marta Ortega		
Juan Beltran Court	Custodial	PT/

Motion by: Trustee Luis Ras
Seconded by: Trustee Ariel Sotelo
Approved 5:0

12. **Resolved**,

This is put in place to expedite hiring, especially during summer months when the Board is not in session.

Upon the recommendation of the administration to hire staff, administration will send written communication to the Board, requesting approval for staff. The Board will respond in writing via email authorizing approval or disapproval. If there is a quorum of written approvals, the Board will communicate to administration to proceed with the conditional hire pending fingerprinting and reference check. The vote will be ratified at the next meeting of the Board of Trustees.

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

13. **Resolved**, The Board approves the proposal by Teq Equipment to provide support to the school. See attached.

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

14. **Resolved**, the Board approves the purchase of 55 iPods at a discounted rate of approximately \$149 per iPod.

Motion by: Trustee Luis Ras
Seconded by: Trustee Arielo Sotelo
Approved 5:0

15. **Resolved**, the Board of Trustees approves IT Savvy to provide oversight to the computer system including Mac computers.

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

16. **Resolved**, The Board of Trustees approves the submission of Vilma Matos working on the Charter School Renewal application

Motion by: Trustee Sarah Brewster
Seconded by: Trustee Luis Ras
Approved 5:0

17. **Resolved**, the Board of Trustees approves a change to its instrument policy.

In the event that an instrument is damaged or loss, the parents will be asked to pay a damage/lost fee in the amount of \$150.

Motion by: Trustee Ariel Sotelo
Seconded by: Trustee Luis Ras
Approved 5:0

18. **Resolved**, the Board of Trustees approves a change to its cell phone policy.

Per this policy, all staff will be required to sign off on the cell phone policy annually. For instructional staff, this will be included in their professional development orientation. Staff will be required to sign this form annually.

Motion by: Trustee Luis Ras
Seconded by: Trustee Gil Bernardino
Approved 5:0

19. **Resolved**, in consideration of the difficulty of finding bilingual English/Spanish staff to serve the needs of the school population, The Board of Trustees approves the following compensation incentive policy for English/Spanish bilingual staff.

The Board approves a \$2,000 annual stipend for staff that is fluent in English/Spanish orally.

The Board approves a \$2,000 annual stipend for staff that is fluent in English/Spanish in written form.

Motion by: Trustee Ariel Sotelo
Seconded by: Trustee Gil Bernardino
Approved 5:0

20. **Resolved**, the Board of Trustees approves the following changes to its threshold policy.

Proposals under \$25,000 will not require bids however the school may seek bids should it desire, in the effort to obtain the most competitive pricing. At least two bids will be obtained for proposals over \$25,000.

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

XIV. Old/New Business/New business:

Trustee Brewster indicated the Charter School Annual Report would be submitted shortly. In addition Trustee Brewster indicated the Charter School Renewal application was being submitted.

XV. Announcements:

The new calendar for the school year 2016-2017 was given out.

Announcements

XVI. Adjournment:

Motion to adjourn made by: Trustee Ariel Sotelo
Seconded by: Trustee Luis Ras
Approved 5:0

Meeting adjourned at: 9:07

Minutes submitted by: 

Gladys Rodriguez, Secretary

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

**Minutes from
September 28, 2016
8:03 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	Present

Also present:

**Ms. Maritza Meyers, Principal
Ms. Karen Leeper, Assistant Principal
Ms. Jill Linnehan, Director of Data and Attendance
Ms. Christine Weigand, Director of Curriculum and Instruction**

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

I. Call to Order

President Bernardino called the meeting to order at 8:03 pm. He welcomed parents in English and Spanish) to a new school year. He thanked everyone for being here tonight and for their hard work and dedication. He introduced the auditors from Condon O'Meara McGinty and Donnelly LLP who came to give us a presentation on the status of finances at Evergreen Charter School.

Welcome and Call to order: President Gil Bernardino
--

II. Report by Independent Auditors

Report by the Auditors

A copy of the financial statements for the years ended June 30, 2016 and June 30, 2015 was distributed to all present. Each line was explained in English and Spanish and all questions from the audience were answered in a satisfactory manner. All expenses and revenues were explained, line of credit, equity, payroll, food expenses and rent. Please see attached report.

III. Questions and comments from the Board of Trustees related to the Auditors Report:

Questions and Comments from the trustees.

President Bernardino thanked the Auditors and the Fiscal Director and her staff for their good job.

IV. Questions and commend from the Public related to the Auditors report.

Questions and Comments from the Public

There were none.

V. Monthly Report by Principal Meyers

Report presented by Principal Meyers

**Evergreen Charter School
Principal's Report to the Board
September 28, 2016**

I. Enrollment:

Grade Level	Number of Students
Kindergarten	75
First Grade	50
Second Grade	50
Third Grade	49
Fourth Grade	51
Fifth Grade	49
Sixth Grade	49
Total:	373

II. Attendance:

- 1) See attached Attendance Count Report (includes absence/tardy reports from 9/7/2016-9/21/2016).

III. Curriculum & Instruction:

- 1) An Instructional Calendar has been developed using Google Calendar in an effort to keep all staff informed of various dates throughout the school year.
- 2) Ms. Linnehan has scheduled monthly meetings with grade level teams to discuss data and how it can be used to improve instruction.
- 3) Lesson Feedback Forms have been created to be used by the school administrators.
- 4) Grade Level Meetings were held the week of September 19, 2016.
- 5) ELA pacing calendars have been revised and developed for grades K-6.
- 6) Ms. Leeper has implemented the ECS Mentoring Program for the 2016-17 school year.
- 7) A new science program is currently being implemented in kindergarten.
- 8) A new social studies integrated ELA curriculum has been adopted school-wide.
- 9) Grades 2-6 will be utilizing a new component of iReady called Standards Mastery. Standards Mastery measures children's acquisition of grade level standards in ELA and math.

IV. Professional Development:

- 1) 2016 August Professional Development (see attached brochures).
Teacher feedback was collected using a Professional Development Exit Questionnaire.
- 2) Thursday, August 25, 2016

Nurse Shah attended a workshop focusing on pediatric problems, emergencies and lab interpretation.
- 3) Tuesday, September 6, 2016

The lunch and kitchen staff participated in an *Adult and Pediatric First Aid/CPR/AED* workshop, presented by the American Red Cross.
- 4) Thursday, September 8, 2016

Ms. Meyers attended *Collaboration and Co-Teaching for English Language Learners: A workshop for all administrators*, presented by Dr. Andrea Honigsfeld.

5) Thursday, September 8, 2016

Ms. Gentleman, Ms. Lemke and Ms. Zamora attended *Collaboration and Co-Teaching for English Language Learners: A workshop for all co-teachers of ELLs*, presented by Dr. Maria Dove.

6) Wednesday, September 14, 2016

Wednesday, September 21, 2016

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

7) Friday, September 16, 2016

Friday, September 23, 2016

Friday, September 30, 2016

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

V. Parent Involvement/Activities:

- 1) *Meet the Teacher Night* took place on Tuesday, September 20, 2016 from 5:00-6:30 p.m. To accommodate families with children of different grades, two sessions were offered (5:00-5:45 and 5:45-6:30).
- 2) A head lice prevention parent workshop has been scheduled for Tuesday, October 4, 2016 by the *Deliciful Company*.

VI. Personnel:

1) New Staff Members

Name	Position
Yasmin Santana	Kindergarten Teacher
Lisa Thiesen	Kindergarten Teacher
Jacqueline Marquez	Kindergarten Teacher
Tristen Simmons	First Grade Teacher
Kimberly Weinberg	Second Grade Teacher
Karla Vasquez	Fourth Grade Teacher
Kathleen Mulvaney	Fourth Grade Teacher
Michelle Miele	Fifth Grade Teacher
Emily Davies	Sixth Grade Teacher
Elisa Rodriguez	Spanish Teacher
Katlyn Lemke	ENL Teacher

Positions that need to be filled

Part Time Music Teacher
Fifth Grade Co-Teacher
Sixth Grade Co-Teacher
Reading Teacher
Per Diem Substitute Teachers

VII. Student Assessment:

- 1) 2015-16 NYSESLAT (for all grades), NYS ELA and Mathematics Results for grades 3-5 and NYS Science Results for grade 4 (see attachment).
- 2) Grades K-6 has been assessed for reading levels using the Fountas and Pinnell Benchmark System.
- 3) The NYSITELL has been used to assess the English language proficiency of new entrants whose home language is a language other than English, as indicated on their Home Language Questionnaire. This testing began the week of August 8, 2016. Based on NYSITELL results, students will be categorized into one of five levels (Entering, Emerging, Transitioning, Expanding and Commanding) which will determine the units of study in ESL each student will receive.
- 4) The iReady Diagnostic Reading and Mathematics Assessment are scheduled for Grades K-6 beginning the week of September 26, 2016.

VIII. Challenges:

- 1) Hiring qualified personnel.
- 2) Student registration process.
- 3) Dismissal procedures.

IX. Successes:

- 1) First day of school.
- 2) Attendance improvements.
- 3) Dress code improvements.
- 4) Meet the Teacher Night.

X. Proposals:

- 1) The kindergarten teachers are requesting approval for a school trip to White Post Farms on October 28, 2016 (see attached Field Trip Request Form).
- 2) To hire a consultant to support the Spanish teachers.
- 3) Adoption of the ECS AIS Policy (see attachment).
- 4) To hire a Latin music Duo Cubanana to perform a school wide assembly as a culminating activity for Hispanic Heritage month on Friday, October 21, 2016 (see attachment).

- 5) Mr. Skariah is requesting approval to attend the workshop Special Education Law in New York on Friday, October 21, 2016 (see attachment).
- 6) To purchase the test SIELE to assess teachers Spanish proficiency (see attachment).

XI. Educational Trips and School Wide Instructional Activities:

- 1) The Box Tops for Education fundraiser has been launched by Ms. Leeper and her Student Box Tops Committee.

Attachments:

1. Attendance Count Reports
2. Student Assessment Results
3. 2015 August Professional Development Brochures
4. Field Trip Request Form
5. ECS AIS Policy

Questions and comments from the Board of Trustees related to the Principal's Report:

There were none.

Questions and Comments from the Board of Trustees

VI. Questions and comments from the Public related to the Principal's Report:

Discussion followed on the parents' manual and procedures. Anthony, one parent congratulated the teachers and administration for the results of the NYS test. President Bernardino explained the importance of following the parents' manual. One parent in the audience feels that parents and children should work together to get to school on time and prepared. Discussion followed on the policies of the manual and several suggestions were mentioned. President Bernardino stated that we will review the manual but that we will not change "our path to excellence".

Questions and Comments from the public.

VII. Financial Report: Presented by President Bernardino in absence of Lisette Knox

President Bernardino stated that "we have a big problem" all the school districts are up to date on their payments except the Hempstead School District. He explained the billing and payment process and stated that the 2nd bill was sent on 8/31/16 for September and October. Ms. Knox has been calling the district but she receives no response from

Financial Report presented by Lisette Knox

them. Discussion followed on payment procedures, state intercept and ways of contacting the Hempstead District for payment.

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

There were none.

**Questions and
Comments from
the Board**

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

There were none.

**Questions and
Comments from
the Public**

X. Approval of Minutes from past meeting

Motion to approve the Minutes of

Motion by: Trustee Yvonne Mowatt
Seconded by: Trustee Ariel Sotelo
Vote: 7.0

**Approval of
Minutes from
Past Meeting**

XI. Reading of the Resolutions:

Resolutions were Read in English and Spanish.

**Reading and
Consideration of
Resolutions**

XII. Questions and comments from the public related to resolutions

There were none.

**Questions and
comments from
the public**

XIII. Approval of Resolutions

Voting of the Resolutions

**Evergreen Charter School
Agenda Items for Resolutions:
September 28, 2016**

1. **Resolved**, the Board of Trustees approves the following personnel that were ratified by quorum of the Board of Trustees earlier this year.

Name:	Position:	Salary	Effective Date
Emily Davies	Teacher	\$55,000	
Mary La Spisa	Teacher		
Katyn Lemke	Teacher		
Daniel Levitan	Phy. Ed Teacher		
Jacqueline Marquez	Teacher		
Michelle Miele	Teacher		
Kathey Mulvaney	Reading Teacher		
Elisa Rodriguez	Spanish Teacher		
Yasmin Santana	Reading Teacher		
Tristen Simmons	Teacher		
Lisa Thiesen	Reading Teacher		
Karla Vasquez	Special Ed		
Kimberly Weinberg	Special Ed		

Name:	Position:
Juan Betancourt	Custodian
Cindy Castillo	Kitchen Assistant
Sulma Campos	School Aide
Victoria Degennaro	Business Office Assistant
Jessica Estevez	School Aide
Martha Morales-Mejia	Kitchen Assistant
Ashely Reichel	Music Teacher

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

2. **Resolved**, the Board of Trustees approves the following Field Trips

Who	Where	When
Kindergarten	White Post Farm	October 28, 2016

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

3. **Resolved**, the Board of Trustees approves the ECS AIS policy.
See attached.

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

4. **Resolved**, the Board of Trustees approves the fingerprinting policy that was ratified earlier this summer by a quorum of the Board of Trustees

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

5. **Resolved**, the Board of Trustees approves the proposal of the Electrician to commence on the mobile classrooms.

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

6. **Resolved** the Board of Trustees approves the contract with Resource Associates for \$2,500 to assist with the Farm to School Grant application.

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

7. **Resolved** the Board of Trustees authorizes closure of its bank account at National Valley and transfer of existing electronic payments to its current Bank, Capital One.

Motion to approve made by: Trustee Jose Canosa
Seconded by: Trustee Gladys Rodriguez
Approved 7:0

8. **Resolved**, the Board of Trustees approves the Cell Phone Use Policy

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

9. **Resolved**, The Board of Trustees approves the change in school day for staff from 7:50am to 4:20pm to 7:45pm to 4:15pm

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

10. **Resolved**, the Board of Trustees approves changes made to the Employee Manual. See attached.

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

11. **Resolved**, The Board of Trustees approves IT Savvy to provide cabling for the mobile classrooms.

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

12. **Resolved**,

The Board of Trustees approves Gladys Rodriguez as Secretary for the 2016-2019 school year.

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

13. **Resolved**, The Board of Trustees approves a rental agreement for parking for staff at 94 Fulton Avenue at a cost of \$50 a space per parking space.
See attached.

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

14. **Resolved**, the Board approves H2M to conduct a land survey on the lots across from the school to determine boundaries for parking and other purposes. (Architects)
See attached.

