

## BOARD OF DIRECTORS MEETING MINUTES

September 12, 2016

6:00 pm

Christopher House Elementary School  
5235 W. Belden Avenue  
Chicago, IL 60639

**Board Attendees Present:** Ronit Barrett, Rob Buono, JoAnne Cicchelli, Jordan Hadelman, Tom O'Neill, Jenny Perez, Steve Raquet, George Reimnitz, Greg Spitzer, Barbara Stewart, Nicole Toalson, Kim White

By Phone: Dee Dee Chesley and Corey White

**Christopher House Staff Present:** Lori Baas, Jill Antoniewicz, Julie Dakers, Gloria Kuechenberg, Krissy Novy, Traci Stanley, Katheryn Steward, Matt Stokes

**Special Guests Present:** Nana Owusu and Elizabeth Whitehorn

**Minutes Recorder:** Matt Stokes

*The meeting was called to order at 6:13 p.m.*

### Proceedings

- Meeting Called to Order at 6:13 p.m.
- Introduction of Meeting Attendees
- Meeting Adjourned at 7:29 p.m.

### Consent Agenda, presented by Lori Baas

A motion was made, seconded and approved to approve the June 30, 2016 Board of Directors meeting minutes and consent agenda

A motion was made, seconded and approved to approve the following shared governance documents:

- Changes to the Employee Handbook
- Changes to the 2016-2017 Infant & Preschool Parent Handbook
- 2016 Community Needs Assessment

### Election of Board Members and Officers, presented by Lori Baas

A motion was made, seconded and approved to elect the following members to the CH Board of Directors for another three year term.

- Rolando Acosta
- Rob Buono
- JoAnne Cicchelli
- Jordan Hadelman
- Jeff Kemerley
- Thomas O'Neill

A motion was made, seconded and approved to elect the following slate of officers for a two year term.

- Thomas O'Neill – President
- Dee Dee Chesley – Vice President
- Jordan Hadelman – Treasurer
- Nicole Toolson – Secretary

**FY16 Financial Results and FY17 Budget**, *presented by Lori Baas*

- Lori updated Board members on Christopher House's FY16 year end financial performance detailed in the Financial Analysis Summary on Page 10 of the board packet.
- FY17 July – August financials will be shared with the Finance Committee at their next meeting.

**FY16 Board Participation Summaries**, *presented by Lori Baas*

- Lori informed the Board that based on recent research the gap in academic performance between high and low income children has begun to narrow.
  - Lori highlighted the fact that since 2010 the gap has narrowed 10% in math and 16% in reading because of the following components:
    - Access to high quality early childhood education
    - Focused parent education on engaging in their child's learning at home
    - High quality elementary education to continue closing
- Lori thanked members for the role they played in exceeding our FY16 financial goals, and raising more than \$750,000 through their personal giving and securing of contributions. She informed Board members that they would receive participation summary packets detailing their involvement at Christopher House at the conclusion of the meeting.

**External Affairs Committee Report**, *presented by Jill Antoniewicz*

- Jill shared a list individual prospects and institutional prospects that Christopher House would like to cultivate and solicit. Jill asked Board members to let her know if they know anyone on either list.
  - Barbara Stewart asked from what sources was the individual prospects list comprised.
  - Jill informed the Board that people on the individual prospects list were suggestions made by previous and consistent donors of Christopher House.
- Jill stated that Christopher House has been asking donors to donate diapers, wipes, and formula to support infants and toddlers through the organization's Diapers to Diplomas campaign.
  - Jill asked the Board to consider donating the abovementioned essential items via mail and/or drop off to Christopher House's Logan Square Center and/or James & Jean Stewart Campus.
- Jill informed the Board to save the date for the organization's 27<sup>th</sup> Annual Benefit at the Four Seasons on Thursday, April 27, 2017.

**Board Development Report**, *presented by Lori Baas*

- Lori presented Nana Owusu and Elizabeth Whitehorn as prospective Board members and asked everyone to welcome and engage them. Resumes for the candidates were included in the meeting packet.

**Program Impact Results Throughout Our Continuum of Schools**, *presented by Traci Stanley*

- Traci presented FY15 and FY16 results for progress made on the Christopher House agency-wide indicators based on the following outcomes:
  - Children and youth participating in Christopher House will be healthy and thriving. They will progress in their cognitive, social/emotional, physical and language development.
  - Parents and other family members will promote children's healthy cognitive, social/emotional, physical and language development.
- Traci gave Board members an overview of the organization's family demographics:
  - Under \$18,932 as the average Christopher House family annual income
  - 68% of primary caregivers are employed
  - 27% are enrolled in school
  - 64% of Christopher House families are single parents
  - 49% of Elementary School students are English Language learners
  - 47% of Early Childhood children are English Language learners
- Traci presented the FY16 school performance metrics for the organization's Early Head Start and Head Start programs.

**Elementary School CPS School Quality Performance Rating**, *presented by Krissy Novy*

- Krissy presented FY16 NWEA reading and math exam results and other metrics for Christopher House Elementary School students.
  - Krissy showed how Christopher House students performed compared to their peers nationally.
- Krissy also shared with Board members a FY17 improvement plan for increasing academic performance among students.

**Middle School Task Force**, *presented by Rob Buono*

- Rolando Acosta and Lori have met with the Alderman to update him on our plans to expand the building at 5235 W. Belden Avenue to incorporate the 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> grades of our elementary school. The Alderman is supportive, and asked to see a proposal that includes projections on how Christopher House will fund the expansion.
- Rob, Corey White, and Katheryn Steward are developing a financial model through 2022 that will provide the board with private philanthropy and financing scenarios that will be shared with the Finance Committee and Middle School Task Force prior to presenting this information to the Board of Directors.

*The meeting was adjourned at 7:29 p.m.*