



**Innovation Charter High School**  
**410 East 100th Street**  
**New York, New York 10029**  
**212.722.5871**  
[www.innovationhighschool.org](http://www.innovationhighschool.org)

## **BOARD OF TRUSTEES MEETING AGENDA**

**January 20, 2026**  
**6:00 PM**

## **BOARD OF TRUSTEES MEETING MINUTES**

**JANUARY 20, 2026**  
**6:12 PM**

1. **Roll call/sign in** - Chair Latoya Massey called the meeting to order at 6:12 PM. Roll was taken. Trustees and school leadership present included Latoya Massey, Joseph Colarusso, Callie Hull, Kezena Brown, Steven Fraietta, and Danielle Martin. Additional participants joined later in the meeting, including Julia Baly, Kathy Rodriguez, and Eric Reyes. The meeting was recorded and conducted via videoconference.
  
2. **Filing of Notice of Meeting** - The Chair stated that notice of the meeting was filed in accordance with Open Meetings Law.
  
3. **Consent Agenda (Secretary) Approval of board minutes** - The Chair requested approval of the December meeting minutes that had been distributed in advance. A motion was made to approve the December minutes, and the minutes were approved.
  
4. **North Star Data Team** - Updates were provided on social-emotional learning (SEL), restorative practices, school culture, enrollment, attendance, staffing, and upcoming calendar items.
  - a. **SEL and Counseling (Steven Fraietta)** -

- The team reported counseling and support service volume, including: 78 students receiving mandated counseling, 49 students receiving group counseling, and 48 students receiving individual counseling.
- The team reviewed counseling referral trends (229 referrals last school year; 169 referrals to date as of the meeting).
- The team described the school's trauma-informed foundation and the process for teacher referrals and counseling triage, including escalation to outside service referrals when needed.
- The team described "Tier" intervention tracking via an internal roster and intervention system used to monitor progress across reporting periods.
- The team reported implementation of a schoolwide SEL advisory model, with grade-level scaffolding and counselor-developed lessons. Advisory occurs weekly on Wednesdays, for approximately 36 minutes.
- Trustees asked about systems for tracking student progress and outcome measures, and the team described how tier movement over reporting cycles is used to assess intervention effectiveness.
- Staff discussed efforts to increase staff buy-in through training, classroom support, and targeted coaching.

**b. Restorative Action Department, Discipline, and Culture (Danielle Martin) -**

- The RAD department's current charter goal was described as reducing restrictive interventions by 5% annually.
- The department reviewed current-year outcomes and reported reductions compared to the prior year, including: a 51% reduction in disciplinary referrals and a 60% reduction in suspension rate (as presented in the meeting).
- The team discussed universal prevention, classroom interventions, and intensive supports, including partnerships and targeted supports for high-need student groups.
- The team described case management and monitoring through the PUSH program, including weekly student check-ins and weekly family contact for students on caseload.
- The team discussed in-school suspension capacity and increased hallway presence as part of a proactive approach to student safety and conflict prevention.
- Semester 2 priorities included continued wraparound services, enhanced collaboration time between counseling and RAD, consideration of behavioral plans or daily logs for specific students, and increased coaching opportunities for staff.

**c. Enrollment (Kezena Brown) -**

- Enrollment was reported as holding at 300, with several potential transfer intakes in progress, managed to preserve credit integrity and ensure appropriate placement and supports.

**d. Attendance (Kezena Brown) -**

- Attendance data was reviewed side-by-side against the prior year.
- Leadership identified a priority for Semester 2: strengthening Tier 1 attendance interventions led by teachers and advisors, including earlier outreach and referral practices.
- The plan included using upcoming professional development time to create capacity for Tier 1 interventions and reduce avoidable escalations.

**e. Family Engagement and Community Partnerships (Kezena Brown) -**

- Leadership summarized DOE site visit listening sessions and shared that stakeholder groups reported consistent messaging around increased expectations and positive shifts in school tone.
- The culinary program's participation in the neighborhood legislative breakfast was highlighted, including student involvement in preparation, service, and compensation.
- Trustees encouraged leveraging school safety improvements and community partnerships in enrollment and recruitment messaging and collateral.

**f. Staffing Update (Kezena Brown) -**

- Leadership reported coverage of ICT needs through scheduling adjustments, with ESL staffing still supported through an agency.
- Leadership confirmed hiring progress related to a chemistry teacher and noted counsel was retained for visa-related support, with costs reported as lower than anticipated.

**g. Board Calendar and Upcoming Events (Kezena Brown and Board) -**

- Regents administration was underway, and leadership shared initial day-one participation counts and noted that June will be significantly larger and accommodation logistics remain a key operational focus.
- Family conferences were identified for February 25, 2026.
- A March open house and program showcase was discussed; trustees requested early notice as dates and times are finalized.

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

- **Finance (Callie Hull)** - The committee reported no major updates beyond ongoing budget-to-actual monitoring. Planning will begin in February for the 2026–2027 school-year budget, including a process for department requests and deadlines.
- **AEC (Julia Baly)** - No formal updates; the Chair of AEC noted intent to schedule time with school leadership to set academic focus for the spring semester.
- **PRC (Latoya Massey)** - The committee will convene to begin the Head of School evaluation process. The committee expects to use documentation being

developed in coordination with a coach/consultant and will confirm the evaluation workflow and artifacts.

6. **Other Business** - The Board discussed an upcoming public hearing scheduled for Thursday at 5:30 PM. The Board discussed attendance and participation logistics.

7. **Public speaking** - No public comment was provided during the recorded portion.

8. **Executive Session (Voting and Finance)**

- At 7:27 PM, the Board moved into Executive Session for purposes including finance and voting.
- The Board conducted a vote to appoint Joseph Colarusso as Board Secretary.
- The Board returned to Executive Session to discuss financial matters including budget-to-actual review timing, cost-saving initiatives, and administrative next steps.

9. **Adjournment** - The meeting concluded at 8:03 PM.