

The Chicago High School for the Arts  
Board of Directors Meeting  
**ChiArts, 521 E. 35<sup>th</sup> Street, Chicago, IL**

### **Minutes for September 24 2012**

**Present:** Duffie Adelson, Joo Boe, Marge Collens, James Gandre, Sandra Guthman, Mirja Haffner, Laura Head, James Mabie, Kay Mabie, Susan McKeever, Janice Posner, Ralph Rydholm, Charles Slamar; and Francia Harrington via phone

**Absent:** James Alexander, Carlos Azcoitia, Carole Brown, Elissa Efroymsen, Sondra Berman Epstein, David Herro, Betsy Holden, Julie Hurvis, Ramsey Lewis, Terry Mazany, Sylvia Neil, Steve Solomon, Pam Strobel and Neal Zucker

**Others present:** Whitney Bradshaw, Yanira Cirino, Joshua Feinberg, Camille Kuthrell, Terri Milsap, José Ochoa, and Dorothea Roque

**Quorum:** No

### **Student Presentation**

Senior visual artist, Savannah Quintanar, presented her photography portfolio and discussed her experience attending classes at Anderson Ranch Art Center during summer break. Four ChiArts visual arts students received full scholarships to attend Anderson Ranch in Aspen, Colorado. They were the only teenagers at the camp that is usually for adult learners and professional artists.

This meeting of the Board of Directors of The Chicago High School for the Arts (“ChiArts”) was held pursuant to Call & Notice served on all Directors, a copy of which is attached to these Minutes. Board Chair, Jim Mabie (“Jim M.”), called the meeting to order at 3:07 p.m. and then conducted the meeting in accordance with the Agenda, a copy of which is attached to these Minutes.

### **Approval of July 30, 2012 Minutes**

Pending obtaining a quorum, Laura Head (“Laura”) moved to approve the minutes, Sandra Guthman (“Sandy”) seconded and the board unanimously approved.

Jose Ochoa (“Jose”) introduced the new visual arts department head, Whitney Bradshaw and the new dean of students, Joshua Feinberg.

### **Development Report**

Sandy distributed a fundraising progress report for fiscal year 2013. Funds of \$2,787.188 are needed to break even in FY13. Pledges scheduled for receipt total \$1,372,072; expected income from Kerfuffle and other events is \$250,000; and gifts received since 7/1/12 total \$364,000; leaving a balance of \$801,116 to meet the fundraising goal.

Marge and Lew Collens are our newest Chairman's Fund members (that now includes 38 donors). The major focus for FY13 is to broaden the fundraising base beyond the Board of Directors.

A new grant writer, Maureen O'Connor, was hired to assist with development efforts temporarily. With the expiration of Feldstein's consultant contract, the development committee has decided to begin the process of hiring a full-time development director. Latz and Wall, a fund-raising consulting firm working primarily with education non-profits, will help craft a job description for the development director position and revise the case statement for ChiArts. Toni Smith, formerly of Spencer Stuart will also assist with the development director search through the auspices of Executive Service Corps.

### **Marketing/PR/Special Events**

Marge Collens ("Marge") reported on behalf of the marketing/pr/special events committee. Three key events have been identified by the committee and co-chairs assigned to lead fundraising efforts. Elissa Efrogmson will co-chair "Eat to the Beat"; Mirja Haffner, Francia Harrington and Ralph Rydholm will co-chair "Kerfuffle II"; and Sondra Berman Epstein, Sandy and Marge will co-host a pre-graduation luncheon. Marge emphasized the need to expand the donor base and encouraged everyone to schedule prospects to tour ChiArts. Tours are one of the best ways to "show-off" the school and garner support.

### **Finance Report**

Joo Boe ("Joo") gave the finance report. The compliance portion of the FY12 audit is complete and the financial component will begin in a few weeks. The goal is to complete the audit on time, which both the auditors and finance team are well aware of and working together to stay on schedule. A communication system has been established with the auditors to keep all parties informed of ongoing needs to prevent delays. The financial policy will be updated to include auditor recommendations once the audit concludes.

FY12 budget has been updated with final actual numbers and submitted to the auditors for review. FY13 quarterly budget was distributed and reflects a carryover from FY12 less the monies from the Elizabeth Morse Genius Working Capital Fund. An analysis of academic/arts expenses shows a downward trend and a larger percentage of total per pupil costs covered by public funding.

Plans are underway to create a new Board committee(s) to address the compensation, personnel and human resource needs of the school. This new committee(s) will work closely with the finance committee.

