



**Renaissance Charter High School for Innovation**  
**Special Meeting of the Personnel Review Committee of the Board of Trustees**  
**April 19th, 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. Steve Falla Riff (Executive Director), Terence Joseph (Principal), and Mike Jolley (Consultant to the Board) were also present.

**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**

Mr. Sarkissian asked that the minutes from the previous Committee meeting on April 4th, 2016 be reviewed approved in the next meeting to allow time for discussion of the staff feedback included therein with the Executive Director and Principal.

**4. Discussion of Process for Review of Executive Director and Principal Performance**

The Committee discussed some possible parameters for refining the review of Executive Director and Principal performance. They agreed that any possible bonuses should be based on performance while base salaries should be adjusted based on the cost-of-living adjustment provided to all Innovation staff. They also discussed the possible generation of a rubric or scale for future performance review that would serve to align concrete and measurable performance indicators with a bonus range. This range would be informed by compensation comparability data and the annual determination of bonus would be performance-based.

**5. Executive Session - Discussion of Staff Feedback**

After asking Mr. Falla Riff and Mr. Joseph to join the meeting, Mr. Jelley motioned to enter into Executive Session for the purpose of discussing staff feedback pertaining to Mr. Falla Riff's and Mr. Joseph's performance. Ms. Kirkland seconded and the motion passed unanimously.

**[REDACTED]**

Mr. Sarkissian motioned to come out of Executive Session with the Committee having taken no formal action. Ms. Kirkland seconded and the motion passed unanimously.

**5. Other New Business**

No other business was discussed.

**6. Adjournment**

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