Motion by: Trustee Luis Ras
Seconded by: Trustee Arielo Sotelo
Approved 7:0

15. **Resolved**, the Board of Trustees approves the proposal to hire Cubanana to perform a school wide assembly for Hispanic Heritage Month.

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

16. **Resolved**, The Board of Trustees approves the following workshops for staff:
Special Education Law in New York
Shaun Skariah
October 21, 2016

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

17. **Resolved**, the Board of Trustees approves the purchase of the test SIELE to assess the Spanish proficiency of teachers.

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

18. **Resolved**, the Board of Trustees approves that the current base health plan provided at no cost to instructional staff and administrators be also offered at no cost to instructional staff.

Motion by: Trustee Yvonne Mowatt
Seconded by: Trustee Luis Ras
Approved 7:0

XIV. Old/New Business/New business:

Some Evergreen teachers are requesting a meeting in reference to documentation. President Bernardino indicated that we are available to discuss anything. It is important for teachers to know that we are here to support them. Discussion followed on jewelry policy, telephone calls to parents, uniforms and safety. President Bernardino also spoke about the "horrible consequences of bullying" and we must not tolerate that in our school. Parents must come forward in any situation.

XV. Announcements:
There were none.

Announcements

XVI. Adjournment:

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

Meeting adjourned at: 9:56
Minutes submitted by: 
Gladys Rodriguez, Secretary

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

**Minutes from
October 19, 2016
8:10 pm**

Members:

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

Also present:

**Ms. Karen Leeper, Assistant Principal
Ms. Jill Linnehan, Director of Data and Attendance
Ms. Christine Weigand, Director of Curriculum and Instruction
Ms. Lisset Knox, Director of Operations and Finance**

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

I. Call to Order

President Bernardino called the meeting to order at 8:10. He thanked everyone for being here tonight and proceeded to introduce Assistant Principal Leeper (in absence of Principal Meyers) to present the Principal's report. Assistant Principal Leeper also spoke about the State visit and thanked parents and staff for their participation in making this visit very successful.

Welcome and Call to order: President Gil Bernardino
--



II. Monthly Report by Principal Meyers

**Evergreen Charter School
Principal's Report to the Board
October 19, 2016**

**Report presented by
Assistant Principal
Leeper on behalf of
Principal Meyers**

I. Principal's Report

II. Enrollment:

Grade Level	Number of Students
Kindergarten	75
First Grade	49
Second Grade	50
Third Grade	50
Fourth Grade	51
Fifth Grade	51
Sixth Grade	50
Total:	376

III. Attendance:

- 1) See attached Attendance Count Report (includes absence/tardy reports from 9/7/2016-9/21/2016 and 9/22/2016-10/12/2016).

IV. Curriculum & Instruction:

- 1) School-wide vocabulary and idiom enrichment initiatives have been implemented.
- 2) Data driven student goal setting program has been implemented school-wide.

V. Professional Development:

- 1) Wednesday, October 5, 2016
Wednesday, October 12, 2016
Tuesday, October 18, 2016
Literacy Professional Development, Presented by Pam Kinnon (literacy consultant).
- 2) Friday, October 14, 2016
Tuesday, October 18, 2016
Mathematics Professional Development, Presented by Sue Morris (math consultant).

VI. Parent Involvement/Activities:

- 1) Ms. Plaza and Ms. Shah held *Parenting Skills Workshops* on:
Wednesday, October 5, 2016 (Spanish)
Wednesday, October 12, 2016 (English)
- 2) A head lice prevention parent workshop was held on Tuesday, October 11, 2016 by the *Deliceful Company*.
- 3) Parents were invited to attend a meeting with the New York State Education Department on Tuesday, October 18, 2016.
- 4) Parents will be invited to attend a Hispanic Heritage Assembly on Friday, November 4, 2016.

VII. Personnel:

- 1) New Staff Members

Name	Position
Mary Jeanty	Sixth Grade Teacher

Positions that need to be filled

Part Time Music Teacher
Fifth Grade Co-Teacher
Reading Teacher
Per Diem Substitute Teachers

VIII. Student Assessment:

- 1) The iReady Diagnostic Reading and Mathematics Assessment are scheduled for kindergarten beginning the week of October 17, 2016.
- 2) Parent reports from the iReady Diagnostic Reading and Mathematics Assessment will be sent home for grades 1-6 the week of October 17, 2016.

IX. Challenges:

- 1) Hiring qualified personnel.
- 2) Public and Private Transportation.

X. Successes:

- 1) Increased student awareness and ownership of academic growth and progress.
- 2) ECS was selected as the visitation site for educators from Europe by the CUNY Translanguaging Grant.

XI. Proposals:

- 1) The kindergarten teachers are requesting approval for a school trip to Old Westbury Gardens in May, 2017 (see attached Field Trip Request Form).
- 2) The first grade teachers are requesting approval for a school trip to Hallockville Museum Farm on November 10, 2016 (see attached Field Trip Request Form).
- 3) The first grade teachers are requesting approval for a school trip to the Swedish Marionette Theatre on May 5, 2017 (see attached Field Trip Request Form).
- 4) The second grade teachers are requesting approval for a school trip to Long Island Aquarium and Exhibition Center on November 18, 2016 (see attached Field Trip Request Form).
- 5) The second grade teachers are requesting approval for a school trip to El Museo Del Barrio on March 24, 2017 (see attached Field Trip Request Form).
- 6) The third grade teachers are requesting approval for a school trip to the Bronx Zoo in June, 2017 (see attached Field Trip Request Form).
- 7) The third grade teachers are requesting approval for a school trip to the American Museum of Natural History in May, 2017 (see attached Field Trip Request Form).
- 8) Mr. Rincon is requesting approval for a fourth and sixth grade school trip to Lincoln Center on January 20, 2017 (see attached Field Trip Request Form).
- 9) The fourth grade teachers are requesting approval for a school trip to the Statue of Liberty on June 14, 2017 (see attached Field Trip Request Form).
- 10) Ms. Greene is requesting approval for a fifth grade school trip to the Metropolitan Museum of Art in May, 2017 (see attached Field Trip Request Form).

- 11) The fifth grade teachers are requesting approval for a school trip to The Long Island Children's Museum in February or March 2017 (see attached Field Trip Request Form).
- 12) The sixth grade teachers are requesting approval for a school trip to Medieval Times on June 2, 2017 (see attached Field Trip Request Form).
- 13) To provide 1 full day of onsite professional development for the fifth, sixth and special area teachers by Teq on the Promethium Board (see attachment).
- 14) Ms. Figuera and Ms. Rodriguez are requesting approval to attend the *Congreso de profesores: La enseñanza del español* workshop on Friday, November 4, 2016 and Saturday, November 5, 2016.
- 15) Ms. Weigand is requesting approval to attend an *Enhancing STEM Learning in Your Classroom Grades K-6* workshop on Monday, November 21, 2016
- 16) To hire a permanent substitute teacher.

XII. Educational Trips and School Wide Instructional Activities:

- 1) The *Character Counts* character education program has been adopted and implemented school-wide.

Attachments:

1. Attendance Count Reports
2. Field Trip Request Forms
3. Teq Professional Development Quote
4. Conference Request Forms

Questions and comments from the Board of Trustees related to the Principal's Report:

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

On behalf of the board of Trustees, President Bernardino thanked all parents who were here for the state visit (approximately 88). He indicated that parents were very positive about the school and that this will help us to continue pursuing our application to have a Middle School. President Bernardino announced that we received a letter from Albany congratulating us for our school. He also talked about having a night to have parents come to write letters that will be sent to the state. This package will be sent to people who make the decisions about the renewal of our Charter and additional grades. He announced the Hispanic Heritage Month Celebration that will take place in our school with many different events including food from different countries.

III. Questions and comments from the Public related to the Principal's Report:

Discussion followed on field trips, bus fares timing, and parents participation.

**Questions and
Comments from
the public.**

IV. Financial Report: Presented by Mrs. Lisette Knox:

Mrs. Knox reported that there are 375 students enrolled and one student is in the process of registration for a total of 376. In reference to district billing she stated that 4 districts were falling behind, two districts will require state intercept. The state approved an intercept for Lawrence for a one year period. Hempstead is finally up to date. Meals reimbursement money was received. Most children qualify for free meals for CEP (community Eligibility Provision).

**Financial Report
presented by
Lisett Knox**

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

President Bernardino reminded everyone the importance of completing paperwork on time in order to receive these benefits. Discussion followed on whether or not children have enough time to eat lunch. President Bernardino believes children have enough time for meals.

**Questions and
Comments from
the Board**

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

There were none.

**Questions and
Comments from
the Public**

VII. Approval of Minutes from past meeting of September 28, 2016

Motion to approve the Minutes of

Motion by: Trustee Yvonne Mowatt

Seconded by: Trustee Ariel Sotelo

Vote: 7.0

**Approval of
Minutes from
Past Meeting**

VIII. Reading of the Resolutions:

Resolutions were Read in English and Spanish.

**Reading and
Consideration of
Resolutions**

IX. Questions and comments from the public related to resolutions

There were none.

Questions and
comments from
the public

X. Approval of Resolutions

Voting of the
Resolutions

**Evergreen Charter School
Agenda Items for Resolutions:
October 19, 2016**

1. **Resolved**, The Board of Trustees revises its policy and procedure manual to specific that the bonus for part time staff is only for kitchen aid staff who earn a nominal salary.

Motion by: Trustee Gladys Rodriguez
Seconded by: Trustee Nancy Iglesias
Approved 7:0

2. **Resolved**, in consideration of the difficulty of finding bilingual *full time* English/Spanish staff to serve the needs of the school population, The Board of Trustees approves the following compensation incentive policy for *full time* English/Spanish bilingual staff.

The Board approves a \$2,000 annual stipend for staff that are fluent in English/Spanish orally.

The Board approves a \$2,000 annual stipend for staff that are fluent in English/Spanish in written form.

This resolution has been revised to specify full time staff.

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

3. **Resolved**, the Board of Trustees approve the following Staff:

Name:	Position:	Salary	Effective:
Mary Jeanty	6 th Grade Teacher	\$55,000	
Antonia Ortega	Kitchen Aide	\$10/hr	

Ana

Kitchen Aide

Motion by: Trustee Gladys Rodriguez

Seconded by: Trustee Luis Ras

Approved 7:0

4. **Resolved**, the Board of Trustees approves the following field Trip requests:

- 01) The kindergarten teachers are requesting approval for a school trip to Old Westbury Gardens in May, 2017 (see attached Field Trip Request Form).
- 02) The first grade teachers are requesting approval for a school trip to Hallockville Museum Farm on November 10, 2016 (see attached Field Trip Request Form).
- 03) The first grade teachers are requesting approval for a school trip to the Swedish Marionette Theatre on May 5, 2017 (see attached Field Trip Request Form).
- 04) The second grade teachers are requesting approval for a school trip to Long Island Aquarium and Exhibition Center on November 18, 2016 (see attached Field Trip Request Form).
- 05) The second grade teachers are requesting approval for a school trip to El Museo Del Barrio on March 24, 2017 (see attached Field Trip Request Form).
- 06) The third grade teachers are requesting approval for a school trip to the Bronx Zoo in June, 2017 (see attached Field Trip Request Form).
- 07) The third grade teachers are requesting approval for a school trip to the American Museum of Natural History in May, 2017 (see attached Field Trip Request Form).
- 08) Mr. Rincon is requesting approval for a fourth and sixth grade school trip to Lincoln Center on January 20, 2017 (see attached Field Trip Request Form).
- 09) The fourth grade teachers are requesting approval for a school trip to the Statue of Liberty on June 14, 2017 (see attached Field Trip Request Form).
- 10) Ms. Greene is requesting approval for a fifth grade school trip to the Metropolitan Museum of Art in May, 2017 (see attached Field Trip Request Form).
- 11) The fifth grade teachers are requesting approval for a school trip to The Long Island Children's Museum in February or March 2017 (see attached Field Trip Request Form).

12) The sixth grade teachers are requesting approval for a school trip to Medieval Times on June 2, 2017 (see attached Field Trip Request Form).

Motion by: Trustee Yvonne Mowatt
Seconded by: Trustee Nancy Iglesias
Approved 7:0

5. **Resolved**, the Board of Trustees approves the request from administration to provide 1 full day of onsite professional development for the fifth, sixth and special area teachers by Teq on the Promethium Board (see attachment).

Motion by: Trustee Ariel Sotelo
Seconded by: Trustee Nancy Iglesias
Approved 7:0

6. **Resolved**, the Board of Trustees approves the Spanish teachers to attend the *Congreso de profesores: La enseñanza del español* workshop on Friday, November 4, 2016 and Saturday, November 5, 2016.

Motion by: Trustee Luis Ras
Seconded by: Trustee Yvonne Mowatt
Approved 7:0

7. **Resolved**, the Board of Trustees approves Ms. Weigand to attend an *Enhancing STEM Learning in Your Classroom Grades K-6* workshop on Monday, November 21, 2016.

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

8. **Resolved**, the Board of Trustees approves a contract with IT Savvy to complete the cabling work for the mobile classrooms for the internet, phone and security cameras estimated at \$4084.65

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

9. **Resolved**, the Board of Trustees approves a switch to cablevision/optimum pending a review of final quotes for our regular phone lines and the addition of a new phone box for additional phone lines.

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

10. **Resolved**, the Board of Trustees approves a senior administrative position to support the school.

Motion by: Trustee Yvonne Mowatt
Seconded by: Trustee Nancy Iglesias
Approved 7:0

11. **Resolved**, the Board of Trustees approves the following days as school holidays: Yom Kippur, and Eid al-Fitr. If these days fall on a weekend, school will not be closed. If these days fall during the week additional days will be added to the school year to make up class time.

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

XI. Old/New Business/New business:

Trustee Bernardino spoke about the application for renewal and the state visit. He thanked parents for their participation. Trustee Brewster indicated the fiscal portion of the Annual report for the school was being submitted.

The PA had no events planned but letters were sent out to parents explaining available positions on the board. Mr. Philip Brown is now the new PA president.

XII. Announcements:

Announcements

The school celebration for Hispanic Heritage month was announced. This will be on November 4th. All parents are invited to attend.

