



**Renaissance Charter High School for Innovation
Meeting of the Board of Trustees
July 21, 2020, 6:00 pm
410 East 100th Street, New York, NY 10029**

Minutes

1. Roll call/sign in

Trustees Sona Karia, George Sarkissian, Latoya Massey, Ramon Perdomo, and Alex Gallin were present, constituting a quorum, via Zoom videoconference, pursuant to the Governor's emergency regulation, at a virtual location open to the public via Zoom meeting and designated on the Notice of Meeting. Also present was board candidate Tavanie Perez, and several members of Innovation's school staff.

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 on the Innovation High School Website. Physical posting at the school was not possible because the school building had been closed by orders of the Governor and the Mayor.

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

Prior months meeting minutes will be compiled and reviewed in advance and approved at a subsequent meeting of the Board, to provide additional time for discussion of the matters on today's agenda.

4. FY '21 Board Meetings Calendar (5 minutes, AD Strategic Planning)

Mr. Forde reviewed the upcoming FY'21 Board Meeting Calendar for approval. The prospective dates are the following:

- Tuesday, August 18th, 2020 at 6 PM
- Tuesday, September 15th 2020 at 6:00 PM
- Tuesday, October 20th 2020 at 6:00 PM
- Tuesday, November 17th 2020 at 6:00 PM
- Tuesday, December 15th 2020at 6:00 PM
- Tuesday, January 19th 2021 at 6:00 PM
- Tuesday, February 16th 2021 at 6:00 PM
- Tuesday, March 16th 2021 at 6:00 PM
- Tuesday, April 20th 2021 at 6:00 PM
- Tuesday, May 18th 2021 at 6:00 PM
- Tuesday, June 15th 2021 at 6:00 PM

Board members reviewed these dates and approved the calendar.

5. Trustee Financial Disclosure Form (5 minutes, A.D., Strategic Planning)

Mr. Forde reviewed the SED Financial Disclosure forms with the Board, which are required for the SED Annual Report, and Board Members will submit their signed forms by Friday, July 24th.

6. Summer School Planning (5 minutes, Principal)

Principal Joseph reviewed the Summer School Plan with the Board. Innovation Summer School has started online and is focusing on those students who need to pass their Regents based classes to obtain the Regents Exemption.

7. Enrollment Update (5 minutes, Dir. of Student Affairs, Family & Community Engagement)

Mr. Torres reviewed current enrollment status to the Board. Currently we are on track to reach our projected numbers for the upcoming cohort. Calls to families will continue throughout the summer to ensure enrollment.

8. Board Retreat: Purpose and Scheduling (10 minutes, Vice Chair, ED)

The Acceleration Group (AG) is being engaged for the upcoming board retreat and a Doodle Poll will be circulated to trustees regarding a meeting date. Governance and vision are two of the topics that have been discussed with AG.

9. Review of Academic Accountability Dashboard (10 minutes, A.D. Strategic Planning)

Mr. Forde reviewed the updated graduation information for the 2019-2020 School year. Innovation graduation numbers were approximately 75% and there are several students currently in summer school that are projected to graduate upon passing those classes.

10. Charter Renewal & Engagement of Committees (10 minutes, ED)

Mr. Falla Riff provided an update regarding charter renewal. The renewal narrative is being drafted by our renewal consultants who are meeting weekly with the SMT, and with Jason Forde, to collect information and data required for the multiple parts of the application. The Academic Excellence Committee will arrange a meeting prior to the submission of the charter renewal application to the DOE. The application is due on October 1st.

11. Reserve Fund Transfer & CARES Act Funding (5 minutes, AD Finance/ED)

Mr. Fraser noted that Innovation is going into FY'21 with 3.8 million dollars in reserve and recommended the transfer of an additional \$300,000 to our reserve account, which exists for the dual purposes of making special purchases and of being prepared for unexpected financial

challenges. Upon motion made, seconded and unanimously approved, the transfer of funds to the reserve account was approved.

Mr. Falla Riff informed the board that Innovation will receive approximately \$144,000 from the federal CARES Act Elementary and Secondary School Emergency Relief Fund (ESSER Fund). The application is being prepared and will be filed in August. The money will be used to support all aspects of distance education and additional expenses incurred for health and safety-related equipment and supplies.

12. School Reopening Plan (30 minutes, ED & Principal)

The school is looking at a variety of factors to determine readiness for reopening, including COVID-19 infection rates at the City, State, and District levels, readiness of our school building to support an influx of students and staff with clear health and safety protocols and an adequate supply of PPE, the readiness of staff, students, and families to return, and our ability to manage hybrid classes. We are engaging a consultant to train staff in all aspects of distance learning and have identified staff members who exemplify the use of technology to create a successful virtual learning environment.

13. Public Speaking (5 minutes)

None

14. Adjournment

Motion was made to adjourn the meeting, which was seconded and unanimously approved.