

BOARD OF DIRECTORS MEETING MINUTES

June 27, 2019

12:00 PM

Paul Hastings, 71 S. Wacker Drive, 45th Floor
Chicago, IL 60606

Board Members Present: Rolando Acosta, Ronit Barrett, Stacey Blasko, Rob Buono, Dee Dee Chesley, Roberto Interiano, Kenneth Langston, Daniel Lynch, Tom O'Neill, Stu Reed, Dave Rodin, Greg Spitzer, Homero Tristan

Board Members Participating by Phone: Thomas Woodrow

Board Members Absent: Adnan Assad, JoAnne Cicchelli, Jeff Kemerley, Stephen Raquet, George Reimnitz, Kim White, Lizzy Whitehorn

Christopher House Staff Present: Lori Baas, Julie Dakers, Meaghan Jennings, Libby Shortenhaus, Traci Stanley, Katheryn Steward

Minutes Recorder: Christina Henenuse

Proceedings

Meeting called to order at 12:06 PM.

Welcome, presented by Tom O'Neill and Lori Baas

Tom begins the board meeting by welcoming all Christopher House Board Members and staff present.

Lori announces to the board that Meaghan Jennings, the current Interim Director of External Affairs, has officially accepted the role as Director of External Affairs. Lori plans to work with Meaghan in the next few weeks to develop a plan for private philanthropy.

Lori shares with the board that the two of the three governing bodies of the Presbytery of Chicago have decided to close the trust that was established after the sale of the Greenview property. The funds are expected to be released to Christopher House this fall, after the third governing body convenes in September.

Minutes and Consent Agenda, presented by Tom O'Neill and Katheryn Steward

Motion made by Rob Buono and seconded by Dave Rodin and carried unanimously to approve the May Board Meeting Minutes.

There is one item on the consent agenda that requires approval by the board:

- 1.) Approval of the FY19 Head Start Budget incorporating COLA

Motion made by Rob Buono and seconded by Dave Rodin and carried unanimously to approve the consent agenda.

Strategic Planning Task Force, presented by Dee Dee Chesley, Libby Shortenhaus and Traci Stanley

At the May Board Meeting, the board voted to approve the Strategic Plan Objectives. Today the board will need to vote on the 3-year measures:

Priority	Objective	3-Year Goals
Best in Class Talent	Hire & Recruit Top Talent	CH best in class talent drives student outcomes as evidenced by 89% of key outcomes being met (17 out of 19).
		Each director identifies a successor
	Grow Skills of Current Talent	Develop future leaders: 40% of key hires are internal promotions.
		Recruit 5 board candidates that support Christopher House's thought leadership, fundraising capacity, and diversity goals.
Retain Talent	Achieve a 76% retention rate (10% higher than national average of 66%).	
	Retain 50% of top performers for three plus years	
Map Processes & Systems	8th Grade into Best Fit High School	100% of 8 th grade students enroll into one of three best-fit high school options.
		Secure resources and staffing to support CH scholar graduates through high school success by December 2021.
	Codify and Align Processes	Complete process mapping and codification at an equal level for all schools by Dec 2019. Share educational and operational codification documents, including process mapping, with all internal stakeholders and with 5 external stakeholders.
	Improve Data Processes	Complete external evaluation of data and impact measures and implement recommendations for improving measurement of continuum model's impact.

	Align Schools to Theory of Change	100% of programs align to CH's Theory of Change by scoring a 2.5 on the Program Alignment Matrix.
National Model	Increase Parents' Financial Capacity	Launch workforce development program to increase family income opportunity for ___ families. (<i># completed once workforce development program recommendation is made in spring 2020.</i>)
	Define Model for Program Expansion	Proposal approved for replication strategies of our data-based continuum of schools model by September 2020. Increase private philanthropy by X% to deliver on outcomes for scholars and families and support expansion. (<i>Hold for Director of External Affairs</i>)

Motion made by Tom O'Neill and seconded by Dave Rodin and carried unanimously to approve the the Strategic Plan 3-year measures.

Lori share that Traci, Libby and the Strategic Planning Task Force are currently working with the Bridgespan Group to expand our program alignment to Christopher House's Theory of Change.

CHRISTOPHER HOUSE THEORY OF CHANGE DRAFT 3 (10.12.18)

WHO?	HOW?	WHAT?	
		POINT OF ACCOUNTABILITY	ULTIMATE OUTCOME
<ul style="list-style-type: none"> Children and their families in communities with a high benefit potential for immersive family supports and high performing schools. 	<p>Christopher House Model: A continuum of education serving the same children and families from birth through college with personalized education and immersive family support.</p> <p>Guiding beliefs infused in every program:</p> <ul style="list-style-type: none"> Parents are a child's first teacher; Home environments nurture literacy and achievement; Parents set high expectations; Professionally trained teachers know their students as individuals; Evaluations and program improvements are data driven; Parents and staff work together to evaluate and improve programming; Education includes the development of creativity and perseverance and is multi-disciplinary; Curriculum is designed to help scholars develop socially, emotionally, and cognitively; Diversity is celebrated and explored; and, Parents support their children financially and emotionally. 	<p>Infant and Pre-school: Graduate pre-school scholars ready to succeed academically and social emotionally in elementary school</p> <p>Elementary: Graduate each elementary scholar prepared for success at their best fit high school.</p> <p>After School: Graduate each scholar prepared for success academically and social emotionally at their best fit middle school, high school, and ensure seniors enroll in a post-secondary opportunity.</p> <p>Parents: Families have safe and nurturing home environments, and parents support their child's healthy development.</p>	<p>Close the opportunity gap for children and families so all children learn and achieve.</p>
	<p>Thought Leadership: Provide leadership to colleagues in the sector for how to replicate CH's model and other initiatives to deliver on outcomes for children and families.</p>	<p>CH initiatives are offered in other schools/nonprofits</p>	

The Theory of Change and strategic plan will articulate how we will expand our model and impact in the future. It will be a helpful tool that will structure strategic decisions.

Finance Committee: presented by Lori Baas and Rob Buono

Lori report that Plante Moran is engage to complete Christopher House's annual audit which will begin in the next few weeks.

Rob reports that phase 3 of the middle school building is nearly complete. July 11th is the final inspection with the city to be awarded our certificate of occupancy. Furniture will be delivered and moved in by the end of July. The project is expected to come in under budget.

Rob reports on Christopher House requests for financing proposals from CCLF, Bank of America, Wintrust, First Midwest and CIBC to secure the best long term financing options. CH received proposals from all but CIBC.

Proposals from CCLF, Bank Of America, Wintrust and First Midwest were shared with the Board of Directors.

The resolution for financing was presented to the board:

See attached Christopher House Board of Directors Resolution.

Motion made by Greg Spitzer, seconded by Rolando Acosta and carried unanimously to approve the Christopher House Board of Directors Resolution.

Public Comment

No public comments were made at this meeting.

Motion made by Dee Dee Chesley, seconded by Rolando Acosta and carried unanimously to adjourn the meeting.

Meeting adjourned at 1:25 PM