XIII. Adjournment:

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

Meeting adjourned at: 9:04
Minutes submitted by: *Gladys Rodriguez*
Gladys Rodriguez, Secretary

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

**Minutes from
November 16, 2016
8:10 pm**

Members:

Mr. Gil Bernardino	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 Meyers, Principal
Ms. Karen Leeper, Assistant Principal
Ms. Jill Linnehan, Director of Data and Attendance
Ms. Christine Weigand, Director of Curriculum and Instruction
Ms. Lisset Knox, Director of Operations and Finance**

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

I. Call to Order

President Bernardino called the meeting to order at 8:10pm, welcomed everyone and thanked everyone for being here tonight and for their support and dedication to our school. He introduced Principal Meyers for her report:

Welcome and Call to order: President Gil Bernardino
--



II. Monthly Report by Principal Meyers

Report presented by
Principal Meyers

Evergreen Charter School Principal's Report to the Board November 16, 2016

I. Enrollment:

Grade Level	Number of Students
Kindergarten	74
First Grade	50
Second Grade	51
Third Grade	50
Fourth Grade	51
Fifth Grade	50
Sixth Grade	50
Total:	376

II. Attendance:

- 1) See attached Attendance Count Report (includes absence/tardy reports from 9/7/2016-11/09/2016 and 10/20/2016-11/09/2016).

III. Curriculum & Instruction:

- 1) The ELA and Math Academic Intervention Services (AIS) program is in the process of being implemented in grades 3-6.
- 2) Data team meetings took place on Monday, October 31, 2016.
- 3) The Accelerated Reader program will be launched the week of November 14, 2016.

IV. Professional Development:

- 1) Wednesday, November 2, 2016
Literacy Professional Development, Presented by Pam Kinnon (literacy consultant).

- 2) Friday, October 28, 2016
Thursday, November 3, 2016
Friday, November 18, 2016
Mathematics Professional Development, Presented by Sue Morris (math consultant).
- 3) Friday, October 21, 2016
Monday, October 24, 2016
Thursday, November 3, 2016
Friday, November 4, 2016
Ms. Leeper provided the entire staff with eDoctrina training.
- 4) Friday, November 4, 2016
Saturday, November 5, 2016
Ms. Herrera, Ms. Figuera and Ms. Rodriguez attended the *Congreso de profesores: La enseñanza del español* workshop.

V. Parent Involvement/Activities:

- 1) Parents of students awarded for outstanding behavior the month of September were invited to a *special* Morning Assembly on Friday, October 21, 2016.
- 2) Parents were invited to attend an assembly performed by the Ballet Hispanico on Friday, November 4, 2016.
- 3) Parent-Teacher Conferences have been scheduled for:
Thursday, November 17, 2016 Grades K-2 4:20 p.m.-8:20 p.m.
Monday, November 21, 2016 Grades 3-6 4:20p.m.-8:20 p.m.

VI. Personnel:

Positions that need to be filled

Part Time Music Teacher
Fifth Grade Co-Teacher
Reading Teacher
Per Diem Substitute Teachers

VII. Student Assessment:

- 1) Parent reports from the iReady Diagnostic Reading and Mathematics Assessment have been sent home for kindergarten the week of November 7, 2016.
- 2) Results of the Spring 2016 NYSESLAT were sent home the week of November 7, 2016.

VIII. Challenges:

- 1) Hiring qualified personnel.

IX. Successes:

- 1) Student Government Day at Hempstead Village Hall
- 2) Visit by Judge Helen Voutsinas
- 3) Ballet Hispanico Assembly

X. Proposals:

- 1) Ms. Gentleman, Ms. Lemke and Ms. Zamora are requesting approval to attend the *Integrating Expertise to Enhance ELL Performance* workshop on Friday, December 2, 2016 (see attached Conference Request Forms).
- 2) The sixth grade team is requesting approval to host a fundraiser through Yankee Candle to reduce the cost of their cost per person for their field trip in June to Medieval Times (see attached proposal).
- 3) Student Council along with Ms. Ribacoff, Student Council Advisor, is requesting approval to run a Smencils fundraiser (see attached proposal).
- 4) To hold a Holiday Raffle for ECS students.
- 5) Ms. Weigand and Ms. Hernandez are requesting approval to hold an iReady/Accelerated Reader Parent Information Night on Thursday, December 1, 2016.

XI. Educational Trips and School Wide Instructional Activities:

- 1) A select group of fifth grade students were selected to participate in Student Government Day at Hempstead Village Hall on Thursday, November 3, 2016.
- 2) Guest Speaker, Judge Helen Voutsinas met with the 3rd-6th graders on Thursday, November 3, 2016.
- 3) The Reading to Dogs Program continued for the 2016-17 school year.

Attachments:

1. Attendance Count Reports
2. Conference Request Forms
3. Fundraiser Proposals

Questions and comments from the Board of Trustees related to the Principal's Report:

Discussion followed on who covers teachers for lunch time and the day to day scheduling of teachers and teachers' aides.

Questions and Comments from the Board of Trustees

III. Questions and comments from the Public related to the Principal's Report:

There were none.

Questions and Comments from the public.

IV. Financial Report: Presented by Mrs. Lisette Knox:

Mrs. Knox reported that there are 376 students enrolled. In reference to district billing, she stated that there is payment intercept in process for the district of Lawrence and because of the history of late payment from this district; the intercept will be done for the whole school year. Mrs. Knox also reported that payment for reimbursement for meals is on time and that most children qualify for free meals.

Financial Report presented by Lisett Knox

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

There were none.

Questions and Comments from the Board

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

There were none.

Questions and Comments from the Public

VII. Approval of Minutes from past meeting of October 26, 2016

Motion to approve the Minutes of

Motion by: Yvonne Mowatt
Seconded by: Trustee Ariel Sotelo
Vote: 8.0

Approval of Minutes from Past Meeting

VIII. Reading of the Resolutions:

**Reading and
Consideration of
Resolutions**

Resolutions were Read in English and Spanish.

Trustee Brewster talked about a revision of the existing policy of time effort reporting and the process of punching in and out. Although all staff have access to their time effort log that shows when the hours they worked, some staff are missing paperwork and not submitting this to the business office in a timely manner. Ms. Knox is not able to process payroll correctly when paperwork is incomplete. Dr. Brewster stated that the business office will remind staff of missing paperwork as a courtesy but it is the responsibility of staff to follow up.

IX. Questions and comments from the public related to resolutions

**Questions and
comments from
the public**

Discussion occurred with trustees and teachers around the new policy. Trustee Brewster explained that we hope this new policy for punching in and punching out will make things easier for everyone. She reminded staff to look at the software system before payroll to make sure you did not miss any punches. Trustee Brewster explained that the board is composed of volunteers and that the Board works hard to address issues as they arise and to develop policies to make things smoother.

President Bernardino stated that we must account for all funds for the audit and if an employee missed punches in a systematic way it must be addressed and resolved. President Bernardino stated that the board is considering a pension plan for the teachers but this will be reviewed in the context of the budget.

X. Approval of Resolutions

**Voting of the
Resolutions**

**Evergreen Charter School
Agenda Items for Resolutions:
November 20, 2016**

1. **Resolved**, The Board of Trustees approves the lease with the Korean Church to rent space during winter months.

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

2. **Resolved**, the Board of Trustees approves the request of administration to permit Ms. Gentleman, Ms. Lennke and Ms. Zamora to attend the *Integrating Expertise to Enhance ELL Performance* workshop on Friday, December 2, 2016

Motion by: Trustee Ariel Sotelo
Second by: Trustee Yvonne Mowatt
Approved 8:0

3. **Resolved**, the Board of Trustees approves the sixth grade team request to host a fundraiser through Yankee Candle to reduce the cost of their cost per person for their field trip in June to Medieval Times (see attached proposal).

Motion by: Trustee José Canosa
Second by: Trustee Ariel Sotelo
Approved 8:0

4. **Resolved**, the Board of Trustees approves the request of Student Council to run a Smencils fundraiser (see attached proposal).

Motion by: Trustee Yvonne Mowatt
Second by: Trustee Nancy Iglesias
Approved 8:0

5. **Resolved**, the Board of Trustees approves a holiday raffle for ECS students.

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

6. **Resolved**, the Board of Trustees approves the request of Ms. Weigand and Ms. Hernandez to hold an iReady/Accelerated Reader Parent Information Night on Thursday, December 1, 2016.

Motion by: Trustee Jose Canosa
Second by: Trustee Nancy Iglesias
Approved 8:0

7. **Resolved**, the Board of Trustees approves the following personnel policy with respect to time reporting.

See attached.

Motion by: Trustee Yvonne Mowatt
Second by: Trustee Ariel Sotelo
Approved 8:0

8. **Resolved**, the Board of Trustees approves the recommendation of the Technology Specialist to dedicate December 5th-9th as Computer Science Week.

Motion by: Trustee Sarah Brewster
Second by: Trustee Yvonne Mowatt
Approved 8:0

XI. Old/New Business/New business:

Mr. Rene Ramirez from Evergreen gave a presentation on the current state of the mobile classrooms: the installation, the permits, inspection etc. He stated that everything is ready and that everyone is working hard to accomplish this and make the transition from classrooms to mobile classrooms very smoothly.

Discussion followed on substitute teachers and preferred times for teachers to take time off. Trustee Brewster explained that all viewpoints will be reviewed and considered.

A parent asked about the change of time for parent teacher conferences. The Board of Trustees will review this will administration.

XII. Announcements:

Announcements

There were none

XIII. Parents' Association

Gisselle Cañas, PA treasurer stated that the PA did not have a meeting. They are planning a meeting possibly for the first week in December. They invited all parents to participate. President Bernardino allocated a room in the school for their meetings.

XIV. Adjournment:

Motion to adjourn made by: Trustee Yvonne Mowatt

Seconded by: Trustee Jose Canosa

Approved 8:0

Meeting adjourned at:

Minutes submitted by:

Gladys Rodriguez
Gladys Rodriguez, Secretary

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

**Minutes from
December 14, 2016
8:10 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:

**Ms. Maritza Meyers, Principal
Ms. Jill Linnehan, Director of Data and Attendance
Ms. Christine Weigand, Director of Curriculum and Instruction
Ms. Lisett Knox, Director of Operations and Finance**

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

I. Call to Order

President Bernardino called the meeting to order and welcomed and thanked everyone for being here tonight and for their support and dedication to our school. President Bernardino thanked and recognized the important contribution of Rene Ramirez to our school. Rene will be leaving Evergreen on Friday. He wished him well in his new endeavors. Mrs. Jill Linnehan, Director of Data and attendance, announced that she is moving to the State of Colorado. President Bernardino stated that we are very grateful for her work and dedication. She also contributed to helping make a tremendous improvement in our school in unexcused absences and tardiness.

Welcome and Call to order: President Gil Bernardino
--

He introduced Principal Meyers for her report:



II. Monthly Report by Principal Meyers

**Report presented by
Principal Meyers**

**Evergreen Charter School
Principal's Report to the Board
December 14, 2016**

I. Enrollment:

Grade Level	Number of Students
Kindergarten	75
First Grade	50
Second Grade	50
Third Grade	50
Fourth Grade	51
Fifth Grade	50
Sixth Grade	50
Total:	376

II. Attendance:

- 1) See attached Attendance Count Report (includes absence/tardy reports from 9/7/2016-12/07/2016 and 11/09/2016-12/07/2016).

III. Curriculum & Instruction:

- 1) The Saturday extra help Program began on December 3, 2016.
- 2) Data team meetings took place on Monday December 12, 2016.
- 3) Announced Formal Observations began the week of December 12, 2016.

IV. Professional Development:

- 1) Wednesday, November 16, 2016
Wednesday, December 7, 2016
Wednesday, December 14, 2016
Literacy Professional Development, Presented by Pam Kinnon (literacy consultant).
- 2) Friday, December 2, 2016
Mathematics Professional Development, Presented by Sue Morris (math consultant).
- 3) Monday, November 21, 2016
Ms. Weigand, Ms. Fisher and Ms. Hernandez attended the *Enhancing STEM Learning in Your Classroom* workshop, Presented by Dr. Alice Christie.
- 4) Wednesday, November 30, 2016
iReady Professional Development, Presented by Diane Neese.
- 5) Monday, November 28, 2016
Ms. Linnehan attended the *PowerSchool Database Extension Migration* working session at Nassau BOCES, Presented by Alex Goldberg.
- 6) Friday, December 2, 2016.
Ms. Gentleman, Ms. Lemke and Ms. Zamora attended the *Integrating Expertise to Enhance ELL Performance* workshop.

V. Parent Involvement/Activities:

- 1) Parents were invited to a Nutrition Workshop entitled: *How Nutrition and Lifestyle Affects Learning* on:
Wednesday, December 7, 2016 (English)
Thursday, December 8, 2016 (Spanish)
- 2) Evergreen families have been invited to an *iReady Parent Informational Night* scheduled for Thursday, December 15, 2016.
- 3) Parents have been invited to a Holiday Show scheduled for Friday, December 16, 2016.
- 4) Parents of students awarded for outstanding behavior the month of November will be invited to a *special Morning Assembly* on Friday, December 23, 2016.
- 5) Parents will be invited to attend informational workshops presented by Perla Solis-Silca from Central American Refugee Center (CARECEN).

VI. Personnel:

Positions that need to be filled

Per Diem Substitute Teachers

VII. Student Assessment:

- 1) The Mock ELA Assessment for grades 3-6 is scheduled to begin on Monday, December 19, 2016.

VIII. Challenges:

- 1) Hiring per diem substitute teachers.

IX. Successes:

- 1) Smencils Fundraiser
- 2) ECS has formed a partnership with the Nassau/Suffolk Law Services Committee to provide assistance and advocacy for parents with special education students.

X. Proposals:

- 1) Approve the appointment of Carolyn Buckley as a 5th grade co-teacher (resume attached).
- 2) Approve the appointments of Harold Gutierrez and Deborah Fuhrman as part-time music teachers (resumes attached).

XI. Educational Trips and School Wide Instructional Activities:

- 1) Students planted an array of bulbs that will bloom in the spring on the ECS grounds as part of the schools environmental education program.

Attachments:

1. Attendance Count Reports
2. Resumes

Questions and comments from the Board of Trustees related to the Principal's Report:

There were none.

Questions and Comments from the Board of Trustees
--

III. Questions and comments from the Public related to the Principal's Report:

There were none

Questions and
Comments from
the public.

IV. Financial Report: Presented by Mrs. Lisette Knox:

Ms. Knox reported that 376 students are registered. One family moved to West Babylon and a new District was added to the list. The districts of Lawrence and Hicksville are being intercepted by the state. These districts are ignoring letters and phone calls for payment. She also reported that the 4th billing is going out at the end of this week (there are 6 in one school year) and all meal payments are up to date.

Financial Report
presented by
Lisett Knox

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

President Bernardino discussed 7th grade and the importance of having all parents return re-registration information. Ms. Knox reminded everyone that registration is open for everyone starting in January. All children must register in their school districts including the returning students. We will make a decision about the registration dates and send information to parents. Registration ends April 1, 2017.

Questions and
Comments from
the Board

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

Discussion followed on 7th grade, paperwork, space and registration of students. One parent (Anthony) suggested that we should have an appreciation day lunch for all staff including, maintenance staff. "We must recognize our non-instructional staff because they are doing an excellent job in the school."

