# **Application: Innovation Charter High School**

 kezena.brown@innovationhighschool.org 2024-2025 Annual Report

#### Summary

ID: 0000000283

Status: Annual Report Submission

Last submitted: Nov 4 2025 02:32 AM (GMT)

### **Entry 1 – School Information and Cover Page**

Completed - Aug 1 2025

**Instructions** 

#### **Required of ALL Charter Schools**

Each Annual Report begins with a completed School Information and Cover Page. The information is collected in a survey format within the Annual Report Portal. When entering information in the portal, some of the following items may not appear, depending on your authorizer and/or your responses to related items.

# **Entry 1 – School Information and Cover Page**

(New schools that were not open for instruction for the 2024-2025 school year are not required to complete or submit an annual report this year).

Please be advised that you will need to complete this cover page (including signatures) <u>before</u> all of the other tasks assigned to you by your school's authorizer are visible on your task page. While completing this cover page task, please ensure that you select the correct authorizer (as of June 30, 2025) or you may not be assigned the correct tasks.

### **BASIC INFORMATION**

#### a. LEGAL SCHOOL NAME (as chartered)

(Select name from the drop down menu)

Innovation Charter High School

Innovation Charter High School
c. CHARTER AUTHORIZER (As of June 30th, 2025)
Please select the correct authorizer as of June 30, 2025 or you may not be assigned the correct tasks.
NEW YORK CITY CHANCELLOR OF EDUCATION
c. School Unionized
Is your charter school unionized?
No
d. District/CSD of Location
New York City Community School District # 4
e. Date of Approved Initial Charter
Dec 1 2009
f. Date School First Opened for Instruction
Sep 7 2006

b. Unofficial or Popular School Name

### g. Approved School Mission

(Regents, NYCDOE, and Buffalo BOE-authorized schools only)

Innovation nurtures and develops students to be academically successful, socially mature, emotionally healthy, and equipped to lead self-directed and fulfilling lives.

#### h. Approved Key Design Elements

(Regents, NYCDOE, and Buffalo BOE-authorized schools only)

#### KDE 1

#### College & Career Readiness:

For students at all grade levels, CCR utilizes the college and career readiness curriculum to teach and reinforce literacy, collaborative problem solving, and critical thinking skills designed to provide opportunities to students who have been underrepresented historically in higher education. This is accomplished through experiential learning opportunities in our CTE, Enrichment Week courses, community service, and internship opportunities, which link career interests with post high school plans.

#### KDE 2

Integrated Co-Teaching (ICT) Program:

Effective instruction and support is delivered to students through its Integrated Co-Teaching Model in core subject classroom with two educators (i.e. a GenEd teacher and a SPED teacher). The model allows tearchers to employ tiered interventons and accelerated learning to meet all students' needs within the classroom, including ELL, SPED, literacy, and numeracy supports. Teachers employ social-emotional learning and principles of culturally responsive teaching to equitably develop all learners.

#### At-Risk Intervention through Data Informed Decisions:

The Inclusive Education Team composed of counselors, teachers and administrators collaborates at every grade level to identify the need for multi-tiered systems for student support. These teams rely upon the analysis of a cross section of student data from the Data Team including grades, scores, credits, attendance, behavior, anecdotes from teachers, students, and parents to identify how students are progressing toward achieving their goals and support in closing the achievement gap.

#### Literarcy through Reading and Writing across all curriculum:

At Innovation, students develop the tools to access complex ideas, clearly articulate their ideas and communicate with multiple audiences in various formats. To increase literacy through reading and writing, Innovation employes the TWR writing development program, literacy comprehension and vocabulary development strategies across all curriculum. Tier 2 and Tier 3 literacy interventions are provided so all students can succeed.

### Ongoing Enrollment:

Innovation believes as many students as possible should benefit from the unique programming opportunities

available with our school to prepare them for college, career and life post high school. Therefore, we do not close our admissions process in September, but continuously enroll students throughout the year. These students have varying degrees of academic success and challenges prior to arrival at Innovation.

Shared Leadership through staff development:

All staff experience individual professional development plans (IPGP) that align to the shared school goals.

Because staff lead professional development and school change initiatives at different leves within the organization, we pratice a shared leadership approach. The School Management Team, chaired by the Executive Director and Principal, ultimately oversees operational matters and governance, instruction and student-related matters, finance, human resources, and staffing.

Equitable Student Culture and Discipline:

Our approach to student culture and discipline is rooted in principles of equitable, anti-bias policies, restorative justice, collaborative problem solving, Positive Behavioral Interventions and Supports, Social-Emotional support, robust family engagement and the conviction that suspensions and expulsions are applied only after systematic efforts to address the underlying issues have failed. The Attendance Team creates data-based tailored interventions to reengage students in learning.

### i. School Website Address

https://www.innovationhighschool.org/

j. Authorized Charter Enrollment for 2024-2025 School Year

415

### k. Actual Enrollment on June 30, 2025, Excluding Pre-K Program Enrollment

377

Grades served during the 2024-2025 school year (exclude Pre-K program students):						
Responses Selected:						
9						
10						
11						
12						
m. Charter Management Organization/Educational Management Organization						
Do you have a <u>Charter Management Organization</u> ?						
No						
FACILITIES INFORMATION						
n. FACILITIES: Owned, rented, or leased to educate students						
Will the school maintain or operate multiple sites in 2025-2026?						
No, just one site.						
School Site 1 (Primary)						

I. Grades Served

### n1. SCHOOL SITES

Please provide information on Site 1 for the upcoming school year.

	Physical	Phone	District/CSD	Grades	Grades to be	Receives
	Address	Number		Served at Site	Served at Site	Rental
				for 2024-2025	for 2025-2026	Assistance for
				School Year	school year	Which Grades
				(K-5, 6-9, etc.)	(K-5, 6-9, etc.)	(If yes, enter
						the
						appropriate
						grades. If no,
						enter No).
Site 1	410 E 100th St, New York, NY 10029	(212) 722- 5871	New York City Community School District # 4	9-12	NO	

### n1a. Please provide the contact information for Site 1.

	Name	Title	Work Phone	Alternate Phone	Email Address
School Leader	Kezena Brown	Principal/CEO	212-722-5871		kezena.brown@i nnovationhighsc hool.org
Operational Leader	Mekayah Logan	Manager of Operations + HR	212-722-5871		mekayah.logan @innovationhigh school.org
Compliance Contact	Mekayah Logan	Manager of Operations + HR	212-722-5871		mekayah.logan @innovationhigh school.org
Complaint Contact	Mekayah Logan	Manager of Operations + HR	212-722-5871		mekayah.logan @innovationhigh school.org
DASA Coordinator	Danielle Martin	Dean of Discipline	212-722-5871		danielle.martin@i nnovationhighsc hool.org
Phone Contact for After Hours Emergencies	Kezena Brown	Principal/CEO	212-722-5871		kezena.brown@i nnovationhighsc hool.org

### n1b. Is site 1 in public space or in private space?

Public Space

### n1c. Is site 1 in a co-located or not in a co-located facility?

### **Responses Selected:**

Co-Located with a District School

### n1d. Please list the terms of your current co-location.

	Date school	Is school	If so, list year	Is school	If so, list the	School at Full
	will leave	working with	expansion will	working with	proposed	Capacity at
	current co-	NYCDOE to	occur.	NYCDOE to	space and	Site
	location	expand into		move to	year planned	
		current		separate	for move	
		space?		space?		
Site 1	None	No		No		Yes

o. List of owned, rented, or leased facilities not used to educate students and the purpose of each.

Separate by semi-colon (;)

N/A

### p1. Total Number of School Calendar Days

180

# p2. Total Number of Anticipated Hours of Instruction by Month (Entries are required for all months. Enter a zero for months with no instructional hours.)

July 2025	0
August 2025	0
September 2025	102
October 2025	102
November 2025	102
December 2025	102
January 2026	102
February 2026	102
March 2026	102
April 2026	102
May 2026	102
June 2026	102

### **CHARTER REVISIONS DURING THE 2024-2025 SCHOOL YEAR**

q. Summary of Material and Non-Material Charter Revisions submitted or approved since August 1, 2024, including updates to the school's board of trustees' by-laws, enrollment policy, discipline policy, or complaint policy.

Please note, listing the revisions here does not constitute a request. Schools are advised to seek revision requests through their authorizer directly.

Does the school have any material or non-material revision requests that have been submitted or approved since August 1, 2024?

No

#### **ATTESTATIONS**

r. Name/Position of Person Completing/Submitting the 2024-2025 Annual Report. (To write type in a phone number with an extension, please use this format: 123-456-7890-3. The dash and number 3 at the end of the phone number refers to the individual's phone extension. Do not type in the work extension or the abbreviation for it - just the dash and the extension number after the phone number).

Name	Kezena Brown
Position	Principal/CEO
Phone/Extension	212-722-5871
Email	kezena.brown@innovationhighschool.org

s. Our signatures (Executive Director/School Leader/Head of School and Board President) below attest that all of the information contained herein is truthful and accurate and that this charter school is in compliance with all aspects of its charter, and with all pertinent Federal, State, and local laws, regulations, and rules. We understand that if any information in any part of this report is found to have been deliberately misrepresented, this will constitute grounds for the revocation of our charter.

Click YES to agree and then use the mouse on your PC or the stylus on your mobile device to sign your name).

### **Responses Selected:**

Yes

As outlined in ENTRY 7 (Employee Fingerprint Requirements Attestation):

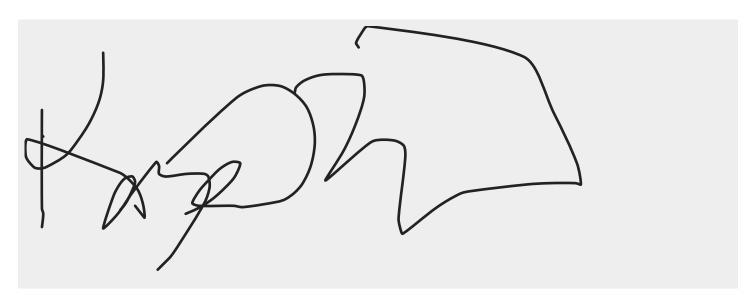
Our E-Signatures (not digital signatures) (Executive Director/School Leader/Head of School and Board President) below attest that our school has reviewed, understands and will comply with the employee clearance and fingerprint requirements as outlined in Entry 7 and found in the <a href="NYSED CSO Fingerprint">NYSED CSO Fingerprint</a> Clearance Oct 2019 Memo. Click YES to agree.

### **Responses Selected:**

Yes

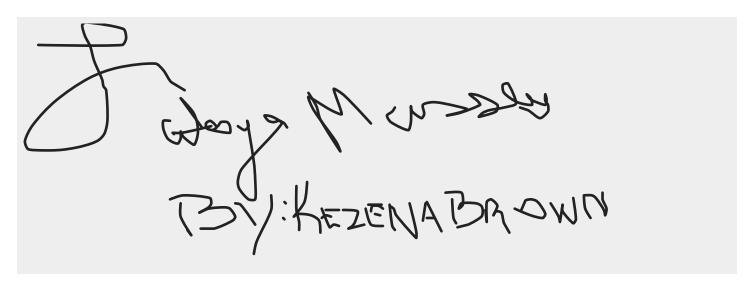
### Signature, Head of Charter School

(If you are not signing the application now, please click "Clear" on both signature fields before saving this task or else the system will return an error.)



### Signature, President of the Board of Trustees

(If you are not signing the application now, please click "Clear" on both signature fields before saving this task or else the system will return an error.)



#### **Date**

Aug 1 2025



### Entry 2 – Links to Critical Documents on School Website

Completed - Aug 1 2025

#### **Instructions**

Required of ALL Charter Schools (Note that SUNY-authorized charter schools are not required to submit item 4: Authorizer-approved Dignity for All Students Act (DASA) policy and Authorizer-approved School Discipline Policy)

By law, each charter school is required to maintain certain notices and policies listed on its website. All documents must be readily found on the school's website and publicly accessible. Please insert the <u>link to the page on the school's website</u> where each document can be accessed. **DO NOT provide a direct link to a Google document.** 

- 1. Current Annual Report (i.e., 2024-2025 Annual Report);[1]
- 2. Board meeting notices, agendas, and documents, including board meeting minutes;
- 3. New York State School Report Card This report captures school-level enrollment and demographic information, staff qualifications, electronic student records, and attendance rates, as prescribed by New York State law.[2] Even if there is no school data yet reported, a direct web link to the most recent New York State School Report Card for the charter school must be provided.
- 4. Authorizer-approved DASA Policy and Authorizer-approved School Discipline Policy (For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY);
- 5. District-wide safety plan, not a building-level safety plan (as per the July 2023 <u>Emergency Response Plan Memo</u> Charter Schools Only);
- 6. Authorizer-approved FOIL Policy; and
- 7. Subject matter list of FOIL records (e.g., see NYSED Subject Matter List)

[1] Each charter school is required to make the Annual Report publicly available by August 1 and to post on their respective charter school website. Each school should post an updated and complete version to include accountability data and financial statements that are not or may not be available until after the August deadline (i.e., repost when financials have been submitted in November.)

[2] SRC data is included in the reporting requirements for New York charter schools in 8 NYCRR 119.3.

# **Entry 2 – Links to Critical Documents on School Website**

School Name: Innovation Charter High School

Required of ALL Charter Schools (Note that SUNY-authorized charter schools are not required to submit item 4: Authorizer-approved Dignity for All Students Act (DASA) policy and Authorizer-Approved School Discipline Policy)

By law, each charter school is required to maintain certain notices and policies listed on its website. Please insert the <u>link from the school's website</u> for each of the items. All links must be readily found on the school's website.

### New York State Report Card

### Emergency Response Plan Memo

### **NYSED Subject Matter List**

	Link to Documents
1. Current Annual Report (i.e., 2024-2025 Annual Report)	https://www.innovationhighschool.org/public-documents/
2. Board meeting notices, agendas, and documents, including board meeting minutes	https://www.innovationhighschool.org/public-documents/
3. New York State School Report Card. This report captures school-level enrollment and demographic information, staff qualifications, electronic student records, and attendance rates, as prescribed by New York State law. Even if there is no school data yet reported, a direct web link to the most recent New York State School Report Card for the charter school must be provided.	https://data.nysed.gov/essa.php? year=2023&instid=800000067032
4a. Authorizer-approved DASA Policy (For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)	https://www.innovationhighschool.org/public-documents/
4b. Authorizer-approved School Discipline Policy (For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)	https://www.innovationhighschool.org/student-portal/
5. District-wide safety plan, not a building level safety plan (as per the July 2023 Emergency Response Plan Memo)	https://www.innovationhighschool.org/public-documents/
6. Authorizer-approved FOIL Policy	https://www.innovationhighschool.org/public-documents/
7. Subject matter list of FOIL records (e.g., see NYSED	https://www.innovationhighschool.org/public-documents/

Subject Matter List)	
----------------------	--

It is the school's responsibility to ensure that if a policy appears in more than one place on the website, including as part of the family handbook, that the policy versions are consistent and up to date.

### **Responses Selected:**

Yes, the website has been reviewed to ensure that policies are consistent and up to date.



Thank you.

# **Entry 3 – Board of Trustees Membership Table**

Completed - Aug 1 2025

### **Instructions**

# **Required of ALL charter schools**

ALL charter schools or education corporations governing multiple schools must complete the Board of Trustees Membership Table within the online portal. Please be sure to include and identify parents who are members of the Board of Trustees and indicate whether parents are voting or non-voting members.

# **Entry 3 – Board of Trustees Membership Table**

- 1. SUNY-AUTHORIZED charter schools are required to provide information for VOTING trustees only.
- 2. **REGENTS, NYCDOE**, and **BUFFALO BOE-AUTHORIZED** charter schools are required to provide information for all VOTING and NON-VOTING trustees.

### **Authorizer:**

Who is the authorizer of your charter school?

**NYCDOE** 

### 1. 2024-2025 Board Member Information (Enter info for each BOT member)

	Voting Trustee Name	Trustee Email Address	Position on the Board	Committe e Affiliation (s)	Voting Member Per By- Laws (Y/N)	Number of Complet ed Terms Served	Start Date of Current Term (MM/DD/ YYYY)	End Date of Current Term (MM/DD/ YYYY)	Board Meetings Attended During 2024- 2025
1	Latoya Massey	latoya.m assey@i nnovatio nhighsch ool.org	Chair	Executiv e, Finance, Personn el Review, Academi c Excellen ce	Yes	2	3/21/202	11/14/20 26	12
2	Tavannie Perez	tavannie. perez@ @innova tionhighs chool.org	Vice Chair	Executiv e, Finance, Academi c Excellen ce	Yes	2	10/1/202 0	11/14/20 28	8
3	Monique Francis	monique. francis@ @innova tionhighs chool.org	Secretar y	Executiv e, Personn el Review	Yes	1	05/26/20 23	06/30/20 25	11
4	Elsie Encarna cion	elsie.enc arnacion @innova tionhighs chool.org	Trustee/ Member	Executiv e, Finance, Personn el Review, Academi c Excellen ce	Yes	1	08/07/20 23	6/30/202 5	9

5	Callie Hull	callie.hull @innova tionhighs chool.org	Treasure r	Finance	Yes	1	02/29/20 24	11/14/20 29	9
6	Jenn Gowers	jenn.gow ers@inn ovationhi ghschool .org	Trustee/ Member	AEC	Yes	1	11/8/202 4	6/30/202 5	10
7	Yani Pena	yani.alta gracia@i nnovatio nhighsch ool.org	Trustee/ Member	Finance	Yes	1	11/8/202 4		9
8	Eric Reyes	eric.d.rey es@inno vationhig hschool. org	Trustee/ Member	Academi c Excellen ce	Yes	1	11/8/202 4		8
9						1			

1a.	Are:	there	more	than	9	members	of the	<b>Board</b>	Ωf	Trustees

No

### 2. Number of board meetings conducted in 2024-2025

12

### 3. Number of board meetings scheduled for the 2025-2026 school year

12

### 4. INFORMATION ABOUT MEMBERS OF THE BOARD OF TRUSTEES

- SUNY-AUTHORIZED charter schools provide response relative to VOTING Trustees only.
- REGENTS, NYCDOE, and BUFFALO BOE-AUTHORIZED charter schools provide a response relative to all trustees.

a. Total number of Voting Members on June 30, 2025	8
<ul><li>b. Total number of Voting Members added during the</li><li>2024-2025 school year</li></ul>	3
c. Total number of Voting Members who left the board during 2024-2025 school year	0
d. Total Maximum Number of Voting Members in 2024- 2025, as set by the board in by-laws, resolution, or minutes	12
e. Board members attending 8 or fewer meetings during 2024-2025	2

# 5. INFORMATION ABOUT NON-VOTING MEMBERS OF THE BOARD OF TRUSTEES (REGENTS, NYCDOE, and BUFFALO BOE-AUTHORIZED ONLY)

<ul><li>a. Total number of Non-Voting Members on June 30,</li><li>2025</li></ul>	0
b. Total number of Non-Voting Members added during the 2024-2025 school year	0
c. Total number of Non-Voting Members who left the board during the 2024-2025 school year	0
d. Total Maximum Number of Non-Voting members in 2024-2025, as set by the board in by-laws, resolution, or minutes	0

Thank you.

### Entry 4 – Board of Trustees Disclosure of Financial Interest Form

Completed - Aug 2 2025

### **Instructions**

### **Required of ALL Charter Schools**

Each member of the charter school's Board of Trustees who served on a charter school education corporation governing one or more charter schools for any period during the 2024-2025 school year must complete and sign a Trustee <u>Disclosure of Financial Interest Form</u> due **no later than 11:59 PM on August 1, 2025**. Acceptable signature formats include:

- Digitally certified PDF signature (i.e., DocuSign)
- Manual signature (1. download to print, 2. manually sign, 3. scan signed document to PDF, and 4. upload into portal)

All completed forms must be collected and uploaded in PDF format for each individual member. The education corporation is responsible for ensuring that each member who served on the board during the 2024-2025 school year completes the form.

Charter schools MUST submit the latest version of the form. Forms completed from past years will not be accepted.

Trustees serving on an education corporation that governs more than one school are not required to complete a separate disclosure for each school governed by the education corporation. In the Trustee Disclosure of Financial Interest Form, trustees must disclose information relevant to any of the schools served by the governing education corporation.

### Conflict of Interest Disclosure Form Innovation-Elsie Encarnacion 2024-2025

Filename: Conflict of Interest Disclosure Fo c9qxcsG.pdf Size: 3.6 MB

### Conflict of Interest Disclosure Form Innovation- Callie Hull 2024-2025

Filename: Conflict of Interest Disclosure Fo a6qCIWm.pdf Size: 3.7 MB

#### Conflict of Interest Disclosure Form Innovation- Yani Pena 2024-2025

Filename: Conflict\_of\_Interest\_Disclosure\_Fo\_CGxrHz0.pdf Size: 3.5 MB

### Conflict of Interest Disclosure Form Innovation-Latoya Massey 2024-2025

Filename: Conflict\_of\_Interest\_DIsclosure\_Fo\_WRYh108.pdf Size: 3.4 MB

### Conflict of Interest Disclosure Form Innovation-Jen Gowers 2024-2025

Filename: Conflict\_of\_Interest\_Disclosure\_Fo\_3RLS69B.pdf Size: 3.5 MB

### Eric Reyes Disclosure of Financial Interest Form (1) (2)

Filename: Eric\_Reyes\_Disclosure\_of\_Financial\_z7wAOTy.pdf Size: 250.4 kB

### Disclosure of Financial Interest Form (1) (4)

Filename: Disclosure\_of\_Financial\_Interest\_Form\_1\_4.pdf Size: 230.6 kB

#### **Disclosure of Financial Interest- Tavannie Perez 2024-2025**

Filename: Disclosure\_of\_Financial\_Interest-\_\_vcFpAlO.pdf Size: 6.1 MB

### **Entry 5 - Board Meeting Minutes**

### **Instructions**

### Required of Regents, NYCDOE, and Buffalo BOE-Authorized Schools ONLY

Schools must upload a complete set of final monthly board meeting minutes (July 2024-June 2025), which should <u>match</u> the number of meetings held during the 2024-2025 school year, as indicated in the above table. The minutes provided must be the final version approved by the school's Board of Trustees AND must be posted on the school's website. Board meeting minutes may be uploaded individually or as one single combined file. Board meeting minutes must be submitted **no later than 11:59 PM on August 1, 2025**.

