

**BOARD OF DIRECTORS MEETING**  
**January 13, 2021**  
**Video Call**  
**DRAFT AGENDA**

<b>Strategic Priority</b>	<b>Agenda Item</b>	<b>Purpose</b>	<b>Time</b>
	<b>Welcome</b>	<ul style="list-style-type: none"> <li>• Introduction of Meeting Participants and Guests</li> </ul>	5 mins
	<b>Minutes &amp; Consent Agenda</b>	<ul style="list-style-type: none"> <li>• Approval of Minutes</li> <li>• Consent Agenda</li> </ul>	5 mins
Best in Class Talent	<b>President's Report</b>	<ul style="list-style-type: none"> <li>• CEO Search</li> <li>• DE&amp;I Training with AUSL</li> </ul>	5 mins
COVID-19 Response	<b>CH Updates</b>	<ul style="list-style-type: none"> <li>• Re-opening</li> <li>• Infant &amp; Preschool Data Review</li> </ul>	30 mins
Best in Class Talent	<b>Board Development Committee Report =</b>	<ul style="list-style-type: none"> <li>• Board Pipeline</li> <li>• Update on Board Governance Review</li> <li>• Board Self-Assessment</li> </ul>	5 mins
Map Processes & Systems	<b>External Affairs Committee Report</b>	<ul style="list-style-type: none"> <li>• Private Revenue Dashboard</li> <li>• Overview of December Event</li> <li>• Graduation Gala</li> </ul>	10 mins
National Model	<b>Strategic Task Force</b>	<ul style="list-style-type: none"> <li>• Proposal to Create Strategic Plan Committee</li> <li>• Update on Education Council/Program Committee</li> </ul>	5 mins
Map Processes & Systems	<b>Finance Committee</b>	<ul style="list-style-type: none"> <li>• Update on Financial Position</li> </ul>	10 mins
Map Processes & Systems	<b>New Business/Old Business</b>	<ul style="list-style-type: none"> <li>• Opportunities for Public Comment*</li> </ul>	5 mins

**Total time: 80 minutes**

\*In accordance with Executive Order 2020-07 issued March 16, 2020, the January board meeting will take place via conference call. Non-essential voting matters will be postponed. Anyone interested in participating in the conference call are asked to contact Meaghan Jennings, Director of External Affairs at [mjennings@christopherhouse.org](mailto:mjennings@christopherhouse.org).

## BOARD OF DIRECTORS MEETING MINUTES

January 13, 2021 at 6:00 PM  
Virtual Meeting, Hosted Over Conference Call

**Board Members Attending by Phone:** Ronit Barrett, Stacey Blasko, Jessica Cardoni, Dee Dee Chesley, Joe Hammon, Roberto Interiano, Jeff Kemerley, Kenny Langston, Lauren Long, Joel Lozada, Dan Lynch, Steve Raquet, Dave Rodin, Lizzy Whitehorn, Kim White, Thomas Woodrow

**Board Members Absent:** Adnan Assad, Rolando Acosta, Rob Buono, JoAnne Cicchelli, Verenise Franco, Thomas O'Neill, Homero Tristan

**Christopher House Staff Attending by Phone:** Meaghan Jennings, Gloria Kuechenberg, Krissy Novy, Karen Ross, Libby Shortenhaus, Becky Seibel, Traci Stanley

**Minutes Recorder:** Christina Henneuse

**Proceedings:** Meeting called to order at 6:02 PM

**Welcome,** Presented by Dee Dee Chesley

Dee Dee welcomes Joe Hammon who is attending his first meeting as a newly elected board member.

**Minutes and Consent Agenda,** Presented by Becky Seibel

Motion was made by Kim White, seconded by Dave Rodin, and carried unanimously to approve the November 11, 2020 meeting minutes.

There are two items on the consent agenda for Board approval:

1. FY21 Head Start initial budget
2. FY21 Early Head Start initial budget

Motion was made by Roberto Interiano, seconded by Dave Rodin, and carried unanimously to approve the two items on the consent agenda.

**President's Report,** Presented by Dee Dee Chesley and Dave Rodin

Dee Dee thanks Dave for chairing the CEO search committee which is currently interviewing candidates. Dave reports that the CEO search is going well. The committee started with 6 highly qualified candidates but after this week's round of interviews, will only offer a second interview to 3. The leadership team will have an opportunity to meet the final candidates and provide feedback to the board. The search will conclude with a board vote and an offer will be extended the candidate that is selected.

