



**Renaissance Charter High School for Innovation  
Minutes of a Meeting of the Board of Trustees  
May 21st, 2018, 6:00 pm  
410 East 100th Street, 3rd Floor New York, NY 10029**

**Minutes**

**1. Roll call/sign in**

6:05 pm

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. Also present were Stephen Falla Riff (Executive Director) and William Crowell (teacher).

**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)**

6:12 pm

Meeting minutes were reviewed by the Board and minor revisions were requested. Mr. Sarkissian made a motion to accept the revised minutes and Ms. Karia seconded the motion, which was passed unanimously.

**4. Discussion of Academic Progress Dashboard (20 minutes/Chair, ED)**

6:19 pm

Mr. Falla Riff led a discussion regarding the Innovation Academic Accountability Dashboard, which enables the board to obtain easy access to data concerning various academic, behavioral, demographic and operational domains. He introduced the Report Summary tab, which permits easy navigation of the dashboard, and the new Staff Certification and Charter Goals domains. He noted that related tabs on staff attrition and retention and staff satisfaction will be added in July or shortly thereafter. Mr. Sarkissian requested that the domains be linked to Innovation's charter goals, by putting notes next to the data or by linking the worksheets/tabs within the spreadsheet. He also requested more tracking of data over time, to create comparisons between past and current performance. Ms. Massey requested that Innovation choose three academic charter goals and focus on those goals to ensure that they are achieved during the present charter term. Mr. Falla Riff noted that the principal, Terence Joseph, will be invited to

participate in this discussion. Mr. Falla Riff noted that credit for the dashboard, and for the new domains, should be given to Mr. Forde.

**5. FY19 Budget Update (5 minutes/Executive Director)**

6:43 pm

Mr. Falla Riff presented a budget update. He noted that the SMT was in the process of obtaining information regarding enrollment for the 2018-2019 school year, that Mr. Joseph had not yet completed his staffing plan and that Mr. Torres and Mr. Yasbin are still providing information regarding enrollment numbers. These plans and projections are expected to be complete by early next week. At that time, Mr. Falla Riff will provide the draft budget to the Finance & Audit Committee.

**6. Board Recruitment Update and Activity (15 minutes/Trustees & ED)**

6:50 pm

Mr. Sarkissian reviewed the board's recruitment activities and notes that all trustees had agreed to provide the names of at least one or two proposed new board members to Mr. Falla Riff and to Jason Forde, Innovation's Development & External Affairs Manager. The trustees present at the meeting agreed to email names to Messers Falla Riff and Forde after first speaking to the prospective trustees to inform them that they would be hearing from Innovation.

**7. Executive Session: Personnel Issue (10 minutes/ED)**

7:07 pm

Mr. Sarkissian made a motion to go into Executive Session to discuss a personnel issue and the motion was seconded and passed unanimously.

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**8. Other New Business**

None

**9. Public Speaking**

7:22 pm

Mr. Crowell spoke about a fishing trip that Innovation students had taken over the weekend. Many students went fishing for the first time during this trip and some students returned with 40-50 fish each. Mr. Crowell spoke about strengthening the relationship with the nonprofit organization that funded the trip. Ms. Karia requested that Innovation obtain photos of the trip and use them for promotional purposes on Innovation's website and social media outlets.

**10. Adjournment**

Mr. Sarkissian made a motion to adjourn the meeting. The motion was seconded by Ms. Karia, passed unanimously, and the meeting was adjourned at 7:33 pm