Questions and
Comments from
the Public

VII. Approval of Minutes from past meeting of November

Motion to approve the Minutes of November 16, 2016

Motion by: Trustee Ariel Sotelo
Seconded by: Trustee José Canosa
Vote: 8.0

Approval of
Minutes from
Past Meeting

VIII. Reading of the Resolutions:

Resolutions were Read in English and Spanish.

Reading and
Consideration of
Resolutions

IX. Questions and comments from the public related to resolutions

There were none.

Questions and
comments from
the public

X. Approval of Resolutions

Voting of the Resolutions

**Evergreen Charter School
Agenda Items for Resolutions:
For December 14, 2016**

1. **Resolved**, The Board of Trustees approves the following personnel appointments pending all required clearances:

Name:	Position:	Salary	Effective:
Karina Alvarado	Kitchen Aide	\$10/hr	12/8/2016
Joyce Annamanthodo	Kitchen Aide	\$10/hr	12/14/2016
Jose Martillo	Supervisor of Facilities	\$45,000	12/8/2016
Harold Gutierrez	Music Teacher	\$45/hr	12/8/2016
Deborah Fuhrman	Music Teacher	\$32.42/hr	12/8/2016

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

2. **Resolved**, the Board of Trustees approves the following personnel policy with respect to hiring staff:

Policy for Emergency Hire:

In the event that a position needs to be filled immediately prior to the next meeting of the Board of Trustees the following procedures will take place:

A recommendation will be submitted to the Board of Trustees with the name(s) of the staff and any supporting documentation. Upon receipt of this information, the Board of Trustees will be asked to submit a vote by email confirming or denying the recommendation. If a quorum of votes is obtained, the prospective employee will be given a conditional employment offer until this vote can be ratified at the next meeting of the Board of Trustees.

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

3. **Resolved**, the Board of Trustees approves the following training:

Members of the Board and for Ms. Knox:

- Understanding Financial Statements, 1/27/2017

Ms. Knox:

- How to Deal with Unacceptable Employee Behavior 2/1/17
- The Comptrollers Workshop 1/10/17
- Dealing with Difficult People 1/11/17

Supervisor of Facilities:

- Facilities Management - This is a two day workshop 1/17 and 1/18/17
- Making the Transition from Staff to Supervisor 2/10/17
- Basic Supervision 3/29/17
- OSHA Training -no date yet

Motion by: Trustee Sarah Brewster

Second by: Trustee Jose Canosa

Approved 8:0

4. **Resolved**, the Board of Trustees approves the following scoring levels from CSIELE to be used as cut of points for determining stipends for Evergreen staff in the area of writing and speaking in Spanish

Staff must achieve a B1 level in writing to be eligible for the stipend

Staff must achieve a B2 level in speaking to be eligible for the stipend

Motion by: Trustee Sarah Brewster

Second by: Trustee Gladys Rodríguez

Approved 8:0

5. **Resolved**, the Board of Trustees approves the following appointment:

Name:	Position:	Salary	Effective:
Ms. Fisher	Reading Teacher	\$55,000	12/15/2016

Motion by: Trustee Ariel Sotelo
Second by: Trustee José Canosa
Approved 8:0

6. **Resolved**, the Board of Trustees approves the request by the Parent Association to hold Zumba Night on January 20, 2016.

Motion by: Trustee Gladys Rodríguez
Second by: Trustee José Canosa
Approved 8:0

7. **Resolved**, the Board of Trustees approves a “day of recognition”, comparable to “teacher appreciation day”, for all non-instructional staff, including maintenance, lunch and other staff.

This will be determined at a later point in time during the calendar year.

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

XI. Old/New Business/New business:

There were none.

XII. Announcements:

There were none.

Announcements

XIII. Parents' Association

The PA reported that they did not have a meeting yet. They tried to fill two positions on their board and received 9 responses. They will be interviewing for the positions starting January 20, 2017. They will start scheduling events for Fridays. The first one is Zumba night to be held in January.

XIV. Adjournment:

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

Meeting adjourned at: 8:45
Minutes submitted by: 
Gladys Rodriguez, Secretary

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

**Minutes from
January 25, 2017
8:? 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	Present
Ms. Gladys Rodriguez	Present
Mr. Ariel Sotelo	Present

Also present:

**Ms. Maritza Meyers, Principal
Ms. Chris Wise, Director of Data and Attendance
Ms. Christine Weigand, Director of Curriculum and Instruction
Ms. Lisett Knox, Director of Operations and Finance**

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

I. Call to Order

President Bernardino called the meeting to order and welcomed and thanked everyone for being here tonight.

He introduced Principal Meyers for her report:

Welcome and Call to order: President Gil Bernardino
--

II. Monthly Report by Principal Meyers

Report presented by
Principal Meyers

Evergreen Charter School Principal's Report to the Board January 25, 2017

I. Enrollment:

Grade Level	Number of Students
Kindergarten	75
First Grade	50
Second Grade	49
Third Grade	50
Fourth Grade	49
Fifth Grade	50
Sixth Grade	49
Total:	372

II. Attendance:

- 1) See attached Attendance Count Report (includes absence/tardy reports from 9/7/2016-1/18/2017 and 12/07/2016-1/18/2017).

III. Curriculum & Instruction:

- 1) An After School Test Preparation Program is scheduled to begin the week of January 30, 2017.
- 2) Announced Formal Observations have been completed.
- 3) Grade level meetings took place the week of January 16, 2017.
- 4) Fourth grade students will pilot a free trial for *CaptivationStation* (a new *WriteSteps* digital writing prog.am).
- 5) Students in grades 3-6 are participating in the Advocacy Day Poster Contest.

IV. Professional Development:

- 1) Wednesday, January 18, 2017

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

- 2) Friday, December 16, 2016
Friday, January 27, 2017

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

- 3) Wednesday, January 11, 2017

Ms. Weigand and Ms. Fisher presented on *Co-Teaching Strategies* at the January faculty meeting.

V. Parent Involvement/Activities:

- 1) Evergreen families were invited to an *iReady Parent Informational Night* on Thursday, December 15, 2016.
- 2) Evergreen families were invited to write letters in support of Evergreen's proposal to expand to a 7th and 8th grade on Thursday, January 12, 2017.
- 3) Evergreen families were invited to a morning assembly on Friday, January 13, 2017 to celebrate Evergreen's 8th Birthday/Founder's Day.
- 4) The Parent Association organized Family Zumba Night on Friday, January 20, 2017.
- 5) Parents of students awarded for outstanding behavior the month of December have been invited to a *special Morning Assembly* on Friday, January 27, 2017.

VI. Personnel:

Positions that need to be filled

Per Diem Substitute Teachers
Part-time Music Teacher
Fifth Grade Co-Teacher

VII. Student Assessment:

- 1) The Mock Math Assessment for grades 3-6 took place the week of January 9, 2017.
- 2) The iReady Mid-Year Diagnostic Testing for grades K-6 began the week of January 16, 2017.

VIII. Challenges:

- 1) Hiring qualified personnel.

IX. Successes:

- 1) iReady Parent Informational Night
- 2) Holiday Show
- 3) Evergreen Holiday Gift Shop
- 4) Evergreen's 8th Birthday/Founder's Day Assembly

X. Proposals:

- 1) To hire Robert Stringer's Musical Group to conduct grade-level workshops and a culminating whole-school assembly in celebration of Black History Month on Friday, February 17, 2017 (proposal attached).

XI. Educational Trips and School Wide Instructional Activities:

- 1) Fifth graders will attend Advocacy Day in Albany on Tuesday, February 7, 2017.
- 2) Mr. Levitan will launch the Jump Rope for Heart Fundraiser in the month of February.
- 3) The sixth grade is currently running a Yankee Candle Fundraiser to raise funds for their end of the year field trip.

Attachments:

1. Attendance Count Reports
2. Black History Month Proposal

Questions and comments from the Board of Trustees related to the Principal's Report:

There were none.

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

III. Questions and comments from the Public related to the Principal's Report:

There were none

**Questions and
Comments from
the public.**

IV. Financial Report: Presented by Mrs. Lisette Knox:

**Financial Report
presented by
Lisett Knox**

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

**Questions and
Comments from
the Board**

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

**Questions and
Comments from
the Public**

VII. Approval of Minutes from past meeting of December

Motion to approve the Minutes of December 14, 2016

Motion by: Trustee José Canosa

Seconded by: Trustee Sarah Brewster

Vote: 8.0

**Approval of
Minutes from
Past Meeting**

VIII. Reading of the Resolutions:

Resolutions were Read in English and Spanish.

**Reading and
Consideration of
Resolutions**

IX. Questions and comments from the public related to resolutions

There were none.

Questions and
comments from
the public

X. Approval of Resolutions

Voting of the
Resolutions

**Evergreen Charter School
Agenda Items for Resolutions:
For January 25, 2017**

1. **Resolved**, the Board of Trustees ratifies and approves the following personnel appointments:

Name:	Position:	Salary	Effective:
Dario Rojas	Supervisor of Facilities		
ShellyAnn Antione	Per diem substitute Teacher		

Motion: Gladys Rodríguez
Second: Ariel Sotelo
Vote: 6:0

2. **Resolved**, The Board of Trustees approves the following trips:

Fifth grade Albany trip for Student Advocacy Day to be held on February 7th.

Motion: Yvonne Mowatt
Second: José Canonsa
Vote: 6:0

3. **Resolved**, The Board of Trustees approves the Robert Stringer's Musical Group to conduct grade-level workshops and a culminating whole-school assembly in celebration of Black History Month on Friday, February 17, 2017 (proposal attached).

Motion: Ariel Sotelo
Second: Sarah Brewster
Vote: 6:0

4. **Resolved**, in effort to provide for a retirement plan for its employees the Board of Trustees adopts the following pension plan for the 2016-2017 school year.

For the 2016-2017 school year Evergreen Charter School will provide up to a 5% match on employee 403 (b) retirement contributions during this current fiscal year.

This action plan will be reviewed annually when the school budget is adopted. The school reserves the right to modify or rescind this plan at any time, based upon budget projections.

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

5. **Resolved**, the Board of Trustees approves the following personnel appointment change from a part time position to a full time position:

Name:	Position:	Salary	Effective:
Victoria DeGennaro	Business Office Assistant	\$30,000	1/16/2017

given a conditional employment offer until this vote can be ratified at the next meeting of the Board of Trustees.

Motion by: Trustee Gladys Rodríguez
Second by: Trustee José Canosa
Approved 8:0

XI. Old/New Business/New business:

There were none.

XII. Announcements:

Announcements

There were none.

XIII. Parents' Association

**Parents
Association**

XIV. Adjournment:

Motion to adjourn made by: Trustee Yvonne Mowatt

Seconded by: Trustee Ariel Sotelo

Approved: 6:0

Meeting adjourned at: 8:58

Minutes submitted by:

Gladys Rodriguez, Secretary



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

**Minutes from
February 15, 2017
8:00 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:

**Ms. Maritza Meyers, Principal
Ms. Chris Weis, Director of Data and Attendance
Ms. Christine Weigand, Director of Curriculum and Instruction
Ms. Lisset Knox, Director of Operations and Finance**

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

I. Call to Order

President Bernardino called the meeting to order at 8:05pm, welcomed everyone and thanked everyone for being here tonight and for their support and dedication to our school. President Bernardino introduced Mr. Matthew D. Dapolito, CPA who presented a six month ended 12/31/16 financial report.

Welcome and Call to order: President Gil Bernardino
--

Matthew D. Dapolito's Financial report:

Mr. Dapolito explained the financial report to all present line by line. Please see attached report. President Bernardino translated for the Spanish Speaking parents. Total revenues for the year

ended 12/31/16 = \$3,559.518. Total operating expenditures = \$2,794.794 with payroll being the highest expense.

He introduced Principal Meyers for her report:

II. Monthly Report by Principal Meyers:

Report presented by Principal Meyers

Evergreen Charter School Principal's Report to the Board

February 15, 2017

I. Enrollment:

Grade Level	Number of Students
Kindergarten	75
First Grade	49
Second Grade	50
Third Grade	49
Fourth Grade	50
Fifth Grade	50
Sixth Grade	50
Total:	373

II. Attendance:

- 1) See attached Attendance Count Report (includes absence/tardy reports from 9/7/2016-2/14/2017 and 1/18/2017-2/14/2017).

III. Curriculum & Instruction:

- 1) After School Test Preparation Program started the week of January 30, 2017.
- 2) Evergreen students have been invited to participate in a publishing opportunity for the 23rd Edition of the *Young American Poetry Digest* sponsored by the National School Writing Project.
- 3) Students were nominated to participate in the *Young Entrepreneurs Training Program* sponsored by the Cedarmore Corporation.

IV. Professional Development:

Thursday, January 26, 2017
Tuesday, February 7, 2017
Wednesday, February 15, 2017

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

- 1) Thursday, February 16, 2017

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

V. Parent Involvement/Activities:

- 1) Parent-Teacher Conferences:
Wednesday, February 8, 2017 Grades K-2 4:20 p.m.-8:20 p.m.
Thursday, February 16, 2017 Grades 3-6 4:20p.m.-8:20 p.m.
- 2) Evergreen families have been invited to a *Black History Month Assembly* scheduled for Friday, February 17, 2017.

VI. Personnel:

Positions that need to be filled

Per Diem Substitute Teachers
Part-time Music Teacher
Fifth Grade Co-Teacher

VII. Student Assessment:

- 1) iReady Mid-Year Diagnostic Testing for grades 1-6 has been completed.
- 2) Fountas and Pinnell reading assessment have been completed for grades K-6.
- 3) Evergreen was selected to conduct a field test for the NYSESLAT for grades 3 and 4 the week of February 27, 2017.

VIII. Challenges:

- 1) Hiring qualified personnel.

IX. Successes:

- 1) The recommendations made by the NYS Charter School Office for expansion and renewal.

X. Proposals:

- 1) Mr. Levitan is requesting to attend the *NYS AHPERD 2017 Nassau Zone Conference* on March 31, 2017.

XI. Educational Trips and School Wide Instructional Activities:

- 1) Fifth graders attended Advocacy Day in Albany on Tuesday, February 7, 2017.

Attachments:

1. Attendance Count Reports
2. Conference Request Form

Questions and comments from the Board of Trustees related to the Principal's Report:

President Bernardino happily announced the approval of the Middle School. He asked parents to participate in the process and share their ideas of improvement with the board. Discussion followed on the space, the new grades and the arrangement of classrooms. Parents expressed their appreciation and support of the new grades.

