



Innovation Charter High School
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BOARD OF TRUSTEES MEETING MINUTES

AUGUST 19, 2025

6:00 PM

1. Roll call/sign in

Board Chair, Ms. Latoya Massey, called the meeting to order at 6:00 pm.

Trustees present: Latoya Massey, Tavannie Perez, Julia Baly.

Guests/Innovation staff present: Kezina Brown, Joseph Colarusso, Mike Jolly, Micaiah Logan, Shelly (PTO/Family Engagement).

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. Quorum was met.

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. North Star Data Team (Dean of Student Affairs) / Deep Dive: Survey Results & Staffing

Student Survey Highlights: Students reported high favorability for overall safety inside the building and for post-secondary guidance opportunities (career exploration, encouragement to continue education). Areas for growth included course clarity (expectations, feedback usefulness, sequencing) and bullying/harassment prevention (in-person and online). The Restorative Action Department responds rapidly to reports; additional emphasis placed on encouraging reporting and addressing out-of-building/social-media escalation.

Teacher Survey Highlights: Strong marks for post-secondary readiness work and parent

outreach. Significant declines in program coherence (curriculum/materials alignment, follow-through on programs) and morale/culture during the February–March survey window.

Family Survey Highlights: Inclusive leadership and parent–teacher trust rated highly (comfort communicating with school, interpretation services). Areas to improve: visibility of student work sent home, clarity on how to contact the Parent Coordinator, and increased parent involvement. IEP/related services satisfaction improved from last year but remains a continued focus.

In-Progress/Planned Responses: Strengthen course clarity (9–12) and rigor; CCR (College & Career Readiness) adjustments across grades, including a new CCR 12 teacher; add At-Risk Counselor; expand Parent University; host Back-to-School Night to align families with classroom expectations; increase in-building PTO meetings and use of the new library/computer lab; implement a revised grading policy; deploy Virtual Phone for documented parent–teacher communication; enhance PowerSchool/New Visions usage; new ELA/Math curriculum.

Staffing Update: Ongoing hiring with rapid onboarding to improve culture and program coherence; continued outreach and referrals to fill remaining roles.

4. Committee Reports (Committee Chairs)

PRC – Did not meet.

AEC – Did not meet.

Finance – Scheduled to meet Thursday; no report at this time.

5. Other Business

- Board/School Calendar & Engagement: Orientation and the first day of school (Sept 4) identified as high-visibility opportunities; Back-to-School Night scheduled for Sept 10 (4–6 pm). Request for Board ID badges for streamlined building access. Encourage ongoing publication of events on the school website for Board and family awareness.
- Media & Community: Plan to capture photos/video at key events (students/parents/staff) for morale and enrollment collateral; explore QR-code upload workflow with moderation. Potential to present a Board award to Council Member Elsie at a school event; pursue local media coverage (NY1, etc.).
- Fundraising Note: Matching opportunity highlighted for the library/computer lab donations (Aug 20).
- Safety Context: Collaboration with local precinct regarding neighborhood safety trends and targeted incidents affecting students; emphasis on SEL, healthy relationships, and timely reporting to staff.
- Charter Renewal: Consultant update—sprinting toward the Sept 3 submission deadline.

Narrative structured to DOE Essential Questions: (1) Academic Success (nearly complete), (2) Effective & Well-Run School (ops, culture, supportive environment), and (3) Financial Health. Trustees to receive working drafts for substantive feedback.

6. Public Speaking

No public speakers. The public portion of the meeting was closed at 7:11 pm.

7. Executive Session

The Board entered Executive Session multiple times to discuss governance documents, financial obligations, and retreat planning. Key timestamps noted: entered at 7:23 pm; exited/entered at 7:56 pm regarding financial documents; entered again at 8:03 pm regarding financial status; entered again at 8:03 pm regarding Board check-in and retreat logistics; exited Executive Session at 8:05 pm. No public votes were taken during Executive Sessions.

8. Adjournment

Ms. Massey adjourned the meeting at 8:05 pm.