



Renaissance Charter High School for Innovation

Meeting of the Board of Trustees

June 15th, 2015 at 6:00

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, and Eboni Kirkland were also present, constituting a quorum for purposes of conducting business. Also present were Stephen Falla Riff (Executive Director), Mike Jolley (Development & External Affairs Coordinator and Advisory Committee member), Terence Joseph (Principal), Pablo Torres (Director of Student Life & Community Engagement), Debbie DaGiau (Associate Director of Finance & HR), and Sean Pawelec (Science Department Chair and Advisory Committee member)

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 also 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

Mr. Saia made a motion to approve the minutes from the 5/20/15 6:00 meeting, Ms. Karia seconded, and the motion carried unanimously. Mr. Saia made a motion to approve the minutes from the 5/20/15 7:30 special meeting, Mr. Jelley seconded, and the motion carried unanimously.

4. Review and Approval of Updated Financial Policies & Procedures Manual

Mr. Falla Riff briefly reviewed the changes to Innovation's Financial Policies & Procedures manual as well as the role of Charter School Business Management in the revision. The Finance & Audit Committee will review prior to the July Board meeting to determine if additional changes are necessary. Mr. Sarkissian made a motion to approve the Financial Policies & Procedures Manual, Ms. Karia seconded, and the motion carried unanimously.

5. Review and Approval of 2015-16 Budget

Mr. Falla Riff provided the Board with a brief overview of the budget process and noted that in the May meeting the Board decided to delay voting on the 2015-16 budget to allow for some additional review by Board members not present. After Mr. Falla Riff and Ms. DaGiau answered questions about the budget from the Board, Ms. Karia motioned to approve the 2015-16 budget, Mr. Sarkissian seconded, and the motion carried unanimously. Mr. Jelley was present but recused himself from the

vote due to his potential conflict of interest related to his position as Executive Director of Boys Town New York, which currently has a contract to provide services to Innovation.

6. Changes to Board Committees

Mr. Falla Riff summarized the Board's previous discussion about Mr. Jelley's role on the Finance & Audit Committee. He noted that, according to the definition in the Nonprofit Revitalization Act of 2013, Mr. Jelley is not an "independent director", and therefore may not serve on the Committee. . Mr. Sarkissian confirmed that he would now take Mr. Jelley's place on the Finance & Audit Committee, as was decided by motion in the previous meeting; he stated that he would also remain on the Personnel Review Committee.

7. Renewal of Executive Director and Principal Contracts

Mr. Falla Riff reminded the Board that his offer letter and Mr. Joseph's offer letter will expire as of July 1st, 2015. Mr. Saia asked Ms. DaGiau to send compensation comparability data for both Executive Director and Principal positions for purposes of performance review and setting of compensation in the July Board meeting. Mr. Jelley moved to continue Mr. Falla Riff's and Mr. Joseph's employment under the same terms and conditions until the Board could review the appropriate data to make a determination regarding new offer letters. Mr. Saia seconded and the motion carried unanimously.

8. Report on Deloitte Impact Day

Mr. Pawelec and Mr. Jolley updated the Board on the success of Impact Day, which was organized by the Advisory Committee of the Board. More than 20 volunteers from Deloitte, provided support to Innovation students, and the feedback from the day was very positive. The Board asked that the Advisory Committee take action to continue the relationship with the Deloitte volunteers and look for ways to leverage and enhance those relationships in the future. Mr. Saia volunteered to serve as the main point of contact on the Board for this project.

9. Other New Business

Mr. Falla Riff provided a brief update on the details of the 2015 graduation, which will take place on June 26th at Museo del Barrio. Mr. Saia will confer graduation status on the class of 2015 while Ms. Karia volunteered to present the valedictorian and Ms. Kirkland volunteered to present the salutatorian.

10. Adjournment

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