



**Renaissance Charter High School for Innovation**  
**Special Meeting of the Personnel Review Committee of the Board of Trustees**  
**May 17th, 2016 at 5:00pm**  
**410 East 100th Street, New York, NY 10029**

**Special Meeting Minutes**

**1. Roll Call**

Board Chairperson and Personnel Review Committee member George Sarkissian called the meeting to order. Personnel Review Committee members Jon Jelley and Eboni Kirkland were also present, constituting a quorum for the purpose of conducting business. Also present were Steve Falla Riff (Executive Director), Terence Joseph (Principal), and Mike Jolley (Consultant to the Board).

**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 Meeting Minutes**

After the Committee reviewed the redacted and unredacted minutes from the April 4th Committee meeting, Ms. Kirkland motioned to approve. Mr. Jelley seconded and the motion passed unanimously. After the Committee reviewed the redacted and unredacted minutes from the April 19th Committee meeting, Ms. Kirkland motioned to approve. Mr. Jelley seconded and the motion passed unanimously.

**4. Executive Session - Executive Director Review**

Mr. Jelley motioned to go into executive session for the purpose of discussing the performance review of the Executive Director. Ms. Kirkland seconded and the motion passed unanimously.

**[REDACTED]**

Mr. Jelley motioned to come out of executive session. Ms. Kirkland seconded and the motion passed unanimously. The Committee agreed to finalize the Executive Director's review in the following Committee meeting in order to account for any additional relevant data and to provide additional time to reflect on their overall assessment.

## **5. Executive Session - Principal Review**

Mr. Jelley motioned to go into executive session for the purpose of discussing the performance review of the Principal. Ms. Kirkland seconded and the motion passed unanimously.

**[REDACTED]**

Mr. Jelley motioned to come out of executive session. Ms. Kirkland seconded and the motion passed unanimously. The Committee agreed to finalize the Principal's review in the following Committee meeting in order to account for any additional relevant data and to provide additional time to reflect on their overall assessment.

## **6. Review of Compensation Comparability Data**

The Committee agreed to review compensation comparability data for the Executive Director and Principal at a future date once both performance reviews have been completed.

## **7. Changes to Future Review Cycles**

The Committee agreed that additional discussion of the the Executive Director's and Principal's performance goals for the upcoming year would be necessary, that they should be aligned to the strategic plan, charter goals, and to other relevant factors, and that a rubric for determination of their performance-based bonuses would be necessary.

## **Other New Business**

No other business was discussed.

## **5. Adjournment**

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