



**Innovation Charter High School (Innovation)
Meeting of the Board of Trustees
November 15, 2022, 6:00 pm**

Meeting Minutes

1. Roll call/sign in

Trustees Sona Karia (The Chair), Latoya Massey (The Treasurer) Ramon Perdomo (The Secretary), and Jared McShall were present, constituting a quorum. The meeting was conducted via Zoom video-conference, pursuant to the Governor's emergency regulations, at a virtual location open to the public, and designated on the Notice of Meeting.

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 on the Innovation High School Website.

3. Consent Agenda (5 minutes, Chair)

a. Board minutes

A motion was made, seconded, and passed to adopt the meeting minutes from the Board Meeting dated 10-18-22

4. North Star Data Team (15 minutes, Proj. Mgr. Student Affairs & Data Accountability, Principal, ED)

a. Attendance/LTAs

There is a dip in attendance relative to last year. Several Factors such as illness contributing. LTA's represent a large percentage of attendance programs. **Competition between cohorts has the highest attendance rate.**

b. Enrollment Update

Ms. Emily Bierwirth reported that enrollment is at 406 students. There are 24 transfers in against 37 transfers out on the year. The enrollment team is currently viewing 5 applications for new students.

23 of the transfers out sought another school, 1 student is completing online school, 9 moved out of state and 4 started a GED Program.

Recruitment

There will be 3 High School fairs for 2023-2024. New advertising efforts will include a brochure that has details and academic statistics an updated social media campaign, updates to the website.

Outreach is being conducted to CBOs. We will have an open house on 12/15/22 & 1/10/23.

Mr. Terence Joseph noted that the recruitment effort is trying to find students that are in alignment with Innovation culture and will be willing to commit long term to the school.

c. Board Calendar (ED)

Mr. Stephen Falla Riff presented the board calendar for the month of December. Mekaya Logan listed upcoming school events and invited trustees to several of them.

5. Health & Safety Update (5 minutes, ED)

Mr. Stephen Falla Riff reported that there are few covid cases per week, the rate has not accelerated. Respiratory illness is a more frequent occurrence. There is still substantial PPE on hand, and no plan to purchase more unless we get word of a new outbreak or updated guidance.

6. Committee Reports (10 minutes, Committee Chairs)

The Academic Excellence Committee

Ms. Latoya Massey (The Chair of The AEC) reported that applications were sent out for the Academic Excellence Committee however there were only two responses. It appears that there is some confusion about the application process however, previous members of the committee are allowed to remain on the committee simply by indicating their interest again through email, they do not need to go through the application process.

Finance and Audit Committee –

A meeting will be scheduled for next week.

PRC Meeting

We have reviewed the evaluation of the executive director and are ready to present this information in executive session.

7. Public speaking (5 minutes)

Jamila Abdul-Majid thanks the board for the clarification regarding AEC.

**8. Family & Community Partnerships Presentation (20 minutes) (deferred to a later meeting)
(Deferred to a later meeting)**

9. Board Annual Elections (Executive Session) (20 minutes, ED & Chair)

[REDACTED]

10. Board Recruitment (Executive Session) (5 minutes, Chair)

[REDACTED]

11. Finance & Personnel Matters (Executive Session) (15 minutes, Chair & Trustees)

[REDACTED]

12. Adjournment

A motion was made, seconded, and unanimously approved to adjourn the meeting.