



Renaissance Charter High School for Innovation
Meeting of the Board of Trustees
March 20th, 2018, 6:00 pm
410 East 100th Street, 3rd Floor New York, NY 10029

Minutes

1. Roll call/sign in

Chairperson George Sarkissian called the meeting to order. In addition, Board members Sona Karia and Latoya Massey were present constituting a quorum for the purpose of conducting business. In addition, present were Stephen Falla Riff (Executive Director) and Jason Forde (Development & External Affairs Manager).

Note: Prior to the Board Meeting, Board Secretary, Jon Jelley announced his resignation from the Board due to job relocation.

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, New York, 10029.

3. Review and Approval of Prior Board Meeting Minutes (5 minutes/Chair)

The Board reviewed the minutes from the 2/13/18 meeting of the Board. Board members requested minor revisions to be made and a motion to approve minutes was made, seconded and unanimously passed.

After meeting minutes were reviewed, the Board made the following suggestions regarding the content of board meeting minutes:

- Record start and end times of agenda topics
- Record names of members who make motions
- Record all questions asked by the Board and their corresponding answers
- Ensure all next steps on matters discussed are outlined

4. Annual Meeting of the Corporation (10 minutes/ Chair)

The Board held its Annual Meeting of the Corporation and the following slate of candidates was nominated and elected by motions made, seconded, and unanimously passed:

Chairperson - George Sarkissian
Vice-Chair - Sona Karia

Board Secretary - Latoya Massey
Treasurer - Sona Karia

The Board also voted on committee memberships and the following slate of candidates was nominated and elected by motions made, seconded, and unanimously passed:

Executive Committee: George Sarkissian, Sona Karia, Eboni Kirkland (George Sarkissian, Committee Chair)

Personnel Review Committee: George Sarkissian, Latoya Massey, Eboni Kirkland (George Sarkissian, Committee Chair)

Finance & Audit Committee: Sona Karia, George Sarkissian, Ivan Fraser (Sona Karia, Committee Chair)

5. Complete Conflict of Interest Forms (5 minutes/ Chair)

Attending Board members completed, signed and returned the Conflict of Interest Forms.

6. Revision of Personnel Review Committee Charter (10 minutes/Executive Director)

This agenda item was deferred to the next meeting.

7. Charter Renewal Update (10 minutes/ Executive Director)

Mr. Falla Riff gave an update regarding Innovation's Charter Renewal application process and his recent trip to Albany to hear the State's decision on the application. The State of New York decided to grant Innovation a 3 year renewal at its February, 2018 meeting. The Chancellor acknowledged the work Innovation is doing with the students and families that she witnessed while on her visit, however, also acknowledged that the school has not met the academic standards necessary to grant a 5 year renewal request. Mr. Falla Riff noted that the Manhattan Regent, Nan Eileen Mead, also rose during the meeting of the Regents to praise Innovation and the impact that the school has on its students and families.

8. Discussion of Academic Progress Dashboard (20 minutes/Chair, ED & DEAM)

Mr. Forde reviewed the first draft of the Academic Progress Dashboard with the Board. The intent of the Academic Progress Dashboard is for the Board to frequently review various data point to monitor the progress of the school. Mr. Forde reviewed each of the following data points with the board and reviewed how data will be captured and its frequency.

- Student Demographics/Enrollment (Monthly)
- Attendance (Monthly)
- Staff Certifications (Semi-Annually)
- Credit Accumulation (3 Times a Year)
- Graduation Projection (3 Times a Year)
- Incident Reporting (Monthly)
- Academic Accountability Data Summits (Quarterly)

Mr. Forde recommended a College Readiness Index be created and will work with College Counselor, Tereena Somayya, to create a draft index for review for a future meeting.

9. Board Recruitment Update (5 minutes/DEAM)

Mr. Forde provided an update on potential new trustees for the board.

Donald Ruff is still interested in joining the Board, however, still managing a family situation which requires his time and focus. He asked that we reach out again in the Spring.

Mr. Forde also mentioned two other candidates he is in the process of cultivating: Cris Mercado and Jasmine Singleton. He is in the beginning stages of the process and will provide an update on their recruitment at the next meeting.

10. Other New Business

None

11. Public Speaking

None

12. Adjournment

Mr. Sarkissian made a motion to adjourn, Ms. Karia seconded, the motion passed unanimously and the meeting was concluded.