

Meeting of the Cincinnati Preschool Promise Board of Trustees

March 2, 2017

Minutes of Meeting

Attendance

Present: Deborah Mariner Allsop, Terri C. England, Fr. Michael Graham, S. J., Jasmine Jones, Micah Kamrass, Gary Lindgren, Dr. Kimya Moyo, O'Dell Owens, M.D., M.P.H. John E. Pepper, Cheryl Rose, CFP, CFA, Laura Sanregret, Steve Shifman, Pastor Ennis Tait, and Sallie Westheimer

Absent: Kathy Young

Welcome and call to order

Michael Graham, SJ, Board Chair, called the meeting to order at 8:05. He thanked Board members for being willing to accept the invitation to serve on the Cincinnati Preschool Program Board. He shared how he became involved in the Preschool Promise and Issue #44 based on his longstanding involvement in United Way. Fr. Graham invited board members to harness their collective passion and experience against a very short timeframe, understanding that this is being done in an extremely short, but necessary timeline.

Rob Reifsnnyder, president of United Way brought greetings on behalf of United Way to the Cincinnati Preschool Program Board of Trustees. He provided context for the work ahead noting that Issue 44 created the largest influx of additional funding for the city's youngest children in local history. He noted that UWGC was selected by CPS as the Trusted Entity to establish CPP and takes this role very seriously. Mr. Reifsnnyder also reported that Ms. Stephanie Byrd has been asked to serve as the Interim Executive Director of the Cincinnati Preschool Program. Ms. Byrd's current Success By 6 Executive Director responsibilities will be passed on to other United Way leaders so she can focus 100% of her time on CPP. He asked that Board members work with Ms. Byrd to understand the work done to date and to be forthcoming with input, questions and feedback.

Chair, Fr. Graham acknowledged this will require a rapid pace, with implementation occurring more quickly than ideal, but is necessary to meet public expectations. He noted the meetings will be a public and that he will work with Ms. Byrd to allow time on the agenda for input from the public.

The Preschool Promise Story

Ms. Byrd thanked everyone for being here and began sharing The Preschool Promise Story. A PowerPoint presentation was provided for board members and public attendees to follow along. A copy of the presentation will become a permanent part of the minutes.

Key Highlights of the Presentation include:

- Why the Preschool Promise is needed
- Trend data on kindergarten readiness within CPS

- The history of the preschool movement
- Overview of Issue 44
- How Preschool Promise will work
- Key components of the program
- Current status of eligible children and programs
- Prevalence of quality deserts within the district

Organization name

Ms. Byrd reported that the organization has been referenced by several different names and is formed legally as a LLC in the State of Ohio as the Cincinnati Preschool Program. The Master Agreement lists the organization as Preschool Expansion Organization, which was determined prior to the board being formed for filing purposes. She noted that the name Cincinnati Preschool Promise is currently in use by the entity that developed the grassroots movement.

Ms. Byrd recommended the Board adopt the name Cincinnati Preschool Promise—building on the name recognition from Leadership Cincinnati Class 36, The Cincinnati Preschool Promise Advocacy Group, Issue #44 campaign language and significant media recognition.

Chair, Fr. Graham invited discussion on whether the board should seek to use Cincinnati Preschool Promise as their name. Guest, Greg Landsman, member of the Cincinnati Preschool Promise advocacy organization reported that Preschool Promise voted to release the name if the board decides to use it.

Board member Micah Kamrass, attorney on the Master Agreement negotiation team, affirmed all the steps are in order to file the paperwork for name change.

Board Member Laura Sanregret, reminded the board that the focus is on expansion

Staff member Vanessa White noted that the tagline “Expanding quality preschool” is being added to the logo.

It was noted that the boundaries of the program are Cincinnati Public School district, which is broader than the City of Cincinnati boundaries; however it is an appropriate reference given public understanding.

Based on Ms. Byrd’s recommendation, It was moved by Board Member Sallie Westheimer that the name of the organization be changed to Cincinnati Preschool Promise. The motion was seconded by Board Member John Pepper.

Board Member Deborah Mariner Allsop asked how the board votes will take place. Fr. Graham clarified this would be a yes, no, or abstain voice vote; however, this may change over time.

The motion passed with 14 votes.

Introductions

Chair, Fr. Graham asked Board member to introduce themselves and to briefly share their backgrounds. Bios of board members are being compiled and will be provided once complete.

Ms. Byrd was asked to introduce the core team that is working on CPP implementation. Team members are:

- Ms. Byrd – Interim Executive Director – responsible for day-to-day oversight of project plan on behalf of CPP, liaison with the CPP Board, until the Executive Director has been hired
- Mrs. Vanessa White; Implementation Project Lead –responsible for outreach to community providers and parents to ensure they are engaged and enrolling students in their programs
- Ms. Emily Lewis – Tuition Assistance Lead and responsible budget development and operational aspects of CPP
- Ms. Anne Sesler – Communications Lead; responsible for media relations, civic community engagement and assisting with public relations
- Mr. Greg Landsman – Strategic Liaison; responsible for strategic consultation

Staffing and Budget Model Overview

Board reviewed the budget model which was developed based on the model built by RAND Corporation and modified to include updated information on programs and administrative costs. Estimates are based on 70-75% of children eligible participate by year 5.

