

Cincinnati Preschool Promise Executive Committee Meeting

United Way of Greater Cincinnati
Success by 6, Room 405
Minutes of Thursday, April 18, 2018, 9:00 AM – 11:00 AM

Executive Committee Members Present:

Father Michael Graham, Deborah Mariner Allsop, Gary Lindgren, Pastor Tait, O'dell Owens, M.D and Cheryl Rose

Cincinnati Preschool Promise (CPP) Staff Present:

Shiloh Turner, Executive Director
Héctor Polanco – Finance Director
Florence Malone – Outreach and Enrollment Manager
Brittnee Pina – Quality Improvement Manager
Lauren Shifman – Policy and Program Manager
Lesley Nunn, Senior Administrative Assistant

Members of Public:

Vera Brooks - Interim Director of Early Childhood, Cincinnati Public Schools (CPS)
Heather Gerker – Strive Partnerships

1. Welcome, Call to Order

Father Michael Graham welcomed the members of the Executive Committee and called the meeting to order at 9:04 A.M.

ACTION: A motion to approve the agenda was made by Pastor Tait and seconded by Deborah Allsop. The motion was unanimously approved.

2. Promise Forward Letter:

The Committee discussed the Promise Forward Letter that was sent out to CPP Board of Managers two weeks ago and the potential response to the letter.

- It will be essential for CPP Board moving forward successfully, for the initiative for which the levy depends upon, to be in be a congenial relationship with Promise Forward.
- CPS is aware of letter and it was referenced at April 15, 2019 Board meeting.
- Promise Forward Letter presents an opportunity to bring CPS, CPP and Promise Forward together to have a united front for the Preschool Expansion going forward.
- Sallie Westheimer will be the point person to lead the initiative to bring parties together.
- Mechanism to bring parties together will be the modification of OGSM (Objectives, Goals, Strategies & Measures) in such a way that goals are clear to staff, and it results in lobbying of staff by external forces. It will also put everyone on the same page.

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- Father Graham will respond to Promise Forward letter around the status.
- It should be made clear that CPP Board is the governing authority for the preschool expansion through the Master Agreement (MA) and the three parties agreed to that.
- Sallie's initiative should be tried and structured in such a way that people think that they are heard and it is transparent to all.
- In terms of response, it should pointed out that all three organizations (United Way of Greater Cincinnati, Promise Forward and CPS) are represented equally on the board and the goal is the parties work together to reach a common goal. There is a need to focus on all parties working collectively to get to a common goal/goals with flexibility to modify the goals.
- Success of this is vital to community providers who are important in getting kids in and helping the expansion.

3. CPS Board Meeting Video, April 15, 2019:

The Committee discussed the CPS Board Meeting Video theme around CPP.

- The video theme made it clear there is a need for more collaboration and conversation between CPP and CPS Board.
- Father Graham will be drafting a letter to Carolyn Jones, President of CPS, today with the hope it will be sent out later today.
- Father Graham asked for feedback on the letter to Ms. Jones.
- Letter needs to go out today as Carolyn Jones is in the process of drafting a letter to CPP.
- It was suggested transition plan should be included in the letter and what is CPP plan around the response to Promise Forward letter.
- Master Agreement is the background theme for the joint CPP & CPS Board meeting to happen.

4. Shiloh Turner's Transition Plan:

Father Graham introduced the topic and the need to contact various stakeholders around the transition plan and search criteria for the interim director.

- It is imperative that the various community stakeholder voices are involved with the search process for interim director as well of permanent executive director. An appointed ambassador will take questions and give feedback.
- Also CPP staff should be given an opportunity to provide feedback for the search for interim director and permanent executive director.
- Father Graham will be meeting with CPP staff on Monday, April 22 at 10:30 am to get their feedback.
- The following are the suggested stakeholders and the person(s) responsible for the coordination:

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Name of Organization/Community Stakeholder	Person who will initiate contact for meeting set up	CPP Board Ambassador/Staff Ambassador
P4EC		Christine Fisher
Staff	Shiloh Turner	Father Graham
Community Providers (Directors)	Flo Malone	Terri England & Sallie Westheimer
Traci Poellnitz & Robyn Perkins	Flo Malone	Terri England & Sallie Westheimer
Workforce Development Council	Vera Brooks	Vera Brooks
NAACP	Deborah Allsop	Toilynn O'Neal
United Way of Greater Cincinnati – Ross Meyer	O'dell Owens	O'dell Owens
Business Community – Education Committee	Gary Lindgren	Gary Lindgren
Urban League	Deborah Allsop	Deborah Allsop
4C for Children	Cheryl Rose	Cheryl Rose
Greater Cincinnati Foundation	Gary Lindgren	Gary Lindgren
AMOS	Pastor Tait	Pastor Tait
IMA – Pastor Lesley Jones	LaKeisa Ealy	LaKeisa Ealy
CINCINNATUS Education Committee	Vera Brooks	Vera Brooks
CAA	Pastor Tait	Pastor Tait
Success by 6	Shiloh Turner	Shiloh Turner
Promise Forward	Sallie Westheimer	Sallie Westheimer
CPS	Father Graham/Vera Brooks	Father Graham & Vera Brooks
AMOS	Pastor Tait	Pastor Tait
CELC	Cheryl Rose	Cheryl Rose

- Need to reinstate shared common vision at the meetings and have clear and measured objectives with the stakeholders.
- Message/conversation should be consistent and specific. Conversation should be about feedback but also specific about the objective of the conversation.
- Leadership transition is an opportunity to create/cement relationships with various stakeholders to get to a common shared vision.
- There is also need to reiterate what CPP will not be doing, for example transportation and infant and toddler support and wages outside preschool. There will be a need to give direction when conversations happen and lay some framework out.
- Every conversation will provide opportunities for later framework for opportunities at levy renewal time.
- Summary script to be used to make discussions consistent and useful.
- The agreed questions should read:
 - What are the characteristics you would look for the new executive director at Cincinnati Preschool Promise and why?
 - Are there any different characteristics that you would look for an interim director at Cincinnati Preschool Promise and why?

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- If there is one thing that CPP could do to help your stakeholders/group, what would it be and why?
- A request was made by LaKeisa Ealy for Vera Brooks to email the verbiage to her.
- Father Graham to put together a cheat sheet and get it circulated. Each ambassador will be responsible in reaching out to the parties and asking the questions/receiving feedback.
- Father Graham requested this happens by the middle of next week, if possible, depending on schedules.

5. Executive Session:

5.1 Adjourn to Executive Session:

A motion was made to adjourn to Executive Session at 10:13 A.M, by Cheryl Rose and seconded by O'dell Owens. The purpose of the executive session was to discuss the potential employment of certain candidates for a Cincinnati Preschool Promise Executive Position. The motion was unanimously approved.

5.2 Exit Executive Session:

A motion was made to exit the Executive Session at 11:02 A.M by Gary Lindgren and seconded by Deborah Allsop. The motion was unanimously approved.

6. Adjourn

A motion to adjourn at 11:03 AM was made by Gary Lindgren and seconded by Deborah Allsop. The motion was unanimously approved.

Future Executive Committee Meetings:

- May 7 – 3:30 to 4:30 PM;
- June 4 – 3:30 to 4:30 PM;
- August 8 – 3:30 to 4:30 PM;
- September 10 – 3:30 to 4:30 PM;
- October 15- 3:30 to 4:30 PM;
- November 12 – 3:30 to 4:30 PM;
- December 4 – 10 to 11:00 AM

Submitted by
Lesley Nunn, Administrative Assistant
Cincinnati Preschool Promise