### Bd of Trus Meeting Minutes Nov 19 2024 REDACTED

Filename: Bd of Trus Meeting Minutes Nov 19 Zu3s4Hb.pdf Size: 145.5 kB

### Bd of Trus Meeting Minutes Oct 15 2024 REDACTED

Filename: Bd\_of\_Trus\_Meeting\_Minutes\_Oct\_15\_\_PQmH2BC.pdf Size: 136.6 kB

### Bd of Trus Meeting Minutes Sept 17 2024 REDACTED

Filename: Bd\_of\_Trus\_Meeting\_Minutes\_Sept\_17\_sRs5Fxw.pdf Size: 134.1 kB

### Bd of Trus Mtg Minutes Apr 08 2025 REDACTED

Filename: Bd of Trus Mtg Minutes Apr 08 2025 NwcY2HG.pdf Size: 163.5 kB

### Bd of Trus Mtg Minutes REDACTED Dec 17 2024 UPDATED

Filename: Bd\_of\_Trus\_Mtg\_Minutes\_REDACTED\_De\_jLr2jAn.pdf Size: 162.8 kB

### **Bd-of-Trus-Meeting-Minutes\_Feb-11-2025\_REDACTED**

Filename: Bd-of-Trus-Meeting-Minutes\_Feb-11-\_mnuvO0f.pdf Size: 91.8 kB

### **Bd-of-Trus-Meeting-Minutes\_Jan-21-2025 REDACTED**

Filename: Bd-of-Trus-Meeting-Minutes\_Jan-21-\_i3Z3aVw.pdf Size: 135.5 kB

### **Bd-of-Trustees-Mtg-Minutes March-18-2025 REDACTED**

Filename: Bd-of-Trustees-Mtg-Minutes March-1 d6pMEJp.pdf Size: 94.5 kB

### Bd of Trus Mtg Minutes\_May 20 2025\_REDACTED\_Updated

Filename: Bd of Trus Mtg Minutes May 20 2025 jJsEjge.pdf Size: 144.8 kB

### **Entry 6 – Enrollment & Retention**

Completed - Aug 1 2025

### **Instructions**

#### Required of ALL Charter Schools

Describe the good faith efforts the charter school has made in 2024-2025 toward meeting targets to attract and retain the enrollment of students with disabilities (SWD), English language learners (ELL), and students who are economically disadvantaged (ED). In addition, describe the school's plans for meeting or making progress toward meeting its enrollment and retention targets in 2025-2026.

**Entry 6 – Enrollment and Retention of Special Populations** 

### **Good Faith Efforts to Meet Recruitment Targets (Attract)**

	Describe Recruitment Efforts in 2024-2025	Describe Recruitment Plans in 2025- 2026
Students with Disabilities	Attend DOE and Charter High school Fairs -Attend CommunityYouth Fair -Outreach to Community base organization -Arrange Presentations at local MiddleSchoolsWork closely with middle school parent coordinators and arrange visits for middle school parents -Work closely with guidance counselors to ensure that all their students with IEP's are made aware of our SPED model and school missionAttend middle school Parent Teacher ConferenceUse our social media plate form to promote school events - Open House -School Tours	Attend DOE and Charter High school Fairs  -Attend CommunityYouth Fair -Outreach to Community base organization -Arrange Presentations at local MiddleSchools.  -Work closely with middle school parent coordinators and arrange visits for middle school parents  -Work closely with guidance counselors to ensure that all their students with IEP's are made aware of our SPED model and school mission.  -Work closely with our IEP Coordinator and counselors to insure families are aware of our IEP services  -Use our social media plate form to promote school events  -Open House -School Tours  - Registration Events -Carnival event -Attend community partnership meetings -Technology- laptops and wifi boxes -College courses with Touro -College tours -Case manager for academic achievement -McKinney Vento coordinator -Student leadership
English Language Learners	Attend DOE and Charter High school Fairs -Attend CommunityYouth Fair -Outreach to Community base organization	Attend DOE and Charter High school Fairs -Attend CommunityYouth Fair -Outreach to Community base organization

- -Arrange Presentations at local MiddleSchools.
- -Work closely with middle school parent coordinators and arrange visits for middle school parents -Work closely with guidance counselors to ensure that all their students with IEP's are made aware of our SPED model and school mission.
- -Attend middle school Parent Teacher Conference.
- -Use our social media plate form to promote school events
- Open House
- -School Tour

- -Arrange Presentations at local MiddleSchools.
- -Work closely with middle school parent coordinators/ counselors and arrange visits for middle school parents
- -Work closely with guidance counselors to ensure that all their
- students with IEP's are made aware of our SPED model and school mission.
- -Use our social media plate form to promote school events
- -Open House
- -School Tours
- -Registration Events
- -Carnival Event
- -Attend community partnership meetings
- -Work closely with enrollment team
- -Use LINK NYC for advertising
- -Schola Campaigns
- -Enrollhand Campaigns
- -Provide information on our ELL services during visits and community fairs
- -Attend community partnership meetings.
- -Technology- laptops and wifi boxes
- -College courses with Touro
- -College tours
- -Case manager for academic achievement
- -McKinney Vento coordinator
- -Student leadership

### **Economically Disadvantaged**

Attend DOE and Charter High school Fairs

- -Attend CommunityYouth Fair
- -Outreach to Community base organization
- -Arrange Presentations at local MiddleSchools.

Attend DOE and Charter High school Fairs

- -Attend CommunityYouth Fair
- -Outreach to Community base organization
- -Arrange Presentations at local MiddleSchools.

- -Work closely with middle school parent coordinators and arrange visits for middle school parents -Work closely with guidance counselors to ensure that all their students with IEP's are made aware of our SPED model and school mission.
- -Use our social media plate form to promote school events
- Open House
- -School Tours

- -Work closely with middle school parent coordinators/ counselors and arrange visits for middle school parents
- -Work closely with guidance counselors to ensure that all their students with IEP's are made aware of our SPED model and school mission.
- -Use our social media plate form to promote school events
- Open House
- -School Tours
- -Registration Events
- -Carnival event
- -Attend community partnership meetings
- -Work closely with enrollment team
- -Use LINK NYC for advertising
- -Schola Campaigns
- -Enrollhand Campaigns
- -Technology- laptops and wifi boxes
- -College courses with Touro
- -College tours
- -Case manager for academic achievement
- -McKinney Vento coordinator
- -Student leadership

### **Good Faith Efforts To Meet Retention Targets**

	Describe Retention Efforts in 2024- 2025	Describe Retention Plans in 2025- 2026
Students with Disabilities	At Innovation Charter HS we provide several services to retain students with disabilities.  Services that we provided include: -At Risk Counseling -Mandated Counseling -Case management (advocacy) with special education teacher -Connections with outside resources to provide support and assistance to students and families -Parent engagement -Home Visits -Student Mastery Program -After school activities and programming - LEAP Program (Regents prep) -Project Base learning -APEX (online credit recovery) -CCR ( College Career Readiness) - Highly engaged classroom strategies and ICT models + TWR strategies = The Warrior Way	At Innovation Charter High School we provide several services to retain students with disabilities. Services that we will provide include: -At Risk Counseling -Mandated Counseling -Connections with outside resources to provide help and assistance to students and parentsSpeech Services -Parent engagement -Home Visits -Student Mastery Program -Advisory Program -After school activities and programming -LEAP Program -APEX -CCR( College Career Readiness) -Student Orientation -Parent Orientation -Parent Orientation -College Coordinator -Restorative Practices -Project Base learning -Dental services -Vision and eye glasses services -Technology- laptops and wifi boxes -College courses with Touro -College tours -Case manager for academic achievement -McKinney Vento coordinator -Student leadership
English Language Learners	At Innovation Charter High School for Innovation we provide several services to retain English Language Leaners	At Innovation Charter High School we provide several services to retain English Language Leaners

students. students.. Services that we Services that we provide include: provide include: -At Risk Counseling -At Risk Counseling -Mandated Counseling -Mandated Counseling -Connections with outside -Connections with outside resources to provide help and resources to provide help and assistance to students and assistance to students and parents. -Speech Services parents. -Parent engagement -Parent engagement -Home Visits -Home Visits -Student Mastery Program -Student Mastery Program -Advisory Program -Advisory Program -After school activities and -After school activities and programming programming -LEAP Program -LEAP Program -literacy coach -APEX -translation services -CCR( College Career Readiness) -digital communication -Student Orientation -APEX -Parent Orientation -CCR( College Career Readiness) -School Supply distribution - Work closely with the ELL - Dasa Coordinator department -Restorative Practices -Orientation -Project Base learning -Project Base learning - Dental services -Vision and eye glasses services -Technology- laptops and wifi boxes -College courses with Touro -College tours -Case manager for academic achievement -McKinney Vento coordinator -Student leadership **Economically Disadvantaged** At Innovation Charter High At Innovation Charter High School we provide School we provide several services to retain several services to retain economically disadvantaged economically disadvantaged students. Services that we students. Services that we provide include: provide include: -At Risk Counseling -At Risk Counseling -Mandated Counseling -Mandated Counseling -Connections with outside -Connections with outside resources to provide help and resources to provide help and

27 / 54

assistance to students and parents.

-Speech Services

assistance to students and parents.

-Speech Services

-Parent engagement	-Parent engagement
-Home Visits	-Home Visits
-Student Mastery Program	-Student Mastery Program
-Advisory Program	-Advisory Program
-After school activities and	-After school activities and
programming	programming
-LEAP Program	-LEAP Program
-APEX	-APEX
-CCR( College Career Readiness)	-CCR( College Career Readiness)
-Student Orientation	-Student Orientation
-Parent Orientation	-Parent Orientation
- School Supply distribution	- School Supply distribution
- Dasa Coordinator	- Dasa Coordinator
-Project Base learning	-Restorative Practices
	-Project Base learning
	- Dental services
	-Vision and eye glasses services -
	Technology- laptops and wifi
	boxes
	-College courses with Touro
	-College tours
	-Case manager for academic
	achievement
	-McKinney Vento coordinator
	-Student leadership

# **Entry 7 – Employee Fingerprint Requirements Attestation**

Completed - Aug 1 2025

### Instructions

### **Required of ALL Charter Schools**

Review and complete the Employee Fingerprint Requirements Attestation.

# **Entry 7 – Employee Fingerprint Requirements Attestation**

### A. TEACH System - Employee Clearance

### Required of ALL Charter Schools

Charter schools MUST ensure that all prospective employees[1] receive clearance through the NYSED Office of School Personnel Review and Accountability (OSPRA) prior to employment. This includes paraprofessionals and other school personnel who are provided or assigned by the district of location, or related/contracted service providers. After an employee has been cleared, schools are required to maintain proof of such clearance in the file of each employee.

Please note that all schools should maintain an electronic or hard copy of the clearance certification pulled from TEACH and dated PRIOR to the employee's start date. Clearance certifications pulled from TEACH at a later date will show that the staff member was cleared as of that date and may result in a finding of clearance violations against the school.

[1] Employees who must be cleared include, but are not limited to, teachers, administrative staff, janitors, security personnel and cafeteria workers, and other staff who are present when children are in the school building. This includes paraprofessionals and other school personnel that are provided or assigned by the district of location, as well as related/contracted service providers. See NYSED memorandum dated October 1, 2019 at NYSED CSO Employee Clearance and Fingerprint Memo or visit the NYSED website at Who Must Be Fingerprinted Charts for more information regarding who must be fingerprinted. Also see, 8 NYCRR §87.2.

### **B.** Emergency Conditional Clearances

Charter schools are **strongly discouraged** from using the emergency conditional clearance provisions for prospective employees. This is because the school must request clearance through NYSED TEACH, and the school's emergency conditional clearance of the employee terminates <u>automatically</u> once the school receives notification from NYSED regarding the clearance request. Status notification is provided for all prospective employees through the NYSED TEACH portal within 48 hours after the clearance request is submitted. Therefore, at most, a school's emergency conditional clearance will be valid for only 48 hours after approval by the board.

Schools are not permitted to renew or in any way re-establish a prospective employee's emergency conditional clearance after status notification is sent by NYSED through the TEACH portal.

Schools are asked to attest that they have reviewed and understand these requirements. More information can be found in the memo at NYSED CSO Employee Clearance and Fingerprint Memo.

#### **Attestation**

### **Responses Selected:**

I hereby attest that the school has reviewed, understands, and will comply with these requirements.

## **Entry 8 – Organization Chart**

Completed - Aug 1 2025

#### **Instructions**

### Required of Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY

Upload the school's current approved **2024-2025 Organization Chart.** The organization chart should be a graphic representation (a list will not be accepted) and should include position titles and reporting (hierarchical) relationships. Employee names should **not** appear on the chart.

### **25-26 Org Chart**

Filename: 25-26 Org Chart.pdf Size: 51.1 kB

### **Entry 9 – School Calendar**

Completed - Aug 1 2025

### Instructions

#### Required of ALL Charter Schools

Charter schools must upload a final 2025-2026 calendar into the portal no later than 11:59 PM on August 1, 2025.

School calendars must meet the <u>minimum instructional requirements</u> as required of other public schools "... unless the school's charter requires more instructional time than is required under the regulations."

Board of Regents-authorized charter schools are also required to submit school calendars that clearly indicate the start and end date of the instructional year AND the number of instructional hours and/or instructional days for each month. Schools must use a calendar format and ensure there is a monthly tally of instructional days.

Charter schools serving elementary and secondary levels may submit one combined calendar showing instructional hours and days for all building levels OR separate calendars uploaded as one PDF. Note that school calendars will also provide evidence of alignment for schools with extended days/years referenced in their mission statements or key design elements.

See below for an example of a calendar showing the requested information.

#### Sample Calendar:

### School Calendar 2025-2026 (Aidable Days\_Events) - Aidable Days 25-26

Filename: School\_Calendar\_2025-2026\_Aidable\_\_eXmLzDP.pdf Size: 61.2 kB

### Entry 10 - Faculty/Staff Roster Template

Completed - Aug 1 2025

### **INSTRUCTIONS**

#### Required of Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY

Please click on the MS Excel <u>Faculty/Staff Roster Template</u> and provide the following information for **all** instructional and non-instructional employees, which should include all faculty and staff employed by the school at any point during the 2024-2025 school year.

Use of the 2024-2025 Annual Report Faculty/Staff Roster Template is required. With the exception of the optional Notes section, completion of each of the data elements is required. When provided, use of the dropdown list options is also required. Failure to adhere to the guidelines and validations in the Faculty/Staff Roster Template will result in the need for resubmission of a fully corrected roster.

Reminders: (1) Verify that the correct TEACH ID is entered in the roster. Incorrect data entry may result in findings of non-compliance for the school in the areas of teacher certification and clearance. (2) Use the Notes section to add any additional information deemed necessary, such as a name change that may impact verification of certification. (3) Ensure staff classifications (i.e., teacher / non-teacher) are accurately identified.

Here is the complete list of data elements in the roster template and an explanation of what information is required to correctly complete this task.

#### **Roster Data Elements**

Authorizer

NOTE: MUST BE DONE FIRST

School Name and Institution ID

Faculty/Staff First Name

Faculty/Staff Last Name

**TEACH ID** 

Role at the School / Network

Total Years Experience in this Role

**CPR/AED Certification Status** 

Hire Date at the School / Network

Start Date at the School / Network

Date Employee Separated from Service (if applicable)

Certification Status / Out-of-Certification Justification

#### **Explanations**

**Select** your school's authorizer from the **drop-down list first**, before completing the roster.

Select your school's name from the drop-down list.

Enter the **first name** of the Faculty/Staff person.

Enter the last name of the Faculty/Staff person.

Enter the **7-digit TEACH ID** for the Faculty/Staff person; verify the TEACH ID is correctly entered.

**Select** the best choice of role of the Faculty/Staff person from the **drop-down list**.

Enter the number of years of experience the Faculty/Staff person has in the role selected.

**Select** the appropriate choice from the **drop-down list**.

Enter the date that the Faculty/Staff person was hired at the school/network.

Enter the date that the Faculty/Staff person actually began employment at this school/network.

Enter the date that the Faculty/Staff person separated from service at the school/network.

Select the appropriate choice from the drop-down list.

FOR TEACHERS ONLY: Choose Subject Taught

FOR TEACHERS ONLY: Specify Subject or Grade Band,

if NOT Math, Science, Career Technical Education,

Technology, or Computer Science

Notes Optional

### FY24-25 Faculty\_Staff Roster

Filename: FY24-25 Faculty Staff Roster.xlsx Size: 53.9 kB

# Entry 11 – Progress Toward Goals (Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY

**Select** the appropriate choice from the **drop-down list**.

Select the appropriate choice from the drop-down list.

Completed - Nov 4 2025

### **Instructions**

### Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY

Board of Regents, NYCDOE, and Buffalo BOE-authorized schools must report all Progress Toward Charter Goals as per their currently approved charters **no later than 11:59 PM on November 3, 2025**.

Schools must complete the "Goals" tables as provided in the tables below OR upload the most current action plan that includes progress made toward the attainment of goals during the 2024-2025 school year.

PLEASE NOTE: This is a required task for Regents, NYCDOE, and Buffalo BOE-authorized charter schools. It is marked optional for administrative purposes only.

# **Entry 11 – Progress Toward Goals**

PROGRESS TOWARD CHARTER GOALS

Board of Regents, NYCDOE, and Buffalo BOE-authorized schools may complete the "Goals" tables as provided in the portal OR upload the school's most current action plan that includes progress made toward the attainment of academic, organization, and financial goals during the 2024-2025 school year.

Please select the method by which you will provide your school's information:

### **Responses Selected:**

Complete Provided Goals Tables

#### PROGRESS TOWARD CHARTER GOALS

### Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY

Complete the tables provided. List each goal and measure as contained in the school's currently approved charter and indicate whether the school has met or not met the goal. Please provide information for all goals no later than November 3, 2025.

#### 1. ACADEMIC STUDENT PERFORMANCE GOALS

### Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY

The following tables reflect formatting in the online portal required for Board of Regents, NYCDOE, and Buffalo BOE-authorized charter schools only. These charter schools should report all Progress Toward Charter Goals as per their currently approved charters no later than **November 3, 2025.** 

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Academic Goal 1	"For each year of the school's renewal charter term, at least 75% of students in the relevant NYSED four-year graduation accountability cohort will earn at least a mark of 75 on an English Regents Exam (Comprehensive English or Common Core English Language Arts) by the end of June of their fourth year in the cohort.  A student will be counted toward this goal if they have taken at least one English Regents Exam during the time they were actively enrolled at the school, and only English Regents Exams taken during the time they were actively enrolled at the school will be counted."	39/96 Passed ELA w/ 75 or above	Not Met	The school will implement targeted Regents preparation courses embedded within ELA classes, focused on close reading, argument writing, and Regents-aligned question types. Saturday and afterschool tutoring will be expanded, with data-driven student grouping informed by midyear mock exams. Teachers will receive professional development on standards-based questioning and writing scaffolds for mastery-level performance.

	nic Goal 2	"For each year of the school's renewal charter term, at least 75% of students in the relevant NYSED four-year graduation accountability cohort will earn at least a mark of 75 on an on a math Regents Exam (Common Core Algebra I, Common Core Geometry, Common Core Algebra II, Integrated Algebra, Geometry, Algebra 2/Trigonometry) by the end of June of their fourth year in the cohort.  A student will be counted toward this goal if they have taken at least one math Regents Exam during the time they were actively enrolled at the school, and only math Regents Exams taken during the time they were actively enrolled at the school will be counted."	9/96 Passed Algebra I w/ 75 or above 0 passed Geo or Algebra II w/ 75 or above	Not Met	Math instruction will be strengthened through the use of new Illustrative Math Curriculum, integration of problem-solving protocols, and spiral review of foundational skills. The math department will pilot a data driven response twice weekly using Regents item analyses to target persistent misconceptions. Students in Geometry and Algebra II will receive individualized support plans and optional Regents prep bootcamps.
Academ	nic Goal 3	"For each year of the school's renewal charter term, at least 75% of students with disabilities in the relevant NYSED four-year graduation	6/32 Students w/ Disabilities passed ELA w/ 75 or above	Not Met	Co-teaching pairs will prioritize differentiation toward standards. Case managers will monitor student progress biweekly

accountability cohort and coordinate with will earn at least a families on study mark of 75 on an plans. Special **English Regents** education PD will Exam focus on explicit literacy and writing (Comprehensive **English or Common** supports aligned to Core English the ELA exam rubric. Language Arts) by the end of June of their fourth year in the cohort. A student will be counted toward this goal if they have taken at least one **English Regents** Exam during the time they were actively enrolled at the school, and only **English Regents** Exams taken during the time they were actively enrolled at the school will be counted. Students will be considered students with disabilities for the purposes of this goal if they were classified as a student with a disability in ATS on 10/31 of any of the four cohort high school years." Academic Goal 4 "For each year of Not Met The school will 0/32 passed Math the school's renewal regents w/ 75 or expand math charter term, at least above intervention services 75% of students with and integrate visual disabilities in the and tactile learning

relevant NYSED four-year graduation accountability cohort will earn at least a mark of 75 on a math Regents Exam (Common Core Algebra I, Common Core Geometry, Common Core Algebra II, Integrated Algebra, Geometry, Algebra 2/Trigonometry) by the end of June of their fourth year in the cohort.

