



Innovation Charter High School
410 East 100th Street
New York, New York 10029
212.722.5871
www.innovationhighschool.org

BOARD OF TRUSTEES MEETING MINUTES

MARCH 18, 2025
6:00 PM

1. **Roll call/sign in** - The meeting was called to order at 6:05 pm by Ms. Massey. Latoya Massey, Callie Hull, Monique Francis, Elsie Encarnación, Jen Gowers, Yani Peña, and Eric Reyes were present. Tavannie Perez was absent. Innovation staff present were Stephen Falla Riff, Kezena Brown, Tereena Somayya, Emily Bierwirth, Lori Zabrocki, Mekayah Logan, Danielle Martin, Daneille Scott, and Brenda Alvarez. 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 motioned to approve the February meeting Minutes, Ms. Encarnación seconded.

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

a. **Enrollment Update** - Our current enrollment total is 387 (248 Gen Ed, 20 ELL, 111 SPED, 8 SPED/ELL). There have been 5 students who have transferred out and 7 who have transferred in. The last day for enrollment is April 1. Ms. Alvarez reported that we have 456 applications, which is double the amount this time last year. Ms. Alvarez reviewed some of the strategies that the team employed to garner this response and next steps, including communications, for new students.

b. **Graduation: Progress & Pathways** - The numbers have not changed much since we have only just completed marking period 4. Efforts, including interventions, home visits, and parent meetings, continue to help students graduate on time or pursue alternate pathways.

c. **Attendance, At-Risk, and LTA Updates** - Ms. Bierwirth provided updates about completed home visits and LTA students who were discharged. Ms. Bierwirth highlighted some of the incentives being used to encourage student attendance and achievement.

d. **SPED and ELL Updates** - Ms. Zabrocki reported. SETTS began March 3. The ELL support teacher resigned, but another staff has assumed the role to continue instruction. The school began a new program (Lexia) for Entering and Emerging ELL's and a NYSESLAT Prep Course for Expanding ELL's.

e. **Restorative Update/SEL** - Ms. Martin reported on the decrease in referrals and ways the Counseling Department is attempting to encourage more implementation of Restorative practices in the classroom. Ms. Martin outlined key focal points for the team and continued monitoring and development of Restorative and SEL practices.

f. **Family and Community Engagement** - Ms. Brown reported that 100 families had conferences for the February Family Teacher Conferences. Ms. Brown also reported that we are currently outpacing last year's progress with the parent survey at 38% and 3 weeks remaining. 50 families attended the Warriors Awards Ceremony. The PTO provided ice cream for a New Student check-in social, sponsored a museum trip, and used its March meeting for a presentation and discussion on DEI. Stephen Falla Riff was the presenter during the meeting.

g. **IA/Regents** - Ms. Lori Zabrocki reviewed the ELA Regents results from 2015-2019 and 2023. Ms. Zabrocki highlighted the impact of using the TWR teaching strategy and additional changes made in the classroom and steps being taken to continue an upward trajectory in ELA, Global, and US History. Ms. Daneille Scott presented an overview of the 2024-2025 STEM Regents, reviewed data for Algebra 1 and Living Environment Regents, and shared glows and grows for mock Regents exams administered to students. Ms. Scott advised that the Biology and Earth and Space Regents exams will be new for June 2025 and outlined what the staff is doing in response to the mock data and actions being taken to improve student outcomes with these Regents.

h. **Staffing Update** – There are 4 current openings (2 AP's, 1 SPED History, 1 Science). School leadership will be preparing to make offers to the 2 selected AP candidates.

i. **Board Calendar** – Women's Career Panel – 3/20; Virtual Open House – 3/20; IEP training moved to April; Staff Appreciation – 5/5-5/9.

5. **Committee Reports (Committee Chairs) -**

AEC – The school plans to do a staffing shift from TA to special educators and help staff be highly qualified and on the path to certification.

FINANCE – The committee is still working on the 2025-2026 budget and plans to have special guests at future meetings, one of which is CSBM.

PRC – The committee will be having its first meeting this month regarding the Executive Director evaluation.

6. **Other Business** – None.

7. **Public speaking** – None.

8. **Board Retreat (Executive Session, Chair & Trustees)** - The Trustees entered Executive Session at 7:11 pm.

EXECUTIVE SESSION REDACTED

There were no formal votes taken during the Executive Session, which the Trustees exited at 7:15 pm.

9. **PRC (Executive Session, Chair & Trustees)** - The Trustees entered Executive Session at 7:15 pm.

EXECUTIVE SESSION REDACTED

There were no formal votes taken during the Executive Session, which the Trustees exited at 7:21 pm.

10. **Finance (Executive Session, Chair & Trustees)** - The Trustees entered Executive Session at 7:21 pm.

EXECUTIVE SESSION REDACTED

There were no formal votes taken during the Executive Session, which the Trustees exited at 7:28 pm.

11. **Graduation attendance (Executive Session, Chair & Trustees)** - The Trustees entered Executive Session at 7:26 pm.

EXECUTIVE SESSION REDACTED

There were no formal votes taken during the Executive Session, which the Trustees exited at 7:28 pm.

12. **Adjournment** – The meeting was adjourned by Ms. Massey at 7:28 pm.