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

III. Questions and comments from the Public related to the Principal's Report:

Discussion on Middle School plans for space, curriculum and hiring of new personnel.

**Questions and
Comments from
the public.**

IV. Financial Report: Presented by Mrs. Lisette Knox:

Ms. Knox reported that 373 students are registered. The district of Lawrence was intercepted by the state and money was received for last year but not for this year yet. The district of Hempstead is late with payments. No payment was received for Hicksville this year. Meals were paid up to date. Mrs. Knox is preparing to send new billing cycle.

**Financial Report
presented by
Lisett Knox**

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

**Questions and
Comments from
the Board**

President Bernardino stated our lottery will take place on April 5th. Siblings get priority. This is followed by residents of Hempstead, then the other districts. Discussion followed on registering with the districts and the process of the lottery. Mrs. Knox explained that the registration application is available on line and it may be faxed to Evergreen. Trustee Sarah Brewster explained that outreach is being done and packages are being sent to churches and other places. We want to reach out to everyone. She discussed the waiting list.

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

**Questions and
Comments from
the Public**

A parent suggested that there should be a system of confirmation that registration was received.

VII. Approval of Minutes from past meeting January 25, 2017

**Approval of
Minutes from
Past Meeting**

Motion to approve the Minutes of January 25, 2017

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

VIII. Reading of the Resolutions:

**Reading and
Consideration of
Resolutions**

Resolutions were Read in English and Spanish.

IX. Questions and comments from the public related to resolutions

**Questions and
comments from
the public**

Discussion followed on events by PA.

X. Approval of Resolutions

Voting of the Resolutions

**Evergreen Charter School
Agenda Items for Resolutions:
For February 15, 2017**

1. **Resolved**, the Board of Trustees approves the following Professional Development
 - 2) Mr. Levitan is requesting to attend the *NYS AHPERD 2017 Nassau Zone Conference* on March 31, 2017.

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

2. **Resolved**, the Board of Trustees approves the following educational trip:

- 2) Fifth graders attended Advocacy Day in Albany on Tuesday, February 7, 2017.

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

3. **Resolved**, the Board of Trustees approves the following activities planned by the Parent Association. All activities must follow protocol for safety and appropriate supervision.

Proposed activities include:
Zumba Night, March 31,
Movie night, TBD, April
Parent/child dance, May 13

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

4. Resolved, the Board of Trustees approves the following pension plan for staff:

In order to provide for a pension plan for staff, Evergreen Charter School will provide an employer based pension plan that consists of Evergreen Charter School providing an employer contribution to the 403 (b) plan it offers to employees. An employee must contribute to Evergreen's 403 (b) plan to receive the employer match. The match will be dollar for dollar up to 1.5% of the employee's salary. This will be available to full and part time staff.

This resolution supersedes any previous resolution regarding employer contributions to a pension plan. Evergreen Charter School reserves the right to make any changes to this policy to match including rescinding this resolution if needed for any reason, budgetary or otherwise.

Motion: Trustee Gladys Rodriguez

Second: Trustee Luis Ras

Vote: 6:0

XI. Old/New Business/New business:

President Bernardino spoke about childhood obesity and diabetes and the importance of healthy eating, He thanked all parents for their support throughout the year

XII. Announcements:

Announcements

Chef Joshua will be doing two cooking classes. Dates to be announced.

XIII. Parents' Association:

The PA set up picture day for 3/16/17

Zumba class for 3/31/17 at 7pm

Movie night 4/21/17

Parent-child dance 5/13/17

XIV. Motion to Go into Executive Session for the purpose of discussing matters leading to the appointment, or dismissal of a particular person or persons, matters concerning proposed, pending or current litigation, and matters involving Civil Service Law, Article 14.

Motion made by: Trustee Gladys Rodriguez

Seconded by: Trustee Ariel Sotelo

Vote: 6:0

XV. Adjournment:

Motion to adjourn made by: Trustee José Canosa

Seconded by: Trustee Ariel Sotelo

Vote: 6:0

Meeting adjourned at: 9:07

Minutes submitted by: Gladys Rodriguez

Gladys Rodriguez, Secretary

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

**Minutes from
March 29, 2017
8:03 pm**

Members:

Mr. Gil Bernardino	Present
Dr. Sarah Brewster	Present
Mr. Jose Canosa, Esq.	Excused
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 Meyers, Principal
Ms. Chris Weis, Director of Data and Attendance
Ms. Christine Weigand, Director of Curriculum and Instruction**

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

I. Call to Order

President Bernardino called the meeting to order at 8:03 pm, welcomed everyone and thanked everyone for being here tonight and for their support and dedication to our school. President Bernardino introduced Principal Meyers for her report:

Welcome and Call to order: President Gil Bernardino
--

II. Monthly Report by Principal Meyers:

**Report presented by
Principal Meyers**

**Evergreen Charter School
Principal's Report to the Board**

March 29, 2017

I. Enrollment:

Grade Level	Number of Students
Kindergarten	75
First Grade	50
Second Grade	50
Third Grade	50
Fourth Grade	51
Fifth Grade	50
Sixth Grade	50
Total:	376

II. Attendance:

- 1) See attached Attendance Count Report (includes absence/tardy reports from 2/14/17-3/22/17 and 9/7/16-2/22/17).

III. Curriculum & Instruction:

- 1) Third, fourth, fifth and sixth grade teachers along with support staff and administration have created action plans to prepare students for NYS mathematics and ELA assessments.
- 2) Evergreen submitted 150 poems for the National School Writing Project for a publishing opportunity in the 23th edition of the Young American Poetry Digest
- 3) RTI (Response to intervention) and AIS (Academic Intervention Services) Meetings took place from March 13, 2017- March 21, 2017 to review progress, data and schedules of current RTI and AIS students. Students who need additional services were also identified.
- 4) A new recycling initiative started the week of March 21, 2017. Student Environmental Club members are making bookmarks from used greeting cards. The cards will be placed in the school library for students who check out books.

IV. Professional Development:

- 1) Literacy Professional Development, Presented by Pam Kinnon (literacy consultant).

Wednesday, March 8, 2017
Thursday, March 9, 2017
Wednesday, March 15, 2017
Wednesday, March 22, 2017

- 2) Mathematics Professional Development, Presented by Sue Morris (Math consultant).

Friday, March 3, 2015
Friday, March 10, 2017
Friday, March 17, 2017

- 3) Ms. Weis Led Data Team Meetings with all classroom teachers on Monday, March 20, 2017
- 4) Ms. Meyers, Ms. Wise and Ms. Weigand participated in the New York State for School Safety webinar, How to effectively Conduct and Document Investigations related to School Safety and Culture on March.
- 5) Self-esteem curriculum training at no cost through Beautiful Me is a self esteem program designed to educate females by promoting appreciation for their genuine qualities, accurate self awareness, and satisfaction of helping others.

V. Parent Involvement/Activities:

- 1) The Parent Association held Picture Day on Thursday, March 16, 2017.
- 2) The Parent Association will be holding a Zumba Night on Friday, March 31, 2017
- 3) The parents of students awarded for outstanding achievement on i-Ready will be invited to a special Morning Assembly on Friday, April 7, 2017
- 4) The parents of students awarded for outstanding behavior in the Month of March will be invited to a Special Earth Day Morning Assembly on Friday, April 21, 2017.

VI. Personnel:

Positions that need to be filled

Per Diem Substitute Teachers

Part-time Music Teacher
Fifth Grade Co-Teacher

VII. Student Assessment:

- 1) 18 students from grade 3 and grade 4 participated in the NYSESLAT Field Test on March 1, 2017.
- 2) Grades 3-6 will be taking the NYS Common Core ELA Test Tuesday, March 28, 2017- Thursday, March 30, 2017.
- 3) Grades 3-6 will be taking the NYS Common core Mathematics Test Tuesday, May 2, 2017- Thursday, May 4, 2017.
- 4) Grade 4 will be taking the NYS Science Performance Test on Wednesday, May 24, 2017- Friday, June 2, 2017 and the Written Test on Monday, June 5, 2017.
- 5) ENL Students in grades K-6 will be taking the NYSESLAT Speaking Test Monday, April 10, 2017—Friday, May 19, 2017.
- 6) ENL Students K-6 will be taking the NYSESLAT, Listening, Reading, and Writing Test Monday, May 8, 2017—Friday May 19, 2017.
- 7) Grade 4 will participate in the Science Field Test on May 8, 2017.

VIII. Challenges:

- 1) Hiring qualified personnel.

IX. Successes:

- 1) Evergreen's expansion to a middle school and approval for a five year renewal.
- 2) Black History Month Activities
- 3) Visit by Regent Tilles
- 4) Purple Awards Ceremony (theme Dr. Seuss)
- 5) Jump Rope for Heart—total money raised \$4,279.31
- 6) Pep Rally for the NYS ELA Assessment

X. Proposals:

- 1) The sixth grade team is requesting approval to host a Fundraiser through Original Works to reduce the cost per person for their field trip in June to Medieval Times (see attached proposal)
- 2) The Student Council along with Ms. Ribacoff, Student Council Advisor is requesting approval to run a Smencils Fundraiser (see attached proposal)
- 3) The sixth grade team in addition to Evelyn Hernandez and Carla King are requesting to host a Career Day for the fifth and sixth grade to take place on Monday, June 19, 2017 or Tuesday, June 20, 2017 (see attached proposal)
- 4) Ms. Zamora and Ms. Kastalek are requesting approval for a Sixth Grade Fun Night to take place from 5pm-7pm on June 9, 2017 or June 16, 2017 (see attached proposal)

- 5) Ms. Weigand is requesting approval for Evergreen students to participate in a cost-free environmental awareness project (Earth Day Groceries Project) with Stop and Shop.

XI. Educational Trips and School Wide Instructional Activities:

- 1) Students in the fifth grade attended a STEM Program at the Long Island Children's Museum on February 28, 2017
- 2) Volunteers from the Book Fairies (a nonprofit organization) read Dr. Seuss stories to the students in kindergarten, first grade and second grade to celebrate Read Across America Day and Dr. Seuss' birthday on Thursday, March 2, 2017

Attachments:

1. Attendance Count Reports
2. Original Works Fundraising Proposal
3. Smencils Fundraising Proposal
4. Career Day proposal
5. Sixth Grade Fun Night Proposal
6. Earth Day Activity

Questions and comments from the Board of Trustees related to the Principal's Report:

There were none.

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

III. Questions and comments from the Public related to the Principal's Report:

Discussion followed on the Lottery and about the registration process. Parent Anthony Englezos spoke about the Spanish class and how his daughter needs a more challenging curriculum. He feels that the program of separating the classes by beginners and advanced should be looked into and re-evaluated so that students who are learning faster will go to a more advanced class. He does not want his daughter to lose interest. Principal Meyers explained the reason why the classes are held the way they are but promised to re-evaluate the whole program and look at ability levels. President Bernardino indicated that we will be hiring another Spanish teacher for next year. Trustee Sarah Brewster explained that we will re-evaluate the program and look at evaluating the children for level work.

**Questions and
Comments from
the public.**

IV. Financial Report: Presented by Trustee Sarah Brewster

In the absence of Ms. Knox, and Mr. Cansosa, Trustee Sarah Brewster presented the financial report: 376 students are registered. All districts are on time with their payments. We are still waiting for a check from Hicksville. Lawrence was intercepted by the state. All meals are paid on time.

**Financial Report
presented by
Trustees Dr.
Sarah Brewster**

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

There were none.

Questions and
Comments from
the Board

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

There were none.

Questions and
Comments from
the Public

VII. Approval of Minutes from past meeting February 15, 2017

Motion to approve the Minutes of February 15, 2017

Motion by: Trustee Sarah Brewster

Seconded by: Trustee Ariel Sotelo

Vote: 7.0

Approval of
Minutes from
Past Meeting

VIII. Reading of the Resolutions:

Resolutions were Read in English and Spanish.

Reading and
Consideration of
Resolutions

IX. Questions and comments from the public related to resolutions

There were none.

Questions and
comments from
the public

X. Approval of Resolutions

Voting of the
Resolutions

**Evergreen Charter School
Agenda Items for Resolutions
March 29, 2017**

1. **Resolved**, the Board of Trustees approves the following events:

- 1) The sixth grade team is requesting approval to host a fundraiser through Original Works to reduce the cost per person for their field trip in June to Medieval Times (see attached proposal).

- 2) The Student Council along with Ms. Ribacoff, Student Council Advisor is requesting approval to run a Smencils fundraiser (see attached proposal),
- 3) The sixth grade team in addition to Evelyn Hernandez and Carla King are requesting to host a Career Day for the fifth and sixth grade to take place on Monday, June 19, 2017 or Tuesday, June 20, 2017 (see attached proposal).
- 4) Ms. Zamora and Ms. Kastalek are requesting approval for a Sixth Grade Fun Night to take place from 5pm-7pm on June 9, 2017 or June 16, 2017 (see attached proposal)
- 5) Ms. Weigand is requesting approval for Evergreen students to participate in a cost-free environmental awareness project (Earth Day Groceries Project) with Stop and Shop.

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

2. **Resolved**, the Board of Trustees approve the following staff appointments:

Name:	Position	Effective	Salary
Eldia Rodriguez	School Aide	3/30/17	\$10/hr
Norma Valladares	School Aide	3/30/17	\$10/hr

Motion: Trustee Gladys Rodriguez
Second: Trustee Ariel Sotelo
Vote: 7:0

XI. Old/New Business/New business:

President Bernardino spoke about the Middle School. He indicated that the board and parents will have the opportunity to have special meetings to discuss the mission and vision of the new Middle School. "Parents should share ideas and participate in the process."

XII. Announcements:

Announcements

There are none

XIII. Parents' Association:

Bank Account Balance:	
Account balance before expense	\$2,501.11
Withdraw (gift basket for Ms. Leeper)	\$ 60.00
Balance after withdrawal	\$2441.11

XIV. Adjournment:

Motion to adjourn made by: Trustee Yvonne Mowatt
Seconded by: Trustee Nancy Iglesias
Approved 7:00

Meeting adjourned at: 8:54
Minutes submitted by: Gladys Rodriguez
Gladys Rodriguez, Secretary

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

**Minutes from
April 26, 2017
8:01 pm**

Members:

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

Also present:

**Ms. Maritza Meyers, Principal
Ms. Chris Wise, Director of Data and Attendance
Mrs. Lisette Knox, Director of Finance and Operations**

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

I. Call to Order

President Bernardino called the meeting to order at 8:01 pm. He welcomed everyone and thanked them for being here tonight and for their support and dedication to our school. President Bernardino introduced Principal Meyers for her report:

Welcome and Call to order: President Gil Bernardino
--

II. Monthly Report by Principal Meyers:

Report presented by
Principal Meyers

Evergreen Charter School Principal's Report to the Board

April 26, 2017

I. Enrollment:

Grade Level	Number of Students
Kindergarten	74
First Grade	50
Second Grade	50
Third Grade	50
Fourth Grade	51
Fifth Grade	50
Sixth Grade	50
Total:	375

II. Attendance:

- 1) See attached Attendance Count Report (includes absence/tardy reports from 09/07/17 to 04/20/17 and 03/23/17 to 04/20/17).