A student will be counted toward this goal if they have taken at least one math Regents Exam during the time they were actively enrolled at the school, and only math Regents Exams taken during the time they were actively enrolled at the school will be counted. Students will be considered students with disabilities for the purposes of this goal if they were classified as a student with a disability in ATS on 10/31 of any of the four cohort high school years."

supports. Teachers
will use scaffolded
practice with
Regents-style
problems
emphasizing
conceptual
understanding.
Targeted afterschool sessions will
focus on multi-step
problem-solving and
test readiness for
students with
disabilities.

Academic Goal 5 "For each year of 0/1 passed w/ 75 or Not Met Partnership with the the school's renewal above Collaborative for charter term, at least **Inclusive Education** 75% of English will provide targeted language learners in test-preparation the relevant NYSED workshops and professional four-year graduation accountability cohort development aimed will earn at least a at language mark of 75 on an acquisition **English Regents** strategies. Exam (Comprehensive English or Common Core English Language Arts) by the end of June of their fourth year in the cohort. A student will be counted toward this goal if they have taken at least one **English Regents** Exam during the time they were actively enrolled at the school, and only **English Regents** 

Exams taken during the time they were actively enrolled at the school will be counted. Students will be considered English language learners for the

purposes of this goal

if they were classified as an English language learner in ATS on 10/31 of any of the four cohort high

schoo	ol years."			
the so charted 75% of langue the rest four-yeaccout will ear marke mathe (Comite Algeb	each year of chool's renewal er term, at least of English age learners in elevant NYSED rear graduation untability cohort arn at least a of 75 on a Regents Exammon Core	0/1 passed w/ 75 or above	Not Met	Same as above
Comn Algeb Integr Geom 2/Trig the er their f	rated Algebra, netry, Algebra conometry) by nd of June of fourth year in			
goal i taken math during were enroll school	ted toward this  If they have It they It t			
the tir active the so count will be Englis learne	ns taken during me they were ely enrolled at chool will be ted. Students e considered sh language ers for the oses of this goal			
Englis learne	sh lar ers fo oses o	nguage r the of this goal	nguage r the of this goal	r the of this goal

	classified as an English language learner in ATS on 10/31 of any of the four cohort high school years."			
Academic Goal 7	"For each year of the schools renewal charter term, at least 75% of students qualified for the Free or Reduced Price Lunch program in the relevant NYSED four-year graduation accountability cohort will earn at least a mark of 75 on an English Regents Exam (Comprehensive English or Common Core English Language Arts) by the end of June of their fourth year in the cohort.  A student will be counted toward this goal if they have taken at least one English Regents Exam during the time they were actively enrolled at the school, and only English Regents Exams taken during the time they were actively enrolled at the school will be counted. Students will be considered	27/72 students w/ FRPL passed with 75 or above on ELA	Not Met	ELA teachers will implement data-informed reteaching cycles following mock regents assessments.  Students will receive instruction emphasizing reading stamina, writing development, and inference-based comprehension.  Family engagement sessions will provide at-home literacy strategies to increase achievement among economically disadvantaged students.

Lunch program for the purposes of this goal if they were classified as such in ATS on 10/31 of any of the four cohort high school years."			
"For each year of the school's renewal charter term, at least 75% of students qualified for the Free or Reduced Price Lunch program in the relevant NYSED four-year graduation accountability cohort will earn at least a mark of 75 on a math Regents Exam (Common Core Algebra I, Common Core Geometry, Common Core Algebra II, Integrated Algebra, Geometry, Algebra 2/Trigonometry) by the end of June of their fourth year in the cohort.  A student will be counted toward this goal if they have taken at least one math Regents Exam during the time they were actively enrolled at the school, and only math Regents	5/72 students with FRPL passed Alg with a 75 or above	Not Met	Math teachers will introduce practice-based learning cycles. Continuous monitoring through formative assessments will guide targeted intervention groups in the tier 1 classroom.

	Exams taken during the time they were actively enrolled at the school will be counted. Students will be considered qualified for the Free or Reduced Price Lunch program for the purposes of this goal if they were classified as such in ATS on 10/31 of any of the four cohort high school years."			
Academic Goal 9	In each year of the charter term, the school will demonstrate increased pass rates on either the Comprehensive or Common Core English Regents Exam. This goal will be applicable if, for at least two consecutive years, six or more students take either exam.	June 2024: 53.39% June 2025: 56.76%	Met	
Academic Goal 10	In each year of the charter term, the school will demonstrate increased pass rates on either the Integrated Algebra or Common Core Algebra I Regents Exam. Goal will be applicable if six or more students take either exam, and the	June 2024: 29.41% June 2025: 13.21%	Not Met	Math teachers will introduce practice-based learning cycles. Continuous monitoring through formative assessments will guide targeted intervention groups in the tier 1 classroom.

same exam meets		
that threshold for at		
least two		
consecutive years.		

## 2. Do have more academic goals to add?

Yes		

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Assess	2019-2020 progress toward attainment of goal Met/Not Met/Unable to Assess During Due to Closure
Academic Goal 11	In each year of the charter term, the school will demonstrate increased pass rates on either the Geometry or Common Core Geometry Regents Exam. Goal will be applicable if six or more students take either exam, and the same exam meets that threshold for at least two consecutive years.	June 2024: 6.67% June 2025: 1.54%	Not Met	
Academic Goal 12	In each year of the charter term, the school will demonstrate increased pass rates on either the Algebra II/Trigonometry or Common Core Algebra II Regents Exam. Goal will be applicable if six or more students take either exam, and the same exam meets that threshold for at least two consecutive years.	June 2024: 23.53% June 2025: 15.25%	Not Met	

Academic Goal 13	In each year of the charter term, the school will demonstrate increased pass rates on at least one history Regents Exam. Goal will be applicable if six or more students take either exam, and the same exam meets that threshold for at least two consecutive years.	Global Results: SY 2023-2024: 51.92% SY 2024-2025: 55.32%	Met	
Academic Goal 14	In each year of the charter term, the school will demonstrate increased pass rates on at least one science Regents Exam. Goal will be applicable if six or more students take the same science Regents Exam in each year of the charter term, and the same exam meets that threshold for at least two consecutive years.	Chemistry: SY 2023-2024: 0.00% SY 2024-2025: 20.00%	Met	
Academic Goal 15	For each year of the school's renewal charter term, the school's 4-year graduation rate in June of each year as reported by NYSED will be at or above the citywide averages.	June Rate: 85.42% Unchanged for August	Unable to Assess	

Academic Goal 16	For each year of the school's renewal charter term, the school's 4-year graduation rate as of June each year for English language learners as reported by NYSED will be at or above the citywide averages.	0%	Unable to Assess	
Academic Goal 17	For each year of the school's renewal charter term, the school's 4-year graduation rate as of June each year for students with disabilities as reported by NYSED will be at or above the citywide averages.	81.25%	Unable to Assess	
Academic Goal 18	For each year of the school's renewal charter term, the school's 4-year graduation rate as of June each year for students eligible for Free or Reduced Price Lunch as reported by NYSED will be at or above the citywide averages.	84.7%	Unable to Assess	
Academic Goal 19	For each year of the school's renewal charter term, the school will show progress towards having 75% of students enrolled in	77/90 (85.56%) students earned 10+ credits 70/90 (77.78%) students earned 6+	Met	

	their first year at the school accumulate 10 or more credits towards graduation as reported in the NYC DOE School Quality Report.	core credits		
Academic Goal 20	For each year of the school's renewal charter term, the school will show progress towards having 75% of students enrolled in their second year at the school accumulate 10 or more credits towards graduation as reported in the NYC DOE School Quality Report.	70/90 (77.78%) students earned 10+ credits 69/90 (76.67%) students earned 6+ core credits	Met	

### 3. Do have more academic goals to add?

No

#### 2. ORGANIZATION GOALS

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Org Goal 1	Each year, the retention rate will exceed the rate of the Community School District (CSD) of location. The retention rate for a given year is defined as the percentage of students enrolled in ATS on 10/31 of that year who are still enrolled in the school in ATS on 10/31 the following school year, excluding terminating grades.	262 of 327 enrolled 10/31/23 and 10/31/24, of those expected to return	Unable to Assess	
Org Goal 2	Each year, the school will meet or exceed any applicable student enrollment targets, as prescribed by the Board of Regents, for English language learners.	24 ELL students enrolled	Unable to Assess	
Org Goal 3	Each year, the school will meet or exceed any applicable student enrollment targets, as prescribed by the Board of Regents,	119 students with disabilities enrolled	Unable to Assess	

	for students with disabilities.			
Org Goal 4	Each year, the school will meet or exceed any applicable student enrollment targets, as prescribed by the Board of Regents, for students eligible for the Free or Reduced Price Lunch program.	332 students eligible for Free or Reduced Price Lunch enrolled	Unable to Assess	
Org Goal 5	Each year, the school will meet or exceed any applicable student retention targets, as prescribed by the Board of Regents, for English language learners.	Retained 17/22 ELL students	Unable to Assess	
Org Goal 6	Each year, the school will meet or exceed any applicable student retention targets, as prescribed by the Board of Regents, for students with disabilities.	Retained 85/112 students with disabilities	Unable to Assess	
Org Goal 7	Each year, the school will meet or exceed any applicable student retention targets, as prescribed by the Board of Regents, for students eligible for the Free or Reduced Price Lunch program.	Retained 231/290 students eligible for Free or Reduced Price Lunch	Unable to Assess	

Org Goal 8	Each year, the number of disciplinary referrals and/or restrictive interventions will be reduced by at least 5 percent.	"Last Year's Data 2023-2024 617 Discipline Referrals 5 Detentions 38 Suspensions 2024-2025 SY 2024-2025 562 Discipline Referrals 168 Detentions 31 suspensions"	Met	
Org Goal 9	Innovation will continue to work towards adopting the "community schools model" by engaging in partnerships that focus on integrating academics, services, supports and opportunities into the school.	"- Co-Taught Core Classes - College and Career Course Offerings - Community School Governance Meetings - Board of Trustees - School-wide Service Days - School wide experiential learning programs (Enrichment Week) - CTE & Work based learning programs - Grade Team & Department Meetings, Individualized PD, Teacher Leaderships of Instructional Programs and Initiatives -Mental, Dental, Vision Health Services On Campus"	Met	
Org Goal 10	Each year, 95 percent of all students enrolled on the last day of the	"376 = June 30, 2025 376 - 88 graduates = 288	Not Met	

	school year will return the following school year, excluding students that have transferred to a private school or a school outside of NYC.	288 - 6 (age outs) = 282 282 - 2 (moved or to private school) = 280 280 - 46 (transferred to other schools) = 234 234/280 = 83.57%"	
Org Goal 11			
Org Goal 12			
Org Goal 13			
Org Goal 14			
Org Goal 15			
Org Goal 16			
Org Goal 17			
Org Goal 18			
Org Goal 19			
Org Goal 20			

### 5. Do have more organizational goals to add?

No

#### 3. FINANCIAL GOALS

#### 2024-2025 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Partially Met	If not met, describe efforts the school will take to meet goal.
Financial Goal 1	Each year, the school will maintain a stable cash flow as evidenced by having 60 days of unrestricted cash on hand reported in their yearly independent fiscal audit.	Stable Cash Flow by year's end with reserves.	Met	
Financial Goal 2	Each year, the school will operate on a balanced budget. A budget will be considered "balanced" if revenues equal or exceed expenditures.	Balanced Budget by year's end	Met	
Financial Goal 3	Each year, the school will meet or exceed 85% of their authorized enrollment on 10/31 as recorded in ATS.	430 enrolled students	Met	
Financial Goal 4				
Financial Goal 5				

### 7. Do have more financial goals to add?

No
----

Thank you.

### **Entry 12 – Audited Financial Statements**

Completed - Nov 4 2025

#### **Required of ALL Charter Schools**

**ALL charter schools** must upload the financial statements and related documents in PDF format into the portal **no later than 11:59 PM on November 3, 2025.** The statements, the independent auditor's report, any advisory and/or management letter, and the internal controls report must be combined into a PDF file with security features such as password protection removed.

ALL SUNY-authorized charter schools must also enter the financial statements and upload related documents in PDF format into the SUNY Compass system no later than 11:59 PM on November 3, 2025. SUNY-authorized charter schools are asked to ensure that security features such as password protection are turned off.

PLEASE NOTE: This task appears as optional until August 1, 2025. Thereafter, it will be identified as a required task due on November 3, 2025.

#### 2025 - Innovation Charter High School - FS - FINAL

Filename: 3925ed6e4cf94b9cb3d4d38948803e54.pdf Size: 455.4 kB

### **Entry 12b – Additional Financial Documents**

Completed - Nov 4 2025

Regents, NYCDOE, and Buffalo BOE-authorized schools must upload financial documents and submit no later than 11:59 PM on November 3, 2025. The items listed below should be uploaded with an explanation added if an item is not applicable or not available (e.g., a "Federal Single Audit was not required because the school did not expend federal funds of more than the \$750,000 Threshold.")

- 1. Advisory and/or Management Letter
- 2. Federal Single Audit
- 3. Agreed-Upon Procedure Report
- 4. Evidence of Required Escrow Account for Each School
- 5. Corrective Action Plan for Audit Findings and Management Letter Recommendations

PLEASE NOTE: This task appears as an optional task until August 1, 2025. After this date, the task will be identified as a required task due on November 3, 2025.

#### 2025 - Innovation Charter High School - TCWG - FINAL

Filename: fa0a7e1f3e3442f78eb86a7655090b2b.pdf Size: 2.3 MB

## **Entry 12c – Financial Contact Information**

Completed - Nov 4 2025

Regents, NYCDOE, and Buffalo BOE-authorized schools should enter financial contact information directly into the form within the portal no later than 11:59 PM on November 3, 2025.

PLEASE NOTE: This task appears as an optional task until August 1, 2025. After this date, the task will be identified as a required task due on November 3, 2025.

## Form for "Financial Contact Information"

#### 1. School Based Fiscal Contact Information

School Based Fiscal Contact Name	School Based Fiscal Contact Email	School Based Fiscal Contact Phone
Kathy Rodriguez, Director of School Operations	kathy.rodriguez@innovatio nhighschool.org	212-722-5871

#### 2. Audit Firm Contact Information

School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm
Marc Zalun, CPA	marc.zalun@us.forvi smazars.com	646-253-5164	9

#### 3. If applicable, please provide contact information for the school's outsourced financial services firm.

Firm Name	Contact Person	Mailing Address	Email	Phone	Years With

## Entry 13 - Fiscal Year 2025-2026 Budget

Completed - Nov 4 2025

<u>SUNY-authorized charter schools</u> are required to use Compass to complete and submit the Annual Budget and the Budget Narrative Questionnaire **no later than 11:59 PM on November 3, 2025**.

Regents, NYCDOE, and Buffalo BOE-authorized charter schools are required to download the budget template from the portal or the Annual Reports webpage and complete it. Upload the completed template no later than 11:59 PM on November 3, 2025. The Assumptions column should be completed for all revenue and expense items unless the item is self-explanatory.

PLEASE NOTE: This task appears as optional until August 1, 2025. Thereafter, it will be identified as a required task due on November 3, 2025.

#### ICHS 2025-2026-Annual Budget DOE

Filename: 217283a321384f298ec6b01f9c33f7e0.xlsx Size: 47.0 kB

## **Optional Additional Documents to Upload (BOR)**

Incomplete

# CONFLICT OF INTEREST POLICY ACKNOWLEDGEMENT FOR

#### TRUSTEES AND OFFICERS

I, Esie Encounthe undersigned officer and/or trustee of Innovation Charter High, affirm that:

I have received a copy of the Innovation's Conflicts of Interest (the "Policy");

I have read and understand the Policy;

I agree to comply with the Policy; and

I understand that the Innovation Charter High School is a charitable organization and that in order to maintain its federal tax exemption it must engage primarily in activities which accomplish one or more of its tax-exempt purposes.

Date: _	9/29/24	Name: _	Elsie	Encarnación	
		Title:	Board	Member	

# CONFLICT OF INTEREST DISCLOSURE FORM FOR

## TRUSTEES AND OFFICERS

# Please complete all sections below:

I.	Ar Sc	re you aware of any relationship o chool (the "School") which involve	or transaction with thes or could ultimately	e Innovation Cha harm or benefit	arter High financially:
	a.	Yourself;		yes	no
	b.	Any member of your immediate parents, children, brothers, or sindividuals); or			no_
	c.	Any organization in which you officer, member, partner, or own voting power? (You need not disnot-for-profit corporation.)	n more than 10 percei	nt of the total (co	ombined)
	co: sei	yes, please list all such relationsh oncerning the essential financial to ervices, duration, consideration, on een obtained from the board of tru	erms of any contract ( r price) and whether	or transaction (d	lescription of
II.	Ple	lease fill out completely. If not app	plicable, indicate "nor	ıe".	
	a.	Listed below are all corporation am a director, officer, member, p my immediate family has a subs the total (combined) voting pow	oartner, or manager, o stantial financial inter	r in which I or a	ny member of
		Entity	<u>Position</u>	<u>Self o</u>	r Famil <u>y</u>
		None			
	b.	All other not-for-profit institution have a substantial likelihood of the School:	-		
		Entity	<u>Position</u>		
Gu	و	of comagala	Chif of Ste	88	

c. All trusts, of which I am a trustee, or which benefit me or any member of my immediate family, which have a substantial likelihood of being harmed or benefited by any action or policy of the School:

**Entity** 

Trustee or Beneficiary

Self or Family

None

I have read and understand the Conflict of Interest Policy adopted by the Innovation Charter High School, and the foregoing information is true and complete to the best of my knowledge. I also understand that, with respect to the application of certain provisions of the Internal Revenue Code, liability for interested person transactions may arise up to five years after my service to the School has ended.

Dated: 969 64

Name:

Title:

## CONFLICT OF INTEREST POLICY ACKNOWLEDGEMENT

#### FOR

#### TRUSTEES AND OFFICERS

( clic I, <u>Hull</u>, the undersigned officer and/or trustee of Innovation Charter High, affirm that:

I have received a copy of the Innovation's Conflicts of Interest (the "Policy");

I have read and understand the Policy;

I agree to comply with the Policy; and

I understand that the Innovation Charter High School is a charitable organization and that in order to maintain its federal tax exemption it must engage primarily in activities which accomplish one or more of its tax-exempt purposes.

Date: 9/29/24

Name: Callic Hull
Title: Treasurer

# CONFLICT OF INTEREST DISCLOSURE FORM

#### FOR

#### TRUSTEES AND OFFICERS

# Please complete all sections below:

I. Are you aware of any relationship or transaction with the Innovation Charter High School (the "School") which involves or could ultimately harm or benefit financially:						
	a.	Yourself;			yes	no 🗶
	b.	Any member of your parents, children, brindividuals); or		•		no <u>X</u>
	c.	Any organization in officer, member, par voting power? (You not-for-profit corpo	tner, or own mor need not disclose	e than 10 per	cent of the total (	combined)
	co: sei	yes, please list all sucl ncerning the essentia rvices, duration, cons en obtained from the	l financial terms ideration, or pric	of any contrace) and whethe	ct or transaction	(description of
II. Please fill out completely. If not applicable, indicate "none".						
	a. Listed below are all corporations, partnerships, or other business entities in whice am a director, officer, member, partner, or manager, or in which I or any member of my immediate family has a substantial financial interest (i.e., owner of 10 percent the total (combined) voting power or greater):					any member of
		<u>Entity</u>	<u>P</u>	osition	<u>Self</u>	or Family
		P	Vone			
	b.	All other not-for-prohave a substantial litthe School:				
		<u>Entity</u>	<u>P</u>	osition		
			ione			

c. All trusts, of which I am a trustee, or which benefit me or any member of my immediate family, which have a substantial likelihood of being harmed or benefited by any action or policy of the School:

**Entity** 

Trustee or Beneficiary

Self or Family

None

I have read and understand the Conflict of Interest Policy adopted by the Innovation Charter High School, and the foregoing information is true and complete to the best of my knowledge. I also understand that, with respect to the application of certain provisions of the Internal Revenue Code, liability for interested person transactions may arise up to five years after my service to the School has ended.

Dated: 929/24

Name: Callie Hul

Title: Tycasuk

## CONFLICT OF INTEREST POLICY ACKNOWLEDGEMENT

#### **FOR**

#### TRUSTEES AND OFFICERS

I, Land Denty the undersigned officer and/or trustee of Innovation Charter High, affirm that:

I have received a copy of the Innovation's Conflicts of Interest (the "Policy");

I have read and understand the Policy;

I agree to comply with the Policy; and

I understand that the Innovation Charter High School is a charitable organization and that in order to maintain its federal tax exemption it must engage primarily in activities which accomplish one or more of its tax-exempt purposes.

			1140	noi	
Date: _	09/24/24	Name:	contains	Yanins	Pena
		Title:	board mem	hev	

# CONFLICT OF INTEREST DISCLOSURE FORM ${\bf FOR}$

## TRUSTEES AND OFFICERS

# Please complete all sections below:

I.	Ar Scl	e you aware of any relationship or hool (the "School") which involves	transaction with the Ir or could ultimately ha	nnovation Char rm or benefit f	rter High inancially:
	a.	Yourself;		yes	no
	b.	Any member of your immediate far parents, children, brothers, or sist individuals); or			no
	c.	Any organization in which you or officer, member, partner, or own n voting power? (You need not disclude not-for-profit corporation.)	nore than 10 percent o	of the total (co	nbined)
	coi sei	ves, please list all such relationship ncerning the essential financial terr rvices, duration, consideration, or p en obtained from the board of trus	ms of any contract or t orice) and whether app	ransaction (de	escription of
II. Please fill out completely. If not applicable, indicate "none".					
	a. Listed below are all corporations, partnerships, or other business entities in which am a director, officer, member, partner, or manager, or in which I or any member of my immediate family has a substantial financial interest (i.e., owner of 10 percent the total (combined) voting power or greater):				y member of
		Entity	<u>Position</u>	Self or	<u>Family</u>
		None			
	b.	All other not-for-profit institution have a substantial likelihood of be the School:	s, of which I am a trus ing harmed or benefit	tee, director, o	r officer, which on or policy of
		Entity	Position		
		None			

c. All trusts, of which I am a trustee, or which benefit me or any member of my immediate family, which have a substantial likelihood of being harmed or benefited by any action or policy of the School:

**Entity** 

Trustee or Beneficiary

Self or Family

None.