Chair, Fr Graham noted that a priority task for the Board is to hire the permanent Executive Director. He noted that Denise Kuprionis, President of Governance Strategies Group, has volunteered in the early stage of CPP to assist with governance, board development and developing the job description of the Executive Director; she will be supported by members of the CPP Board in developing the job description.

It was reported that a Board Orientation is scheduled for March 16, 20 and 22 to get input on documents that will define how the Board will function. The documents will include

- Overview of the Board's fiduciary duties
- Board Governance Principles
- Delegation of Authority
- Conflict of Interest Policy
- Annualized Board Governance Calendar

Members were asked to complete the sign up form for the Onboarding Sessions. They were informed that they would receive a survey monkey to gather their input on mission & vision, organizational goals and board goals.

The Cincinnati Preschool Program, LLC Operating Agreement

Mr. Mark Jahnke provided an overview of the steps already taken to ensure the LLC will operate as a wholly owned but separate entity from United Way.

Ms. Byrd asked Board to note that each nominating entity will be asked to nominate an observer to the Board. The Board discussed role of observers and participants, as well as the general public, in public board meetings.

Ms. Mariner Allsop recommended that each nominating organization (United Way, CPS and the advocacy group formerly known as Preschool Promise) appoint representative observers by the next CPP board meeting on 3/30/17.

Discussion followed about the role of an observer; how the Board conducts public conversation; where and who can meet with residents.

The Executive Committee composition was discussed, as well as the need to meet between board meetings. Fr. Graham noted that in the early stages of the Board he would like most decision to be made by the full board but that a small Executive Committee may be necessary in the short term to keep things moving forward.

He suggested that the short term Executive Committee be comprised of the Officers – himself as chair, Pastor Ennis Tait, Treasurer and Deborah Mariner-Allsop, Treasurer. In the interest of time and good governance the Executive Committee was charged with developing the observer role and process by March 30, 2017.

Based on Chair, Fr. Graham's recommendation Board Member John Pepper moved that the Executive Committee be appointed as recommended. Cheryl Rose seconded the motion. Board Member O'Dell Owens, MD, asked the motion be amended to include the Interim Executive Director as an ex officio member. The amendment was accepted.

The motion passed with 14 votes.

Critical Discussion

A. Master Agreement between Cincinnati Public Schools and United Way

Ms. Byrd provided an overview of the Master Agreement. Fr. Graham requested that Agreement discussion of the Master Agreement until the agreed upon document is ready for review.

Board member Micah Kamrass moved to accept the recommendation that the Master Agreement discussion be tabled. Board member Laura Sanregret seconded the motion. The motion passed with 14 in favor.

B. Project Management

Ms. Byrd reported that requests for proposal were issued to 13 entities for project management services. Responses were received from 2. A selection committee was formed to review applications and interview candidates. Parthenon EY was selected. They are part of Ernest & Young, acquired 2 years ago. They have 20 years in education practice alone.

Haven Ladd introduced his team and the type of projects they have completed in other large, urban school districts around the country. The CPS Board of Education voted on and approved a one-month contract with Parthenon EY to get the project management work underway. Dr. Owens asked about the diversity of the team. Team is comprised of five people: 2 white males; 3 females (2 women of color) as the core project team; additional resources are available through EY.

C. Data System Vendor Relationship

Ms. Byrd reported that on 2014 trip to Denver, some board members met METRIX IQ and learned about their work in developing a preschool data system for the Denver Preschool Program. They more recently have built a system for the Dayton Preschool Promise.

Given the size of the agreement and in the interest of competitive bidding it is recommended that the data system vendor relationship is out to bid.

It was noted that a contract must be in place quickly therefore the RFP must be developed, sent, vetted, and selected with a recommendation to the CPP Board at March 30 meeting.

CPP Board noted the timeline for the Master Agreement being signed is noteworthy as it must precede the contracts with the Data System provider and other vendors.

Other Business

Chair, Fr. Graham invited each board member to join a committee to work on tasks in between board meetings. The committees and volunteers were defined as follows:

Data System Committee

1. Steve Shifman
2. Cheryl Rose
3. Terri England

CEO Search Committee

1. O'dell Owens
2. John Pepper
3. Sallie Westheimer
4. Kimya Moyo
5. Jasmine Jones

Budget Committee

1. Sallie Westheimer
2. Micah Kamrass

3. Jasmine Jones
4. Terri England
5. Pastor Tait

Community Engagement/Outreach

1. Laura Sanregret
2. Kathy Young
3. Steve Shifman

Chair, Fr. Graham thanked Board members for volunteering to serve on the committees.

Board members received a handout to indicate availability for future meetings. The next meeting of the Board is March 30, 2017 at 1:30 at UWGC.

The meeting adjourned to Executive Session at 11 am.