



**Renaissance Charter High School for Innovation  
Meeting of the Board of Trustees  
November 14th, 2017, 6:00 pm  
410 East 100th Street, 3rd Floor New York, NY 10029**

**Minutes (Redacted)**

**1. Roll call**

Present in person were Chairperson George Sarkissian, Vice Chair Sona Karia, trustee Eboni Kirkland and, by video conference (pursuant to Open Meetings Law Section 103(c)), Board Secretary Jon Jelley, together constituting a quorum for purposes of the meeting. Also present in person were Executive Director, Stephen Falla Riff, Principal Terence Joseph, Assistant Principal, Ira Yasbin, Associate Director of Finance and Human Resources, Debbie DaGiau, Development & External Affairs Manager, Jason Forde, CSBM Representative Lola Barbarash Innovation Staff, Danielle Martin, William Crowell, Shawn Smith, Hillary Goldstein Yusef Abdul-Sabur and Board Candidates, Calvin Smith, Latoya Massey and Jared McShall.

**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. Review and Approval of Prior Board Meeting Minutes (5 minutes/Chair)**

The Board reviewed minutes from prior month's board meeting. Ms Kirkland made motion to approve the minutes and the motion was seconded and unanimously approved.

**4. Review of Q1 Budget to Actuals (15 minutes/CSBM Representative)**

CSBM Representative, Lola Barbarash, reviewed Q1 Budget to actuals and discussed how challenges with enrollment numbers impacts Innovation's budget. The school management team will be looking into more proficient ways to project enrollment to ensure budgeting and forecasting is more accurate for per-pupil invoicing.

Board recommended building multi year plan to appropriately project the financial needs of the school. The Board has also requested that new policies on budgeting and spending to ensure that Innovation remains in good financial standing. The Board has suggested that the Finance & Audit Committee meet with the school's finance department to have a working session to begin multi-year financial planning efforts.

The recommendation was made by Mr. Falla Riff and Ms. Barbarash to move \$1 Million to Board reserve account to help cover operational expenses due to the enrollment impact on the current budget. A motion was made to move \$1M to Board Reserve account and was approved.

**5. Charter Renewal Update (10 minutes/Executive Director)**

Mr. Falla Riff discussed planning for the upcoming two day charter renewal visit by the DOE and also prepared the board to be interviewed by the DOE renewal team He reviewed a PowerPoint on the renewal process that had been previously distributed to the board.

**6. Review of NYSED Annual Report (10 minutes/Principal & ED)**

Principal Joseph reviewed quality review with the Board and discussed reasons in changes and trends in attendance, matriculation, Regents test scores and graduation rate. The reports revealed that 96% of Innovation graduates are accepted into college, however, only 36% actually enroll. Delay in enrollment has been primarily attributed to financial challenges in covering tuition costs. The Board raised questions about understanding the reasoning for the gap and mentioned adjustment strategies to help increase college enrollment. The recommendations has been made to reach out to alumni to hear more about their post Innovation experience and use that feedback to bolster Innovation's college readiness and workforce readiness curriculum. SMT will schedule a time for College and Career Readiness Department Chair to speak with the Board to review school current approach.

**7. Introduction of Board Candidates (35 minutes/ Development & External Affairs Manager)**

Mr. Forde introduced Board Candidates, Entrepreneur Calvin Smith, Educational Consultant, Latoya Massey, Clinical Psychologist, Jared Mcshall and Director of College Planning, Donald Ruff to the Board. Each Candidate, (except Donal Ruff) spoke with the Board detailing their interest and desire to be on Innovation's Board and their upcoming Board Project. The Board was able to ask additional questions to each candidate regarding their experience and what they are able to contribute as a Board Member.

**8. EXECUTIVE SESSION: Review of Candidates: Donald Ruff & Calvin Smith (20 minutes/Board)**

Mr. Sarkissian called for an Executive Session to review the candidacies of each prospective member.

**9. Other New Business**

None

**10. Public Speaking**

None

**11. Adjournment**

Ms. Kirkland made motion to adjourn the meeting and was seconded by Mr. Sarkissian.