



**Innovation Charter High School**  
**410 East 100<sup>th</sup> Street**  
**New York, New York 10029**  
**212.722.5871**  
[www.innovationhighschool.org](http://www.innovationhighschool.org)  
**BOARD OF TRUSTEES MEETING**

**OCTOBER 15, 2024**  
**6:00 PM**

1. **Roll call/sign in** - The meeting was called to order by Ms. Latoya Massey at 6:03 pm. Latoya Massey, Callie Hull, Monique Francis, Elsie Encarnación, Jen Gowers, Yani Peña, Sona Karia, and Eric Reyes were present. Tavannie Perez joined late. Quorum was met. Innovation staff present were Stephen Falla Riff, Kezena Brown, Tereena Somayya, Emily Bierwirth, Mekayah Logan, Atiba Fraser, Lori Zabrocki, and Danielle Martin. 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. Massey moved to approve the September meeting Minutes; seconded by Ms. Encarnación.
4. **North Star Data Team (Dean of Student Affairs) –**
  - a. **Enrollment Update** – Current enrollment is 409 but will be 410 as of 10/16/24 after completion of an additional enrollment. There was 1 student who transferred in and 9 students who transferred out.
  - b. **Graduation: Progress & Pathways** – The projected graduation rate for Cohort 2025 is 81.44%. The team reviewed the At-Risk interventions being employed to close gaps and support students’ progress towards graduation.
  - c. **Attendance, At-Risk, and LTA Updates** – Ms. Bierwirth reported on how the Swipe system and interventions, such as Detention, are helping to improve student attendance. LTA’s have reduced from 38 to 27. Regular interventions, such as communication and meetings with parents, also continue to have positive impact.
  - d. **SPED and ELL Updates: Exceptional students/students with disabilities** – Principal Brown shared comprehensive and comparative data for our General Education, SPED, and ELL students. Ms. Brown also reported on team efforts and continued planned actions to secure services for SPED and ELL students.

e. **Restorative Update/SEL** – As of 10/11/24, the Restorative Action Department (RAD) has received 145 referrals: 83 Tier 1 referrals, 43 Tier 2 referrals, and 19 Tier 3 referrals. There were 9 suspensions, 1 expulsion, 88 Parent Conferences, and 25 Mediations (8 which were between staff and students). Two students, Amaia De la Cruz and Jahsia Ortiz, received a Radical Warrior Acknowledgment and were also recognized by the PTO during its October General Membership meeting. The PTO will also be presenting both students with small gifts to celebrate them and their achievement.

f. **Staffing Update** – Principal Brown presented on Family and Community Engagement in place of this agenda item. Parents have been engaged and involved by attending events such as our Back to School Night, participating in a two-week virtual workshop sponsored by the NYC Department of Health and Mental Hygiene, and attending PTO meetings and activities such as the September Parent Mixer and October Parent Sip and Paint. Parents have benefited from community partnerships and programs such as Eye on Education. More opportunities for increased parent engagement and involvement will continue to be developed.

g. **Board Calendar** – Anti-bullying Week - 10/15-10/18; Unity Day - 10/16, Voter Registration Drive - Week of 10/15, PTC's - 10/23.

5. **Approval of the FY '24 Certified Financial Statements** – This matter was addressed in Executive Session, which was entered into at 7:20 pm. To allow opportunity for review of the documents, the Board decided to reconvene the week of 10/21/24 for a special meeting to vote on the financial statements. There were no formal votes taken during the Executive Session. The Board exited the Executive Session at 7:47 pm.

#### 6. **Committee Reports (Committee Chairs)** –

**AEC** – The committee held its first meeting to address committee formation and to discuss the committee's mission and vision for the school year. The committee also discussed challenges, interventions, and progress, with next steps being a review of marking period 1 data.

**FINANCE** – The Executive Director and Chief Financial Officer are still working on the budget to actuals report, which they advised will be ready to share at the next Finance Committee meeting scheduled for Oct. 28 at 4:00 pm. The Certified Financial Statements and audit report will be reviewed with the Board during Executive Session.

**EXECUTIVE** – There have been no Executive Committee meetings in the past 30 days.

**PRC** - There have been no meetings or other business conducted within the past 30 days.

7. **Other Business** – Board candidate, Mr. Eric Reyes, has been approved to join the Board and will continue the onboarding process with the Board's support.

8. **Public speaking** – Ms. Sona Karia announced her resignation from the Board. Ms. Karia shared her reflections on more than a decade of service to Innovation that began as a founding member, then pivoted to Board Chair, and rounded out as a member.

9. **PRC update (Executive Session, Chair & Trustees)** – This agenda item was omitted.

10. **Board composition (Executive Session, Chair & Trustees)** – Trustees entered Executive Session.

**EXECUTIVE SESSION (REDACTED)**

There were no formal votes taken during the Executive Session.

11. **Board discourse (Executive Session, Chair & Trustees)** – Trustees entered Executive Session.

**EXECUTIVE SESSION (REDACTED)**

There were no formal votes taken during the Executive Session, which the Trustees exited at 8:46 pm.

12. **Adjournment** – The meeting was adjourned at 8:46 pm by Ms. Tavannie Perez.