

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 September 21st, 2015

Present: Duffie Adelson, Carlos Azcoitia, Blake Batterson, Sondra Berman Epstein, Evette Cardona, Warren Chapman, Marge Collens, Elissa Efroymson, Lori Faversham, Carol Friedman, Ron Grais, Sandra Guthman, Mirja Haffner, John Hart, Alan Jagiello, Shruti Jayaraman, James Mabie, Kay Mabie, Sylvia Neil, Steve Solomon, Neal Zucker.

Absent: Sarah Bader, Joo Boe, Jay Franke, Francia Harrington, Betsy Holden, Terry Mazany, Sylvia Neil, Sandra Saucedo-Falagan, Pam Strobel.

Others Present: Lana Beardslee, Karin Nangreave, José Ochoa, Jessica Ramirez, Michael Wang. First 10 minutes only - Michael Bruner, Jeannie Chang, Kaitlyn Curta, Marlena Dzis, Nick Matthews, Alia Walston.

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, Kay Mabie (“Kay”), 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.

Staff Introductions

José Ochoa (“José”) introduced Interim Principal Michael Wang (“Mike”). Mike introduced the new Clinical Counselor, Michael Bruner and the new Academic Counselor, Kaitlyn Curta to the board. José introduced the newly appointed Diverse Learner’s Case Manager, Jeannie Chang. José explained that due to a generous grant from the Efroymson Family Fund, ChiArts was able to restructure the development and marketing departments and introduced three new employees, Marlena Dzis who replace Kelsie Thompson as the Development Associate, Nick Matthews who was hired to fill the new position of Marketing Associate, and Alia Walston who was hired as a replacement for Chris Smith as the External Partnerships and Programs Manager.

Approval of Minutes of June Meeting

Kay moved to approve the June 30th 2015 Board meeting minutes. Sandy Guthman seconded. The Board unanimously approved.

Executive Director’s Report

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 student enrollment numbers were lower than expected. José believes this is due partially students who are behind

academically as well as some continued fallout from last year's move with many students citing the commute as a reason for transferring out of ChiArts. Kay asked how we are talking to students who are behind in academics. José noted this year we are starting our credit recovery process much earlier this year in order to prevent students from falling behind.

José also provided the board with a new organizational chart of the ChiArts Staff and noted that his team is working on building beautification including the hanging of student work and the printing of signage and branding. He also noted that ChiArts is seeking donors to sponsor a large sign for the façade of the building.

Principal's Report

Mike introduced himself to the board as the newly appointed Interim Principal. He reported that his focus this year would be on giving the instructional leadership team tools to make better decisions. He is developing academic leadership and teacher evaluations. He is working with staff to create an evaluation tool for arts teachers whose supervisors have never had a comprehensive evaluation tool to use. He also discussed some challenges for the school year including the current lack of staff members to handle testing accommodations for 504 students. Sandra Guthman ("Sandy") raised the 'working in the schools' volunteer program as a possible way to support testing accommodations. Additionally, he noted challenges with staffing to support AP offerings; building capacity to meet student counseling needs; changes in standardized testing..

Finance Committee

Alan Jagiello ("Al") presented the board with the updated budget for the fiscal year. Al explained that since the last board meeting CPS announced they were not cutting their per-student allocation and thus the anticipated 5% that the finance team cut from the previous budget has been reinstated. Sandy asked whether there is a contingency plan if funding does not come through in November; Jose responded his team is working on this. Based on current projections Al anticipates that the budget will have a \$200,000 surplus at the ends of the year, which Jose noted would be treated as "insurance" given uncertainty of public funding.

Al also shared that the audit was completed three weeks ahead of schedule and the auditors have not cited any material weaknesses yet. He thanked the finance staff for their hard work on the audit.

Development Committee

Jessi Ramirez ("Jessi") reported that 39% of the annual goal has already been raised in cash and commitments. Jessi thanked the Major Gifts committee for their efforts and the Elizabeth Morse Genius Foundation, Polk Bros. Foundation, and the Efroymsen Family Fund for their generous financial support.

Mirja Haffner ("Mirja") updated the board on the progress of the creative circles campaign. Mirja announced that under this new fundraising campaign the donor pool has gone from 240

donors to over 400. Mirja invited the board to the Fall Salon which takes place on October 15th and is intended to target these donors.

Marge Collens mentioned the development committee was also exploring hosting a smaller event for major donors and that more information will be provided at a later date.

Elissa Efroymsen announced that Kerfuffle 2016 will be held at the Chicago History Museum on April 14th.

Communication

Kay invited Board members to attend the Passport event.

Parent Support Organization

Blake Batterson reported that the PSO hosted the unveiling of the bricks purchased through the Buy A Brick campaign and that there are still many bricks left to purchase. He also shared that the PSO will start using Sign-Up Genius for its volunteer opportunities which he believes will encourage more participation from parents.

New Business

None.

Executive Session

Kay moved that the meeting move to Closed Session to discuss a good governance issue. Marge seconded. The Board unanimously approved.

Upon returning to Open Session, Kay 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, Kay moved to adjourn the meeting, Sandy seconded, and the board unanimously approved. Kay then adjourned the meeting at 2:15 pm.

Respectfully Submitted,

Shruti Jayaraman
Secretary