Renaissance Charter High School for Innovation
Meeting of the Board of Trustees
January 23rd, 2018, 6:00 pm
410 East 100th Street, 3rd Floor New York, NY 10029

Meeting Minutes

1. **Roll call**

Chairperson George Sarkissian called the meeting to order. Board members Sona Karia, Eboni Kirkland, Latoya Massey and Jared Mcshall were present in person, constituting a quorum for the purpose of conducting business. In addition, present were Stephen Falla Riff (Executive Director), Ira Yasbin (Assistant Principal), Debbie DaGiau (Associate Director of HR and Finance), Lola Barbarash (CSBM Representative), Stephanie Mendez (DOE Director of Charter Authorizing), Jason Forde (Development & External Affairs Manager), and Innovation staff members Kristen Ahangari, Danielle Martin, Yusef Abdul-Sabur, Shalia Stockstill and Hillary Goldstein

2. **Filing of Notice of Meeting**

In accordance with the law, a notice of the meeting was published on the school's website, sent via email to the New York Times and posted publicly at the M99 School Building, where Innovation High School is located, at 410 East 100th Street New York, New York, 10029.

3. **Review and Approval of Prior Board Meeting Minutes (5 minutes/Chair)**

After the Board reviewed the redacted and unredacted minutes from the 12/12/17 meeting of the Board, a motion to approve both sets of minutes was made, seconded and unanimously passed.

4. **Review of Q2 Budget to Actuals (20 minutes/CSBM Representative)**

CSBM Representative, Lola Barbarash reviewed Innovation's 2nd Quarter Budget to actuals with the Board. Ms. Barbarash stated that school is in good financial standing, although current budget to actuals projections reveal that Innovation could end the year in a deficit due to lower than anticipated enrollment numbers and a lower percentage of SPED students on the roster than was originally forecast. School Management plans to reevaluate enrollment numbers and strategies. Ms. Barbarash also noted that the school placed an additional $1 million dollars into its reserve account, increase the reserve to $2 million dollars.

5. **Enrichment Week Planning Update (10 minutes/Shalia Stockstill)**

   Enrichment Week Coordinator, Shalia Stockstill, presented the Enrichment Week Plan for the 2017-18 School Year to the Board and reviewed the new programming and planning strategy. New planning strategy will focus on increasing academic rigor of Enrichment Week courses and a trip selection process that will save money while also promoting higher quality programming. She outlined the strategy, as follows:
   - No international trips for the 2017-18 School Year
   - Future selection of the international and domestic trips will be rotated across academic disciplines that will begin early to provide additional time for curriculum development (to enhance academic rigor) and travel planning (to minimize costs)
   - Department Chair will approve Enrichment Week clusters that pertain to their subjects
   - The Counseling Department will ensure students are placed in appropriate clusters based on their academic need and social needs

   Mr. Falla Riff noted that he planned to increase funding for Enrichment Week this year from $70,000 to $95,000 in order to fully fund the plan proposed by Ms. Stockstill

6. **Board Retreat Planning (10 minutes/ED & DEAM)**

   Mr. Falla Riff provided a brief review of Innovation Board's last retreat for new Board members and promised to set summaries describing the activities and outcomes of last year's retreat. Mr. Falla Riff and Mr. Ford will follow up with the board concerning potential dates, facilitators and the theme of the board's role in supporting and monitoring Innovation's charter goals.

7. **Board Recruitment (5 minutes/ED & DEAM)**

   Mr. Forde provided an update on the latest recruitment efforts for new board members. Request was made to the Board to provide good Board candidates.

8. **Other New Business**

   None

9. **Public Speaking**

   None

10. **Adjournment**

   Mr. Sarkissian made a motion to adjourn, Ms. Kirkland seconded, the motion passed unanimously and the meeting was concluded.