I have read and understand the Conflict of Interest Policy adopted by the Innovation Charter High School, and the foregoing information is true and complete to the best of my knowledge. I also understand that, with respect to the application of certain provisions of the Internal Revenue Code, liability for interested person transactions may arise up to five years after my service to the School has ended.

Dated: 09/29/24

Name: Vani peña

Title: board member

# CONFLICT OF INTEREST POLICY ACKNOWLEDGEMENT

#### FOR

#### TRUSTEES AND OFFICERS

I, latery Mass the undersigned officer and/or trustee of Innovation Charter High, affirm that:

I have received a copy of the Innovation's Conflicts of Interest (the "Policy");

I have read and understand the Policy;

I agree to comply with the Policy; and

I understand that the Innovation Charter High School is a charitable organization and that in order to maintain its federal tax exemption it must engage primarily in activities which accomplish one or more of its tax-exempt purposes.

Date: 9/29/24

Name: Labya Massey
Title: Board Chair

# CONFLICT OF INTEREST DISCLOSURE FORM FOR

# TRUSTEES AND OFFICERS

# Please complete all sections below:

I.	Ar Scl	Are you aware of any relationship or transaction with the Innovation Charter High School (the "School") which involves or could ultimately harm or benefit financially:			rter High financially:
	a.	Yourself;		yes	no 🗶
	b.	Any member of your immediate far parents, children, brothers, or sist individuals); or			no_ <b>½</b>
	c.	Any organization in which you or officer, member, partner, or own n voting power? (You need not discinct-for-profit corporation.)	nore than 10 percent	of the total (co	mbined)
	coi sei	ves, please list all such relationship ncerning the essential financial ter rvices, duration, consideration, or p en obtained from the board of trus	ms of any contract or orice) and whether ap	transaction (de	escription of
II.	Please fill out completely. If not applicable, indicate "none".				
	a.	Listed below are all corporations, am a director, officer, member, parmy immediate family has a substathe total (combined) voting power	tner, or manager, or i ntial financial interes	n which I or an	y member of
		Entity	<u>Position</u>	Self or	· Family
		Nune			
	b.	All other not-for-profit institution have a substantial likelihood of be the School:			·
		Entity	<u>Position</u>		

c. All trusts, of which I am a trustee, or which benefit me or any member of my immediate family, which have a substantial likelihood of being harmed or benefited by any action or policy of the School:

**Entity** 

Trustee or Beneficiary

Self or Family

Hone

I have read and understand the Conflict of Interest Policy adopted by the Innovation Charter High School, and the foregoing information is true and complete to the best of my knowledge. I also understand that, with respect to the application of certain provisions of the Internal Revenue Code, liability for interested person transactions may arise up to five years after my service to the School has ended.

Dated: 4/29/24

Vanne: Catorya Marsey
Title: 3:-

# CONFLICT OF INTEREST POLICY ACKNOWLEDGEMENT FOR

#### TRUSTEES AND OFFICERS

I, And were the undersigned officer and/or trustee of Innovation Charter High, affirm that:

I have received a copy of the Innovation's Conflicts of Interest (the "Policy");

I have read and understand the Policy;

I agree to comply with the Policy; and

I understand that the Innovation Charter High School is a charitable organization and that in order to maintain its federal tax exemption it must engage primarily in activities which accomplish one or more of its tax-exempt purposes.

Date: 9/29/2024

Name:

## CONFLICT OF INTEREST DISCLOSURE FORM

### FOR

### TRUSTEES AND OFFICERS

# Please complete all sections below:

I.	Ar Scl	Are you aware of any relationship or transaction with the Innovation Charter High School (the "School") which involves or could ultimately harm or benefit financially:			
	a.	Yourself;		yes	no
	b.	Any member of your immediate far parents, children, brothers, or sist individuals); or			no_V
	c.	Any organization in which you or a officer, member, partner, or own moting power? (You need not disclude not-for-profit corporation.)	ore than 10 percent o ose volunteer service o	f the total (cor	mbined)
	co: sei	ves, please list all such relationships ncerning the essential financial terr rvices, duration, consideration, or p en obtained from the board of trust	ns of any contract or to rice) and whether app	ransaction (de	escription of
II.	Please fill out completely. If not applicable, indicate "none".				
	a.	a. Listed below are all corporations, partnerships, or other business entities in which am a director, officer, member, partner, or manager, or in which I or any member of my immediate family has a substantial financial interest (i.e., owner of 10 percent of the total (combined) voting power or greater):			y member of
		Entity	<u>Position</u>	Self or	Family
		none			
	b.	All other not-for-profit institutions have a substantial likelihood of be the School:			
		Entity	<u>Position</u>		
		him			

c. All trusts, of which I am a trustee, or which benefit me or any member of my immediate family, which have a substantial likelihood of being harmed or benefited by any action or policy of the School:

Entity

Trustee or Beneficiary

Self or Family

More

I have read and understand the Conflict of Interest Policy adopted by the Innovation Charter High School, and the foregoing information is true and complete to the best of my knowledge. I also understand that, with respect to the application of certain provisions of the Internal Revenue Code, liability for interested person transactions may arise up to five years after my service to the School has ended.

Dated:

10

#### Appendix F: Disclosure of Financial Interest Form

# Disclosure of Financial Interest by a New York Charter School Board of Trustees Member Annual Report

\*Note: This Disclosure is a public record, but asterisked data fields will be redacted.

1.	Trustee Name (print)
2.	Charter School Name
3.	Charter Authorizer Entity
4.	Home Address*
	Business Address*
6.	Daytime Phone*
7.	E-Mail Address*
8.	List all positions held on board (e.g., chair, treasurer, parent representative)
9.	Is the trustee an employee of the school?Yes •No
	If <b>Yes</b> , please provide a description of the position you hold and your responsibilities, your salary and your start date.
10	Is the trustee an employee or agent of the management company or institutional partner of the charter school?YesNo

**11.** Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Question 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself
Please writ	e "None" if applical	ble. Do not leave th	is space blank.

**12.** Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school that is doing business with the school through a management or services agreement, please identify only the name of the organization, your position in the organization as well as the relationship between such organization and the school. If there was no financial interest, write **None**.

Organization conducting business with the school	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school and the nature of the interest	Steps Taken to Avoid Conflict of Interest
Please wr	ite "None" i	f applicable.	Do not leave this space	blank.

ignature 09-28-2 Date

#### Appendix F: Disclosure of Financial Interest Form

# Disclosure of Financial Interest by a New York Charter School Board of Trustees Member Annual Report

\*Note: This Disclosure is a public record, but asterisked data fields will be redacted.

1.	Trustee Name (print)
2.	Charter School Name
	Charter Authorizer Entity
	Home Address*
	Business Address*
	Daytime Phone*
	E-Mail Address*
	List all positions held on board (e.g., chair, treasurer, parent representative)
9.	Is the trustee an employee of the school?YesNo
	If <b>Yes</b> , please provide a description of the position you hold and your responsibilities, your salary and your start date.
10	Is the trustee an employee or agent of the management company or institutional partner of the charter school?YesNo  If Yes, please provide a description of the position you hold and your responsibilities, your salary and your start date.

**11.** Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Question 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself
Please writ	e "None" if applical	ble. Do not leave th	is space blank.

**12.** Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school that is doing business with the school through a management or services agreement, please identify only the name of the organization, your position in the organization as well as the relationship between such organization and the school. If there was no financial interest, write **None**.

Organization conducting business with the school	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school and the nature of the interest	Steps Taken to Avoid Conflict of Interest
Please wr	ite "None" i	f applicable.	Do not leave this space	blank.

# Disclosure of Financial Interest by a Current or Former Trustee

Tri	ustee Name:
-	avannie Perez
Na	me of Charter School Education Corporation: -nnovation Charter High School
1.	List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).
2.	Are you related, by blood or marriage, to any person employed by the school and/or education corporation?  Yes No  If Yes, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.
3.	Are you related by blood, or marriage, or legal adoption/guardianship to any
	student currently enrolled in a school operated by the education corporation?  Yes No  If Yes, please describe the nature of your relationship and if the student could benefit from your participation.

4.	Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation  Yes No
	If <b>Yes</b> , please describe the nature of your relationship and if this person could benefit from your participation.
5.	Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?
	Yes No
	If <b>Yes</b> , please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

6.	Identify each interest/transaction (and provide the requested information) that
	you, any of your immediate family members, and/or any persons who you reside
	with have held or engaged in with the charter school(s) operated by the
	education corporation during the time you have served on the Board, and in the
	six months prior to such service. If there has been no such interest or
	transaction, check <b>None</b> .

	V	None
--	---	------

Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
	mager one more more than the cardeness of the first block of the dealers of the first state of the first sta		

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

None

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
	,			

This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.

Business Telephone:
646-949-9631
Business Address:
1251 Avenue of Americas NYC 10020
E-mail Address:
Tavannie Perez e Innovation high school, ord
Home Telephone:
917-773-7326
Home Address:
2157 Wallace Ave Bx 10462
9 29 24
Signature Date

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF



www.innovationhighschool.org
BOARD OF TRUSTEES MEETING

NOVEMBER 19, 2024 6:00 PM

- 1. **Roll call/sign in** The meeting was called to order by Ms. Latoya Massey at 6:05 pm. Latoya Massey, Monique Francis, Elsie Encarnación, Jen Gowers, and Yani Peña were present. Callie Hull and Tavannie Perez were absent. Quorum was met. Innovation staff present were Stephen Falla Riff, Kezena Brown, Tereena Somayya, Emily Bierwirth, Mekayah Logan, Atiba Fraser, and Yasmin Henlon. 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 October Minutes, seconded by Ms. Gowers.
- 4. North Star Data Team (Dean of Student Affairs)
  - a. **Enrollment Update** Current enrollment total is 402, which is lower at this time of the year compared to years past. Since the last Board meeting, there have been 8 students who transferred out and 5 students who transferred in.
  - b. **Graduation: Progress & Pathways** As of Progress report 2, the projection rates for the Class of 2025 are: General Education students 72.16%, SPED students 59.37%, and ELL students 100%. Ms. Bierwirth discussed interventions (PUSH, Regent's prep courses, home visits, and meetings to discuss alternate pathways) being used for the 25 At-Risk students. 8 students have graduated early. Ms. Bierwirth also reviewed the status of students in the Class of 2024, Class of 2023, Class of 2022, and Class of 2021. Ms. Somayya reviewed the multiple means of demonstrating student proficiency in and outside of the classroom.
  - c. Attendance, At-Risk, and LTA Updates Ms. Bierwirth reviewed interventions and incentives being used to improve attendance, decrease At-risk, and address LTA's. Students have chosen food and trips as the top preferred rewards. The School Management Team (SMT) has a coach working with ILT members and is providing professional development to help teachers support students. There is increased data monitoring of instructional performance. The

counselors and discipline team are providing academic interventions and social-emotional supports to students. The number of inactive students has greatly decreased. The team is working aggressively to find alternative placements and to help students with post-secondary plans.

- d. **SPED and ELL Updates** The school has secured a new bussing liaison, who is helping students get the transportation services they need.
- e. **Restorative Update/SEL** As of November 11, 218 referrals were received, the majority of which were Tier 1 referrals. On Election Day, staff participated in a second professional development session on the importance of family partnership and a review of strategies to manage and redirect student behavior.
- f. **Staffing Update** A new Spanish teacher has been hired and started 11/12. There are vacancies for a 10<sup>th</sup> grade CCR counselor and a Music teacher, as the Pop Vocals teacher will be out on Worker's Comp for the remainder of the school year.
- g. **Family and Community Engagement** Principal Brown highlighted some key events that facilitated family and community engagement: Family/Teacher Conference Night, the October PTO meeting, SMILENY, which provided free dental cleanings to Innovation students, and Innovation serving as host for the November meeting of the East Harlem Human Services Consortium.
- h. **Board Calendar** Upcoming events: Friendsgiving Nov. 26, Thanksgiving Break, Staff Holiday party Dec. 20, Gratitude Jar for staff, Senior Picture Day and School-wide Picture Day were completed.

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

**AEC**: The committee met November 19 and plans to continue with bi-weekly meetings, the first Monday and the third Tuesday of every month. The committee's goal is to be as supportive as possible of Principal Brown and Mr. Falla Riff in their endeavors.

**PRC**: The committee met to finalize the Executive Director's evaluation for the 2024 school year and to discuss his evaluation for the 2025 school year.

**FINANCE**: The committee reviewed the Q1 report and discussed the plan to hire 2 AP's, one to focus on Gen. Ed. instruction, the other to focus on RTI and SPED instruction.

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

- 6. Other Business None
- 7. Public speaking None
- 8. **PRC update (Executive Session, Chair & Trustees)** Ms. Massey motioned to enter Executive Session at 7:08 pm, seconded by Ms. Francis.

There were no formal votes taken during Executive Session. The Board exited Executive Session at 7:12 pm.

9. Voting for Board Positions (Executive Session, Chair & Trustees) – Ms. Massey motioned to enter Executive Session at 7:12 pm, seconded by Ms. Francis. In accordance with Annual Elections, Ms. Massey moved to nominate a slate of officers: Latoya Massey as Chair, Tavannie Perez as Vice Chair, Monique Francis as Secretary, and Callie Hull as Treasurer. The motion was seconded and unanimously approved. Ms. Massey then made a motion to elect Ms. Massey as Chair, Tavannie Perez as Vice Chair, Monique Francis as Secretary, and Callie Hull as Treasurer. This motion was seconded and unanimously approved.

# **Committee Members:**

The following trustees were appointed to committees:

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

Finance & Audit: Callie (Committee Chair), Latoya, and Tavannie Personnel Review: Latoya (Committee Chair), Elsie, and Monique Academic Excellence: Tavannie (Committee Chair), Jen, and Elsie

A motion was made, seconded, and unanimously approved to ratify the appointment of all committee members. The Board exited the Executive Session at 7:37 pm.

10. **Board Candidate Interview (Executive Session, Chair & Trustees)** – The Board entered Executive Session at 7:43 pm.

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

There were no formal votes taken during the Executive Session. The Board exited the Executive Session at 8:13 pm.

11. **Advisory Board (Executive Session, Chair & Trustees)** – The Board entered Executive Session at 8:13 pm.

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

There were no formal votes taken during the Executive Session. The Board exited the Executive Session at 8:25 pm.

11. **General Updates (Executive Session, Chair & Trustees)** – Ms. Massey motioned to enter Executive Session at 8:25 pm, seconded by Ms. Francis.

# **EXECUTIVE SESSION (REDACTED)**

There were no formal votes taken during the Executive Session. The Board exited the Executive Session at 8:32 pm, seconded by Ms. Encarnación.

12. **Adjournment** – The meeting was adjourned by Ms. Massey at 8:33 pm.



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.



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. <u>Filing of Notice of Meeting</u> A notice of the meeting was sent to the NY Times and posted publicly at Innovation and on the school website.
- 3. <u>Consent Agenda (Chair) Approval of board minutes</u> 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.



www.innovationhighschool.org

Board of Trustees Meeting Minutes

APRIL 08, 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, Jen Gowers, Elsie Encarnación, and Tavannie Perez were present. Yani Peña joined late. Eric Reyes was absent. Innovation staff present were Stephen Falla Riff, Kezena Brown, Tereena Somayya, Mekayah Logan, and Atiba Fraser. 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 March meeting Minutes, seconded by Ms. Encarnación.
- 4. North Star Data Team (Dean of Student Affairs) -
- a. **Enrollment Update** The current number of enrolled students is 385. 3 students transferred out. 250 seats were offered for the 2025-2026 school year. 47 have accepted, 10 have completed registration. Outreach continues to families.
- b. **Graduation: Progress & Pathways** Ms. Brown reported that there has been a decline in graduation projection numbers across all groups (Gen Ed, SPED, and ELL), which is not unusual at this time of year as students often struggle with motivation. Ms. Brown continued with iterations of planned interventions by staff (APEX during Enrichment Week, boosting incentives, initiating family contact, second round with Seniors and their parent(s), hosting a Senior Family Town Hall) to address this and support students. Ms. Brown also reported on the status of students who are exploring alternate pathways and the continued efforts of the teams.
- c. **Attendance, At-Risk, and LTA Updates** Cohorts 2028, 2027, and 2026 are all above 80%, which are the best numbers all year so far. Cohort 2025 is at 71.97%. Principal Brown shared that

incentive criteria and APEX have been the main contributors to these numbers. Efforts to continue improvement in these numbers across all cohorts continue.

- d. **SPED and ELL Updates** Data for these groups was covered in the graduation, attendance and enrollment portions of the North Star presentation.
- e. **Restorative Update/SEL** There have been no significant changes in the statistics for referrals, suspensions, incidents, and expulsions, but Principal Brown shared that students are advocating more for mediation, which highlights a more preventative and proactive approach being taken by youth.
- f. **CCR/CTE** Ms. Somayya reviewed the components of the CCR program and plans for further development and improvement.
- g. Family & Community Engagement Principal Brown reviewed March and April highlights. In March, the parents' vote of the use of Title 1 funds was realized in the provision of healthy snacks to students. Also in March, the PTO-sponsored a field trip to the Museum of Arts and Design. In April, breakfast items will be provided to students as they enter campus, and outreach will continue to push for greater completion of the NYC School Survey, which will end April 11. Plans are in place for parents' second choice for use of Title 1 funds, the provision of more social emotional learning opportunities for students.
- h. **Staffing Update** An Assistant Principal for Humanities and an Assistant Principal for STEM have been hired. All teacher and counseling positions have been posted to various employment websites and platforms. Distribution of offer letters has begun.
- h. **Board Calendar** PTO General Membership Meeting ~ April 10; Spring Break ~ April 14-18; Teacher Appreciation Week ~ May 5-9; Staff Appreciation ~ May 9; College Acceptance Day ~ May 19.

# 5. Committee Reports (Committee Chairs) –

**AEC** – Ms. Perez reported that a library is being crafted and parents will be welcomed to volunteer as librarians, to catalogue materials and assist students. Plans are being developed to solicit donations from corporations and other resources for devices, books, and other materials to enhance and enrich the space. Principal Brown added that a wish list for teachers is also being developed.

**PRC** – A meeting will be scheduled later this month.

**FINANCE** – The committee is still working on the budget and met with CBSM on April 7.

- 6. Other Business NONE
- 7. Public speaking NONE

8. Financial review of 202	26 budget (Executive	Session, Chair	& Trustees) –	The Trustees	entered
Executive Session at 7:31	pm, seconded by Ms.	Gowers.			

# **EXECUTIVE SESSION (REDACTED)**

There were no formal votes taken during the Executive Session. The Trustees exited the Executive Session at 7:53 pm.

9. **PRC updates (Executive Session, Chair & Trustees)** – The Trustees entered Executive Session at 7:53 pm, seconded by Ms. Perez.

# **EXECUTIVE SESSION (REDACTED)**

There were no formal votes taken during the Executive Session. The Trustees exited the Executive Session at 7:55 pm.

10. **Bylaws revision (Executive Session, Chair & Trustees)** – The Trustees entered Executive Session at 7:55 pm, seconded by Ms. Perez.

# **EXECUTIVE SESSION (REDACTED)**

There were no formal votes taken during the Executive Session. The Trustees exited the Executive Session at 7:57 pm.

11. **Adjournment -** The meeting was adjourned by Ms. Massey at 8:05 pm.



www.innovationhighschool.org

#### **BOARD OF TRUSTEES MEETING MINUTES**

# DECEMBER 17, 2024 6:00 PM

- 1. **Roll call/sign in** The meeting was called to order at 6:11 pm by Ms. Massey. Latoya Massey, Callie Hull, Jen Gowers, Monique Francis, and Eric Reyes were present. Tavannie Perez joined late (6:21 pm). Board candidate, Leda Nereida, was also present. Elsie Encarnación and Yani Peña were absent. Innovation staff present were: Stephen Falla Riff, Kezena Brown, Tereena Somayya, Atiba Fraser, and Emily Bierwirth. 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 November meeting Minutes. Ms. Gowers seconded.
- 4. North Star Data Team (Dean of Student Affairs) -
- a. **Enrollment Update** Currently, there are 397 students enrolled. Recruitment materials are being updated. 140 applications have been received, which is a significant increase from last year.
- b. **Credit Projections** Ms. Bierwirth reviewed Innovation's charter goals and credit projections. We are currently below our charter goal for credit projections for each cohort. [70.10% Cohort 2025, 71.88% Cohort 2026, 68.04% Cohort 2027, and 64.84% Cohort 2028.] Ms. Bierwirth reviewed support systems and incentives being implemented by the school to improve these numbers and student achievement. Ms. Bierwirth also highlighted some of the content areas in which students are lacking. 9th grade: ELA, Biology, Algebra I; 10th grade: Geometry, Global II, Earth and Space Science; 11th grade: Algebra II, Conceptual Chemistry; 12th grade: American Government, Senior Literature, Environmental Science. A point was raised about the possibility for students to earn an increased number of credits beginning in 9th grade. Ms. Perez asked if there is data relating poor performance to a lack of comprehension or lack of motivation. Ms. Bierwirth responded that more investigation and review of data would be required to try to answer that question but did state that incentives, particularly food and trips, cause students to positively respond and become motivated to achieve.