III. Curriculum & Instruction:

- 1) Third, fourth, fifth and sixth grade teachers along with support staff and administration have been preparing students for the NYS Math Assessments.
- 2) Grades K-6 classes are completing their Student treasures books to be submitted for May publication,
- 3) Administration is in the process of planning Evergreen's Summer School Program for grades K-7.

IV. Professional Development:

- 1) Friday, March 31, 2017 Mr. Levitan attended the NYS AHPERD Nassau Zone Mini-Conference for exercise science, fitness, dance education, health education, and physical education.

- 2) Friday, April 7, 2017 Ms. Spiazzi and Ms. Fisher attended a Scholastic Education Summer Literacy Program Workshop.
- 3) Friday, March 31, 2017---Tuesday, April 18, 2017 Mathematics Professional Development, Presented by Sue Morris (Math Consultant).

V. Parent Involvement/Activities:

- 1) The Parent Association held Zumba Night on Friday, March 31, 2017.
- 2) Evergreen Families are invited to attend a Family Dance on Saturday, April 29, 2017
- 3) Parent-Teacher Conferences: Thursday, April 27, 2017 Grades 3-6 –Thursday, May 4, 2017, Grades K-2.

VI. Personnel:

Positions that need to be filled

Per Diem Substitute Teachers
Fifth Grade Co-Teacher

VII. Student Assessment:

- 1) Grades 3-6 completed the NYS Common Core ELA make ups tests Tuesday, April 3, 2017—Thursday, April 5, 2017.
- 2) Grades 3-6 will complete the NYS Common Core Mathematics Test Tuesday, May 2, 2017 – Thursday, May 4, 2017,
- 3) The NYSESLAT Speaking Assessment is currently being administered.
- 4) The NYSESLAT Listening, Reading and Writing assessment will be administered Monday, May 8, 2017-Friday, May 12, 2017.
- 5) Grade 4 will participate in the Science Field Test on Monday, May 8, 2017.
- 6) Grades K-6 are currently being assessed for reading levels using the Fountas and Pinnell Benchmark System.

VIII. Challenges:

- 1) Hiring qualified personnel.

IX. Successes:

- 1) I Ready Awards
- 2) Purple Awards Ceremony
- 3) Earth Day Celebration
- 4) March Attendance Awards
- 5) Book Donations from the Book Fairies
- 6) The sixth grade classes are receiving instruction in the portables.
- 7) The first school wide lock down drill was completed on Friday, April 21, 2017.

X. Proposals:

- 1) Ms. Weigand is requesting to hold Carnival Day on Friday, June 23, 2017 (see attachment).
- 2) Ms. Weigand is requesting permission to offer an After School Program for grades 2-6 (see attachment) ---May – June.
- 3) Mr. Joshua Poveda is requesting to attend an Orientation to School Nutrition Management at the Institute of Child Nutrition from Monday, June 12, 2017 to Friday, June 16, 2017 (see attachment)
- 4) Kimberly Weinberg is requesting approval to attend the Foundations Level 2 Workshop on Monday, May 15, 2017 (see attachment)
- 5) The Second Grade team is requesting approval for a class trip to the NY Hall of Science on Friday, May 26, 2017 (see attachment)

XI. Educational Trips and School Wide Instructional Activities:

- 1) Grades K-6 are participating in Earth Month Activities.
- 2) The First Grade is scheduled to go on a field trip to the Swedish Cottage Marionette Theatre on Friday, May 5, 2017
- 3) The Third Grade is scheduled to go on a field trip to the American Museum of Natural History on Wednesday, May 17, 2017

Attachments:

1. Attendance Count Reports
2. Carnival Day Proposal
3. After School Club Program Proposal
4. Orientation to School Nutrition Management

III. Questions and comments from the Public related to the Principal:

President Bernardino explained and reviewed the Lockdown policy and procedures.

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

IV. Questions and comment from the Board of Trustees

There were none.

Questions and
Comments from
the public.

V. Financial Report: Presented by Director of Finance Lisett Knox:

Ms. Knox explained that all districts are up to date except Lawrence. A State intercept is in process. Meals are up to date.

Financial Report
presented by
Lisett Knox

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

President Bernardino explained the State Intercept Program. Trustee Sarah Brewster indicated that we are in the process of preparing the budget for next year and the cost to do additional upgrades on WIFI will be included.

Questions and
Comments from
the Board

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

Discussion followed on intercept process.

Questions and
Comments from
the Public

VIII. Approval of Minutes from past meeting March 29, 2017

Motion to approve the Minutes of March 29, 2017

Motion by: Trustee Jose Canosa

Seconded by: Trustee Luis Ras

Vote: 6:0

Approval of
Minutes from
Past Meeting

IX. Reading of the Resolutions:

Resolutions were Read in English and Spanish.

Reading and
Consideration of
Resolutions

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

**Evergreen Charter School
Agenda Items for Resolutions**

1. **Resolved**, the Board of Trustees approves the following School Trips and Activities:

- 1) Carnival Day on or about Friday, June 23, 2017 (see attachment).
- 2) A class trip for Second grade to the NY Hall of Science on May 26, 2017.

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

2. **Resolved**, the Board of Trustees approves the After- School Club Program for grades 2-6 (see attachment).

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

3. **Resolved**, the Board of Trustees approves the following staff professional development:

- 1) Ms. Kim Weinberg to attend a Foundations Level 2 training on May 15, 2017.
- 2) Mr. Joshua Poveda to attend an Orientation to School Nutrition Management at the Institute of Child Nutrition from Monday, June 12, 2017 to Friday, June 16, 2017 (see attachment).

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

4. **Resolved**, the Board of Trustees approves up to \$13,000 in spending to upgrade its WIFI System to account for the increased internet activity by new users, and new technology including ipads and laptops.

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

- XII. Old/New Business/New business:**
XIII.

There was none.

Old/New Business

- XIV. Announcements:**

Parent/Child Dance will be held on Saturday April, 29, 2017.

Announcements

- XV. Parents' Association:**

Bank Account Balance before event	\$2441.11
Withdrawal 3/31/17	\$ 150.00
Credit interest	.83
Balance after withdrawal Inc Interest	\$2291.94
Deposited into bank account	\$ 204.00
Dance Decorations	\$ 167.00
Account Balance as of 4/22/2017	\$2,328.94

- XVI. Adjournment:**

Adjournment

- XVII.**

Motion to adjourn made by: Jose Canosa
Seconded by: Trustee Luis Ras
Approved 6:00

Meeting adjourned at: 8:19
Minutes submitted by: Gladys Rodriguez
Gladys Rodriguez, Secretary

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

**Minutes from
May 24, 2017
7:52pm**

Members:

Mr. Gil Bernardino	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 Meyers, Principal
Ms. Chris Wise, Director of Data and Attendance
Mrs. Lisette Knox, Director of Finance and Operations
Mrs. Christine Weingand, Director of curriculum and Instruction**

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

I. Call to Order

President Bernardino called the meeting to order at 7:52 pm. He welcomed everyone and thanked everyone for being here tonight and for their support and dedication to our school. President Bernardino introduced Principal Meyers for her report:

Welcome and Call to order: President Gil Bernardino
--

II. Monthly Report by Principal Meyers:

**Report presented by
Principal Meyers**

**Evergreen Charter School
Principal's Report to the Board**

May 24, 2017

I. Enrollment:

Grade Level	Number of Students
Kindergarten	74
First Grade	50
Second Grade	50
Third Grade	50
Fourth Grade	51
Fifth Grade	50
Sixth Grade	50
Total:	375

II. Attendance:

- 1) See attached Attendance Count Report (includes absence/tardy reports from 4/21/17 – 5/22/17)

III. Curriculum & Instruction:

- 1) K- 6th grade curriculum materials continue to be reviewed and researched for the 2017-2018 school year.
- 2) Classroom teachers continue to improve ELA pacing guides and curriculum maps along with the Literacy Team and ELA consultant.
- 3) Classroom teachers continue to improve math pacing calendars to reflect feedback from vertical planning sessions with math consultant.
- 4) In the process of reviewing and researching programs and curriculum materials for the 2017 Summer School Program

IV. Professional Development:

- 1) Wednesday, May 10, 2017
Wednesday, May 17, 2017
Wednesday, May 24, 2017

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

- 2) Monday, May 15, 2016

Ms. Weinberg attended a *Foundations* workshop.

- 3) Ms. Zamora will attend the NYSESLAT scoring on May 31, 2017 and Ms. Gentleman will attend on June 1, 2017.

V. Parent Involvement/Activities:

- 1) Parent-Teacher Conferences were held on:
Thursday, April 27, 2017, Grades 3-6
Tuesday, May 4, 2016, Grades K-2
- 2) The Parent Association hosted a Family Dance on Saturday, May 6, 2017.
- 3) Parents were invited to a Purple Awards Ceremony on Friday, May 19, 2017.
- 4) A Parent Workshop on the Importance of Self Esteem was held on Wednesday, May 24, 2017.
- 5) The Parent Association is hosting a Movie Night on Friday, May 26, 2017.
- 6) Evergreen families have been invited to complete a parent satisfaction survey.
- 7) The Spring Music Concert is scheduled for Friday, June 9, 2017
- 8) The ECS Art Show is scheduled for Wednesday, June 14, 2017

VI. Personnel:

- 1) Positions that need to be filled:

Per Diem Substitute Teachers
2 First Grade Teachers
Middle School:
Math Teacher

Science Teacher
Social Studies Teacher
English Teacher
Special Education Teacher
Physical Education Teacher / Health Teacher
Guidance Counselor
Spanish Teacher
ENL Teacher
Dean/Social Worker
Nurse
Technology Teacher
Music Teacher
Art Teacher

VII. Student Assessment:

- 1) Grades 3-6 took the NYS Math Assessment Tuesday, May 2, 2017 – Thursday, May 4, 2017
- 2) The NYSESLAT Listening, Reading, and Writing Assessment was administered Monday, May 8, 2017- Friday, May 19, 2017
- 3) Grade 4 took a Science Field Test on Wednesday, May 10, 2017
- 4) Grades K-6 will be assessed using the iReady Diagnostic in reading and math beginning the week of May 30, 2017.
- 5) Grade 4 will be taking the NYS Science Performance Test beginning Thursday, May 24, 2017 and the Written Test on Monday, June 5, 2017

VIII. Challenges:

- 1) Hiring qualified personnel.

IX. Successes:

- 1) National School's Project – 39 student poems were selected for publication in the 2017 Young American Poetry Digest
- 2) Purple Awards Ceremony
- 3) Donations from Book Fairies (non-profit organization)

X. Proposals:

- 1) The fifth grade teachers are requesting approval to change the time for the Sixth Grade fun Night scheduled for Friday, June 12, 2017 from 5:00PM – 7:00PM to 5:30PM -7:30 PM.
- 2) The Fourth Grade is requesting to cancel their trip to the Statue of Liberty Liberty on Wednesday, June 21, 2107 and replace it with a trip to Old Bethpage Restoration Village.
- 3) Ms. Weigand is requesting to hold a Royal Breakfast on Tuesday, June 27, 2017 for the students displayed outstanding behavior for the 2016-2017.
- 4) First Grade is requesting to purchase blank books through Bare Books to Culminate this year's writing program in order to create a keepsake of their work.
- 5) To hire a staff member to support summer tasks (see attachment)

XI. Educational Trips and School Wide Instructional Activities:

Clubs:

Spring Club Program began Monday, May 22, 2017 and will run through Thursday, June 22, 2017. The students have been given the opportunity to participate in cooking, cheerleading, zumba, technology, math, sign language and math club.

Trips:

- 1) Third Grade participated in a trip to the Museum of Natural History on Wednesday, May 17, 2017.
- 2) Kindergarten will participate in a trip to Old Westbury Gardens on Thursday, May 25, 2017.
- 3) Third Grade will participate in a trip to the Bronx Zoo on Wednesday, June 14, 2017.
- 4) First Grade will participate in a trip to the Swedish Cottage Marionette Theatre on Friday June 16, 2017.
- 5) Second Grade will participate in a trip to the New York Hall of Science on Friday, June 16, 2017.
- 6) Sixth Grade will participate in a trip to Medieval Times Dinner and Tournament on Thursday, June 22, 2017

Events:

- 1) Carnival Day is planned for Friday, June 23, 2017

Attachments:

1. Attendance Count Reports
2. Bare Books
3. Fourth Grade Trip Request
4. Summer Position

III. Questions and comments from the Board of Trustees related to the Principal's Report:

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

President Bernardino thanked and congratulated Ms. Christine Weingand for her commitment and dedication to Evergreen. He indicated that her dedication is "off limits" She is always here including many evenings and weekends. The Board of Trustees admires her dedication and appreciates her commitment.

IV. Questions and comments from the Public related to the Principal:

**Questions and
Comments from
the public.**

Parent Anthony suggested that Ms. Weingand be recommended to be part of the "Transition Team" to higher grades.

V. Financial Report: Presented by Director of Finance Lisett Knox:

**Financial Report
presented by
Lisett Knox**

Ms. Knox explained that 6 districts are up behind in their payments but she is expecting payments soon. A State intercept is in process for Lawrence School District. Meals are up to date. We will be able to bill the state for meals early for the returning students. Grants: Title I and Title II will be submitted in June. Principal Meyers explained Title I and Title II grants.

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

**Questions and
Comments from
the Board**

President Bernardino spoke about the rental of the new building for the higher grades.

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

**Questions and
Comments from
the Public**

Discussion followed on intercept process.

VIII. Approval of Minutes from past meeting April 26, 2017

**Approval of
Minutes from
Past Meeting**

Motion to approve the Minutes of April 26, 2017

**Motion by: Trustee Yvonne Mowatt
Seconded by: Trustee Nancy Iglesias
Vote: 7.0**

IX. Reading of the Resolutions:

Resolutions were read in English and Spanish.
Trustee Sarah Brewster explained all resolutions in English and Spanish.