Charles Slamar ("Charlie") distributed the Conflict of Interest Policy and Questionnaire, as well as the Statement of Confidentiality Policy and Agreement for the Board. Signed copies of the Questionnaire and Agreement should be returned to Charlie.

Jim M. praised Joo for her leadership steering the finance committee.

### **Parent Support Organization (PSO)**

Laura gave the PSO report. More than 100 parents attended the first PSO meeting of the school year on September 18<sup>th</sup>. The highest turnout was among freshman parents while the lowest turnout was for sophomore parents. Committees are beginning to be formed. The major focus of the meeting centered on coordinating the Parents on Patrol committee (POPs). Upcoming initiatives include: a parent fundraising and a school-wide community service project.

### **Principal's Report**

Teresa Milsap ("Terri") gave the principal's report. Enrollment for each class is as follows: 2013 – 141; 2014 – 147; 2015 – 142; and 2016 – 145. The student recruitment team will continue to work to fill the remaining 26 available spots.

All staff positions are now filled with the exception of one special education teacher. Interviews are ongoing to fill this position immediately.

Terri called the Board's attention to the following upcoming school events:

- ChiArts is in the final stage of the selection process to be recognized and showcased by the Association of Supervision and Curriculum Development (ASCD) at its national conference in Chicago in March 2013.
- On September 27<sup>th</sup> post-secondary counselor, Dr. McCowen will host a senior parent night to acquaint college bound students and parents with the admission process.
- On October 14<sup>th</sup> ChiArts will host The Chicago Performing and Visual Arts College Fair
- In conjunction with Columbia College and The Chicago Academy for the Arts, ChiArts will co-host the Arts School Network Conference on October 15-19<sup>th</sup>.

Terri reviewed testing data for 2009-2012. The first set of test scores ChiArts considers is the Illinois Standard Achievement Test (ISAT), taken in 3<sup>rd</sup> and 8<sup>th</sup> grade, that measures achievement in math, reading, writing and science. Students must receive a minimum stanine of 5 in both math and reading to be eligible for an audition at ChiArts.

Over the course of their high school experience, students will take several standardized exams to benchmark achievement and track college readiness. The Explore test is given in the fall and spring of 9<sup>th</sup> grade; the Plan test is given in the fall and spring of 10<sup>th</sup> grade; and the Prairie State Achievement Exam (PSAE), which includes the ACT, a science assessment, applied mathematics and reading test, is given in the spring of the 11<sup>th</sup> grade. The ACT may be used for college admission. ChiArts achieved an ACT composite score of 19.8 and ranks 21 among all CPS high schools. ChiArts ranks 12<sup>th</sup> among all non-selective enrollment schools.

Overall, ChiArts student test scores show steady improvement as they progress through high school. 53% of ChiArts students meet or exceed the standards in reading, which is 21 percentage points better than CPS and 2 percentage points better than the state average. 38% of ChiArts students meet or exceed the standards in math, which is 6 percentage points better than CPS, but 13 percentage points lower than the state average. 39% of ChiArts student meet or exceed the standards in science, which is 10 percentage points better than CPS, but 13 percentage points lower than the state average. Terri is working with the academic teachers to develop additional support for students who struggle with math

and science. Science and math tutors will assist classroom instructors to address the individual needs of students who require additional support.

### **Program Excellence Committee**

James Gandre reported that the committee has met twice since the summer when they set the agenda for the committee. They are collecting data and working on an analysis for presentation to the Board. A summary report and list of goals will be presented at the next board meeting.

### **Executive Director Report**

Jose noted the improvement of test scores for incoming freshman—stronger starting test scores will most likely lead to stronger performance and student achievement in the long run. The uncertainty of a permanent location and the newness of ChiArts contributed to the loss of stronger testing students. As ChiArts grows beyond its start-up phase, the school will have a track record which will help attract and retain top academic performers. The diversity of standardized test performance is a tribute to the mission of ChiArts. ChiArts is truly a reflection of the socio-economic, racial and cultural diversity of Chicago and while standardized test scores are important quantitative, and sometimes the only, measures of student achievement, test scores alone do not tell the whole story of student achievement. As an arts school, ChiArts boasts many non-quantitative achievements that reflect the growth and success of its students.

ChiArts was in session during CPS teachers strike. There were no issues among ChiArts staff, though some teachers wore red in support of striking comrades.

### **Public Comment**

There were no public comments.

### **Executive Session**

The Board adjourned into Executive Session.

After the Board returned from Executive Session, there being no further business to come before it, Ralph moved to adjourn, Charlie seconded, and the board unanimously approved. Jim M. adjourned the meeting at 5:00 pm.

Respectfully submitted,

Charles Slamar

Secretary