- c. **Graduation: Progress & Pathways** Ms. Bierwirth reviewed the projections for Cohort 2025, comparing data gathered at the beginning of the beginning of the school year, post Progress Report 2, and post Marking Period 2. Greater detail is available for review in the North Star tracker.
- d. **Attendance**, **At-Risk**, **and LTA Updates** The Innovation team continues to conduct home visits and offer supports as part of its intervention strategies. Ms. Bierwirth reviewed data and advised on the movement of LTA's. Ms. Bierwirth also advised that attendance percentages lower when student transfers out are delayed.
- e. **SPED and ELL Updates** SPED: We are now in need of 1 more provider. There have been 7 total referrals for the current school year. Principal Brown advised that this data signals that teachers are paying close attention to student needs and flagging the need for services earlier. Parent No Show's to IEP meetings are down by 50%. ELL support: Office hours are offered daily; 8 ELL students are receiving extra support because of Innovation's PUSH program. 8 of 10 students are passing English.
- f. **Restorative Update/SEL (Restorative Action Department)** The number of Tier 2 and 3 incidents (i.e., Suspensions, Expulsions, In-school incidents) is less. The upcoming SEL topic focus will be Conflict Resolution & Self-awareness.
- g. **Family & Community Engagement** Parents donated dishes for Innovation's 3rd Annual Friendsgiving celebration. Parents engaged in the two Title 1 Informational Meetings held on Nov. 26. 50 families received a 15 lb. turkey during the Turkey Giveaway. Ms. Perez recommended the City Harvest Program for food vouchers to distribute to families.
- h. **Staffing Update** The leadership team is actively recruiting for an Interim Music teacher. A few staff are out on leave; coverage is being provided in their absence.
- i. Board Calendar Cocoa for Counseling Dec. 20.
- 5. Committee Reports (Committee Chairs) -
- PRC There have been no issues; the committee has not convened.
- **EXECUTIVE** There have been no issues; the committee has not convened.
- **AEC** The committee met at 5:00 pm, prior to the Board meeting, and discussed students' track towards graduation and reviewed grade level data. Conversation also included giving more attention to 9th graders to support academic achievement and to prevent credit jeopardy as they move closer to graduation. The committee also discussed efforts to secure consultants to assist with our charter renewal. The committee has established its schedule, which will be bi-weekly meetings.
- **FINANCE** The committee continues to meet bi-weekly to review budget-to-actuals. Ms. Hull encouraged Trustees to review financial documents (i.e., budget-to-actuals) and submit questions to be forwarded to Mr. Falla Riff and Mr. Fraser to answer at the next meeting. In January, the committee will be reviewing the budget, Profits and Loses, and will also start preparing for the Title 1 application.
- 6. Other Business NONE
- 7. Public speaking Ms. Francis thanked the parents who accepted her invitation during the

December PTO meeting and attended tonight's meeting. Mr. Falla Riff reported that the staff Christmas bonus was included in the Dec. 15th paycheck. Principal Brown asked for suggestions on how we can support students and adults suffering from Winter Blues. Ms. Perez suggested EAP support and partnership opportunities for staff to connect outside of work. Mr. Reyes suggested using the Calm app.

8. **PRC update (Executive Session, Chair & Trustees)** – Ms. Massey motioned to enter Executive Session at 7:19 pm; seconded by Ms. Perez.

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

There were no formal votes taken during this Executive Session. The Board exited Executive Session at 7:36 pm.

- 9. **Voting for Board Candidate (Executive Session, Chair & Trustees)** The Trustees entered Executive Session at 7:36 pm. Ms. Massey presented the vote. Six Trustees voted affirmatively to accept Ms. Leda Nereida to the Board. There were no abstentions, and none opposed. The Trustees unanimously approved Ms. Nereida. In accordance with a majority of affirmative votes, the Board Chair, Ms. Massey, will proceed with the authorization process for Ms. Nereida to become a full-fledged member of the Board. The Board exited Executive Session at 7:39 pm.
- 10. Board Updates Committees, Membership, Advisory Board (Executive Session, Chair & Trustees) The Board entered the Executive Session at 7:40 pm.

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

There were no formal votes taken during this Executive Session. The Board exited Executive Session at 8:07 pm.

11. **Adjournment** – Ms. Massey adjourned the meeting at 8:08 pm.



www.innovationhighschool.org
BOARD OF TRUSTEES MEETING MINUTES

# FEBRUARY 11, 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, Jen Gowers, Elsie Encarnación, and Eric Reyes were present. Yani Peña and Tavannie Perez were absent. Innovation staff present were Stephen Falla Riff, Kezena Brown, Tereena Somayya, Emily Bierwirth, Shalia Desmond, Mekayah Logan, Danielle Martin, and Rachel Goldstein. 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 January meeting Minutes, seconded by Mr. Reyes.
- 4. North Star Data Team (Dean of Student Affairs) –
- a. **Enrollment Update** The current number of enrolled students is 386. 6 students transferred out; 4 students transferred in. The school's recruitment efforts have yielded 277 applications received for 2025. This is double the number of applications received at this time last year.
- b. **Graduation: Progress & Pathways** Ms. Bierwirth reviewed the status of students in the Class of 2025. Included in her report were the number of students at risk of not graduating and next steps planned to help students meet their graduation requirements.
- c. **Attendance, At-Risk, and LTA Updates** Ms. Bierwirth reported that Promotion in Doubt notices for graduation and credit accumulation have been sent to families. Ms. Bierwirth also reported PUSH outcomes and shared updates about the APEX program, including the SMT's consideration of adding APEX as a class or part of Advisory.
- d. **SPED and ELL Updates** INCLUDEnyc will be partnering with the school to facilitate a family workshop, March 18 at 5 pm via Zoom. The VP of The Collaborative for Inclusive Education and team completed a school visit to offer feedback after observations of classroom instruction and data analysis. ELL students continue to outperform other groups of students in most areas. Students with Disabilities continue to experience challenges in achievement. Efforts continue to determine ways to offer additional support that will lead to improvement.

- e. **Family Engagement, Satisfaction, and Community Schools** Ms. Desmond presented on the 4 Pillars of Community Schools, highlighting Charter Goals 33 and 56. Ms. Desmond also noted the school's increase in outreach to parents and reported the results of various polls completed by parents. Some programs and initiatives that parents would like Innovation to provide to students are more healthy food choices and social/emotional supports, enhanced curriculum and classroom experience, and stronger enrichment programs. Ms. Desmond data points from the 2024 Parent Survey and the dates for the 2025 survey.
- f. **Restorative Update/SEL** Ms. Martin did a recap of Semester 1 reporting the number of referrals, suspensions, expulsions, mediations, and parent engagement interactions.
- g. **Staffing Update** There are 5 current openings, Assistant Principal Humanities Intervention, Assistant Principal STEM, SPED Science, SPED History, and General SPED ED. Staff plan to attend the Charter Schools Job Fair to discover potential candidates for these positions.
- h. **Board Calendar** PTO General Membership Meeting 2/13 at 6:00 pm; Student Incentive trip 2/13; SAT Day prep and college trips 3/18; Women's Career Panel 3/20; Parent and Student Workshop  $1^{st}$  week in March; IEP workshop  $3^{rd}$  week in March; Self-Care workshop  $4^{th}$  week in March.

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

- **AEC** The committee met February 11 and reviewed the Semester 1 analysis of trends and shifts in student progress and performance. The committee has also reviewed partnerships with outside agencies in determining ways to support educators in supporting students. There is consideration of holding grade team meetings to review data analysis and grading systems.
- **PRC** There have been no meetings since the last Board of Trustees meeting. We are entering our Evaluation Process and will be reaching out to staff for their participation. We will offer Office Hours to answer any questions and provide support.
- **FINANCE** The committee is working to get the draft of the 2025-2026 budget to review. A presentation was made to Department Heads about department requests and their due date of Feb. 14. The committee expects to have the budget draft by February 28 for more in-depth review during its meeting on March 10<sup>th</sup>, to then share with the Trustees at-large during the March Board meeting. The goal is to finalize and approve the budget during April's Board meeting. The Finance committee will also be meeting with CSBM about Title 1 funds allocation.

**EXECUTIVE** – There have been no meetings since the last Board of Trustees meeting.

- 6. Other Business NONE
- 7. **Public speaking** NONE
- 8. **PRC update (Executive Session, Chair & Trustees)** The Trustees entered Executive Session at 7:16 pm, seconded by Ms. Hull.

**EXECUTIVE SESSION (REDACTED)** 

There were no formal votes taken during the Executive Session. The Trustees exited Executive Session at 7:18 pm.

9. **Board retreat deliverables (Executive Session, Chair & Trustees)** – The Trustees entered Executive Session at 7:18 pm, seconded by Ms. Encarnación.

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

There were no formal votes taken during the Executive Session. The Trustees exited the Executive Session at 7:24 pm.

10. **Finance** (**Executive Session, Chair & Trustees**) – The Trustees entered Executive Session at 7:24 pm, seconded by Ms. Encarnación.

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

There were no formal votes taken during the Executive Session. The Trustees exited the Executive Session at 7:26 pm.

11. **Climate/School Culture (Executive Session, Chair & Trustees)** – The Trustees entered Executive Session at 7:26 pm, seconded by Ms. Encarnación.

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

There were no formal votes taken during the Executive Session. The Trustees exited the Executive Session at 7:53 pm.

12. **Advisory board (Executive Session, Chair & Trustees)** – The Trustees entered Executive Session at 7:53 pm.

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

There were no formal votes taken during the Executive Session. The Trustees exited the Executive Session at 7:56 pm.

13. **Adjournment** - The meeting was adjourned by Ms. Massey at 7:57 pm.



www.innovationhighschool.org
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 10<sup>th</sup> 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 though 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.



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.



www.innovationhighschool.org

# BOARD OF TRUSTEES MEETING MINUTES MAY 20, 2025 6:00 PM

- 1. **Roll call/sign in** Ms. Latoya Massey called the meeting to order at 6:08 pm. Latoya Massey, Tavannie Perez, Jen Gowers, Eric Reyes, Monique Francis, and Yani Peña were present. Callie Hull and Elsie Encarnación joined late. Innovation staff present were Stephen Falla Riff, Kezena Brown, Portia Stanley, Tereena Somayya, Emily Bierwirth, Danielle Martin, Shalia Desmond, Mekayah Logan, Brenda Alvarez, and Atiba Fraser. 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. Perez motioned to approve the April Minutes, seconded by Mr. Reyes.
- 4. North Star Data Team (Dean of Student Affairs) -
- a. **Enrollment Update** We are currently at 380 students, 4 students transferred out. 114 students accepted placements, 82 additional students were offered placements but have not accepted yet. Ms. Alvarez, Dean of Enrollment, and Ms. Desmond, Dean of Family and

Community Engagement shared a presentation that focused on recruitment, enrollment, and retention of students from Harlem and other surrounding regions. Also included in the presentation was data collected from student surveys, some of the factors affecting enrollment numbers, and the team's next steps towards attaining enrollment goals. Ms. Alvarez and Ms. Desmond shared ways in which the Board can support the team's efforts and success.

- b. **Graduation: Progress & Pathways, Credits projection** Ms. Bierwirth, Dean of Student Affairs, reviewed the number of students who are on track to graduate and detailed the varied and continued support being provided to those who are at risk of not meeting graduation requirements. Additional data and details are available for review via the North Star data tracker.
- c. **Attendance**, **At-Risk**, **and LTA Updates** Promotion in doubt letters have been sent to parents; meetings with the principal are planned. 4 home visits were completed. 2 LTA students have been removed because they are pursuing their High School Equivalency diploma. Ms. Bierwirth stated that there has been an uptick in attendance, but it is not always sustained.
- d. **SPED and ELL Updates** The new request form for referrals is now live. 6 referrals have been received. Additional data and details are available for review via the North Star data tracker.
- e. Family Engagement, Satisfaction, and Community Schools May events and activities included: the SMILENYC dental clinic, which provided free dental cleanings to 60 students, a webinar for new families (Transition to High School) will be offered by Keanna Hayes, the PTO elected its Executive Board for the 2025-2026 school year, a fitness fundraiser will be conducted to help launch the new library campaign, and a virtual Title 1 workshop, Helping Teens Manage Big Emotions, is scheduled for May 22 at 6:00 pm. Planned June events and activities are: Open House (June 3), Forde Field Day and Carnival (June 16), hot, healthy breakfast for students

during Regents Week (as approved by the Parent Advisory Board, provided through Title 1 funding).

- f. **Restorative Update/SEL** Ms. Danielle Martin and Principal Brown shared this presentation, which included the standard reporting data of referrals by semester, tier and grade, staff interventions, and planned efforts to strengthen the program and its outcomes. The school is seeking a full-time At-Risk Counselor to address the youth that fall in the gap because they are exhibiting Tier 2 behaviors but not receiving mandated services. Additional data and details are available for review via the North Star Data tracker.
- g. **Staffing Update** Mr. Falla Riff shared the teaching vacancies currently available and identified the public platforms and incentives being used to draw applicants.
- h. **Board Calendar** CCR Decision Day and BOLD Arts Event May 22; Open House June 3, 5:00-6:00 pm; Prom June 4; CARTS Annual BBQ (at Randall's Island) June 11; Senior Pinning Ceremony June 11, 5:00-6:00 pm; Forde Field Day, Arts Showcase, and Carnival –

June 16; Regents Week - June 17-25; District Safety Plan Review – during June 17 Board Meeting; Graduation – June 30.

5. Committee Reports (Committee Chairs) -

**AEC** – The committee has been reviewing intervention programs led by Principal Brown, implemented by teachers and counselors and charter renewal preparations.

**FINANCE** - The committee is still working through the budget, considering pupil enrollment numbers and the purchase of new Chromebooks before presenting it to the Board for approval. The committee is also considering extending its contract with fundraising consultant, Lila Jane Mabe.

**PRC** - The committee has not had any business requiring a meeting.

**EXECUTIVE** - The committee has not had any business requiring a meeting.

- 6. Other Business None.
- 7. Public speaking None.
- 8. **Board Members (Executive Session, Chair & Trustees)** The Trustees entered Executive Session at 7:41 pm, seconded by Ms. Perez.

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

There were no formal votes taken during this Executive Session. The Trustees exited the Executive Session at 7:44 pm.

9. **PRC/HR matters (Executive Session, Chair & Trustees)** - The Trustees entered Executive Session at 7:44 pm, seconded by Ms. Perez.

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

There were no formal votes taken during this Executive Session, which the Trustees exited at 7:58 pm.

10. **Graduation (Executive Session, Chair & Trustees)** - The Trustees entered Executive Session at 7:58 pm, seconded by Mr. Reyes.

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

There were no formal votes taken during the Executive Session, which the Trustees exited at 8:01 pm.

11. **Budget Vote (Executive Session, Chair & Trustees)** - The Trustees entered Executive Session at 8:01 pm, seconded by Ms. Peña.

# **EXECUTIVE SESSION (REDACTED)**

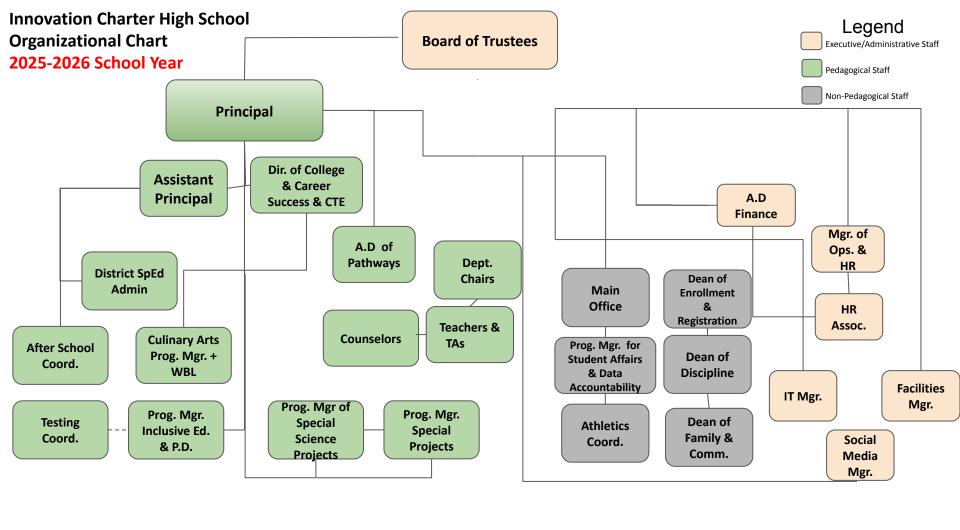
There were no formal votes taken during this Executive Session, which the Trustees exited at 8:03 pm.

12. **Charter Renewal (Executive Session, Chair & Trustees)** - The Trustees entered Executive Session at 8:03 pm, seconded by Ms. Francis.

# **EXECUTIVE SESSION (REDACTED)**

There were no formal votes taken during this Executive Session, which the Trustees exited at 8:07 pm, seconded by Ms. Encarnación.

