



**Renaissance Charter High School for Innovation  
Meeting of the Board of Trustees  
June 20th, 2017, 7:00 pm  
410 East 100<sup>th</sup> Street, New York, NY 10029**

**Minutes**

**1. Roll call**

Board Chairperson George Sarkissian called the meeting to order. Board Members George Sarkissian, Jon Jelly, Ivan Fraser, Eboni Kirkland and Sona Karia were present, constituting a quorum for the purposes of conducting business. Also present were Executive Director, Stephen Falla Riff, Associate Director of Finance and Human Resources, Debbie DaGiau, Principal, Terence Joseph, CSBM Manager, Lola Barbarash, Board Consultant, Mike Jolley, Development & External Affairs Manager, Jason Forde.

**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 & Approval of FY'18 Budget (15 minutes/Finance & Audit Committee Chair & Executive Director)**

Motioned has been made to amend agenda to add the Q4 Budget to Actuals and approved. Ms. Barbarash reviewed the Q4 Budget to actuals report to the Board and revealed that Innovation has a surplus for the year due to not having fully staffed instructional staff. Board asked for a mitigation report on how to address staffing needs.

Board asked questions regarding variances in spending for staffing, supplies and Enrichment Week and gaining a better understanding of the spending and monitoring process for managing budgets. Ms. Karia suggested conducting a multi-year budgeting planning process for school needs.

Mr. Falla Riff reviewed the primary sources of revenue and expenses of the budget. Ms. Barbarash noted the expected increase in the per pupil revenue due to increase in per pupil amount by the state. Ms. DaGiau reviewed changes in budget due to changes in insurance plans and discussed the benefits reconciliation process for former employees whose benefits still remain on Innovation payrolls (401ks, etc.) Mitigation plan is being put in place to deal with former employees.

Ms. Barbarash reviewed personnel, benefits, academic, Enrichment Week and administrative expenses and provided the mitigation plans to safeguarding against

overspending in various areas. Noted increase in capital spending due to creating a Kitchen Classroom for Culinary Arts Program

Motion was made to accept the budget and approved.

**4. Personnel Review Committee Recommendations (30 minutes/Personnel Review)**

Moved to July Meeting

**5. Review of Board Retreat Action Items (10 minutes)**

Moved to July Meeting

**6. Charter Renewal Update (10 minutes/Executive Director & Principal)**

Mr. Falla Riff gave an update on the Charter Renewal planning to date. Board reviewed proposed changes to Innovation's Mission Statement to get Board Feedback and approval. Charter Renewal consultant, Frank Selicia will be present at July Board meeting to give an update on the Charter Renewal process.

**7. Other New Business**

None

**8. Adjournment**

Mr. Sarkissian made motion to adjourn the meeting which was seconded by Mr. Fraser