



Innovation Charter High School

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BOARD OF TRUSTEES MEETING AGENDA

JANUARY 21, 2025

6:00 PM

1. **Roll call/sign in** - The meeting was called to order by Ms. Massey. Latoya Massey, Tavannie Perez, Jen Gowers, Monique Francis, Eric Reyes, Elsie Encarnación. Yani Peña joined late. Callie Hull was absent. Innovation staff present were: Stephen Falla Riff, Kezena Brown, Tereena Somayya, Atiba Fraser, Emily Bierwirth, Mekayah Logan, Steven Fraietta, Danielle Martin, Keyanna Hayes, Diana Hunt, and Tyree Jackson. 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 video conference link.

2. **Filing of Notice of Meeting** - A notice of the meeting was sent to the NY Times and posted publicly at the school and on its website.

3. **Consent Agenda (Secretary) Approval of board minutes** – Ms. Encarnación motioned to approve the December meeting Minutes. Ms. Perez seconded.

4. **North Star Data Team (Dean of Student Affairs)** –

a. **Enrollment Update** – Our current enrollment is 390 students, which is a decrease since the last meeting and over the past 3 years. Seven students transferred out. Recruitment reporting will occur at the next meeting.

b. **Graduation: Progress & Pathways** – Ms. Bierwirth presented data of projections having lowered after Marking Period 2. However, she advised that Semester 1 grades will provide the most accurate prediction for June. The ELL (English Language Learners) rate has remained consistent at 100%. Interventions and other supportive efforts continue.

c. **Attendance, At-Risk, and LTA Updates** – There was a slight increase in attendance at the end of marking period 3. Attendance trends continue to reflect trends experienced in past years. Monitoring, intervention, and support continue.

d. **SPED and ELL Updates** – A new class will begin in Semester 2 to prepare transitioning ELL students for the NYSESLAT.

e. **Family and Community Engagement** – Parents continue to be involved and engaged through

PTO meetings, on campus events, such as the Brain Bowl that was held on January 16, and workshops surrounding designation of Title 1 funds.

f. **Restorative Update/SEL** – The Counseling Department presented on how they are enhancing Social Emotional Learning (SEL) programming through trauma-informed care, restorative practices, and case management. The team also reviewed statistics for counseling referrals and counseling interventions, the impact of SEL, and ended with challenges and solutions to this continued work.

g. **Staffing Update** – A 10th grade CCR teacher was hired. In the process of hiring an interim Music teacher. Has an interim Science teacher posting, 2 SPED teacher postings. An Assistant Principal of Humanities and STEM has been hired.

h. **Board Calendar** – Feb. 6 – Career Panel from 3:30 pm-5:00 pm.

5. Committee Reports (Committee Chairs) –

AEC – The last meetings were Jan. 6 and Jan. 21. The committee is discussing the Charter renewal and has identified two prospective consultants to support the leadership team in the process and will select soon. The committee has also been discussing strengths and weaknesses being examined through a new rubric implemented by Principal Brown. Ms. Perez reported that teachers are getting involved in the process of developing action items to improve and best support the school.

FINANCE – The committee continues to review the budget timeline and Title 1 funds. Program leads are being asked to provide their budgets in a timely process to support review and allocation decisions. During the last meeting, discussion included costs for updated marketing materials. Mr. Fraser is to provide a budget projection for FY 2026 at the next meeting.

PRC – The 2024 Evaluation has been completed. The committee has not convened because there has been no business to address.

EXECUTIVE – There have been no meetings due to no business to address.

6. **Other Business** – There was no other business presented.

7. **Public speaking** – Ms. Encarnación spoke about participatory budgeting and the opportunity for the school to be awarded 1 million dollars for a capital project. Delegates can be assigned to represent Innovation and place their ideas on the ballot, which is expected to become available in the Spring. Parents and students are encouraged to vote.

8. **PRC update (Executive Session, Chair & Trustees)** - Trustees entered into Executive Session.

EXECUTIVE SESSION (REDACTED)

There were no formal votes taken during this Executive Session. Trustees exited Executive Session.

9. **Board retreat (Executive Session, Chair & Trustees)** – Trustees entered into Executive Session.

EXECUTIVE SESSION (REDACTED)

There were no formal votes taken during this Executive Session. Trustees exited Executive Session.

10. **Advisory Board (Executive Session, Chair & Trustees)** - Trustees entered into Executive Session.

EXECUTIVE SESSION (REDACTED)

There were no formal votes taken during this Executive Session. Trustees exited Executive Session.

11. **Charter renewal (Executive Session, Chair & Trustees)** – Trustees entered into Executive Session.

EXECUTIVE SESSION (REDACTED)

There were no formal votes taken during this Executive Session. Trustees exited Executive Session.

12. **School enrollment (Executive Session, Chair & Trustees)** – Trustees entered into Executive Session.

EXECUTIVE SESSION (REDACTED)

There were no formal votes taken during this Executive Session. The Trustees exited Executive Session.

13. **Adjournment** – The meeting was adjourned by Ms. Massey and seconded by Ms. Gowers.