



**Renaissance Charter High School for Innovation
Agenda for Meeting of the Board of Trustees
September 24rd, 2012
410 East 100th Street, New York, NY 10029**

Agenda:

- 1. Roll Call**
- 2. Filing of Notice of Meeting**
- 3. Review of July Board Minutes**
- 4. Report on the new school year from the Principal**
- 5. Presentation on Amending the Code of Conduct to include the Dignity Act and Proposed Regulatory Change**
- 6. Board Retreat Charter and Work Plans**
- 7. On Boarding New Parent Contact**
- 8. Public Speaking**



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1. Roll Call

Stacey Gauthier called the meeting to order at approximately 6:10 p.m.. George Sarkissian, Leanne Sajor and Nicholas Tishuk were present. Sona Karia arrived later. Also present were Rita Tishuk, Director of Development and Communication, Dennis Stamm, Innovation High School's Accountant and Stephen Falla Riff Director of Operations and General Counsel.

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 fax to the New York Times newspaper and also posted publicly at the M99 School Building where Innovation HS is located, at 410 East 100th Street New York, NY 10029.

3. Review of June Board Minutes

The Board read through the minutes, Mr. Sarkissian motioned to approve. Mr. Tishuk seconded the motion and the vote in favor was unanimous.

4. Review of 2012-2013 Organizational Chart

Mr. Tishuk conveyed to the board that Innovation will have more staff members in the coming academic year. While most are pedagogical staff, a number of support staff members were added, as well, and some organizational changes have been made. Mr. Falla Riff was recently hired to be the Director of Operations and General Counsel. In his role as a Director, Mr. Falla Riff will supervise four staff members: the Associate Director of Finance, the Office Manager, the School Registrar and the School Secretary. Pablo Torres, who was previously Chief Staff, is now the Director of Community Engagement. In this new position, he will be working with elected officials and also community-based organizations.

Mr. Tishuk explained that Terence Joseph, Director of Teaching and Learning, will work with general education teachers, and Nino Mitic, Special Education Director, will work closely with Special Ed teachers. Some teacher leaders, including Art Samuels, the head of the College Bound Program, Silbia Pagan the SPED Coordinator, Hope Savich, the Academic Dean, and Tina del

Purgatorio, the Attendance Coordinator, provide extra support to teachers and staff members. Mr. Tishuk explained that Innovation intends to add positions and that interviews of potential candidates are ongoing.

Mr. Sarkissian inquired about the managing style between Mr. Mitic and Mr. Joseph, especially around working with the pedagogical staff. Mr. Tishuk explained that the two directors supervise and coach the teachers. They provide support with the help of coordinators. Mr. Sarkissian asked who set the vision and the tone when it comes to academic performance at Innovation, Mr. Tishuk explained that it is the collective vision of The Teaching and Learning Office that is comprised of Mr. Joseph, Mr. Mitic and Mr. Tishuk.

Ms. Gauthier expressed her concern that we may not have enough support staff in the offices. Mr. Falla Riff assures that the directors are aware of the need, and they are working to streamline operations.

5. Official 2012-2013 Planning Budget

Mr. Tishuk explained that the budget is still a projection because Innovation still has not received the per-pupil allotment and the exact number of enrolled students. Mr. Tishuk stated that by the September enrollment date, the school would have a good sense of the revenue for 2012-2013 academic year.

Mr. Stamm asked how many students are in a class, Mr. Tishuk responded that there are about thirty students in a class with at least two instructors.

Mr. Sarkissian communicated to the Board that he only knows one other school in East Harlem that has Innovation's demographic. He said that it is the reason why he is drawn to the work of Innovation HS, because it serves the students that need it the most. Mr. Sarkissian asked about the budget of Innovation compared to other Charter Schools. Mr. Tishuk explained that Innovation has a relatively larger budget than other independent charter schools because of the SPED population.

Mr. Tishuk presented the working budget for the 2012-2013 Academic Year. Ms. Gauthier suggested lowering the estimates for the IDEA numbers since this funding was reduced. Ms. Karia asked if the health costs were lowered for the coming year. Mr. Tishuk explained that fringe went down per capita because Innovation now has more than 50 staff members. Ms. Gauthier explained that it is also good to have surplus because Foundations and Grants are difficult to determine. After further assessment Mr. Sarkissian motioned to approve the working budget, Ms. Karia seconded the motion and the board approved the working budget.

6. Proposed Board Calendar for 2012-2013 Academic Year

Ms. Sajor will send a few different scenarios via email. This will be published on the website and once agreed on by the Board.

7. Board Retreat Follow Up:

A. Write up of Notes from Retreat

Mr. Sarkissian asked if he was supposed to draft the charter on his own or collaboratively with the people he worked with in the retreat. Mr. Tishuk responded that it was his responsibility to reach out to other Trustees, as well as school employees as he sees necessary, to create a committee charter for the next year.

B. Draft Committee Charters Due Next Meeting

In moving forward for the next Board meeting, the Board decided to meet with each of their committees to draft a charter. Mr. Falla Riff will provide support in drafting these charters and Ms. Sajor will also work to collect all the documents and synthesize the work plan with the Board calendar.

C. Basecamp

Mr. Falla Riff proposed that the Trustees start using “Basecamp’s” free trial in September to familiarize themselves with the software. Mr. Sarkissian shared that his board uses software called “HiTask” and it is especially helpful with organizing committee work. Mr. Sarkissian, Mr. Falla Riff and Ms. Sajor will vet the softwares and make a recommendation to the board.

8. New Business

Mr. Sarkissian asked for the Board’s feedback for his idea about the Careers Track Committee. Ms. Sajor explained that there are similar initiatives within the school that may be a good fit for this particular committee. There needs to be an alignment between the Board and the school to make sure that this can be a successful committee.

9. Public Speaking

Mr. Stamm, as the public, asked about how students find out information about colleges- Mr. Tishuk explained that this is the work of the college bound program. This class is offered as one of the core classes in all four years of HS at Innovation.

10. Adjournment

Ms. Gauthier motioned to approve. Ms. Sajor seconded the motion and with the unanimous decision of the board, the meeting was adjourned.