



**Innovation Charter High School (Innovation)
Meeting of the Board of Trustees
June 20, 2023 6:00 pm**

BOARD MEETING MINUTES

1. Roll call/sign in

Sona Karia (The Chair), Latoya Massey (The Treasurer), Ramon Perdomo (The Secretary), Monique Francis and Jared McShall were present, constituting a quorum. The meeting was conducted via Zoom video-conference, pursuant to the Governor's emergency regulations, at a virtual location open to the public, and designated on the Notice of Meeting.

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.

3. Consent Agenda (5 minutes, Chair) Approval of 12/12/22, 4/19/23 Continuation, and 4/18/23 Board Meeting Minutes

The board approved a motion to approve the board meeting minutes from the 12/12/22, 4/18/2023 and 4/19/23 Continuation Board Meeting Minutes.

4. North Star Data Team (10 minutes, Prog. Mgr. Student Affairs & Data Accountability; Manager, Operations & HR)

- Enrollment Update

Emily Bierwirth reported that enrollment ended for the school year at 406 students. Three students left the school, two due to moving and one due to disciplinary action. A major takeaway was that after November, there was not a large change in the enrollment number. For the next school year; 134 freshman applications have been accepted.

- Other Data

The attendance incentive trip did not yield results for the senior year cohort. As far as attendance rates there was a similar decline to last year.

- Board Calendar

Graduation is June 27th at the 92nd Street Y.

5. Committee Reports (10 minutes, Committee Chairs)

- Finance and Audit Committee

Latoya Massey, Finance Committee Chair and Treasurer, reported that the committee has had several meetings with school leadership to review the budget and that a budget presentation is scheduled to take place in executive session tonight.

- Academic Excellence Committee

Terence Joseph, the Principal, reported that the Academic Excellence Committee is currently working in the Professional Learning Community space, gathering data and

feedback to plan a full road map for the upcoming school year. Mr. Joseph is prioritizing looking for effective Professional Developments.

- **Personnel Review Committee**

Sona Karia, Chairperson, reported that a good conversation was started last month about how to revise the evaluation processes. There will be an update on that topic at the next meeting.

6. Enrichment Week Presentation (10 minutes, Dean of Community Partnerships)

The Enrichment Team is looking to continue its fundraising activities, and develop new partnerships. Because their presentation at a prior board meeting was comprehensive, they will defer an additional presentation and report for a future board meeting.

7. Development Team Report (10 minutes, ED, Director of CCR & CTE, Dean of Community Partnerships)

Shalia Desmond, Dean of Family & Community Partnerships, presented a slide deck about fundraising and community partnership activities. The team has responded to grant proposal requests from the HollyHock Foundation and is seeking \$350K per year over three years for new computers, 3D Printers as well as a full time teacher qualified to provide technology-based instruction. The school website has been updated to include a revamped donations page, ParentSquare is being used to solicit funds from the Innovation community, and the board and the PTO have responded to solicitations with donations of funds and goods. The school has received cash donations this year in the amount of \$21,000.

8. Public speaking (5 minutes)

Noone requested the floor for public speaking.

8. Board Member Candidate (Executive Session, 30 minutes, Trustees, Candidate, Board Consultant)

[REDACTED]

The Board came out of Executive Session. Ms. Sona Karia nominated Elsie Encarnacion to join the Innovation Board of Trustees. The Board voted unanimously to approve board trustee candidate Elsie Encarnacion's membership to the Innovation Board of Trustees.

9. Proposed FY24 Budget (Executive Session, 25 minutes, AD Finance, SMT)

[REDACTED]

The trustees made a motion to come out of Executive Session. The Trustees unanimously voted to adopt the proposed FY'24 Budget.

10. Finance & Personnel Matters (Executive Session) (10 minutes, Chair & Trustees)

[REDACTED]

11. Adjournment

A motion was made, seconded, and unanimously approved to adjourn the meeting.