



**Renaissance Charter High School for Innovation  
Meeting of the Board of Trustees  
September 25th, 2018, 6:00 pm  
410 East 100th Street, 3rd Floor New York, NY 10029**

**Meeting Minutes (REDACTED)**

**1. Roll call/sign in**

Vice Chair Sona Karia, Board Secretary Latoya Massey attended the meeting in person, and trustee Jared McShall, Eboni Kirkland and Board Member Candidate, Jasmin Singleton attended via video conference, constituting a quorum for the purpose of conducting business. Also present were Stephen Falla Riff (Executive Director), Terence Joseph (Principal), Jason Forde (Associate Director of Strategic Planning & Communications), Kristen Ahangari (SPED Dept. Chair), Hillary Goldstein (IEP Coordinator), and Benjamin Caraballo (Science Teacher).

**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)**

Un-redacted and redacted minutes for the August Board Meeting minutes were reviewed by the Board. Ms. Karia made a motion to accept the minutes pending minor revisions and the motion was seconded and unanimously approved.

**4. Overview of SPED Department (15 minutes/SPED Dept.)**

Special Education Department Chair, Kristen Ahangari and IEP Coordinator, Hillary Goldstein reviewed Innovation's Special Education program and its performance from the 2017-18 School Year with the Board. Ms. Ahangari & Ms. Goldstein revealed that Innovation averaged having a higher percentage of students with disabilities that Innovation's District (District 4), New York City and State averages.

The 2017-18 School year led to the highest 4 year graduate percentage of our Special Education students at 63%. Of those graduating students, 75% of those student graduated with a local diploma while the remaining graduated with a Regents diploma.

Ms. Ahangari spoke about the SpED. Departments goals to do the following:

- Increase the percentage of SpED. Students that graduate with a Regent Diploma
- Increase the percentage of SpED. students who graduate in 4 years

To address these goals the following initiatives have been started at Innovation:

- SpEd Tuition policy has been instituted to encourage current instructional staff to become SpED. Certified.

- Additional trainings with staff regarding co-teaching techniques to increase and encourage student engagement.
- Increase parent engagement in the SpED evaluation process.

Ms. Karia asked questions regarding what can be done to get increase parent engagement and make them aware of all Innovation's support services or SpED. students. Recommended that this could be one of the focus areas in re-articulating Innovation's messaging on the school website to ensure prospective families are aware.

## **5. Review of School Opening (15 minutes/Principal)**

Principal Joseph reviewed Innovation's school opening with the Board. Mentioned the continued and new initiatives for the school year, which are the following:

- Academic Initiative - The Writing Revolution (cont.)
- Social/Emotional Initiative - Collaborative Problem Solving (cont.)
- Administrative Initiative - SIS replacement of TEAMS to PowerSchool (new)

Principal Joseph also reviewed the success and challenges Innovation faced as the school started the 2018-19 School Year. The highlights successes were:

- Variety of meaningful trainings were available for staff to attend
- Increased efforts in providing more staff team building exercises
- Successful student Engagement Training (SDI)

The highlighted challenges were:

- Delays in PowerSchool Implementation delay School ability to have accurate roster information which impacted school's ability to monitor attendance
- PowerSchool Implementation issues also delayed school ability to have schedules ready for students for the first day of school.

Principal Joseph also spoke about current issues regarding staffing and the current search to identify new prospective staff. Also spoke the upcoming challenges with maintaining school's desired enrollment numbers and has asked a team to review current recruiting, enrollment and on-boarding students in the school and will work with School Management Team to identify opportunities for improvement.

## **6. Review of Enrollment projection for current school year (10 minutes/ED)**

Decision was made to defer this top until the October meeting due to incoming data regarding enrollment. Once information is available Mr. Falla Riff will work with the Finance & Audit committee to review all potential financial impacts due to enrollment numbers.

## **7. Discussion of Academic Accountability Dashboard (10 minutes/ED)**

Mr. Forde reviewed the updated format of the Academic Accountability Dashboard with the Board. Data will be filled into the Dashboard once issues with current Power School implementation have been resolved and the Academic Year in Review data has been completed. Academic Year in Review data will assist in baselining where Innovation stands regarding our new charter goals for its new term.

**8. Board Recruitment Update (10 minutes/Trustees & ED)**

Mr. Forde reviewed the progress with the latest Board Member Candidate, Darryl Tyree. Mr. Tyree has met with both Executive Director and Principal and they both agree that Mr. Tyree's experience and expertise in marketing and college access would be an asset to the Board and the school. For Mr. Tyree's Board Project, Mr. Forde suggested that Mr. Tyree work with him on developing a marketing plan for Innovation's website and social media to enhance the school's presence. Mr. Forde requested that Ms. Karia also meet with Mr. Tyree in order to get her feedback in what the Board sees as the challenges with Innovation's media presence. Mr. Forde will schedule a call with Mr. Tyree and Ms. Karia to begin the process.

**9. Personnel Matter (Executive Session) (10 minutes/ED)**

Motion was made to enter into Executive Session by Ms. Karia and seconded by Ms. Massey.

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**10. Other New Business**

None

**11. Public Speaking**

None

**12. Adjournment**

Ms. Massey made motion to adjourn the meeting. Mr. McShall seconded