

**Innovation Charter High School
Meeting of the Board of Trustees
November 14, 2023 6:00 pm**

BOARD MEETING MINUTES

1. Roll call/sign in

Sona Karia, Latoya Massey, Jared McShall, Monique Francis, Tavannie Perez, and Elsie Encarnacion were present, constituting a quorum. Board member candidate Callie Hull was also present. The meeting was accessible in person at all of the locations listed on the notice of meeting, in accordance with Innovation's [Procedures Governing Public and Member Participation at Board Meetings](#), and was also accessible via a Zoom videoconference link.

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 Innovation.

3. Consent Agenda (5 minutes, Secretary) Approval of board minutes

Approval of the October board meeting minutes was deferred to a later meeting.

4. North Star Data Team (20 minutes, ED, Associate Director of Pathways Programs; Manager of Operations & HR)

a. Enrollment Update

Terence Joseph, Innovation's Principal, reported that Innovation's ATS number of 414 will be 410, after 4 students who transferred out are removed. The board is now receiving three years of attendance data rather than a single year, for comparative purposes. Attendance rates have improved this year to about 80%, with family outreach as an important factor. Innovation staff will present NorthStar Team data related to a different charter goal at every meeting.

Tavannie asked about the number of LTAs, and Terence noted that there are different categories of LTAs, depending on the degree of contact with the school, including no attendance and limited attendance.

Elsie Encarnacion asked about potential funding losses due to a new funding formula, which no longer holds schools harmless for dips in enrollment. Stephen Falla Riff, Innovation's Executive Director, replied that he does not anticipate any significant losses in funding for two reasons: 1. charter schools have never been held harmless for enrollment declines, even during the pandemic; and 2. our enrollment numbers have not varied substantially.

b. Graduation: Progress & Pathways to Graduation

Jesse Matthews, Innovation's Associate Director of Pathways Programs, presented final graduation data for the 2022-2023 school year, with a focus on the 2019 cohort. COVID had an impact on graduation rates, as students make the transition from virtual to in-person learning there was a slight decrease in graduation rates, though Innovation's graduation rate has remained slightly above, or at parity with, the City-wide rate.

Innovation's special education graduation rate is about 6% higher than the rate for the City at large. Innovation's ELL graduation rate is about 25% higher than the City's rate, though our ELL numbers are relatively small. Innovation was removed from the TSI (Targeted Support & Improvement) designation in 2022 after raising the African American graduation significantly and that graduation rate is now in parity with the graduation rates for other Innovation subgroups.

We are projecting our highest graduation rate ever this year, of close to 90%, though the number may change as we get closer to year's end.

In response to Jesse's statement about academic and behavioral issues involving some transfer students, Sona Karia asked about transfer student support and Jesse stated that he and other administrators check in frequently with transfers upon their arrival, discuss them at grade team meetings, review academic attendance data for patterns, and identify academic and behavioral issues to enable early interventions.

Jesse replied to several questions from Tavannie regarding lower academic performance by male students compared to female students, He noted that males were more likely than females to be LTAs. He also noted that we have no special programs for males. but that he does devote a substantial portion of his time to meeting with males and addressing their specific needs.

c. Board Calendar

Schoolwide and senior picture days are coming up. There will be a school-wide pot-luck and Thanksgiving/Friendsgiving celebration on Tuesday, November 21st. Trustees are welcome to attend the celebration.

5. Conflict of Interest Forms (3 minutes, ED)

Innovation's auditors have recommended that our trustees sign off on the conflict of interest form that is attached to Innovaiton's bylaws. This form is separate from the Annual Financial Disclosure that trustees complete for Innovation's SED Annual Report Steve will distribute the form by email for electronic signature.

6. Committee Reports (10 minutes, Committee Chairs)

Tavannie noted that the Finance Committee met, but that no quorum was obtained for the meeting. A productive discussion occurred regarding different educational models for Innovation. Steve noted that this was not a formal meeting because a quorum was not present.

Regarding the PRC, Jared will contact our consultant to move forward on next steps for ED evaluation. Latoya will also follow up with the consultant with questions regarding the process.

7. Other Business (5 minutes)

NONE

8. Public speaking (5 minutes)

NONE

9. Annual Elections (Executive Session) (30 minutes, Chair, Trustees, ED)

A motion was made, seconded and unanimously approved to move into executive session.

REDACTED

A motion was made, seconded, and unanimously approved to come out of Executive Session.

It was stated that Latoya and Jared were reelected to new five year terms as trustees. The election was unanimous, with all trustees present voting in favor.

For the officer positions, Latoya was elected as Chairperson,, Tavannie as Vice Chairperson, Tavannie as Treasurer, and Monique as Secretary. The election was unanimous, with all trustees present voting in favor.

The committee members were appointed unanimously, by the board, as follows:

Executive: Latoya (Committee Chair), Jared, Monique, Tavannie, and Elsie

Finance & Audit: Tavannie (Committee Chair), Sona, Latoya, and Elsie

Personnel Review: Jared (Committee Chair), Latoya, Ramon, Elsie, and Monique

Academic Excellence: Latoya (Committee Chair), Tavannie, Elsie, and Ramon

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

A motion was made, seconded, and unanimously approved to go into executive session.

REDACTED

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

No formal votes were taken during this executive session.

11. Adjournment

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