



The Chicago High School for the Arts Board of Directors Meeting

January 10, 2022 at 4:00pm

Location: Online, via Zoom

To attend via video conferencing, please reach out to Ursula McGregory (umcgregory@chiarts.org), who will send the appropriate information.

Welcome / Call to Order / Roll Call

Cynthia Plouché

Closed Session

- As permitted by provisions of the Illinois Open Meetings Act, 5 ILCS 120/1 et seq., of the Open Meetings Act

Approval of Minutes of November 15, 2021 Meeting

Head of School Report

Terri Milsap

Information & Presentations

Artistic Director Report

Tina Boyer Brown

Finance / Treasurer Report

Christine Gallagher

PSO Report

Janette Cortes-Duewel

Committee Reports

Program Excellence Committee, Duffie Adelson

Public Participation

Other Items from Board

Adjournment

Next Board Meeting: March 14, 2022



ChiArts Board Meeting January 10, 2022

The Chicago High School for the Arts
Board of Directors Meeting
4:00 p.m. - 5:30 p.m.
Online - via Zoom
Minutes for January 10, 2022

Present (on call): Duffie Adelson, Carlos Azcoitia, Deirdra Donahue, Warren Chapman, Janette Cortes-Duewel, Kay Mabie, Carol Friedman, Chris Falcon, Christine Gallagher, John McCambridge, Angela Kiefer, and Cynthia Plouché

Others Present: Terri Milsap (Head of School & Principal), Tina Boyer Brown (Artistic Director), Abbey Cullen (Assistant Principal), Ron Grais (Foundation Board Chair), Ursula McGregory (Executive Assistant)

Quorum: Yes

The meeting of the Board of Directors (the “Board”) of The Chicago High School for the Arts (“ChiArts”) was held pursuant to a Call & Notice served on all Directors. Board Chair, Cynthia Plouché (“Cynthia”) called the general assembly to order at 4:00 p.m. Ursula McGregory (“Ursula”) took the roll call.

Approval of Minutes

Cynthia Plouché requested approval of the November Board Meeting minutes. Carlos Azcoitia (“Carlos”) made a motion to approve the minutes as is, Carol Friedman (“Carol”) seconded the motion. All voted in favor, none opposed.

Head of School Report

Terri Milsap (“Terri”) shared the report. ChiArts was closed January 5th-January 7th due to the ChiArts Union for Scholar Artists’ safety concerns and their voting to authorize a remote work action. As a CPS contract school, ChiArts does not have authority to make unilateral decisions to shift to remote learning. Therefore, Ms. Cullen, Dwayne Jervier, our attorney, Melissa Sobota, and I met with the bargaining unit over 4 days to establish an agreement to safely re-open ChiArts. Due to the school closure, administration was required to make adjustments to the school calendar to make-up for the loss of instructional days. Therefore, the May PD day will become an instructional day and 2 additional days, June 16th and 17th, were added to the school calendar.



Our daily attendance has been impacted by quarantined students having Covid-19 and quarantined unvaccinated students who were identified as close contacts.

Monday, January 10th will be a professional development day. Teachers and staff will spend the day preparing for a safe return to school for the ChiArts community by doing the following: picking up masks for

their classroom, assigning a chromebook to classrooms for synchronous instruction, planning and providing training for synchronous instruction, setting up Google Classroom links, and working on final exams.

Information & Presentations

Tina Boyer Brown (“Tina”) shared the Artistic Director report. The GoCPS deadline closed on December 15th, 2021. Our final count of submitted applications came to 1,990 and our total count of scheduled auditions came to 2,438. Compared to last year’s numbers, we saw an increase in the number of applications scheduled for multiple conservatories. Due to rising Covid cases, we have officially moved all auditions virtual. Students will now submit their application materials virtually through an audition submission link. They have until January 22nd to submit their video auditions and virtual portfolios. At the moment, we are expecting to hold callbacks on February 5th.

Department Head, Whitney Bradshaw’s last day is Friday, January 28. Current VA Department Assistant Chris Lin Dao-Heng will be the Interim Department Head until a permanent hire is made. December 10 was Department Head Annie Calhoun’s last day at ChiArts. ChiArts Director of Production Mark Bracken is the interim Department Head until the role is filled. The position will be posted at the end of January.

Productions began the year by limiting audiences to under 100, and increased that as the months went on. ChiArts’ final performance held over 300 people. As we continue through the year, we have made the difficult decision to reschedule productions that were supposed to take place throughout the months of January and February, due to the surging Omicron variant. We are reevaluating performances for the rest of the year, in the event that we are required to move anything online.

Christine Gallagher (“Christine”) presented the Treasurer report. External audit of the FY 2021 financial statements by Ostrow Reisin Berk & Abrams, Ltd. (“ORBA”) is complete; Unqualified

Opinion was received (good). Since the last forecast, an increase in the cost of healthcare and new pension fund rules have been incorporated. The current forecast shows an approximate net asset increase of \$47K for fiscal year 2022.



U.S. Small Business Administration (“SBA”) – COVID-19 related Paycheck Protection Program Loan. Since our last meeting \$422,273.36 was paid back to the SBA, as expected. ChiArts received its annual Financial & Compliance Performance Report. Ratings are received in the categories of Financial Condition, Financial Controls, Reporting and Legal Compliance. The ratings received were either Meets Standards or Exceeds Standards in all categories except Reporting: Document Timeliness. Quattro will work with school administration to develop a plan for compliance. BOD Approval for new bank account to support PSO activities.

Duffie Adelson (“Duffie”) shared the Program Excellence report. The Program Excellence Committee met on December 16, 2021. Topics discussed included: Ideas to bolster faculty morale related to recent turnover.

Upcoming strategic planning work. Effects of Covid-19 – especially related to unvaccinated students who are repeatedly quarantined, some having already missed 30 days. Terri is seeking a solution to better support these students and has written a grant to fund the hiring of tutors to work with them. Curriculum review: A subcommittee including Warren, Deidra and Carol will assist Terri in structuring a curriculum review.

We would like to hold a board hosted lunch to show board support for our faculty, possibly on the March Institute Day, March 9. More to come!

Adjournment

Cynthia requested to adjourn the meeting at 5:58 p.m. Kay Mabie (“Kay”) made a motion to adjourn, and Warren Chapman (“Warren”) seconded the motion. All voted in favor, none opposed.

Respectfully submitted,
Warren Chapman
Secretary