**Reading and
Consideration of
Resolutions**

**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**

**Evergreen Charter School
Agenda Items for Resolutions:
For May 24, 2017**

1. **Resolved**, the Board of Trustees approves the following activities:
 - 3) The fifth grade teachers are requesting approval to change the time for the Sixth Grade fun Night scheduled for Friday, June 12, 2017 from 5:00PM – 7:00PM to 5:30PM -7:30 PM.
 - 4) The Fourth Grade is requesting to cancel their trip to the Statue of Liberty Liberty on Wednesday, June 21, 2107 and replace it with a trip to Old Bethpage Restoration Village.
 - 3) Ms. Weigand is requesting to hold a Royal Breakfast on Tuesday, June 27, 2017 for the students displayed outstanding behavior for the 2016-2017.

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

2. **Resolved**, the Board of Trustees approves Members of the Executive Committee to negotiate and approve a lease with the OLL Our Lady of Loretto Church for Space.

See attached proposal.

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

3. **Resolved**, the Board of Trustees approves Members of the Executive Committee to negotiate and approve all necessary proposals relating to opening of the school space in Our Lady of Loreto

Church including but not limited to:

1. Security System, cameras
2. Internet and technology
3. Telephone System
4. Related systems to support infrastructure of the school.

Motion: Trustee Gladys Rodriguez

Second: Trustee Ariel Sotelo

Vote: 8:0

4. **Resolved**, the Board of Trustees approves the installation of a fence on the property adjacent to Dunkin Donuts.

Motion: Trustee Sarah Brewster

Second: Trustee Yvonne Mowatt

Vote: 8:0

5. **Resolved**, the Board of Trustees approves the request of administration to purchase blank books through *Bare Books* for the First Grade to culminate this year's writing program in order to create a keepsake of their work.

Motion: Trustee Ariel Sotelo

Second: Trustee Nancy Iglesias

Vote: 8:0

6. **Resolved**, the Board of Trustees authorizes closure of its Wells Fargo Bank account. Funds will be transferred to another financial institution that meets our needs.

This is the account that is our escrow account in case of school closure. The bank currently requires that we have activity otherwise they will close the account.

Motion: Trustee Yvonne Mowatt

Second: Trustee Ariel Sotelo

Vote: 8:0

7. **Resolved**, the Board of Trustees authorizes the Business Office to make electronic transfers in the event that funds need to be moved to different accounts, such as savings or operating.

To conduct a transfer, the following procedure will be implemented; the business office will send an email to the Board of Trustees. Two confirmations from officers, via email or written signature will be needed to make the transfer. Copies of these confirmations will be kept on file with transfer information.

Motion: Trustee Arielo Sotelo

Second: Trustee Gladys Rodriguez

Vote: 8:0

8. **Resolved**, the Board of Trustees authorizes the Business Office to contact with a technology company to address technology and infrastructure issues for the school. This includes developing a new technology infrastructure to support a network that can accommodate teachers and students. It involves rebuilding the network, obtaining new servers, and related infrastructure. It also includes adding new ports to allow for more users on the system. This amount is not to exceed \$60,000.

Motion: Trustee Yvonne Mowatt

Second: Trustee Nancy Iglesias

Vote: 8:0

9. **Resolved**, the Board of Trustees authorizes a summer position of up to 112 hours to help with ordering supplies and preparing things for the upcoming school year. The amount budgeted for this is \$4,000.

Motion: Trustee Sarah Brewster

Second: Trustee Gladys Rodriguez

Vote: 8:0

XII. Old/New Business/New business:

President Bernardino introduced Ms. Belinda Arevalo. He explained that she was part of Circulo when she was a child. She is now an Attorney and she came back to Circulo and would like to help the Community. She will do a series of Immigration Workshops. President Bernardino stated that she is an example about the importance of educating our children so that some day

they will return to "give back to the community" On behalf of the board of Trustees and the community he thanked her and stated how proud we are of her accomplishments.

XIII. Announcements:

Announcements

There are none

XIV. Parents' Association:

Bank Account Balance before event	\$2,328.94
Withdrawal 4/29/17	\$1,765.55
Credit interest	.76
Balance after withdrawal Inc Interest	\$ 564.15
Payments (teachers' gifts)	\$ 359.89
Deposited into bank account	\$1,260.00
Account Balance as of 4/22/2017	\$1,464.26

XV. Adjournment:

Motion to adjourn made by: Trustee Yvonne Mowatt

Seconded by: Trustee Luis Ras

Approved 7:00

Meeting adjourned at: 8:46

Minutes submitted by: Gladys Rodriguez

Gladys Rodriguez, Secretary

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

**Minutes from
June 29, 2017
8:00pm**

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	Present

Also present:

**Mrs. Karen Leeper, Assistant Principal
Ms. Chris Wise, Director of Data and Attendance
Mrs. Lisette Knox, Director of Finance and Operations
Mrs. Christine Weingand, Director of curriculum and Instruction**

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

I. Call to Order

President Bernardino called the meeting to order at 8:00 pm, welcomed everyone and thanked everyone for being here tonight and for their support and dedication to our school. President Bernardino introduced Assistant Principal Karen Leeper for her report in the absence of Principal Meyers.

Welcome and Call to order: President Gil Bernardino
--

II. Monthly Report by Assistant Principal Karen Leeper in absence of Principal Meyers.

**Report presented by
Assistant Principal
Karen Leeper**

**Evergreen Charter School
Principal's Report to the Board**

May 24, 2017

I. Enrollment:

Grade Level	Number of Students
Kindergarten	74
First Grade	50
Second Grade	50
Third Grade	50
Fourth Grade	51
Fifth Grade	50
Sixth Grade	50
Total:	375

II. Attendance:

- 1) See attached Attendance Count Report (includes absence/tardy reports from 4/21/17 – 5/22/17)

III. Curriculum & Instruction:

- 1) K- 6th grade curriculum materials continue to be reviewed and researched for the 2017-2018 school year.
- 2) Classroom teachers continue to improve ELA pacing guides and curriculum maps along with the Literacy Team and ELA consultant.
- 3) Classroom teachers continue to improve math pacing calendars to reflect feedback from vertical planning sessions with math consultant.
- 4) In the process of reviewing and researching programs and curriculum materials for the 2017 Summer School Program

IV. Professional Development:

- 1) Wednesday, May 10, 2017
Wednesday, May 17, 2017
Wednesday, May 24, 2017

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

- 2) Monday, May 15, 2016

Ms. Weinberg attended a *Foundations* workshop.

- 3) Ms. Zamora will attend the NYSESLAT scoring on May 31, 2017 and Ms. Gentleman will attend on June 1, 2017.

V. Parent Involvement/Activities:

- 1) Parent-Teacher Conferences were held on:
Thursday, April 27, 2017, Grades 3-6
Tuesday, May 4, 2016, Grades K-2
- 2) The Parent Association hosted a Family Dance on Saturday, May 6, 2017.
- 3) Parents were invited to a Purple Awards Ceremony on Friday, May 19, 2017.
- 4) A Parent Workshop on the Importance of Self Esteem was held on Wednesday, May 24, 2017.
- 5) The Parent Association is hosting a Movie Night on Friday, May 26, 2017.
- 6) Evergreen families have been invited to complete a parent satisfaction survey.
- 7) The Spring Music Concert is scheduled for Friday, June 9, 2017
- 8) The ECS Art Show is scheduled for Wednesday, June 14, 2017

VI. Personnel:

- 1) Positions that need to be filled:

Per Diem Substitute Teachers
2 First Grade Teachers
Middle School:
Math Teacher

Science Teacher
Social Studies Teacher
English Teacher
Special Education Teacher
Physical Education Teacher / Health Teacher
Guidance Counselor
Spanish Teacher
ENL Teacher
Dean/Social Worker
Nurse
Technology Teacher
Music Teacher
Art Teacher

VII. Student Assessment:

- 1) Grades 3-6 took the NYS Math Assessment Tuesday, May 2, 2017 – Thursday, May 4, 2017
- 2) The NYSESLAT Listening, Reading, and Writing Assessment was administered Monday, May 8, 2017- Friday, May 19, 2017
- 3) Grade 4 took a Science Field Test on Wednesday, May 10, 2017
- 4) Grades K-6 will be assessed using the iReady Diagnostic in reading and math beginning the week of May 30, 2017.
- 5) Grade 4 will be taking the NYS Science Performance Test beginning Thursday, May 24, 2017 and the Written Test on Monday, June 5, 2017

VIII. Challenges:

- 1) Hiring qualified personnel.

IX. Successes:

- 1) National School’s Project – 39 student poems were selected for publication in the 2017 Young American Poetry Digest
- 2) Purple Awards Ceremony
- 3) Donations from Book Fairies (non-profit organization)

<p>Questions and Comments from</p>

III. Questions and comments from the Board of Trustees related to the Principal's Report:

the Board of Trustees

President Bernardino spoke about the Award Certificate received from the State and what it means to Evergreen.

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

Questions and Comments from the public.

No comments

V. Financial Report: Presented by Director of Finance Lisett Knox:

Financial Report presented by Lisett Knox

Mrs. Knox reported that there are 375 students enrolled, that the District of Lawrence has not paid the last three invoices, and State intercept is in process. All other Districts are up to date with some adjustments done due to changes. Final adjustments were done for the meals and the last bill was submitted to the State Electronically.

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

Questions and Comments from the Board

No comments.

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

Questions and Comments from the Public

No comments.

VIII. Approval of Minutes from past meeting May 24, 2017

Approval of Minutes from Past Meeting

Motion to approve the Minutes of

Motion by: Trustee Yvonne Mowatt
Seconded by: Trustee Sarah Brewster
Vote: 7.0

IX. Reading of the Resolutions:

Resolutions were Read in English and Spanish.

**Reading and
Consideration of
Resolutions**

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**

**Evergreen Charter School
Agenda Items for Resolutions:
For June 29, 2017**

1. **Resolved**, the Board of Trustees approves 2017-2018 school calendars.

Motion by: Trustee Gladys Rodriguez
Seconded by: Trustee Yvonne Mowatt
Vote: 7.0

2. **Resolved**, the Board of Trustees approves the 2017-2018 school budget.

Motion by: Trustee Jose Canosa
Seconded by: Trustee Luis Ras
Vote: 7.0

3. **Resolved**, the Board of Trustees approves the following staff appointments:

Name	Position	Salary	Effective date
Megan Donnelly	Science MS	\$55,000.00	8/19/17
Jennifer Isik	ELA	\$55,000.00	8/19/17

Motion by: Trustee Ariel Sotelo
Seconded by: Trustee Gladys Rodriguez
Vote: 7.0

4. **Resolved**, the Board of Trustees approves the following school uniforms for Middle school. (see uniforms)

Motion by: Trustee Yvonne Mowatt
Seconded by: Trustee Jose Canosa
Vote: 7:00

5. **Resolved**, the Board of Trustees approves the elimination of eDoctrina for grade books and report cards. It will be replaced with scantrons for automated scoring and increased usage of power school student's management system.

Motion by: Trustee Sarah Brewster
Seconded by: Trustee Luis Ras
Vote: 7:00

6. **Resolved**, the Board of Trustees approves Evergreen Charter School to become a Google Apps for Education School. Initial rollout will encompass teachers and staff followed by implementation with upper elementary and middle school students (see attachment)

Motion by: Trustee Ariel Sotelo
Seconded by: Trustee Yvonne Mowatt
Vote: 7.0

7. **Resolved**, the Board of Trustees approves the following summer staff support: Eufrasia Spiazzi for Library and web evaluations.

Motion by: Trustee Gladys Rodriguez
Seconded by: Trustee Yvonne Mowatt
Vote: 7.0

8. **Resolved**, the Board of Trustees approves the schedule for the middle school to commence at 7:30am for students and end at 3:45pm

Motion by: Trustee Jose Canosa
Seconded by: Trustee Sarah Brewster
Vote: 7.0

9. **Resolved**, the Board of Trustees approves the extension of the postage machine contract for a period of three years.

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

10. **Resolved**, The Board of Trustees approves the proposal for IT Work by CRA to outfit the new classroom space for the middle school.

Motion: Ariel Sotelo
Second: Gladys Rodríguez
Vote: 7:0

11. **Resolved**, the Board of Trustees approves the purchase of smart boards for the middle school classrooms totaling \$38,677.

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

XII. Old/New Business/New business:

Mr. Brown and several other parents commented on the suspension of their children regarding an incident in the lunchroom with school aid staff. The parents requested clarification on school suspensions and school procedures. Trustee Brewster indicated that the Board will review the situation. Additional discussion followed on the incident and procedures of suspension, outside programs, cafeteria personnel, bus rules, attendance policy, absentee excused and unexcused etc.

XIII. Announcements:

Announcements

A new calendar was distributed.

XIV. Parents' Association:

• Bank Account Balance before event	\$1464.26
• Withdrawal 4/29/17	\$0100.00
• Credit interest	.45
• Balance after withdrawal Inc Interest	\$ 564.15
• Bank Check (Assembly)	\$ 700.00
• Balance after withdrawals	\$ 339.71
• Total payment made with card	\$ 182.78
• Deposited into bank account (6/8/17)	\$ 416.00
• Deposited into bank account (6/8/17)	\$ 16.10
• Deposited into bank account (6/16/17)	\$ 124.00
• Deposited into bank account (6/16/17)	\$ 8.00
• Account Balance as of 4/22/2017	\$ 721.03

XV. Motion to Go into Executive Session for the purpose of discussing matters leading to the appointment, or dismissal of a particular person or persons, matters concerning proposed, pending or current litigation, and matters involving Civil Service Law, Article 14.

Motion made by: Trustee Yvonne Mowatt

Seconded by: Trustee Ariel Sotelo

Vote: 7:0

9:08 pm

XVI. Adjournment:

Motion to adjourn made by: Trustee Yvonne Mowatt

Seconded by: Trustee Ariel Sotelo

Approved 7:00

Meeting adjourned at 10:12

Minutes submitted by: 
Gladys Rodriguez, Secretary



Entry 11 Enrollment and Retention of Special Populations

Created: 07/03/2017 • Last updated: 07/28/2017

Instructions for Reporting Enrollment and Retention Strategies

Describe the efforts the charter school has made in 2016-2017 toward meeting targets to attract and retain enrollment of students with disabilities, English language learners, and students who are economically disadvantaged. In addition, describe the school’s plans for meeting or making progress toward meeting its enrollment and retention targets in 2017-2018.

Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Efforts Toward Meeting Recruitment Targets 2016-17)	Describe Plans Toward Meeting Recruitment Targets 2017-18)
Economically Disadvantaged	<p>Evergreen Charter School attempts to recruit students in a number of ways, beginning with alerting various community and religious based institutions and organizations such as The Nassau County Department of Social Services, The Family Services Corporation, The Interfaith Nutrition Network, Union Baptist Church, Miracle Christian Center, The Hagerdorn Family Resource Center, 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 correspondence is written in English and Spanish in an effort to accommodate the diverse members of the Hempstead community. These recruitment efforts have enabled Evergreen to reach out to underserved families of low to moderate income including families with children who have disabilities and families with children that are English Language Learners. Evergreen Charter School has increased outreach efforts to the African American and Caribbean American communities, as the school has seen a decrease in enrollment of these populations over the past several years. Throughout the year, letters were sent and visits were made to local church leaders</p>	<p>Evergreen Charter School will continue to recruit students in a number of ways, beginning with alerting various community and religious based institutions and organizations such as The Nassau County Department of Social Services, The Family Services Corporation, The Interfaith Nutrition Network, Union Baptist Church, Miracle Christian Center, The Hagerdorn Family Resource Center, and The Hispanic Counseling Center, among others. More detailed information will be posted on the school’s website regarding support services. Open Houses will be organized in an effort to provide an awareness of the educational programs and opportunities that Evergreen offers. Updated flyers will be distributed throughout the community. Evergreen will place additional announcements in local community papers including Spanish newspapers. All correspondences will continue to be written in English and Spanish in an effort to accommodate the diverse members of the Hempstead community. These recruitment efforts will continue to enable Evergreen to reach out to underserved families of low to moderate income including families with children who have disabilities and families with children that are English Language Learners.</p>

as part of the schools recruitment efforts.

English
Language
Learners

Evergreen Charter School attempts to recruit students in a number of ways, beginning with alerting various community and religious based institutions and organizations such as The Nassau County Department of Social Services, The Family Services Corporation, The Interfaith Nutrition Network, Union Baptist Church, Miracle Christian Center, The Hagerdorn Family Resource Center, 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 correspondence is written in English and Spanish in an effort to accommodate the diverse members of the Hempstead community. These recruitment efforts have enabled Evergreen to reach out to underserved families of low to moderate income including families with children who have disabilities and families with children that are English Language Learners.

Evergreen Charter School will continue to recruit students in a number of ways, beginning with alerting various community and religious based institutions and organizations such as The Nassau County Department of Social Services, The Family Services Corporation, The Interfaith Nutrition Network, Union Baptist Church, Miracle Christian Center, The Hagerdorn Family Resource Center, and The Hispanic Counseling Center, among others. More detailed information will be posted on the school's website regarding support services. Open Houses will be organized in an effort to provide an awareness of the educational programs and opportunities that Evergreen offers. Updated flyers will be distributed throughout the community. Evergreen will place additional announcements in local community papers including Spanish newspapers. All correspondences will continue to be written in English and Spanish in an effort to accommodate the diverse members of the Hempstead community. These recruitment efforts will continue to enable Evergreen to reach out to underserved families of low to moderate income including families with children who have disabilities and families with children that are English Language Learners.

Students
with
Disabilities

Evergreen Charter School attempts to recruit students in a number of ways, beginning with alerting various community and religious based institutions and organizations such as The Nassau County Department of Social Services, The Family Services Corporation, The Interfaith Nutrition Network, Union Baptist Church, Miracle Christian Center, The Hagerdorn Family Resource Center, 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 correspondence is written in

Evergreen Charter School will continue to recruit students in a number of ways, beginning with alerting various community and religious based institutions and organizations such as The Nassau County Department of Social Services, The Family Services Corporation, The Interfaith Nutrition Network, Union Baptist Church, Miracle Christian Center, The Hagerdorn Family Resource Center, and The Hispanic Counseling Center, among others. More detailed information will be posted on the school's website regarding support services. Open Houses will be organized in an effort to provide an awareness of the educational programs and opportunities that Evergreen offers. Updated flyers will be distributed throughout the community. Evergreen will place additional announcements in local

English and Spanish in an effort to accommodate the diverse members of the Hempstead community. These recruitment efforts have enabled Evergreen to reach out to underserved families of low to moderate income including families with children who have disabilities and families with children that are English Language Learners.

community papers including Spanish newspapers. All correspondences will continue to be written in English and Spanish in an effort to accommodate the diverse members of the Hempstead community. These recruitment efforts will continue to enable Evergreen to reach out to underserved families of low to moderate income including families with children who have disabilities and families with children that are English Language Learners.

Retention Efforts Toward Meeting Targets

	Describe Efforts Toward Meeting Retention Targets 2016-17)	Describe Plans Toward Meeting Retention Targets 2017-18)
Economically Disadvantaged	<p>To retain and address the needs of economically disadvantaged students, Evergreen provides individualized and small group interventions designed to accelerate learning and close achievement gaps. Students' progress toward attaining goals determines the type, duration, and intensity of continued support. Due to these needs Evergreen has on staff the full time equivalent of two (2 FTE) Math Teachers and (2 FTE) Reading Teachers.</p> <p>To support the needs of families, Evergreen provides outreach workshops and programs.</p>	<p>Evergreen will continue to provide individualized and small group interventions designed to accelerate learning and close achievement gaps.</p> <p>To support the needs of families, Evergreen will increase the number of outreach workshops and programs.</p>
English Language Learners	<p>To retain and address the needs of students with limited English proficiency, Evergreen has on staff the full time equivalent of three (3 FTE) English as a New 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.</p>	<p>Teachers will continue to provide individualized and small group instruction to support the needs of English Language Learners. These teachers will work collaboratively with classrooms teachers to support and scaffold learning. Professional development will be provided to all staff in the areas of best teaching practices and strategies for English Language Learners.</p>
Students with Disabilities	<p>To retain and address the needs of students with disabilities, Evergreen faculty administers a screening evaluation to all students at the start of the school year, and struggling learners are provided with individualized interventions, designed to accelerate learning and close achievement gaps. Students' progress toward attaining goals determines the type, duration, and intensity of continued support services. Due to these needs Evergreen has on staff the full time equivalent of two (2 FTE) Special Education Teachers and one Special Education Coordinator.</p>	<p>Evergreen will continue to administer screening evaluations throughout the year to collect data and provide individualized interventions for struggling learners. Parent workshops will be held throughout the year in an effort to support families of students with disabilities.</p>



Entry 12 Classroom Teacher and Administrator Attrition

Last updated: 07/07/2017

Report changes in teacher and administrator staffing.

Instructions for completing the Classroom Teacher and Administrator Attrition Tables

Charter schools must complete the two tables named 2016-2017 Classroom Teacher and Administrator Attrition to report changes in teacher and administrator staffing in 2016-2017. Please provide the full time equivalent (FTE) of staff on June 30, 2016; the FTE for any departed staff from July 1, 2016 through June 30, 2017; the FTE for added staff from July 1, 2016 through June 30, 2017; and the FTE of staff added in newly created positions from July 1, 2016 through June 30, 2017 using the two tables provided.

Classroom Teacher Attrition Table

	FTE Classroom Teachers on June 30, 2016	FTE Classroom Teachers Departed 7/1/16 - 6/30/17	FTE Classroom Teachers Filling Vacant Positions 7/1/16 - 6/30/17	FTE Classroom Teachers Added in New Positions 7/1/16 - 6/30/17	FTE of Classroom Teachers on June 30, 2017
	30.5	8	8	9	39.5

Administrator Position Attrition Table

	FTE Administrative Positions on June 30, 2016	FTE Administrators Departed 7/1/16 - 6/30/17	FTE Administrators Filling Vacant Positions 7/1/16 - 6/30/17	FTE Administrators Added in New Positions 7/1/16 - 6/30/17	FTE Administrative Positions on June 30, 2017
	4	1	1	0	4

Thank you



Entry 13 Uncertified Teachers

Last updated: 07/07/2017

Instructions for Reporting Percent of Uncertified Teachers

The table below is reflective of the information collected through the online portal for compliance with New York State Education Law 2854(3)(a-1) for teaching staff qualifications. Enter the relevant full time equivalent (FTE) count of teachers in each column. For example, a school with 20 full time teachers and 5 half time teachers would have an FTE count of 22.5. If more than one column applies to a particular teacher, please select one column for the FTE count. Please do not include paraprofessionals, such as teacher assistants.

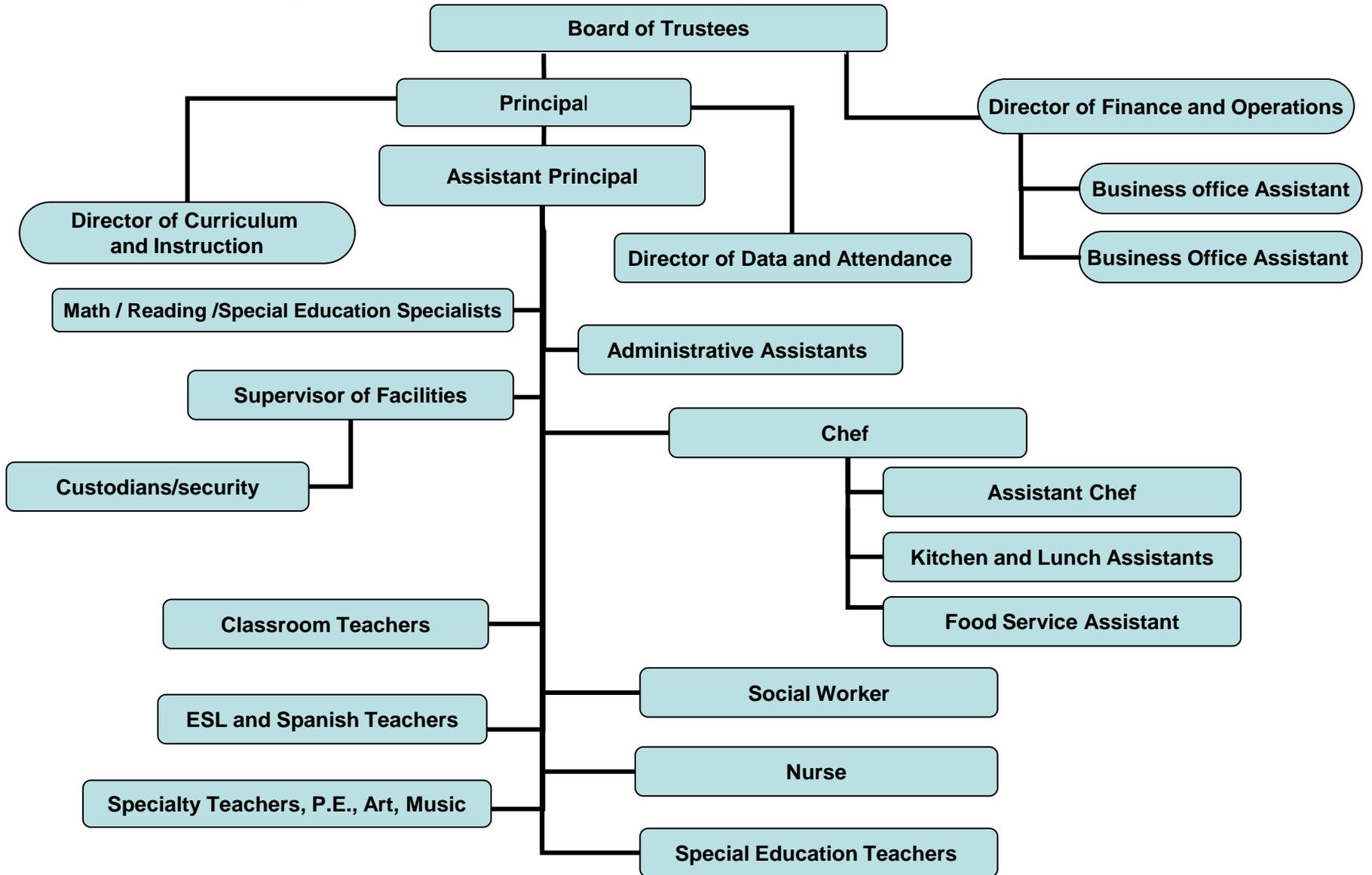
Staff Qualifications (June 30, 2017)

Note: Columns should sum to the FTE count of Teachers on June 30, 2017, and each teacher should be in only one column.

1. Total FTE Count of Uncertified Teachers (6-30-17)	6
2. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (6-30-17)	4
3. FTE count of uncertified teachers who are tenured or tenure track college faculty (6-30-17)	0
4. FTE count of uncertified teachers with two years of Teach for America experience (6-30-17)	0
5. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (6-30-17)	0
6. FTE count of uncertified teachers who do not fit into any of the prior four categories (6-30-17)	2

Thank you.

Organizational Chart - Evergreen Charter School



EVERGREEN CHARTER SCHOOL
2017-2018 CALENDAR/ CALENDARIO (July 2017)

JULY – 2017						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

AUGUST - 2017						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

SEPTEMBER – 2017						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

OCTOBER – 2017						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

NOVEMBER – 2017						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

DECEMBER – 2017						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

JANUARY – 2018						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

FEBRUARY – 2018						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

MARCH – 2018						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

APRIL – 2018						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

MAY – 2018						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

JUNE – 2018						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	26	27	28	29

Staff Professional Dev.	Aug. 21 – Sept. 1	
First Day for Students	Sept. 5	
Last Day of School	June 27	
SCHOOL CLOSED		
Sept 4	Labor Day	
Oct 9	Columbus Day	
Nov 10	Veterans Day	
Nov 23 & 24	Thanksgiving Recess	
Dec 25- Jan 1	Holiday Recess	
Jan 15	M.L.K. Jr. Day	
Feb 19-23	Winter Recess	
Mar 30-April 6	Spring Recess	
May 28	Memorial Day	
June 15	Eid al Fitr	
DAYS OF BOARD MEETINGS		
Jul 19	Sept 27	Feb 28
Aug 9	Oct 25	Mar 28
	Nov 15	Apr 25
	Dec 13	May 23
	Jan 24	Jun 20

Instructional Days per Month	
September	19
October	21
November	19
December	16
January	21
February	15
March	21
April	16
May	22
June	19
Academic Year	
Total Days of Instruction:	
189 Total Staff Days:	199
If there are more than 2 snow days, extra days will be added at the end of the year June 28)	

Evergreen Charter School Pledge:
 I pledge to protect the Earth, respect the web of life upon it, and to honor the dignity of every member of our global family. One planet, one people, one world, in harmony, with peace, freedom and justice for all.

Juramento de la Escuela Evergreen:
 Juro proteger la Tierra, respetar la diversidad de vida sobre ella, y honrar la dignidad de todos los miembros de nuestro entorno. Un planeta, un pueblo, un mundo, en armonía, con paz, libertad y justicia para todos.

Evergreen Charter School Promise:
 I promise to respect myself, respect others and respect our Earth's resources.

Promesa de la Escuela Evergreen: Prometo respetarme a mi mismo, respetar a los demás, y respetar los recursos de nuestro planeta Tierra.

