

The Chicago High School for the Arts  
Board of Directors Meeting  
The Chicago High School for the Arts, 2714 W Augusta Blvd, Chicago IL, 60622

### **Minutes for January 12th, 2015**

**Present:** Duffie Adelson, Joo Boe, Jackie Bratland, Warren Chapman, Marge Collens, Elissa Efrogmson, Michelle Esfahani, Carol Friedman, Ron Grais, Mirja Haffner, John Hart, Betsy Holden, Julie Hurvis, Alan Jagiello, Shruti Jayaraman, James Mabie, Kay Mabie, Sylvia Neil, Charles Slamar, Neal Zucker; and Pam Strobel via telephone.

**Absent:** James L. Alexander, Sarah Bader, Sondra Berman Epstein, Jay Franke, Sandra Guthman, Francia Harrington, Terry Mazany, Susan McKeever, Zarin Mehta, Steve Solomon.

**Others Present:** Lana Beardslee, Rich Dowsek, Nicole Fishman, José Ochoa, Jessica Ramirez, and Doug Ray.

**Quorum:** Yes

This meeting of the Board of Directors of The Chicago High School for the Arts (“ChiArts”) was held in pursuant to Call & Notice served on all Directors, a copy of which is attached to these minutes. Board Chair, Marge Collens (“Marge”), called the meeting to order at 12 p.m. She conducted the meeting in accordance to the agenda, a copy of which is attached to these minutes.

### **Nomination**

Marge presented the membership of Lori Faversham (“Lori”) to the Board. Ron Grais moved to nominate Lori and Kay Mabie (“Kay”) seconded. The Board unanimously approved.

### **Approval of Minutes of November 17th 2014 Meeting**

Marge moved to approve the November 17<sup>th</sup> 2014 Board meeting minutes. Joo Boo (“Joo”) seconded. The Board unanimously approved.

### **Executive Director’s Report**

José Ochoa (“José”) shared the Board Dashboard Report, which provides key performance indicators to keep the Board apprised of all major progresses of ChiArts. He noted the addition of counseling statistics to the Dashboard.

José has created a new HR responsibility flow chart. He expects the online portion of the ADP conversion to be completed shortly and has scheduled bi-weekly meetings to ensure a timely transition.

## **Principal's Report**

Nicole Fishman ("Nicole") gave a brief report focusing on the School Quality Rating Policy administered by Chicago Public Schools ("CPS"). ChiArts received a 2+ ("good standing"). Steps are being implemented to improve our growth rate among African-American and Hispanic students.

## **Board Affairs Committee**

Sylvia Neil ("Sylvia") officially welcomed Lori to the Board.

Sylvia then reviewed the Board of Directors Handbook. Jessica Ramirez ("Jessi") pointed out the first page of the handbook that outlines ChiArts talking points for all Board members to use when discussing the school with prospective donors. José then conducted a short orientation for all Board members using the handbook as a guide.

## **Constituent Communications**

Kay reported that the total number of Arts Partners has increased from 16 when the school opened to 74.

## **Finance Committee**

Joo introduced Rich Dowsek, our financial consultant and thanked him for counsel and advice to both the committee and staff.

Joo reported that the audit is complete, which is reflective of the overall improvement with the hiring of ORBA as our new auditors. Main areas of focus have been 1) more frequent meetings of the committee; 2) transparency; and 3) timely reporting to CPS.

Joo then reported that November cash is lower than last year due to the timing of private gifts. Nevertheless, revenue and expense totals are positive, although we did borrow \$250,000 from The Elizabeth Morse Genius Working Capital Fund. We expect to repay this amount when we receive payment from CPS later this month.

## **Development Committee**

Jessi reported that through December, ChiArts has received \$1.5 million in cash and \$930,000 in pledges leaving \$50,000 to be raised. This year's goal for *Kerfuffle!* is \$330,000.

Mirja Haffner ("Mirja") reported the Creative Circles fundraising campaign currently has 99 members. She also reported that *Kerfuffle!* is confirmed to be held at the Art Institute of Chicago on April 21. The development committee will be reaching out to previous sponsors and sending a save the date mailing in the near future.

### **Facilities Committee**

An update is included in the written Executive Director's Report.

### **Program Excellence Committee**

No report.

### **Parent Support Organization**

Jackie Bratland reported that the Parent Support Organization held two recent successful fundraising drives: a Buy a Brick campaign and a snack drive to collect snacks for students.

### **New Business**

None.

### **Executive Session**

Betsy Holden moved that the meeting move to Closed Session to discuss a personnel matter. Kay seconded. The Board unanimously approved.

Upon returning to Open Session, Marge called the meeting back to order. She confirmed that the Closed Session was informational only and that no vote was required to be taken by the Board.

### **Public Comments**

None

There being no further business, Sylvia moved to adjourn the meeting, Joo seconded, and the board unanimously approved. Marge then adjourned the meeting at 1:58 pm.

Respectfully Submitted,

Charles Slamar  
Secretary