13. Adjournment - Ms. Massey adjourned the meeting at 8:07 pm, seconded by Mr. Reyes



es/No)	Day	Date	A/B	Y/N	Days Off Public Calendar	MP Dates	Communications	Assessment Calendar	School Events	DOE	Hours Co
	Monday	8/11/2025				Off					
	Tuesday	8/12/2025				Warrior U + DCs + SMT					
- 1	Wednesday	8/13/2025				Warrior U + DCs + SMT					
-	Thursday	8/14/2025				Warrior U + DCs + SMT					
+			_	<del>                                     </del>	<del>                                     </del>	Off		<del>                                     </del>	<u> </u>		
	Friday	8/15/2025		ļ							
	Monday	8/18/2025				August PDs - All staff					
						return					
/es	Tuesday	8/19/2025				August PDs		August Regents			
/es	Wednesday	8/20/2025				August PDs		August Regents			
<i>,</i>	T1	0/04/0005				AA.DD			HMH PD for ELA		
'es	Thursday	8/21/2025				August PDs			Team		
es	Friday	8/22/2025				August PDs - Remote					
es .	Monday	8/25/2025				August PDs					
		8/26/2025				August PDs					
es	Tuesday			-							
es	Wednesday	8/27/2025				August PDs					
es	Thursday	8/28/2025				August PDs					
	Friday	8/29/2025		N	LDW - OFF						
	Monday	9/1/2025		N	Labor Day - OFF						
es	Tuesday	9/2/2025		Υ	Summer Bridge						6.3
~				-			Advisos Celle				
_	Wednesday	9/3/2025		Y	Summer Bridge		Advisor Calls				6.3
es	Thursday	9/4/2025		Y	First Day of Classes					First Day	6.3
	indisday	3/4/2020		<u>'</u>	(S1)					i nat buy	0.0
	Eridov	9/5/2025		Y					12th Grade		6.2
	Friday	31312023							Assembly		6.3
	Mondov	9/8/2025		Υ					11th Grade		6.3
	Monday	3/0/2025	L	_ '					Assembly		6.3
	Tuesda	0/0/000=		v					10th Grade		
	Tuesday	9/9/2025		Y					Assembly		6.3
				T					9th Grade		
s	Wednesday	9/10/2025		Y	Back to School Night				Assembly		6.3
	Thursday	9/11/2025		Y	t			<u> </u>			6.3
			-						Oth Cardy To		
-	Friday	9/12/2025		Y					9th Grade Trip		6.3
	Monday	9/15/2025		Y							6.3
	Tuesday	9/16/2025		Y				1	1		6.3
	Wednesday	9/17/2025		Y	Early Dismissal - PD		Advisor Calls				4.5
- +	Thursday	9/18/2025		Y							6.3
-				_							
	Friday	9/19/2025		Y							6.3
s	Monday	9/22/2025		Y							6.3
	Tuesday	9/23/2025		N	Rosh Hashanah - OFF					OFF	
	Wednesday	9/24/2025		N	Rosh Hashanah - OFF					OFF	
s	Thursday	9/25/2025		Y						Parent Teacher Conf.	6.3
•		9/26/2025		Y						Farent reacher com.	
	Friday										6.3
	Monday	9/29/2025		Y							6.3
	Tuesday	9/30/2025		Y							6.3
s	Wednesday	10/1/2025		Υ			Teacher Calls				6.3
$\neg$	Thursday	10/2/2025		N	Yom Kippur - OFF					OFF	
		10/3/2025		Y	Tom Rippur - Or I	Q1 - Progress Report				011	6.2
s	Friday	10/3/2025		'							6.3
	Monday	10/6/2025		Y		Q1 - Progress Report					6.3
-						Grades Due					
	Tuesday	10/7/2025		Y							6.3
	Wednesday	10/8/2025		Y	Early Dismissal - PD						4.5
	Thursday	10/9/2025		Y							6.3
s	Friday	10/10/2025		Y							6.3
•	Filuay	10/10/2025		1							0.3
		40/40/0005			Italian					055	
	Monday	10/13/2025		N	Heritage/Indigenous					OFF	
					Peoples' Day - OFF						
s	Tuesday	10/14/2025		Y							6.3
	Wednesday	10/15/2025		Y			Advisor Calls		Unity Day		6.3
	Thursday	10/40/0005		v					Annual College		
	Thursday	10/16/2025		Y					Fair		6.3
- 1	Friday	10/17/2025		Y							6.3
- +	Monday	10/20/2025		Y						OFF	6.3
-		10/20/2025		Y				<u> </u>		Oi i	
_	Tuesday		-								6.3
5	Wednesday	10/22/2025		Y	Early Dismissal - PTC		PUSH Notice				4.5
	Thursday	10/23/2025		Y							6.3
	Friday	10/24/2025		Y							6.3
	Monday	10/27/2025		Y					Spirit Week		6.3
- +	Tuesday	10/28/2025		Y					Spirit Week		6.3
-			_								
	Wednesday	10/29/2025	_	Y				-	Spirit Week		6.3
	Thursday	10/30/2025		Y					Spirit Week		6.3
	Friday	10/31/2025		Y	Early Dismissal	End of Quarter 1			Spirit Week		4.5
- 1	raug				_uy Diamiisaai				Halloween Lunch		7.5
		11/3/2025		Y		Quarter 2 grades due					6.3
	Monday		1	Y	Election Day - Staff PD					Election Day - OFF	
		11/4/2025			1 .,		Advisor Calls			,	6.3
	Tuesday	11/4/2025					Autisol Galls	1	1		0.3
				Y					Collogo Trins		
	Tuesday	11/4/2025							College Trips -		
	Tuesday Wednesday	11/4/2025 11/5/2025		Y					Day & Overnight -		
	Tuesday	11/4/2025							Day & Overnight - 11th/12th		6.3
	Tuesday Wednesday	11/4/2025 11/5/2025		Y					Day & Overnight - 11th/12th Graders (regular		6.3
	Tuesday Wednesday	11/4/2025 11/5/2025		Y					Day & Overnight - 11th/12th Graders (regular classes for		6.3
	Tuesday Wednesday	11/4/2025 11/5/2025		Y					Day & Overnight - 11th/12th Graders (regular classes for 9th/10th)		6.3
	Tuesday Wednesday	11/4/2025 11/5/2025		Y					Day & Overnight - 11th/12th Graders (regular classes for 9th/10th) Regular classes		6.3
	Tuesday Wednesday Thursday	11/4/2025 11/5/2025 11/6/2025		Y					Day & Overnight - 11th/12th Graders (regular classes for 9th/10th) Regular classes for all except for		
	Tuesday Wednesday	11/4/2025 11/5/2025		Y					Day & Overnight - 11th/12th Graders (regular classes for 9th/10th) Regular classes for all except for students still on		6.3
	Tuesday Wednesday Thursday	11/4/2025 11/5/2025 11/6/2025		Y					Day & Overnight - 11th/12th Graders (regular classes for 9th/10th)  Regular classes for all except for students still on the overnight		
	Tuesday Wednesday Thursday Friday	11/4/2025 11/5/2025 11/6/2025 11/6/2025		Y					Day & Overnight - 11th/12th Graders (regular classes for 9th/10th) Regular classes for all except for students still on		6.3
	Tuesday Wednesday Thursday Friday	11/4/2025 11/5/2025 11/6/2025 11/6/2025 11/7/2025		Y Y					Day & Overnight - 11th/12th Graders (regular classes for 9th/10th)  Regular classes for all except for students still on the overnight		
	Tuesday Wednesday Thursday Friday Monday Tuesday	11/4/2025 11/5/2025 11/6/2025 11/6/2025 11/7/2025 11/10/2025 11/11/2025		Y Y Y	Veteran's Day - OFF				Day & Overnight - 11th/12th Graders (regular classes for 9th/10th)  Regular classes for all except for students still on the overnight	OFF	6.3
	Tuesday Wednesday Thursday Friday	11/4/2025 11/5/2025 11/6/2025 11/6/2025 11/7/2025		Y Y	Veteran's Day - OFF		Teacher Calls		Day & Overnight - 11th/12th Graders (regular classes for 9th/10th)  Regular classes for all except for students still on the overnight	OFF	6.3
	Tuesday Wednesday  Thursday  Friday  Monday Tuesday Wednesday	11/4/2025 11/5/2025 11/6/2025 11/6/2025 11/7/2025 11/10/2025 11/11/2025		Y Y Y Y N Y	Veteran's Day - OFF		Teacher Calls		Day & Overnight - 11th/12th Graders (regular classes for 9th/10th)  Regular classes for all except for students still on the overnight	OFF	6.3 6.3
s	Tuesday Wednesday  Thursday  Friday  Monday Tuesday Wednesday Thursday	11/4/2025 11/5/2025 11/6/2025 11/6/2025 11/7/2025 11/11/2025 11/11/2025 11/11/2025 11/13/2025		Y Y Y Y Y Y Y Y Y	Veteran's Day - OFF		Teacher Calls		Day & Overnight - 11th/12th Graders (regular classes for 9th/10th)  Regular classes for all except for students still on the overnight	OFF	6.3 6.3 6.3
	Tuesday Wednesday  Thursday  Friday  Monday Tuesday Wednesday Thursday Friday	11/4/2025 11/5/2025 11/6/2025 11/6/2025 11/7/2025 11/10/2025 11/11/2025 11/12/2025 11/13/2025 11/14/2025		Y Y Y Y Y Y Y Y Y Y	Veteran's Day - OFF		Teacher Calls		Day & Overnight - 11th/12th Graders (regular classes for 9th/10th)  Regular classes for all except for students still on the overnight	OFF	6.3 6.3 6.3 6.3
	Tuesday Wednesday  Thursday  Friday  Monday Tuesday Wednesday Thursday Friday Monday Monday	11/4/2025 11/5/2025 11/6/2025 11/6/2025 11/7/2025 11/10/2025 11/11/2025 11/13/2025 11/14/2025 11/14/2025 11/17/2025		Y Y Y Y Y Y Y Y Y Y	Veteran's Day - OFF		Teacher Calls		Day & Overnight - 11th/12th Graders (regular classes for 9th/10th)  Regular classes for all except for students still on the overnight	OFF	6.3 6.3 6.3 6.3 6.3
	Tuesday Wednesday  Thursday  Friday  Monday Tuesday Wednesday Thursday Friday	11/4/2025 11/5/2025 11/6/2025 11/6/2025 11/7/2025 11/10/2025 11/11/2025 11/12/2025 11/13/2025 11/14/2025		Y Y Y Y Y Y Y Y Y Y	Veteran's Day - OFF		Teacher Calls		Day & Overnight - 11th/12th Graders (regular classes for 9th/10th)  Regular classes for all except for students still on the overnight	OFF	6.3 6.3 6.3 6.3

Blackout Day (Yes/No)	Day	Date	A/B	Y/N	Days Off Public Calendar	MP Dates	Communications	Assessment Calendar	School Events	DOE	Hours Count
	Thursday	11/20/2025		Y					Graditude Campaign	Parent Teacher Conf.	6.3
	Friday	11/21/2025		Y					Graditude Campaign	Parent Teacher Conf.	6.3
	Monday	11/24/2025		Y					Graditude Campaign		6.3
Yes	Tuesday	11/25/2025		Y		MP2 Ends - 25 days			Friendsgiving		6.3
	Wednesday	11/26/2025		N	Thanksgiving - OFF						
	Thursday Friday	11/27/2025 11/28/2025		N N	Thanksgiving - OFF Thanksgiving - OFF					OFF OFF	
Yes	Monday	12/1/2025		Y	manksgiving - OFF	MP2 Grades Due				UFF	6.3
	Tuesday	12/2/2025		Y							6.3
	Wednesday	12/3/2025		Y			PID Notice / Jan Regents				6.3
	Thursday	12/4/2025		Y			riogonio				6.3
	Friday	12/5/2025		Υ							6.3
	Monday Tuesday	12/8/2025 12/9/2025		Y							6.3 6.3
	Wednesday	12/10/2025		Y	Early Dismissal - PD		Advisor Calls				4.5
	Thursday	12/11/2025		Υ							6.3
	Friday Monday	12/12/2025 12/15/2025		Y							6.3 6.3
	Tuesday	12/16/2025		Y							6.3
	Wednesday	12/17/2025		Y							6.3
Voe	Thursday	12/18/2025 12/19/2025		Y	Farly Diemiceal	PR3 Ends			Winter Carnival		6.3
Yes	Friday Monday	12/19/2025		N	Early Dismissal Winter Break - OFF	FINS EIIUS			Winter Carnival?		4.5
	Tuesday	12/23/2025		N	Winter Break - OFF						
	Wednesday	12/24/2025		N	Winter Break - OFF					OFF	
	Thursday Friday	12/25/2025 12/26/2025		N N	Winter Break - OFF Winter Break - OFF					OFF OFF	
	Monday	12/29/2025		N	Winter Break - OFF					OFF	
	Tuesday	12/30/2025		N	Winter Break - OFF					OFF	
	Wednesday Thursday	12/31/2025 1/1/2026		N N	Winter Break - OFF Winter Break - OFF					OFF OFF	
	Friday	1/1/2026		N	Winter Break - OFF Winter Break - OFF					UFF	
Yes	Monday	1/5/2026		Υ		PR3 Grades Due					6.3
	Tuesday	1/6/2026		Y	Forto Discription I DD		T				6.3
	Wednesday Thursday	1/7/2026 1/8/2026		Y	Early Dismissal - PD		Teacher Calls				4.5 6.3
	Friday	1/9/2026		Y							6.3
	Monday	1/12/2026		Y							6.3
	Tuesday Wednesday	1/13/2026 1/14/2026		Y							6.3
	Thursday	1/15/2026		Y					Quiz Game Night		6.3
Yes	Friday	1/16/2026		Υ		MP3 Ends - 25 Days					6.3
Yes	Monday	1/19/2026		N	MLK - OFF					OFF	
Yes Yes	Tuesday Wednesday	1/20/2026 1/21/2026		Y	Regents Week Regents Week						
Yes	Thursday	1/22/2026		Υ	Regents Week						
Yes	Friday	1/23/2026		Y	Regents Week	MP3 Grades Due					
	Monday Tuesday	1/26/2026 1/27/2026		Y	Staff PD - OFF					Staff PD	6.3
	Wednesday	1/28/2026		Y							6.3
	Thursday	1/29/2026		Y							6.3
	Friday Monday	1/30/2026 2/2/2026		Y							6.3
	Tuesday	2/3/2026		Y							6.3
	Wednesday	2/4/2026		Y	Early Dismissal - PD		Advisor Calls / PID Follow-up> Principal Meeting		Honors Assembly		4.5
	Thursday Friday	2/5/2026 2/6/2026		Y							6.3
	Monday	2/9/2026		Y							6.3
	Tuesday	2/10/2026		Υ							6.3
	Wednesday	2/11/2026		Y					S1 Incentive Trip		6.3
Yes	Thursday Friday	2/12/2026 2/13/2026		Y	Early Dismissal	PR4 Ends			Candygrams		6.3 4.5
	Monday	2/16/2026		N	Mid-Winter Break - OFF				, g	OFF	
	Tuesday	2/17/2026		N	Mid-Winter Break - OFF					OFF	
	Wednesday	2/18/2026 2/19/2026		N N	Mid-Winter Break - OFF Mid-Winter Break - OFF					OFF OFF	
	Thursday Friday	2/20/2026		N	Mid-Winter Break - OFF					OFF	
Yes	Monday	2/23/2026		Υ		PR4 Grades Due					6.3
Vac	Tuesday	2/24/2026		Y	Early Dismissal - PTC						6.3
Yes	Wednesday Thursday	2/25/2026 2/26/2026		Y	Earry □ISMISSAI - PTC						4.5 6.3
	Friday	2/27/2026		Y							6.3
	Monday	3/2/2026		Y						<u> </u>	6.3
	Tuesday	3/3/2026 3/4/2026		Y			Teacher Calls				6.3
	Wednesday Thursday	3/4/2026		Y			reacher Galls				6.3 6.3
	Friday	3/6/2026		Υ							6.3
	Monday	3/9/2026		Y							6.3
	Tuesday Wednesday	3/10/2026 3/11/2026	_	Y	Early Dismissal - PD						6.3 4.5
	Thursday	3/11/2026		Y	Lan, Diamiosai - FD						6.3
	Friday	3/13/2026		Y		MP4 Ends - 29 Days					6.3
			1	Y	1	MP4 Grades Due		I	1		6.3
	Monday Tuesday	3/16/2026 3/17/2026		Y		IIII 4 Gradoo Bao					6.3

lackout Day Yes/No)	Day	Date	A/B	Y/N	Days Off Public Calendar	MP Dates	Communications	Assessment Calendar	School Events	DOE	Hours Count
Yes	Thursday	3/19/2026		Y				SAT School Day (10th-PSAT/11th- SAT)	9th Grade College Trips / 12th Grade Service Day	Parent Teacher Conf.	6.3
	Friday	3/20/2026		N	Eid al-Fitr - OFF					OFF	
res -	Monday	3/23/2026		Υ							6.3
	Tuesday	3/24/2026		Υ							6.3
	Wednesday	3/25/2026		Υ							6.3
	Thursday	3/26/2026		Y					Annual Women's Career Panel for Women's History Month		6.3
	Friday	3/27/2026		Y		PR5 Ends			Monun		6.3
Yes	Monday	3/30/2026		Y	Enrichment Week	PR5 Grades Due					6.3
Yes	Tuesday	3/31/2026		Υ	Enrichment Week						6.3
Yes	Wednesday	4/1/2026		Υ	Enrichment Week						6.3
Yes	Thursday	4/2/2026		Y	Enrichment Week Early Dismissal					OFF	4.5
	Friday	4/3/2026		N	Spring Break - OFF					OFF	
	Monday	4/6/2026		N	Spring Break - OFF					OFF	
	Tuesday	4/7/2026		N	Spring Break - OFF					OFF	
	Wednesday Thursday	4/8/2026 4/9/2026		N N	Spring Break - OFF Spring Break - OFF					OFF OFF	
	Friday	4/10/2026		N	Spring Break - OFF					OFF	
Yes	Monday	4/13/2026		Υ						-	6.3
	Tuesday	4/14/2026		Υ							6.3
	Wednesday	4/15/2026		Υ	Early Dismissal - PD		Advisor Calls				4.5
	Thursday	4/16/2026		Y							6.3
	Friday Monday	4/17/2026 4/20/2026	-	Y					+		6.3
	Tuesday	4/20/2026		Y				<u> </u>	<del>                                     </del>		6.3
	Wednesday	4/22/2026		Y							6.3
	Thursday	4/23/2026		Y					10th Grade Howe		6.3
									Cavern Trip		
	Friday	4/24/2026 4/27/2026		Y							6.3
	Monday Tuesday	4/28/2026		Y							6.3
	Wednesday	4/29/2026		Y	Early Dismissal - PD		Teacher Calls				4.5
	Thursday	4/30/2026		Υ	, , , , , , ,						6.3
	Friday	5/1/2026		Υ		MP5 Ends - 28 Days					6.3
	Monday	5/4/2026		Υ		MP5 Grades Due					6.3
	Tuesday	5/5/2026		Y							6.3
	Wednesday	5/6/2026		Y			Final PID notice / Summer School & June Regents				6.3
	Thursday	5/7/2026		Y							6.3
	Friday	5/8/2026 5/11/2026		Y							6.3 6.3
	Monday Tuesday	5/11/2026		Y							6.3
	Wednesday	5/13/2026		Y	Early Dismissal - PD		Advisor Calls				4.5
	Thursday	5/14/2026		Υ							6.3
	Friday	5/15/2026		Υ							6.3
	Monday	5/18/2026		Y							6.3
	Tuesday Wednesday	5/19/2026 5/20/2026		Y							6.3 6.3
	Thursday	5/21/2026		Y						Parent Teacher Conf.	6.3
Yes	Friday	5/22/2026		Y		PR6 Ends				Turont roughor com	6.3
	Monday	5/25/2026		N	Memorial Day - OFF					OFF	
Yes	Tuesday	5/26/2026		Υ		PR6 Grades Due					6.3
	Wednesday	5/27/2026		N	Eid al-Adha - OFF					OFF	
Yes	Thursday	5/28/2026		Y					Annual Academic Expo (afterschool)		6.3
	Friday	5/29/2026		Υ							6.3
	Monday	6/1/2026	-	Y							6.3
	Tuesday Wednesday	6/2/2026 6/3/2026		Y			Teacher Calls		+ -		6.3 6.3
	Thursday	6/4/2026		Y			reaction calls		S2 Incentive Trip	Chancellors Day	6.3
	Friday	6/5/2026		Y	Clerical Day					Clerical Day	
	Monday	6/8/2026		Υ							6.3
	Tuesday	6/9/2026		Y	Regents - ELA & Algebra II					Regents	
	Wednesday	6/10/2026		Υ	Regents - Chemistry &					Regents	
	Thursday	6/11/2026		Υ	Physics				+		6.3
	Friday	6/12/2026		Y					Forde Field Day; End of Year		6.3
	Monday	6/15/2026		Y					Culinary BBQ		6.3
	Tuesday	6/15/2026		Y		MP6 Ends - 27 Days			<del>                                     </del>		6.3
Yes	Wednesday	6/17/2026		Y	Regents Week	Duys				Regents	3.0
Yes	Thursday	6/18/2026		Υ	Regents Week					Regents	
	Friday	6/19/2026		N	Juneteenth - OFF					OFF	
Yes	Monday	6/22/2026		Y	Regents Week	MP6 Grades Due				Regents	
Yes	Tuesday	6/23/2026		Y	Regents Week					Regents	
Yes Yes	Wednesday Thursday	6/24/2026 6/25/2026	-	Y	Regents Week Regents Week				+	Regents Regents	
Yes	Friday	6/26/2026		Y	Rating Day					Rating	
					g zuy						
											998.1
				455							-
		l .	1	180	l .						1

Blackout Day (Yes/No)	Day	Date	A/B	Y/N	Days Off Public Calendar	MP Dates	Communications	Assessment Calendar	School Events	DOE	Hours Count
		Total Days Off									

# **Innovation Charter High School**

**Independent Auditor's Reports and Financial Statements** 

June 30, 2025 and 2024

Independent Auditor's Report	1
Financial Statements	
Statements of Financial Position	4
Statements of Activities	5
Statement of Functional Expenses – 2025	6
Statement of Functional Expenses – 2024	7
Statements of Cash Flows	8
Notes to Financial Statements	9
Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards – Independent Auditor's Report	17
Schedule of Findings and Responses	19
Summary Schedule of Prior Audit Findings	20

Forvis Mazars, LLP
135 West 50th Street
New York, NY 10020-1299
P 212.812.7000 | F 212.375.6888
forvismazars.us



# **Independent Auditor's Report**

Board of Trustees Innovation Charter High School New York, New York

# Report on the Audit of the Financial Statements

# **Opinion**

We have audited the financial statements of Innovation Charter High School, which comprise the statements of financial position as of June 30, 2025 and 2024, and the related statements of activities, functional expenses, and cash flows for the years then ended, and the related notes to the financial statements.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of Innovation Charter High School as of June 30, 2025 and 2024, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

# **Basis for Opinion**

We conducted our audits in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States (*Government Auditing Standards*). Our responsibilities under those standards are further described in the "Auditor's Responsibilities for the Audit of the Financial Statements" section of our report. We are required to be independent of Innovation Charter High School, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

# Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Innovation Charter High School's ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

# Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and Government Auditing Standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit
  procedures that are appropriate in the circumstances, but not for the purpose of expressing an
  opinion on the effectiveness of Innovation Charter High School's internal control. Accordingly, no
  such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about Innovation Charter High School's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

### Supplementary Information

Our audits were conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying supplemental information within the statements of functional expenses is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS. In our opinion, the accompanying supplementary information is fairly stated in all material respects in relation to the financial statements as a whole.

# Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated November 3, 2025, on our consideration of Innovation Charter High School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of Innovation Charter High School's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Innovation Charter High School's internal control over financial reporting and compliance.

