

The Chicago High School for the Arts Board of Directors Meeting

Wednesday, January 18, 2023 @ 5pm Location: VIRTUAL The Chicago High School for the Arts will convene a remote, regular board meeting on Wednesday, January 18, 2023 beginning at 5pm for an open session via Zoom. Board members, citizens, and staff may participate in the meeting virtually. The link is provided below.

Link: https://us06web.zoom.us/meeting/register/tZEpcu-orjwjGtecw6GmeGj_ws7FoCnifk9s

Welcome / Call to Order / Roll Call Duffie Adelson

Closed Session

- In accordance with section 2(c) of the Open Meetings Act (the discussion of the appointment, employment, compensation, discipline, performance, or dismissal of a specific employee or legal counsel for the public body)

The meeting convenes at 5 pm with a closed, executive session. **The board will be in closed session until at least 5:15 pm** when we will immediately move into open session. Please also note that the meeting will be virtual. *Contact Ms. Kinita Redmond for the link.*

Approval of Minutes of December 7, 2022* Duffie Adelson

Presentations & Reports:

Interim Principal Report Lorraine Cruz Artistic Director Report Tina Boyer-Brown

Committee Reports:

Parent Support Organization Angie Kiefer, Michelle Pierre-Farid Ph.D Finance Committee Christine Gallagher Approval of audited financial statements*

2023 forecast discussion

Program Excellence Committee & Principal Search Update Bill Gerstein Executive Director

Search Update Duffie Adelson

Public Comment

New Business

Adjournment

*Requires Vote

Board Meeting Minutes- January 18, 2023

5:00 pm. Meeting called to order.

5:03 p.m. Roll call taken by Kinita Redmond

(Angela Kiefer, Bill Gerstein, Carlos Azcoitia, Christine Gallagher, Deidra Donahue, Duffie Adelson, John McCambridge, Karen Fishman, Kay Mabie, Warren Chapman, Michelle Farid-Pierre, Peter Fidler, Janette Cortes-Duewe, Ron Grais). (Administrative attendance Lorraine Cruz, Tiffanie McLeary, Tina Boyer Brown, Leonard Kenebrew, Mark Bracken, Kinita Redmond)

5:05 p.m. OMA closed session read by Duffie Adelson. Motion to begin closed session made by Kay Mabie and seconded by Bill Gerstein.

5:07 p.m. Closed session began with all board members, board attorneys, Tina Boyer Brown and Lorraine Cruz

6:37 p.m. - Open session resumes.

6:38 p.m. - Motion to approve minutes from previous meeting December 7, 2022 made by Karen Fishman and seconded by Peter Fidler. All members in favor of motion with a vote of Aye.

6:41p.m. - Principal's Report presented by Lorraine Cruz

- Conservatory staff approved to join the 5 Essentials Survey.
- Hiring update for open positions.
- Establishment of a Friday Interview Day so that teachers may participate in the hiring process.
- Epicenter tasks being brought up to date. Went from 101 outdated tasks to only 6 being out of date. Possibly zero by week's end.
- Looking to bring a dual credit program to the school in fall by partnering with NEIU.
- Academic staff attendance and the impact addressed.

6:54 p.m.- Artistic Director Report presented by Tina Boyer Brown

- Hiring update- all art classes have a regular permanent teacher hired. Two returning teachers have been onboarded (Dereque Whiturs and David Nasca).
- Modified production calendar discussed.
- Admissions update.

6:57 p.m. PSO Report presented by Angela Kiefer

- December's meeting was rescheduled for a virtual meeting on January 17, 2023. Meeting was held but had some technical issues.
- Amazon Wishlist established and discussed.
- Busing inquiries are being posed to PSO although the organization does not head up that arena. However, PSO is willing to help with communication.
- Looking to plan a Parent/Guardian community event.
- Looking to expand apparel options and selling concessions.
- Looking for more volunteers.

7:01 p.m. - Finance report presented by Christine Gallagher.

- Discussion of operational improvements.
- Financial Statements acknowledged and briefly discussed.
- Unqualified opinion, two material weaknesses identified.
- No compliance issues found during the audit.

7:03 p.m.- Motion to approve the audited financial statements made by Ron Grais and seconded by Kay Mabie. All members voted Aye with no opposition.

7:04 p.m.- Finance report presentation by Christine Gallagher continues.

- The end of year deficit for 2022 was \$118K.
- Projected year's estimated loss is \$400K.
- Looking to close the financial gap with the expectation of lower operational costs as well as instituting fundraising efforts.

7:06 p.m. PEC Report presented by Bill Gerstein and Janette Cortes-Duewel

- Update on plan for the principal search.
- Discussion on formulation of a committee and the timeline for principal search.
- Committee will include 15 people (six board members, two academic teachers, two conservatory teachers, one non-board parent, 2 students (one sophomore and one junior), one consultant, and one community member).
- Committee members will seek and interview candidates in order to condense the candidates down to three viable options to present to the board for consideration for hire. Board members will discuss and vote and the hope is to have an approved candidate by May 1, 2023 with a start date of July 1, 2023.

7:11 p.m. - Motion to approve the plan for the principal search was made by Christine Gallagher and seconded by Ron Grais. All members voted Aye with no opposition.

7:12 p.m.- Report on Executive Director search was presented by Duffie Adelson.

- A contract has been signed with Kittleman and Associates. Our primary consultant will be Sunny Fischer along with Cory King.
- Search committee's first committee will be held on Monday, January 23, 2023.
- Committee consists of Duffie Adelson , Michelle Farid-Pierre , Karen Fishman , Bill Gerstein , Warren Chapman , Carlos Azcoitia, Peter Fidler and Cynthia Plouche.
- Hope to post the position no later than March 1, 2023.

7:14 p.m. - Public Comment

7:36 p.m. - New Business

7:37 p.m. - Meeting adjourned via motion made by Bill Gerstein and seconded by Kay Mabie.