Dee Dee announces that the board will have an opportunity to undergo DE&I training through AUSL in the spring. Staff and the leadership team will also be undergoing the same training in early April 2021.

**Christopher House Updates**, Presented by Libby Shortenhaus, Traci Stanley and Karen Ross-Williams

Krissy Novy has recently been named 2020 Principal of the Year by INCS and Karen Ross-Williams has been appointed to the Chicago Early Childhood Workforce Partnership.

#### *Reopening Progress Update*

Since the last board meeting in November, there has been 17 COVID-19 cases at Christopher House and the Logan Square campus temporarily closed. Stewart and Uptown campuses have remained open during all of Phase 1 and Phase 2. Phase 2 of the reopening plan began on December 7<sup>th</sup>. In phase 2, we reopened 6 additional early childhood classrooms, added 5 more after school participants per classroom, reached 34% onsite enrollment, and 45% virtual learning. Phase 3 will begin February 1, with the goal of supporting the scholars who have been identified with the highest need. Phase 4 will begin in the spring, when we will open selected elementary and/or middle school classrooms based on data.

The COVID Response Survey data reflects that 89% of parents agree that Christopher House has taken proper precautions to minimize health risks during the current health crisis.

#### *Updates from Infant & Pre-school & Youth Development*

Christopher House continues to analyze the impact of remote learning on our scholars and use the data to determine ways to mitigate the learning loss. When we analyzed the data from last year and compare it to this year, it is evident that remote learning has impacted scholars particularly in social and emotional learning and in math. Data also shows that scholars with high parent engagement have higher test scores in math, literacy and language. The challenges of early childhood learning during the pandemic is that much of the learning is hands-on and difficult to do remotely. Christopher House has taken steps to mitigate the learning loss by implementing personalized education plans, connecting families to technology, and sending “bridge bags” home that included learning materials for parents and scholars.

#### **External Affairs Committee Report**, Presented by Lizzy Whitehorn

The private philanthropy dashboard shows a big leap in individual giving last month, thanks to the help of the board at the December 9<sup>th</sup> Virtual Fundraiser. External Affairs is confident they will reach their \$400K goal for FY21.

The Board Cultivation Event is scheduled for February 2, 2021 from 6-7 PM. Elliot Regenstein, Partner at Foresight Law & Policy will be sharing more on his policy work, which focuses on early learning. The board is welcome to invite board prospects from within their network.

The Virtual Annual Benefit is scheduled for May 6, 2021 where we will be honoring our first graduating class of 8<sup>th</sup> graders. Rolando Acosta, Rob Buono, and Tom Woodrow are co-chairing.

Our revenue goal this year is \$550K. We are looking for connections to a keynote speaker, auction items and corporate sponsorships and ask for the board's assistance with connections.

**Board Development Committee Report**, Presented by Ronit Barrett

The Governance manual is undergoing updates to include an updated CEO position description and a clearer outline of the CEO's relationship to the Board of Directors. The new version of the manual will also include an update to financial policies. A draft is tentatively set to be presented at the next meeting.

We're hoping to complete a board self-assessment this year to see how Christopher House compares to the national averages.

Tom O'Neill who will remain on the board, is currently transitioning from Exelon, but has identified a board candidate from the company to help maintain our partnership.

The Advisory Committee has agreed to step in to assist with the new CEO transition when we begin the on-boarding process.

Dee Dee would like to suggest introducing a DE&I task force to the board.

**Strategic Planning Task Force Update**, Presented by Kenny Langston

Kenny poses formalizing the Strategic Planning Task Force into a committee.

Motion made by Dave Rodin and seconded by Ronit Barrett and carried unanimously to formalize the task force to a committee.

We would also like to consider bringing back the Education Council and introduce new members from within our networks.

**Finance Committee Update**, Presented by Stephen Raquet

Christopher House broke even in November. Government funding will be restored and retroactively paid for December, January, and February.

**Public Comment**

No public comment was made.

Motion made by Dave Rodin and seconded by Kenny Langston and carried unanimously to adjourn the meeting.

Meeting adjourned at 7:16 PM.