Forvis Mazars, LLP

New York, New York November 3, 2025

	 2025	2024
ASSETS		
Current Assets		
Cash and cash equivalents	\$ 1,902,012	\$ 1,559,938
Grants and contracts receivable, net	171,173	759,203
Prepaid expenses and other current assets	 76,695	 13,764
Total Current Assets	2,149,880	2,332,905
Cash reserves	71,160	71,124
Operating reserves - board-designated cash	3,180,134	3,104,306
Property and equipment, net	288,810	284,020
Right-of-use asset - operating lease	 18,561	 27,175
Total Assets	\$ 5,708,545	\$ 5,819,530
LIABILITIES AND NET ASSETS Current Liabilities		
Accounts payable and accrued expenses	\$ 194,215	\$ 137,586
Accrued salaries and related liabilities	630,721	734,577
Deferred revenue	71,440	-
Current portion of lease liability	 15,535	 15,095
Total Current Liabilities	911,911	887,258
Operating lease liability	 15,988	 31,523
Total Liabilities	 927,899	 918,781
Net Assets		
Without donor restrictions		
Operating	1,600,512	1,796,443
Designated by the board for operating reserve	 3,180,134	 3,104,306
Total Net Assets Without Donor Restrictions	 4,780,646	4,900,749
Total Liabilities and Net Assets	\$ 5,708,545	\$ 5,819,530

		2025			2024	
	Without Donor Restrictions	With Donor Restrictions	Total	Without Donor Restrictions	With Donor Restrictions	Total
Revenues and Other Support						
Per-pupil operating revenue - resident student enrollment	\$ 7,286,006	\$ -	\$ 7,286,006	\$ 7,378,182	\$ -	\$ 7,378,182
Per-pupil operating revenue - students with disabilities	1,851,356		1,851,356	1,915,409		1,915,409
Total State and Local Per-Pupil Operating Revenues	9,137,362	-	9,137,362	9,293,591	-	9,293,591
Government grants and contracts - federal	396,165	-	396,165	647,395	-	647,395
Government grants and contracts - state	31,485	-	31,485	32,981	-	32,981
In-kind contributions	2,187,996	-	2,187,996	2,241,955	-	2,241,955
Interest	75,863	-	75,863	78,362	-	78,362
Contributions and other revenue	-	-	-	-	27,028	27,028
Net assets released from restrictions	-	-	-	27,028	(27,028)	-
Miscellaneous Income	18,050		18,050	4,735		4,735
Total Revenues and Other Support	11,846,921		11,846,921	12,326,047		12,326,047
Expenses						
Program Services						
General education	7,142,431	-	7,142,431	7,447,419	-	7,447,419
Special education	3,402,981		3,402,981	3,550,321		3,550,321
Total Program Services	10,545,412		10,545,412	10,997,740		10,997,740
Supporting Services						
Management and general	1,401,319	-	1,401,319	1,501,458	-	1,501,458
Fundraising	20,293		20,293	17,559		17,559
Total Supporting Services	1,421,612		1,421,612	1,519,017		1,519,017
Total Expenses	11,967,024		11,967,024	12,516,757		12,516,757
Change in Net Assets	(120,103)	-	(120,103)	(190,710)	-	(190,710)
Net Assets Without Donor Restrictions, Beginning of Year	4,900,749		4,900,749	5,091,459		5,091,459
Net Assets Without Donor Restrictions, End of Year	\$ 4,780,646	\$ -	\$ 4,780,646	\$ 4,900,749	\$ -	\$ 4,900,749

See Notes to Financial Statements 5

	2025							
			Program Service	es	Sı	pporting Servic	es	
	No. of	General	Special		Management			
	Positions*	Education	Education	Total	and General	Fundraising	Total	Total
Personnel Service Costs								
Instructional personnel	54	\$3,270,913	\$1,392,512	\$ 4,663,425	\$ -	\$ -	\$ -	\$ 4,663,425
Non-instructional personnel	3	23,795	10,074	33,869	120,131	<u>-</u>	120,131	154,000
Administrative personnel	16	686,055	491,681	1,177,736	544,198	12,164	556,362	1,734,098
Total Salaries and Staff	73	3,980,763	1,894,267	5,875,030	664,329	12,164	676,493	6,551,523
Payroll taxes and employee								
benefits		810,514	385,847	1,196,361	136,266	2,495	138,761	1,335,122
Retirement expense		133,605	63,603	197,208	22,462	411	22,873	220,081
Audit fees		-	_	-	86,566	-	86,566	86,566
Professional fees		155,106	87,977	243,083	174,172	90	174,262	417,345
Curriculum and classroom		140,720	63,235	203,955	-	-	-	203,955
Student services		209,096	93,962	303,058	-	-	-	303,058
Staff development		47,195	22,467	69,662	7,935	145	8,080	77,742
Office expense		31,688	15,085	46,773	42,537	98	42,635	89,408
Insurance		50,196	23,896	74,092	8,439	155	8,594	82,686
Marketing and recruiting		118,367	55,140	173,507	12,283	225	12,508	186,015
Information technology		59,446	28,299	87,745	9,994	183	10,177	97,922
Non-capitalized equipment and								
furnishings		5,450	2,594	8,044	916	17	933	8,977
Repairs and maintenance		11,175	5,320	16,495	1,878	34	1,912	18,407
In-kind rent		1,328,269	632,325	1,960,594	223,313	4,089	227,402	2,187,996
Depreciation and amortization		60,841	28,964	89,805	10,229	187	10,416	100,221
Total Expenses		\$7,142,431	\$3,402,981	\$10,545,412	\$1,401,319	\$ 20,293	\$1,421,612	\$11,967,024

See Notes to Financial Statements 6

				2	024			
			Program Service	es	Sı	pporting Service	es	
	No. of	General	Special		Management	_		
	Positions*	Education	Education	Total	and General	Fundraising	Total	Total
Personnel Service Costs								
Instructional personnel	54	\$3,420,992	\$1,509,499	\$ 4,930,491	\$ 23,342	\$ -	\$ 23,342	\$ 4,953,833
Non-instructional personnel	4	21,501	10,046	31,547	114,694	-	114,694	146,241
Administrative personnel	17	737,720	453,251	1,190,971	663,503	10,552	674,055	1,865,026
Total Salaries and Staff	75	4,180,213	1,972,796	6,153,009	801,539	10,552	812,091	6,965,100
Payroll taxes and employee								
benefits		883,170	420,601	1,303,771	166,945	2,264	169,209	1,472,980
Retirement expense		169,385	80,668	250,053	32,019	434	32,453	282,506
Audit fees		-	-	-	48,090	-	48,090	48,090
Professional fees		228,337	126,611	354,948	93,061	54	93,115	448,063
Legal fees		-	-	-	29,250	-	29,250	29,250
Curriculum and classroom		118,193	57,621	175,814	-	-	-	175,814
Student services		184,847	90,117	274,964	-	-	-	274,964
Staff development		46,691	22,236	68,927	8,826	120	8,946	77,873
Office expense		36,075	17,180	53,255	23,598	92	23,690	76,945
Insurance		46,042	21,927	67,969	8,703	118	8,821	76,790
Marketing and recruiting		63,849	30,671	94,520	7,658	104	7,762	102,282
Information technology		52,802	25,147	77,949	9,981	135	10,116	88,065
Non-capitalized equipment and								
furnishings		3,687	1,756	5,443	697	9	706	6,149
Repairs and maintenance		8,469	4,033	12,502	1,601	22	1,623	14,125
In-kind rent		1,327,144	632,040	1,959,184	250,868	3,402	254,270	2,213,454
Depreciation and amortization		98,515	46,917	145,432	18,622	253	18,875	164,307
Total Expenses		\$7,447,419	\$3,550,321	\$10,997,740	\$1,501,458	\$ 17,559	\$1,519,017	\$12,516,757

See Notes to Financial Statements 7

		2025	2024
Operating Activities			
Change in net assets	\$	(120, 103)	\$ (190,710)
Items not requiring operating cash flows			
Depreciation and amortization		100,221	164,307
Noncash operating lease expense		8,614	21,155
Changes in			
Grants and contracts receivable		588,030	(198,494)
Prepaid expenses and other current assets		(62,931)	(8)
Accounts payable and accrued expenses		56,629	4,074
Accrued salaries and related liabilities		(103,856)	208,476
Deferred revenue		71,440	-
Change in lease liability		(15,095)	 (27,636)
Net Cash (Used in) Provided by Operating Activities		522,949	(18,836)
Investing Activities			
Purchase of property and equipment		(105,011)	 (38,464)
Net Cash Used in Investing Activities		(105,011)	(38,464)
Change in Cash and Cash Equivalents and Restricted Cash		417,938	(57,300)
Cash and Cash Equivalents and Restricted Cash, Beginning			
of Year		4,735,368	 4,792,668
Cash and Cash Equivalents and Restricted Cash, End of Year	\$	5,153,306	\$ 4,735,368
Cash and Cash Equivalents and Restricted Cash Consist of:			
Cash and cash equivalents	\$	1,902,012	\$1,559,938
Cash reserves	Ψ	71,160	71,124
Operating reserves - board-designated cash		3,180,134	3,104,306
Operating reserves - board-designated easin	-	0, 100, 104	 5, 104,500
	\$	5,153,306	\$4,735,368

# Note 1. Nature of Operations and Summary of Significant Accounting Policies

# **Nature of Operations**

Innovation Charter High School (the School) is an educational corporation that operates as a charter school in the Borough of Manhattan, New York City. On December 15, 2009, the Board of Regents and the Board of Trustees of the University of the State of New York, for and on behalf of the State Education Department, granted the School a charter to operate grades 9 to 12. On March 4, 2021, the School's charter was renewed by the New York State Board of Regents through June 30, 2026. The School's mission is to develop leadership through innovation. Student innovators achieve academic excellence by setting self-created goals within a three-tiered educational model of core classroom instruction, portfolio-based annual individual projects, and hands-on, experimental learning. During fiscal years 2025 and 2024, the School operated classes for 383 and 402 full-time equivalent general instruction students, and 120 and 132 special education students, respectively. The School is supported primarily by state and local per-pupil revenues.

# Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues, expenses, and other changes in net assets during the reporting period. Actual results could differ from those estimates.

# Cash Equivalents and Restricted Cash

The School considers all liquid investments with original maturities of three months or less to be cash equivalents. At June 30, 2025 and 2024, cash equivalents consisted primarily of money market accounts.

Board-designated operating reserves and deposit accounts restricted externally by regulators are considered to be restricted cash.

At June 30, 2025, the School's cash accounts exceeded federally insured limits by approximately \$4,903,000.

### Cash Reserves

The School maintains cash in an escrow account, pursuant to its Charter Agreement, to pay off expenses in the event of dissolution of the School.

# **Grants and Contracts Receivable**

Revenues from government grants and contracts to which the School is entitled are recognized mostly on student enrollment. Some grants are provided for specific educational endeavors, which are not based on student enrollment, and are recorded when related expenditures are incurred by the School. Receivables are recorded when the revenue is earned. Bad debt is charged if the receivable is determined to be uncollectible based on periodic review by management. Factors used to determine whether an allowance should be recorded include the age of the receivable and a review of payments subsequent to year-end. Receivables are written off against the allowance for doubtful accounts when all reasonable collection efforts have been exhausted. As of June 30, 2025 and 2024, the School had no allowance for doubtful accounts.

# **Property and Equipment**

Property and equipment acquisitions are stated at cost, less accumulated depreciation, and amortization. Property and equipment acquisitions with a cost of \$1,000 and an estimated useful life of more than one year are capitalized. Depreciation and amortization is charged to expense on the straight-line basis over the estimated useful life of each asset. Assets under finance lease obligations and leasehold improvements are amortized over the shorter of the lease term or respective estimated useful lives.

The estimated useful lives for each major depreciable classification of property and equipment are as follows:

Furniture and fixtures	5 to 10 years
Equipment	3 to 5 years
Leasehold improvements	10 years
Website development	5 years

# Long-Lived Asset Impairment

The School evaluates the recoverability of the carrying value of long-lived assets whenever events or circumstances indicate the carrying amount may not be recoverable. If a long-lived asset is tested for recoverability and the undiscounted estimated future cash flows expected to result from the use and eventual disposition of the asset are less than the carrying amount of the asset, the asset cost is adjusted to fair value and an impairment loss is recognized as the amount by which the carrying amount of a long-lived asset exceeds its fair value. No asset impairment was recognized during the years ended June 30, 2025 and 2024.

## Net Assets

Net assets, revenues, gains, and losses are classified based on the existence or absence of donor or grantor restrictions.

Net assets without donor restrictions are available for use in general operations and not subject to donor or grantor restrictions. The governing board has designated, from net assets without donor or grantor restrictions, net assets for an operating reserve.

Net assets with donor restrictions are subject to donor or certain grantor restrictions. Some restrictions are temporary in nature, such as those that will be met by the passage of time or other events specified by the donor.

# State and Local Per-Pupil Revenue

Revenue from the state and local governments resulting from the School's charter status and based on the number of students enrolled are recorded when services are performed in accordance with the Charter Agreement.

# **Contributions**

Contributions are provided to the School either with or without restrictions placed on the gift by the donor. Revenues and net assets are separately reported to reflect the nature of those gifts – with or without donor restrictions. The value recorded for each contribution is recognized as follows:

Nature of the Gift	Value Recognized
Conditional gifts, with or without restriction	
Gifts that depend on the School overcoming a donor-imposed barrier to be entitled to the funds	Not recognized until the gift becomes unconditional, <i>i.e.</i> , the donor-imposed barrier is met

Nature of the Gift	Value Recognized
Unconditional gifts, with or without restriction	
Received at date of gift – cash and other assets	Fair value
Received at date of gift – property, equipment, and long-lived assets	Estimated fair value
Expected to be collected within one year	Net realizable value
Collected in future years	Initially reported at fair value determined using the discounted present value of estimated future cash flows technique

In addition to the amount initially recognized, revenue for unconditional gifts to be collected in future years is also recognized each year as the present-value discount is amortized using the level-yield method.

When a donor-stipulated time restriction ends or purpose restriction is accomplished, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statements of activities as net assets released from restrictions.

Gifts and investment income that are originally restricted by the donor and for which the restriction is met in the same time period are recorded as revenue with donor restrictions and then released from restriction.

Conditional contributions having donor stipulations which are satisfied in the period the gift is received are recorded as revenue and net assets without donor restrictions.

### Government Grants

Support funded by grants is recognized as the School meets the conditions prescribed by the grant agreement, performs the contracted services, or incurs outlays eligible for reimbursement under the grant agreements. Grant activities and outlays are subject to audit and acceptance by the granting agency and, as a result of such audit, adjustments could be required.

### Leases

The School determines if an arrangement is a lease or contains a lease at inception. Leases result in the recognition of ROU assets and lease liabilities on the statements of financial position. ROU assets represent the right to use an underlying asset for the lease term, and lease liabilities represent the obligation to make lease payments arising from the lease, measured on a discounted basis. The School determines lease classification as operating or finance at the lease commencement date.

The School combines lease and nonlease components, such as common area and other maintenance costs, and accounts for them as a single lease component in calculating the ROU assets and lease liabilities.

At lease commencement, the lease liability is measured at the present value of the lease payments over the lease term. The ROU asset equals the lease liability adjusted for any initial direct costs, prepaid or deferred rent, and lease incentives. The School has made a policy election to use a risk-free rate (the rate of a zero-coupon U.S. Treasury instrument) for the initial and subsequent measurement of all lease liabilities. The risk-free rate is determined using a period comparable with the lease term.

The lease term may include options to extend or to terminate the lease that the School is reasonably certain to exercise. Lease expense is generally recognized on a straight-line basis over the lease term.

# Innovation Charter High School Notes to Financial Statements June 30, 2025 and 2024

The School has elected not to record leases with an initial term of 12 months or less on the statements of financial position. Lease expense on such leases is recognized on a straight-line basis over the lease term.

### **Income Taxes**

The School is exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code and a similar provision of state law. However, the School is subject to federal income tax on any unrelated business taxable income.

The School files tax returns in the U.S. federal jurisdiction.

# Functional Allocation of Expenses

The costs of supporting the various programs and other activities have been summarized on a functional basis in the statements of activities. The statements of functional expenses present the natural classification detail of expenses by function. Certain costs have been allocated among the program services, management and general, and fundraising categories based on actual expenditures as well as cost allocations based on time spent by personnel in the functional areas.

# Note 2. Property and Equipment

Property and equipment at June 30, 2025 and 2024 consists of:

	2025	2024	
Furniture and fixtures	\$ 151,159	\$ 151,159	
Equipment	1,061,172	956,161	
Leasehold improvements	186,782	186,782	
Website development	114,525_	114,525	
	1,513,638	1,408,627	
Less accumulated depreciation and amortization	(1,224,828)	(1,124,607)	
	\$ 288,810	\$ 284,020	

# Note 3. Leases

### Nature of Leases

The School has entered into the following lease arrangement:

### **Operating Leases**

The School has one lease for office equipment that expires in 2027. Termination of the leases is generally prohibited unless there is a violation under the lease agreement.

### All Leases

The School has no material related-party leases.

The School's lease agreement does not contain any material residual value guarantees or material restrictive covenants.

# **Quantitative Disclosures**

The lease cost and other required information for the years ended June 30, 2025 and 2024 are:

	2025		2024	
Lease cost				
Operating lease cost	\$	9,719	_\$_	22,830
Total lease cost	\$	9,719	\$	22,830
Other information				
Cash paid for amounts included in the measurement of lease liabilities				
Operating cash flows from operating leases Weighted-average remaining lease term	\$	16,200	\$	29,311
Operating leases Weighted-average discount rate		2.00 years		3.00 years
Operating leases		2.88%		2.88%

Future minimum lease payments and reconciliation to the statement of financial position at June 30, 2025 are as follows:

	Operating Leases
2026	\$ 16,200
2027	16,200
Total future undiscounted lease payments	32,400
Less imputed interest	(877)
Lease liabilities	\$ 31,523

# Note 4. Net Assets With Donor Restrictions

There were no net assets with donor restrictions at June 30, 2025 and 2024.

### Net Assets Released From Restrictions

Net assets were released from donor restrictions by incurring expenses satisfying the restricted purposes or by occurrence of other events specified by donors:

	202	2025		2024	
Satisfaction of purpose restrictions					
Trip Reimbursement	\$	-	\$	17,028	
Earthwatch program		-		10,000	
Prize money for students					
	\$		\$	27,028	

# Note 5. Contributed Nonfinancial Assets

For the years ended June 30, 2025 and 2024, contributed nonfinancial assets recognized within the statements of activities included:

	 2025	 2024
Use of building Legal services	\$ 2,187,996	\$ 2,213,455 28,500
	\$ 2,187,996	\$ 2,241,955

# Use of Building

The School has been provided space in a building owned by the New York City Department of Education (NYCDOE) at no charge to the School. The space is provided to the School in a building utilization plan provided by NYCDOE. The plan provides approximately 19,755 square feet or 49% of the building's educational space to the School. An additional allocation of approximately 4,400 square feet of the facility's shared auditorium and cafeteria space has been calculated based on the School's share of the facility enrollment target. For schools that rent outside space, NYCDOE reimburses them up to 30% of their general education funding to cover rental expenses. The contributed building was used for the general education and special education programs, as well as general and administrative and fundraising activities.

# Legal Services

Donated legal services recognized within the statements of activities are utilized for management and general purposes. The School estimates the fair value of these services on the basis of purchasing similar services in the United States. Donated legal services do not have donor restrictions.

# Note 6. Contingencies and Concentrations

Certain grants and contracts may be subject to audit by the funding sources. Such audits might result in disallowances of costs submitted for reimbursement. Management is of the opinion that such cost disallowances, if any, will not have a material effect on the accompanying financial statements. Accordingly, no amounts have been provided in the accompanying financial statements for such potential claims.

Substantially all of the School's operating revenue is paid by the New York State Education Department.

In addition, substantially all grants and contracts receivable due at year-end were all due from the New York State Education Department.

# Note 7. Defined Contribution Pension Plan

The School has a 401(k) defined contribution retirement plan covering substantially all employees. The School provides a matching contribution of up to 5% of employee contributions. Pension expense was \$220,081 and \$282,506 for the years ended June 30, 2025 and 2024, respectively.

# Note 8. Liquidity and Availability

The School's financial assets available within one year of the date of the statements of financial position expenditures as of June 30, 2025 and 2024 are:

	2025	2024
Financial assets		
Cash and cash equivalents	\$ 1,902,012	\$ 1,559,938
Grants and contracts receivable	171,173	759,203
Operating reserves - board-designated cash	3,180,134	3,104,306
Total financial assets	5,253,319	5,423,447
Less internal designations Operating reserves - board-designated cash	3,180,134	3,104,306
Financial assets available to meet cash needs for general expenditures within one year	\$ 2,073,185	\$ 2,319,141

The financial assets of the School without donor restrictions or restricted by state laws are available for general expenditures. As part of liquidity management, the School invests cash in excess of daily requirements in cash and cash equivalents. Although the School does not intend to spend from its net assets other than amounts appropriated for general expenditures as part of its annual budget approval and appropriation, amounts could be made available if necessary. During the years ended June 30, 2025 and 2024, the level of liquidity and reserves was managed within the policy requirements.

# Note 9. Subsequent Events

Subsequent events have been evaluated through November 3, 2025, which is the date the financial statements were available to be issued.

Forvis Mazars, LLP
135 West 50th Street
New York, NY 10020-1299
P 212.812.7000 | F 212.375.6888
forvismazars.us



Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards

# **Independent Auditor's Report**

Board of Trustees Innovation Charter High School New York, New York

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States (*Government Auditing Standards*), the financial statements of Innovation Charter High School, which comprise the statement of financial position as of June 30, 2025, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated November 3, 2025.

# **Report on Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered Innovation Charter High School's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Innovation Charter High School's internal control. Accordingly, we do not express an opinion on the effectiveness of Innovation Charter High School's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

# **Report on Compliance and Other Matters**

As part of obtaining reasonable assurance about whether Innovation Charter High School's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

# **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Forvis Mazars, LLP

New York, New York November 3, 2025 Innovation Charter High School Schedule of Findings and Responses Year Ended June 30, 2025

# Findings Required to be Reported by Government Auditing Standards

No matters are reportable.

# Innovation Charter High School Summary Schedule of Prior Audit Findings Year Ended June 30, 2025

Reference Number	Summary of Finding	Status
	No matters are reportable.	

# Forvis Mazars Report to the Board of Trustees and Management

**Innovation Charter High School** 

Results of the 2025 Financial Statement Audit, Including Required Communications

June 30, 2025

# Required Communications Regarding Our Audit Strategy & Approach (AU-C 260)

# **Overview & Responsibilities**

Matter	Discussion
Scope of Our	This report covers audit results related to your financial statements and supplementary information:
Audit	As of and for the year ended June 30, 2025
	Conducted in accordance with our contract dated March 13, 2025
Our Responsibilities	Forvis Mazars is responsible for forming and expressing an opinion about whether the financial statements that have been prepared by management, with the oversight of those charged with governance, are prepared in accordance with accounting principles generally accepted in the United States of America (GAAP).
Audit Scope & Inherent Limitations to Reasonable Assurance	An audit performed in accordance with auditing standards generally accepted in the United States of America (GAAS) and <i>Government Auditing Standards</i> issued by the Comptroller General of the United States (GAGAS) is designed to obtain reasonable, rather than absolute, assurance about the financial statements. The scope of our audit tests was established in relation to the financial statements taken as a whole and did not include a detailed audit of all transactions.
Extent of Our Communication	In addition to areas of interest and noting prior communications made during other phases of the engagement, this report includes communications required in accordance with GAAS that are relevant to the responsibilities of those charged with governance in overseeing the financial reporting process, including audit approach, results, and internal control. The standards do not require the auditor to design procedures for the purpose of identifying other matters to be communicated with those charged with governance.
Independence	The engagement team, others in our firm, as appropriate, and our firm, have complied with all relevant ethical requirements regarding independence.
Your Responsibilities	Our audit does not relieve management or those charged with governance of your responsibilities. Your responsibilities and ours are further referenced in our contract.



Matter	Discussion
Distribution Restriction	This communication is intended solely for the information and use of the following and is not intended to be, and should not be, used by anyone other than these specified parties:
	The Board of Trustees and Management
	Others within the School

# **Government Auditing Standards**

Matter	Discussion
Additional	We also provided reports as of June 30, 2025, on the following as required by GAGAS:
GAGAS Reporting	<ul> <li>Internal control over financial reporting and on compliance and other matters based on an audit of the financial statements performed in accordance with GAGAS</li> </ul>
Reporting Limitations	Our consideration of internal control over financial reporting and our tests of compliance were not designed with an objective of forming an opinion on the effectiveness of internal control or on compliance, and accordingly, we do not express such an opinion.

# **Qualitative Aspects of Significant Accounting Policies & Practices**

# **Significant Accounting Policies**

Significant accounting policies are described in Note 1 of the audited financial statements.

