



**Innovation Charter High School (Innovation)
Meeting of the Board of Trustees
December 12, 2022, 6:00 pm**

BOARD MEETING MINUTES

1. Roll call/sign in

Trustees Sona Karia (The Chair), Latoya Massey (The Treasurer), Tavannie Perez 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

The board approved a motion to approve the board meeting minutes from the 11/17/2023 Board Meeting.

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

a. Attendance/LTAs

Ms. Emily Bierwerth discussed attendance rates being lower compared to the previous year. It was noted that last year there was an option to log on to class remotely which had an impact on the numbers being higher. There was an attendance competition between Juniors and Seniors, which the Junior cohort won.

b. Enrollment Update

Enrollment is at 407. The Enrollment team is currently reviewing 4 student applicants. Open house December 15th and January 10th.

c. Board Calendar

Innovation will be on break from December 22nd until January 3rd. Innovation students will be performing an original musical by Frank Boles, a former teacher at Innovation.

5. Family & Community Partnerships Presentation (15 minutes, Dean of FCP)

Shalia Desmond presented on Family and Community Partnerships. The 2022 Family survey indicated that the top 3 opportunities for improvement are: More supports for my child's social Emotional well Being, more hands-on learning, and more challenging instruction. We are partnering with Human Services Consortium of East Harlem, Beacon, FDNY, Union Settlement and Eyes on Education.

6. Committee Reports (10 minutes, Committee Chairs)

Finance and Audit Committee Meeting

The finance and Audit committee had a meeting two weeks ago to review the quarter one budget and identified areas for improvement. Another meeting is scheduled before the end of the month to discuss next steps and actionable items for implementing changes in curriculum needs for Innovation.

Personnel Review Committee

The Personnel Review Committee is active and is discussing strategy for the upcoming year.

Academic Excellence Committee

The Academic Excellence Committee Meeting will meet December 15th at 4PM.

7. Public speaking (5 minutes)

Ms. Jamilah Abdul-Majid thanked all the speakers. She will reach out to Emily and Shalia for further discussion on information presented at this meeting. Ms. Majid requested that the board set a timeline for sharing any shareable major takeaways from the previous board retreat.

8. Q1 Financial Report (Executive Session) (15 minutes AD Finance & ED)

[REDACTED]

9. Transfer of Funds to Reserve Account (Executive Session) (5 minutes, ED & AD Finance)

[REDACTED]

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

[REDACTED]

11. Finance & Personnel Matters (Executive Session) (10 minutes, Chair & Trustees)

There was no executive session called for this matter.

12. Adjournment

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