



**Renaissance Charter High School for Innovation**  
**Special Meeting of the Board of Trustees**  
**September 15th, 2015**  
**410 East 100th Street, New York, NY 10029**

**Meeting Minutes**

**1. Roll Call**

Chairperson Frank Saia called the meeting to order. Board members Jon Jelley, Sona Karia, George Sarkissian, Ivan Fraser, and Eboni Kirkland were also present, constituting a quorum for purposes of conducting business. Board member Stacey Gauthier was not present. Also present were Stephen Falla Riff (Executive Director), Terence Joseph (Principal), Pablo Torres (Director of Student Life & Community Engagement), Dru Collins (Vice Principal), Debbie DaGiau (Associate Director of Finance & HR), Mike Jolley (Consultant and Advisory Committee member), and Shann McKeiver (Vice President, Boys Town)

**2. Filing of Notice of Meeting**

In accordance with the law, a notice of the meeting was published on the school's website, sent via email to the New York Times and posted publicly at the M99 School Building where Innovation High School is located at 410 East 100th Street New York, NY 10029.

**3. Report on 2014-15 Staff Attrition**

Ms. DaGiau distributed a report to the Board on staff attrition from 2014-15 and 2015-16 to date, which analyzed trends and highlighted themes that emerged from exit interview responses. Mr. Falla Riff summarized the report for the Board and suggested a more specific analysis of the data including exit interview responses. He also expressed concern over staff members that mentioned possible discrimination and/or a hostile work environment in their exit interview and suggested the Personnel Review Committee take up this issue. Mr. Falla Riff added that it was not possible to fully analyze the responses without knowing the underlying reasons behind the answers.

The School Management Team and Ms. DaGiau answered questions from the Board about possible reasons for Innovation's increase in staff turnover. Mr. Jelley noted that supervision and support seemed to be an area of frequent concern in exit interview responses and the Board asked Ms. DaGiau to do a more specific analysis of attrition data disaggregated by staff members who resigned and those who were terminated.

The School Management Team discussed replacement of staff members who resigned over the summer and their strategy for retaining staff going forward. Ms. Karia suggested gathering information about staff perceptions of management and use of a mid-year staff survey. The School Management Team agreed to present a plan for mitigating any further staff attrition in the October Board meeting.

#### **4. Report on 2014-15 Outcomes and 2015-16 Planning**

Mr. Joseph distributed materials including data on 2014-15 school outcomes and performance to the Board and discussed Innovation's strengths and areas of needed growth. He answered questions from the Board and reviewed the School Management Team's strategies for improvement including an overview of changes to Innovation's academic program.

Mr. Saia inquired about Innovation's designation as a Local Assistance Plan (LAP) school by the New York State Education Department (NYSED). Mr. Falla Riff gave an overview of the details of Innovation's designation as an LAP school, the School Management Team's appeal, and NYSED's subsequent denial of the appeal. The Board asked Mr. Falla Riff to send them the NYSED documentation, indicators of Innovation's failure to make adequate yearly progress and other relevant data, and stated reasons for the LAP designation. Mr. Sarkissian called for further discussion in the October Board meeting and asked the School Management Team to provide a clear plan for taking any actions required by NYSED.

#### **5. Strategic Planning Update**

Mr. Joseph distributed strategic planning documents and the Board agreed to review and discuss the strategic planning process in the October meeting.

#### **6. Board Projects Planning**

Mr. Falla Riff will resend the report from the 2015 Board retreat for the Board to review in advance of discussion in the October meeting.

#### **7. Other New Business**

No other new business was discussed.

#### **8. Adjournment**

Mr. Saia motioned to adjourn and Ms. Kirkland seconded. The motion carried unanimously and the meeting was concluded.