



**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 AGENDA**

**SEPTEMBER 17, 2024**

**6:00 PM**

1. **Roll call/sign in** – The meeting was called to order by Latoya Massey at 6:10 pm. Latoya Massey, Tavannie Perez, Callie Hull, Monique Francis, Elsie Encarnacion, Jen Gowers, and Yani Pena were present. Sona Karia was absent. Quorum was met. Innovation staff present were Stephen Falla Riff, Kezena Brown, Tereena Somayya, Emily Bierwirth, Mekayah Logan, and Kamona Cham. 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 Innovation and on the school website.

3. **Consent Agenda (Chair) Approval of board minutes** – Ms. Massey moved to approve the August meeting Minutes; seconded by Ms. Perez.

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

a. **Enrollment Update** – 429 students are currently enrolled. We have received 25 Transfer-in students: 14 tenth graders, 11 eleventh graders, and 16 students have transferred out compared to 25 Transfers-out at this same time last year. The North Star Data is available to Trustees for further review and comparisons.

b. **Summer school & credit review** – No new information was presented.

c. **Graduation: Progress & Pathways** – The June graduation rate was 75%, and the August graduation rate was 78%. SPED students' June graduation rate was 60.7%. ELL students' June graduation rate was 88.89%.

d. **Attendance, At-Risk, and LTA Updates** – The class of 2028 has the highest attendance at 89.88%. The remaining classes follow in descending order: class of 2027 – 87.65%, class of 2026 – 84.99%, and class of 2025 – 75.76%. Ms. Bierwirth outlined the strategy of tiered interventions designed by the SMT to address and improve attendance.

e. **SPED and ELL Updates** – We currently have 115 SPED students and 25 ELL students. Staff will continue to have opportunities for further professional development to build upon the initial training provided in August. An IEP Compliance Coordinator and Speech Language Providers have been hired. All Entering and Emerging ELL students participate daily in a Read 180 ELL class. An ELL teacher has been hired to

provide additional support to this population.

f. **Restorative Update/SEL** – To date, the Department has received 18 counseling referrals. Ms. Bierwirth reviewed the SEL initiatives for October, the inclusion of student check-in's during Advisory, and upcoming events and activities being sponsored by the department. The Discipline Department has been renamed to the Restorative Action Department (RAD). 40 RAD referrals have been received: 27 Tier 1, 5 Tier 2, and 8 Tier 3, 5 of which were unfounded. The North Star document provides a chart of Tier interventions, which is available for further review.

g. **Staffing Update** – One Science TA, one Math TA, a speech therapy teacher and IEP Compliance Coordinator have been hired.

h. **Board Calendar** – PTO General Membership Meeting and Parent Mixer ~ 9/26 at 6pm; Clubs begin 9/30; Senior Breakfast – School Wide event ~10/14; First marking period ends 10/18; Family Conferences ~ 10/23, 2pm-6pm; Annual college fair @ Innovation ~ 10/24.

#### 5. Committee Reports (Committee Chairs) –

**Finance** – Ms. Hull requested that Trustees review and familiarize themselves with financial statements and information ahead of meetings and retreats to support the facilitation of meetings, reviews, and voting.

**AEC** – Ms. Perez will be meeting with Ms. Brown to discuss her vision and goals, as principal, for the school to align goals.

**PRC** – There have been no meetings or business conducted. Ms. Massey will be meeting with Mr. Falla Riff to review and finalize his evaluation.

7. **Other Business** – Ms. Bierwirth reported on the implementation of SWIPE (attendance monitoring system) and stated that the process has been good even with a few difficulties to work through.

The DOE did not respond to the application within the allotted time limit, so the Board has legal authority to confirm and install Ms. Gowers and Ms. Pena as official Board members. Mr. Falla Riff read the resolution that he prepared affirming Ms. Jen Gowers and Ms. Yani Pena as official Board members. Ms. Massey moved the resolution, which was seconded by Ms. Perez. Ms. Gowers and Ms. Pena were confirmed as official Board Trustees with all member rights and privileges effective today.

The Board retreat will be Sun. Sept. 29 at 9:00 am.

Ms. Brown addressed the room about her experience thus far as Principal.

8. **Public speaking** – None.

9. **Board candidates (Executive Session, Chair & Trustees)** – The Board entered the Executive Session at 7:10 pm.

#### **EXECUTIVE SESSION (REDACTED)**

There were no formal votes taken during the executive session. The Board exited the Executive Session at 8:16 pm.

10. **Adjournment** – Ms. Massey adjourned the meeting at 8:16 pm.