



## **Meeting of the Board of Trustees**

**September 15, 6:00 pm**

### **MEETING MINUTES**

#### **1. Roll call/sign in**

Trustees Sona Karia, George Sarkissian, Latoya Massey, Jaynemie Angbah, Jared McShall, and Ramon Perdomo were all 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.

Tavannie Perez (board candidate) was also present along with Frank San Felice and Wayne Jones, from JPS Solutions.

#### **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. Consent Agenda**

- a. Approval of August Meeting Minutes**
- b. Charter Renewal, Approval of Name Change & Mission**
- c. Ed Law 2-d: Approval of Data Privacy Policy & Parents' Bill of Rights**

Ms. Karia explained the purpose of a consent agenda, which permits the board to review documents in advance and to approve them without the need for additional discussion, though any board member may request discussion on any consent agenda item.

Stephen Falla Riff, Innovation's Executive Director, stated that the name change will create a distinct identity for Innovation. He noted that the mission statement is being shortened to make the mission clear and concise. The Data Privacy Policy and Parent Bill of Rights are required by the Education Law Sec. 2-d for the purpose of protecting the confidential information, stored in digital form, of students and staff.

Mr. Sarkissian moved to approve the consent agenda items, the motion was seconded by Mr. McShall, and unanimously approved.

#### **4. Charter Renewal Update, JPS Solutions**

Wayne Jones, from JPS Solution, made a presentation regarding Innovation's charter renewal, focusing on the first "essential question" posed by the DOE: is the school an academic success. Mr. Jones focused on substantial increases in graduation rates and

Regents pass rates, and noted that our students with disabilities and English Language Learners outperformed their peers in City schools, and in our “comparison schools”.

Mr. Sarkissian asked where Innovation failed to meet the mark. Mr. Jones responded that Innovation missed the mark in certain areas related to credit accumulation. However, our data-driven approach led to early identification of students who are not meeting credit accumulation goals and then to targeted interventions for those students. Mr. Jones discussed the status of charter drafting and the weekly meetings that JPS is having with the leadership team. Updated resumes and bios will be needed from the board. Ms. Karia asked about other outstanding items and Mr. San Felice mentioned data forms from the DOE.

## **5. Enrollment Update**

Pablo Torres, Director of Student Affairs and FCE, had to leave the meeting to attend a Community Boards 11 meeting. Mr. Falla Riff noted that enrollment was close to 405, but that the number went down to 400 after several students were marked in the system as graduated. Freshman numbers are a concern because families have been leaving town in some cases and switching schools in others. In response, we have increased our social media presence and engaged a consultant that uses social media to steer potential students to our school. Emily Bierwirth, the Dean of Students, spoke about challenges in online enrollment; she stated that new 9th graders need more time to adjust, to learn the system, and that more time is needed to establish communication between parents, students, and the school. Mr. Joseph mentioned that students have moved out of state, out of the country, and into private schools that offer hybrid learning. Jamilah Abdul-Majid, Innovation teacher, suggested that staff and students, and community partners, could be engaged to assist in enrollment efforts. Ms. Kariia asked Ms. Abdul-Majid to bring her suggestions to Mr. Joseph and Mr. Torres.

## **6. Equity in Action Update**

Discussion tabled to the October board meeting.

## **7. School Distance Learning Update**

Terence Joseph, Innovation’s Principal, stated that a decision was made to start the school remotely, to enhance safety, to provide time for staff, students, and parents to adjust to distance learning. The schedule divides classes into synchronous and asynchronous periods. Key online platforms include Google, Zoom, and Calendly. Digital resources have been supplied to all students. Innovation’s teams have responded quickly to families and done robust outreach to families and students, especially when students have failed to appear for classes. During the first week of school attendance numbers have been encouraging. Tavannie Perez, Innovation parent and board candidate, noted that our teachers are working very hard to keep everyone connected and that the remote learning process has gone smoothly.

## **8. School Physical Reopening Update (15 minutes, Principal & ED)**

Mr. Joseph introduced the Innovation Reopening Tracker, which tracks four key factors in deciding when to return to the building: Staff and Student Readiness, Building Readiness, Operational Readiness, and Innovation Online Effectiveness. COVID rates at the State, City, and District levels, and parent readiness to return their children to school are being tracked

and updated on a regular basis. Innovation is meeting regularly with our co-located schools in the building regarding building access and safety. Teachers will have access to the building, before our students return, to prepare their classroom.

Mr. Falla Riff talked about the announcement of the DOE Strike Force and Rapid Response Team, which provides support in response to suspected and verified COVID cases. The process includes notification of cases to the schools in the building and parents, and quarantine of students, staff, and classrooms, and possible closure of the entire school building.

#### **9. Annual Election - Executive Sessions**

Ms. Karia made a motion, seconded by Mr. Sarkissian, and unanimously approved, to go into Executive Session to discuss the appointment of trustees, officers, and committee members.

#### **Executive Session (discussion of positions & candidates)**

**REDACTED**

A motion was made, seconded and unanimously passed to come out of the executive session.

#### **Adjournment**

Due to the late hour a motion was made, seconded, and unanimously approved to adjourn the meeting to Friday, December 18, 2020, at 5 p.m., for the purpose of concluding the elections.

#### **The meeting was continued on September 18, 2020 at 5 p.m.**

Ms. Karia called the reconvened meeting to order. Present: trustees Ms. Karia, Mr. Sarkissian, Ms. Angbah, Ms. Massey, Mr. Gallin, Mr. Perdomo and board candidate Ms. Perez

Ms. Karia presented a slide. On one side of the slide, the titles of the officers of the board and their duties were listed. On the other side of the slide, the committees of the board, and the functions of each committee, were listed.

Ms. Karia made a motion to go into an Executive Session, for the purpose of discussing the election of officers and the appointment of committee members. The motion was seconded and unanimously passed.

#### **Executive Session**

**REDACTED**

A motion to come out of the executive session was made, seconded and unanimously passed.

## **Elections**

Mr. Gallin moved to nominate Ms. Karia for a new term as a trustee. He then moved to elect Ms. Karia as a trustee. Both motions were seconded and unanimously approved.

A slate of officers was proposed consisting of Ms. Karia for Chair, Mr. Sarkissian for Vice Chair, Ms. Massey for Treasurer, and Mr. Perdomo for Secretary. Ms. Karia made a motion to nominate the slate of candidates; Ramon seconded the motion, and it was unanimously approved. Ms. Karia then made a motion to elect the slate of candidates, which was seconded and unanimously approved. No objections or abstentions were noted.

Ms. Karia suggested that the committees should meet every two months.

## **10. Adjournment**

Ms. Karia made a motion to adjourn the meeting, which was seconded and unanimously approved.