With respect to new accounting standards adopted during the year, we call to your attention the following topics:

• No matters are reportable

### **Unusual Policies or Methods**

With respect to significant unusual accounting policies or accounting methods used for significant unusual transactions (significant transactions outside the normal course of business or that otherwise appear to be unusual due to their timing, size, or nature), we noted the following:

• No matters are reportable

# **Alternative Accounting Treatments**

We had discussions with management regarding alternative accounting treatments within GAAP for policies and practices for material items, including recognition, measurement, and disclosure considerations related to the accounting for specific transactions as well as general accounting policies, as follows:

· No matters are reportable

# **Management Judgments & Accounting Estimates**

Accounting estimates are an integral part of financial statement preparation by management, based on its judgments. Significant areas of such estimates for which we are prepared to discuss management's estimation process and our procedures for testing the reasonableness of those estimates include:

- Valuation of contributions and government grants receivable
- · Fair value of donated rent



### **Financial Statement Disclosures**

The following areas involve particularly sensitive financial statement disclosures for which we are prepared to discuss the issues involved and related judgments made in formulating those disclosures:

· No matters are reportable

# Our Judgment About the Quality of the Entity's Accounting Principles

During the course of the audit, we made the following observations regarding the Entity's application of accounting principles:

No matters are reportable

# **Adjustments Identified by Audit**

During the course of any audit, an auditor may propose adjustments to financial statement amounts. Management evaluates our proposals and records those adjustments that, in its judgment, are required to prevent the financial statements from being materially misstated.

A misstatement is a difference between the amount, classification, presentation, or disclosure of a reported financial statement item and that which is required for the item to be presented fairly in accordance with the applicable financial reporting framework.

# **Proposed & Recorded Adjustments**

Auditor-proposed and management-recorded entries include the following:

No matters are reportable

# **Uncorrected Misstatements**

Some adjustments proposed were **not recorded** because their effect is not currently considered material. We request that all identified misstatements be corrected.

Uncorrected misstatements that were determined by management to be immaterial, both individually and in the aggregate, but more than trivial to the financial statements as a whole are included as an attachment to this communication.

While these uncorrected misstatements were deemed to be immaterial to the current-period financial statements, it is possible that the impact of these uncorrected misstatements, or matters underlying these uncorrected misstatements, could potentially cause future-period financial statements to be materially misstated.

# **Other Required Communications**

### Other Material Communications

Listed below are other material communications between management and us related to the audit:

Management representation letter (see Attachments)

We orally communicated to management other deficiencies in internal control identified during our audit that are not considered material weaknesses or significant deficiencies.



# **Attachments**

# **Management Representation Letter (Attachment A)**

As a material communication with management, included herein is a copy of the representation letter provided by management at the conclusion of our engagement.

# **Schedule of Uncorrected Misstatements (Attachment B)**

The detail of uncorrected misstatements identified as a result of our engagement are included herein.



# **Attachment A**

**Management Representation Letter** 



Representation of: Innovation Charter High School 410 E 100th ST New York, NY 10029

Provided to:

Forvis Mazars, LLP
Certified Public Accountants
135 West 50th Street
New York, NY 10020-1299

The undersigned ("We") are providing this letter in connection with Forvis Mazars' audits of our financial statements as of and for the years ended June 30, 2025 and 2024.

Our representations are current and effective as of the date of Forvis Mazars' report: November 3, 2025.

Our engagement with Forvis Mazars is based on our contract for services dated: March 13, 2025.

# Our Responsibility & Consideration of Material Matters

We confirm that we are responsible for the fair presentation of the financial statements subject to Forvis Mazars' report in conformity with accounting principles generally accepted in the United States of America.

We are also responsible for adopting sound accounting policies; establishing and maintaining effective internal control over financial reporting, operations, and compliance; and preventing and detecting fraud.

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement. An omission or misstatement that is monetarily small in amount could be considered material as a result of qualitative factors.

# Confirmation of Matters Specific to the Subject Matter of Forvis Mazars' Report

We confirm, to the best of our knowledge and belief, the following:

### **Broad Matters**

- 1. We have fulfilled our responsibilities, as set out in the terms of our contract, for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America.
- 2. We acknowledge our responsibility for the design, implementation, and maintenance of:
  - a. Internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
  - b. Internal control to prevent and detect fraud.
- We have provided you with:
  - a. Access to all information of which we are aware that is relevant to the preparation and fair presentation of the financial statements, such as financial records and related data,

documentation, and other matters.

- Additional information that you have requested from us for the purpose of the audit.
- Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
- d. All minutes of trustees meetings, held through the date of this letter or summaries of actions of recent meetings for which minutes have not yet been prepared. All unsigned copies of minutes provided to you are copies of our original minutes approved by the board, if applicable, and maintained as part of our records.
- e. All significant contracts.
- 4. We have responded fully and truthfully to all your inquiries.

# **Government Auditing Standards**

- 5. We acknowledge that we are responsible for compliance with applicable laws, regulations, and provisions of contracts and grant agreements.
- 6. We have identified and disclosed to you all laws, regulations, and provisions of contracts and grant agreements that have a direct and material effect on the determination of amounts in our financial statements or other financial data significant to the audit objectives.
- 7. We have identified and disclosed to you any violations or possible violations of laws, regulations, and provisions of contracts and grant agreements, tax or debt limits, and any related debt covenants whose effects should be considered for recognition and/or disclosure in the financial statements or for your reporting on noncompliance.
- 8. We have taken or will take timely and appropriate steps to remedy any fraud, abuse, illegal acts, or violations of provisions of contracts or grant agreements that you or other auditors report.
- 9. We have a process to track the status of audit findings and recommendations.
- 10. We have identified to you any previous financial audits, attestation engagements, performance audits, or other studies related to the objectives of your audit and the corrective actions taken to address any significant findings and recommendations made in such audits, attestation engagements, or other studies.
- 11. We have provided our views on any findings, conclusions, and recommendations, as well as our planned corrective actions with respect thereto, to you for inclusion in the findings and recommendations referred to in your report on internal control over financial reporting and on compliance and other matters based on your audit of the financial statements performed in accordance with *Government Auditing Standards*.

# Misappropriation, Misstatements, & Fraud

- 12. We have informed you of all current risks of a material amount that are not adequately prevented or detected by our procedures with respect to:
  - a. Misappropriation of assets.
  - b. Misrepresented or misstated assets, liabilities, or net assets.
- 13. We have no knowledge of fraud or suspected fraud affecting the entity involving:
  - a. Management or employees who have significant roles in internal control over financial reporting, or

- Others when the fraud could have a material effect on the financial statements.
- 14. We understand that the term "fraud" includes misstatements arising from fraudulent financial reporting and misstatements arising from misappropriation of assets. Misstatements arising from fraudulent financial reporting are intentional misstatements, or omissions of amounts or disclosures in financial statements to deceive financial statement users. Misstatements arising from misappropriation of assets involve the theft of an entity's assets where the effect of the theft causes the financial statements not to be presented in conformity with accounting principles generally accepted in the United States of America.
- 15. We have no knowledge of any allegations of fraud or suspected fraud affecting the entity received in communications from employees, former employees, customers, analysts, SEC or other regulators, suppliers, or others.
- 16. We have assessed the risk that the financial statements may be materially misstated as a result of fraud and disclosed to you any such risk identified.

# **Ongoing Operations**

- 17. We have evaluated whether there are conditions or events known or reasonably knowable, considered in the aggregate, that raise substantial doubt about the entity's ability to continue as a going concern within one year of the date of this letter without consideration of potential mitigating effects of management's plans not yet fully implemented and concluded substantial doubt does not exist.
- 18. We acknowledge the current economic volatility presents difficult circumstances and challenges for our industry. Entities are potentially facing declines in the volume of business, constraints on liquidity, difficulty obtaining financing or bonding, significant credit quality problems, including significant volatility in the values of real estate and other collateral supporting loans, etc. We understand the values of the assets and liabilities recorded in the financial statements could change rapidly, resulting in material future adjustments to asset values, allowances for accounts receivable, capital, etc., that could negatively impact the entity's ability to maintain sufficient liquidity.

We acknowledge that you have no responsibility for future changes caused by the current economic environment and the resulting impact on the entity's financial statements. Further, management and governance are solely responsible for all aspects of managing the entity, including reviewing allowances for uncollectible amounts; evaluating capital needs and liquidity plans; etc.

### **Related Parties**

- 19. We have disclosed to you the identity of all of the entity's related parties and all the related-party relationships of which we are aware. The entity has not entered into any new agreements with a related party or modified terms related to an existing related-party transaction during the year under audit, or as of the date of this letter. Further, we do not have any existing or ongoing agreements with related parties that are still in effect as of the date of this letter.
- 20. We understand that the term related party refers to:
  - Affiliates
  - Entities for which investments are accounted for by the equity method
  - Trusts for the benefits of employees, such as pension and profit-sharing trusts that are managed by or under the trusteeship of management

- Management and members of their immediate families
- Any other party with which the entity may deal if one party can significantly influence the management or operating policies of the other to an extent that one of the transacting parties might be prevented from fully pursuing its own separate interests.

Another party is also a related party if it can significantly influence the management or operating policies of the transacting parties or if it has an ownership interest in one of the transacting parties and can significantly influence the other to an extent that one or more of the transacting parties might be prevented from fully pursuing its own separate interests.

The term <u>affiliate</u> refers to a party that directly or indirectly controls, or is controlled by, or is under common control with, the entity.

# Litigation, Laws, Rulings & Regulations

- 21. We are not aware of any pending or threatened litigation or claims whose effects should be considered when preparing the financial statements. We have not sought or received attorney's services related to pending or threatened litigation or claims during or subsequent to the audit period. Also, we are not aware of any litigation or claims, pending or threatened, for which legal counsel should be sought.
- 22. We have no knowledge of communications, other than those specifically disclosed, from regulatory agencies, governmental representatives, employees, or others concerning investigations or allegations of noncompliance with laws and regulations, deficiencies in financial reporting practices, or other matters that could have a material adverse effect on the financial statements.
- 23. We have disclosed to you all known instances of violations or noncompliance or possible violations or suspected noncompliance with laws and regulations whose effects should be considered when preparing financial statements or as a basis for recording a loss contingency.
- 24. We have no reason to believe the entity owes any penalties or payments under the Employer Shared Responsibility Provisions of the *Patient Protection and Affordable Care Act*, nor have we received any correspondence from the IRS or other agencies indicating such payments may be due.
- 25. We have not been designated as a potentially responsible party (PRP or equivalent status) by the Environmental Protection Agency (EPA) or other cognizant regulatory agency with authority to enforce environmental laws and regulations:

### Nonattest Services

- 26. You have provided nonattest services, including the following, during the period of this engagement:
  - Preparing a draft of the financial statements and related notes and supplementary information
  - All federal and state information return preparation
- 27. With respect to these services:
  - a. We have designated a qualified management-level individual to be responsible and accountable for overseeing the nonattest services.
  - b. We have established and monitored the performance of the nonattest services to ensure

they meet our objectives.

- We have made any and all decisions involving management functions with respect to the nonattest services and accept full responsibility for such decisions.
- d. We have evaluated the adequacy of the services performed and any findings that resulted.
- We have established and maintained internal controls, including monitoring ongoing activities.
- f. When we receive final deliverables from you, we will store those deliverables in information systems controlled by us. We have taken responsibility for maintaining internal control over these deliverables.

# Financial Statements & Reports

- 28. We have reviewed and approved a draft of the financial statements and related notes referred to above, which you prepared in connection with your audit of our financial statements. We acknowledge that we are responsible for the fair presentation of the financial statements and related notes.
- 29. With regard to supplementary information:
  - We acknowledge our responsibility for the presentation of the supplementary information in accordance with the applicable criteria.
  - b. We believe the supplementary information is fairly presented, both in form and content, in accordance with the applicable criteria.
  - c. The methods of measurement and presentation of the supplementary information are unchanged from those used in the prior period, and we have disclosed to you any significant assumptions or interpretations underlying the measurement and presentation of the supplementary information.
  - d. We believe the significant assumptions or interpretations underlying the measurement and/or presentation of the supplementary information are reasonable and appropriate.
- 30. We do not issue an annual report, nor do we have plans to issue an annual report at this time.

# Transactions, Records, & Adjustments

- 31. All transactions have been recorded in the accounting records and are reflected in the financial statements.
- 32. The entity has appropriately reconciled its general ledger accounts to their related supporting information. All related reconciling items considered to be material were identified and included on the reconciliations and were appropriately adjusted in the financial statements. All intracompany (and intercompany) accounts have been eliminated or appropriately measured and considered for disclosure in the financial statements.
- 33. We have everything we need to keep our books and records.
- 34. We have disclosed any significant unusual transactions the entity has entered into during the period, including the nature, terms, and business purpose of those transactions.
- 35. We believe the effects of the uncorrected financial statement misstatement(s) and omitted disclosures summarized in the attached schedule and aggregated by you during the current engagement are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

We understand that, depending on both the nature of the uncorrected misstatement(s) and the federal and state income tax rules applicable thereto, each uncorrected misstatement may or may not be taken into account for purposes of determining our federal and/or state taxable income and any income tax liability for the current year.

# Nonprofit Accounting & Disclosure Matters

- 36. Adequate provisions and allowances have been accrued for any material losses from uncollectible pledges.
- 37. We have identified to you any activities conducted having both fund-raising and program or management and general components (joint activities) and have allocated the costs of any joint activities in accordance with the provisions of FASB ASC 958-720-45.
- 38. We are an entity exempt from income tax under Section 501(c) of the Internal Revenue Code and a similar provision of state law and, except as disclosed in the financial statements, there are no activities that would jeopardize our tax-exempt status or subject us to income tax on unrelated business income or excise tax on prohibited transactions and events.
- 39. We acknowledge the entity is not a conduit debt obligor whose debt securities are listed, quoted, or traded on an exchange or an over-the-counter market. As a result, we acknowledge the entity does not meet the definition of a "public entity" under generally accepted accounting principles for certain accounting standards.

# Accounting & Disclosure

- 40. All transactions entered into by the entity are final. We are not aware of any unrecorded transactions, side agreements or other arrangements (either written or oral) that are in place.
- 41. Except as reflected in the financial statements, there are no:
  - a. Plans or intentions that may materially affect carrying values or classifications of assets, liabilities, or net assets.
  - b. Material transactions omitted or improperly recorded in the financial records.
  - c. Material unasserted claims or assessments that are probable of assertion or other gain/loss contingencies requiring accrual or disclosure in accordance with Accounting Standards Codification (ASC) Topic 450, Contingencies, including those arising from environmental remediation obligations.
  - d. Events occurring subsequent to the balance sheet date through the date of this letter, which is the date the financial statements were available to be issued, requiring adjustment or disclosure in the financial statements.
  - e. Agreements to purchase assets previously sold.
  - f. Arrangements with financial institutions involving compensating balances or other arrangements involving restrictions on cash balances, lines of credit, or similar arrangements.
  - g. Guarantees, whether written or oral, under which the entity is contingently liable.
  - h. Known or anticipated asset retirement obligations.
- 42. Except as disclosed in the financial statements, the entity has:
  - a. Satisfactory title to all recorded assets, and those assets are not subject to any liens,

pledges, or other encumbrances.

b. Complied with all aspects of contractual and grant agreements, for which noncompliance would materially affect the financial statements.

### Revenue and Accounts Receivable

- 43. Adequate provisions, allowances, or other adjustments in basis have been recorded for any material losses from:
  - a. Uncollectible receivables.
  - b. Purchase commitments in excess of normal requirements or at prices in excess of prevailing market prices.

### **Estimates**

- 44. We have identified all accounting estimates that could be material to the financial statements and we confirm the appropriateness of the methods and the consistency in their application, the accuracy and completeness of data, and the reasonableness of significant assumptions used by us in making the accounting estimates, including those measured at fair value reported in the financial statements.
- 45. Significant estimates that may be subject to a material change in the near term have been properly disclosed in the financial statements. We understand that "near term" means the period within one year of the date of the financial statements. In addition, we have no knowledge of concentrations, which refer to volumes of business, revenues, investments, or deposits, existing at the date of the financial statements that would make the entity vulnerable to the risk of severe impact in the near term that have not been properly disclosed in the financial statements.

### Fair Value

- 46. With respect to the fair value measurements of financial and nonfinancial assets and liabilities, if any, recognized in the financial statements or disclosed in the notes thereto:
  - a. The underlying assumptions are reasonable and they appropriately reflect management's intent and ability to carry out its stated course of action.
  - b. The measurement methods and significant assumptions used in determining fair value are appropriate in the circumstances for financial statement measurement and disclosure purposes and have been consistently applied.
  - c. The significant assumptions appropriately reflect market participant assumptions.
  - d. The disclosures related to fair values are complete, adequate, and in conformity with accounting principles generally accepted in the United States of America.
  - e. There are no subsequent events that require adjustments to the fair value measurements and disclosures included in the financial statements.

### Off-Balance-Sheet Risk

- 47. The following information about financial instruments with off-balance-sheet risk and financial instruments with concentrations of credit risk have been properly disclosed in the financial statements:
  - a. The extent, nature, and terms of financial instruments with off-balance-sheet risk.
  - b. The amount of credit risk of financial instruments with off-balance-sheet risk and information

about the collateral supporting such financial instruments.

- c. Significant concentrations of credit risk arising from all financial instruments and information about the collateral of such financial instruments.
- d. The common activity, region, or characteristic that identified the concentration.
- e. The maximum loss that could result if the counterparties completely failed to perform their obligations and any collateral for the amounts due were worthless.
- f. The entity's policy of requiring collateral to minimize the risk, the nature of this collateral, and information about the entity's access to collateral.

### Tax Matters

48. We understand the potential penalties for failure to disclose reportable tax transactions to the taxing authorities and have fully disclosed to Forvis Mazars any and all known reportable tax transactions.

Latoya Massey  Latoya Massey (Nov 3, 2025 16:21:17 EST)
Latoya Massey (Nov 3, 2025 16:21:17 EST)
Latoya Massey, Board Chair
latoya.massey@innovationhighschool.org
1,27
Rad Todic (Nov 3, 2025 15:54:31 EST)
Kezena Brown, Principal

kezena.brown@innovationhighschool.org

Attachment:

Schedule of Uncorrected Misstatements and Omitted Disclosures

# **Attachment B**

**Schedule of Uncorrected Misstatements** 



# Appendix B Innovation Charter High School Summary of Uncorrected Misstatements and Omitted Disclosures, as applicable As of and for the Year Ended June 30, 2025

# **Summary of Misstatements in the Financial Statements**

	Debit (Credit) Required to Correct the Financial Statements					
Description	Assets	Liabilities	Net Assets	Revenue	Expenses	Change in Net Assets
Unrecorded misstatements - factual	(77,561)	-	77,561	-	77,561	77,561
Unrecorded misstatements - projected	-	-	-	-	-	-
Unrecorded misstatements - judgmental	-	-	-	-	-	-
Total uncorrected misstatements (Iron Curtain)	(77,561)	-	77,561	-	77,561	77,561
Impact of correcting prior period misstatements in prior periods (From Prior Period Table Below)				-	106,231	106,231
Total uncorrected misstatements, assuming prior year misstatements were corrected in prior periods (Rollover)				-	(28,670)	(28,670)

# **Financial Statement Impact**

	Debit (Credit)					
	As Reported	Misstatements	Subsequent to Misstatements	% Change		
Current Assets	\$ 2,149,880	\$ -	\$ 2,149,880	- %		
Non-Current Assets	3,558,665	(77,561)	3,481,104	(2.18)%		
Current Liabilities	(884,882)	-	(884,882)	- %		
Non-Current Liabilities	(15,988)	-	(15,988)	- %		
Current Ratio	(2.43)		(2.43)	- %		
Total Assets	5,708,545	(77,561)	5,630,984	(1.36)%		
Total Liabilities	(900,870)	-	(900,870)	- %		
Net Assets	(4,814,003)	77,561	(4,736,442)	(1.61)%		
Revenues	(11,846,921)	-	(11,846,921)	- %		
Expenses	11,967,024	(28,670)	11,938,354	(0.24)%		
Change in Net Assets	120,103	(28,670)	91,433	(23.87)%		

Page 2 of 2

# Uncorrected misstatements from prior periods

Prior Period Uncorrected Misstatement (debit/credit from prior year)	Assets	Liabilities	Net Assets	Revenue	Expenses	Change in Net Assets
Reversal of Leasehold improvement	(106,231)	-	-	-	106,231	106,231
	-	1	-	-	-	-
	-	ı	-	-	-	-
Total pre tax Income Statement				-	106,231	106,231
Total pre tax Balance Sheet	(106,231)	-	-			



**Innovation Charter High School** 

Year End: June 30, 2025

Unrecorded misstatements - Factual Date: 7/1/2024 To 6/30/2025

			5114
Completed by	Reviewed by	Reviewed by	EE
PT124391 9/2/2025			CA116970 9/8/2025
EQR	Reviewed by	Reviewed by	Reviewed by
LR115878 9/20/2025			

Number	Date	Name	Account No	Reference	Annotation	Debit	Credit	Recurrence	Misstatement
1	6/30/2025	Leasehold Improvements	1505	4520-2	1		77,561.00		
1	6/30/2025	Administrative Expenses:Furniture - Non Capital	6304	4520-2		93,015.00			
1	6/30/2025	Depreciation Expense	7100	4520-2			15,454.00		
		PAJE to remove capitalized LHI							
2	6/30/2025	ROU - Operation - Equipment	1701	4580-1	2		18,561.00		
2	6/30/2025	Lease Liability ST - Operating - Equipment	2400	4580-1		15,535.00			
2	6/30/2025	Lease Liability - Long Term	2500	4580-1		15,988.00			
2	6/30/2025	ROU Asset - Finance Lease	FM01	4580-1		18,561.00			
2	6/30/2025	Finance Lease Liability	FM02	4580-1			31,523.00		
		PAJE to reclassify ROU asset and							
		liabilities from operating lease to finance lease.							
						143,099.00	143,099.00		

Net Income (Loss)

(197,665.00)