



**Regular Meeting of the
Board of Directors of Citizens of the World Kansas City**

Location: CWC Kansas City Primary Grades Campus
3435 Broadway Blvd
Kansas City, MO 64111

Date: Wednesday, October 18th, 2017, 5:30pm

Proposed Minutes

1. Call to Order

Mr. Norris called the meeting to order at 5:32 p.m.

2. Roll Call by Board Chair

Mr. Norris proceeded with roll call.

Present:

Mr. Jim MacDonald
Mr. Miguel Meneses
Mr. Luke Norris
Dr. Otten (via phone, 6:45 pm)
Mr. Joe Richmond (5:38 pm)
Ms. Maria Salcedo (via phone)
Mr. Anthony Sealey
Dr. Joy Vann-Hamilton (via phone)

Absent:

Mr. Jacob Littrell

Mr. Norris determined that with 6 of 9 (later 7 of 9, then 8 of 9) Board Members present, a quorum is established for purposes of holding the meeting and voting.

3. Review & Consideration of Proposed Agenda

Mr. Sealey moved to approve the agenda as proposed and Mr. MacDonald provided a second to the motion. The motion was unanimously approved with none abstaining.

4. Public Comments

Mr. Norris invited public comment. No public comment was made.

5. Review & Consideration of minutes from the September 20th, 2017 regular meeting of the Board

The Board did not have any comments regarding the proposed minutes from the regular September 20th, 2017 meeting of the Board. Mr. Sealey moved to approve the minutes as proposed and Mr. Meneses provided a second. The motion was unanimously approved with none abstaining.

6. Review & Consideration of minutes from the September 29th, 2017 special meeting of the Board

The Board did not have any comments regarding the proposed minutes from the special September 29th, 2017 meeting of the Board. Mr. Sealey moved to approve the minutes as proposed and Mr. MacDonald provided a second. The motion was unanimously approved with none abstaining.

7. Board of Directors Membership Update

a. Review & Consideration of the appointment of Ms. Maria Salcedo to Secretary position

Mr. Sealey moved to appoint Ms. Salcedo to the Board Secretary position and Dr. Vann-Hamilton provided a second. The motion was unanimously approved with none abstaining.

Dr. Otten will happily continue to serve her term as a Member.

8. Finance Committee Report (Mr. Joe Richmond)

a. Review & Consideration of Monthly Financials, including Check Register

Mr. Richmond illustrated that our cash position is stronger this month – primarily bolstered by the short-term line of credit. Our revenue is lagging behind budget – primarily due to local fund-raising starting slow in August. Dr. Droege affirmed that there is a significant outstanding request that she is optimistic to hear good news on in the next few weeks, along with 3-4 other foundation requests to be incoming.

Mr. Sealey moved to approve the register as proposed and Mr. Richmond provided a second. The motion was unanimously approved with none abstaining.

b. Missouri-wide Charter School Funding Information (Mr. Luke Norris)

Mr. Norris shared that there is a Pre-K initiative that the legislature is working with as a “Big 5 Initiative.” Mr. Norris and Dr. Droege joined a charter school leader group to discuss supporting this initiative as written. The group did not have a consensus, but rather had a general agreement that charters do need additional funds – especially at the Pre-K level – and that the “other 50% (not KCPS’)” of funds should be held by a third-party, rather than KCPS. The next steps are: feedback will be shared with KCPS with the goal to collaboratively propose “districts and charters agree that...” Those conversations will occur over the next month.

Mr. Richmond asked when would it go to vote? Mr. Norris responded probably 2019 (same as mayoral, school district, and rezoning), so turnout would more than likely be high.

Mr. Norris ceded the floor to Mr. Sealey to share his experience in touring other charter school markets. KC Great Schools tours 2-3 different out-of-market schools per year, funded by Kauffman. Mr. Sealey joined the tour of the Houston market this past month.

Mr. Sealey shared key highlights: First, mission alignment drives results. In successful schools, everyone was aligned: students, parents, and faculty. Everything written on the wall and everything on the website carries throughout the school culture. Second, engagement through transparency – schools were intentional about defining and chasing after engagement (parent and faculty). Thirdly: sustainability – how long can the culture continue and what partners can be leveraged to make that happen?

Mr. Sealey then gave an overview of each school visited.

Mission alignment at KIPP: Students are called brothers/sisters; when asked why, a 3rd grader answered “Family never gives up on each other.” Another system is points/demerits that can be earned into a paycheck, which can be redeemed in the library – all through an app to engage parents as well.

Mission alignment at KIPP/Landrum (a college prep school). There is a lot of expectation alignment since the facility is a shared space with the district.

Engagement at A+ Unlimited: students drive their learning through Google classroom and daily goal setting.

Sustainability/Scalability/Partnership: A+ is isolated and inefficient. There is a high level of fund-raising, but the school only serves a small number of students and grade levels. The KIPP schools are a part of a network, but also stand on their own – they have creative ways to make finances work (shared spaces, etc.).

His takeaways/call to action: partnering city-wide with peer charters, long-term enrollment is a concern, and all schools were using technology to enable academics and engagement.

Mr. Sealey gave an overview of the MCPSA Board Training. Everyone had similar concerns around facilities. He took away that CWCKC is doing a good job with governance and early setup, but could be doing better on communication.

Mr. Norris asked the Board: ShowMeKC is doing additional Board training and collaborative sessions on November 6th and/or 7th (90 minutes each) – he asked the Board to send their availability to him.

9. Facilities Committee Report (Mr. Jacob Littrell)

a. Growth Planning

Mr. Norris – there will be a Facilities Committee meeting next week. Mr. Norris asked for feedback from the Board regarding balancing continued growth versus stabilizing finances. Our current long-range planning relies on a 5-classroom per grade model; however, our enrollment pattern is showing a 4-classroom per grade model is more realistic in the short-term. There are positives and negatives from each.

Dr. Droege additionally shared points: 1) ensuring maximizing the space in the Primary campus – it is a high per pupil cost if the space is not maximized and 2) presentations to prior funders have included a 5-classroom model and there would need to be good communication and expectation management with all stakeholders.

Mr. Sealey shared his perspective that enrollment is a huge decision driver. Secondly, location/placement will be a key decision-maker in a transportation-less environment. He would lean toward a conservative approach.

Mr. MacDonald shared a parent perspective that "smaller is better", but a financial perspective of fewer pupils means lower financials. He is looking forward to what a 4-classroom pro forma would look like.

Mr. Norris further shared that a 4-classroom model would be flexible and most likely for the short-term (until a second facility is open and can be evaluated).

Dr. Droege shared that she has an additional upcoming meeting regarding the Pre-K state regulations and how they apply to charter schools.

10. Executive Director's Report (Dr. Kristin Droege)

a. Diversity

Dr. Droege walked through her dashboard. Current enrollment stabilized at 224, with 3 additional students on the radar to be joining us. We are seeing a sense of consistency in two areas: 1) the "Day 1 no-show rate" was consistent Year 1 to Year 2 was to-the-percent the same and 2) the turnover rate percentage has also been virtually identical. She feels much more confident using this data now heading into next year and beyond in order to plan facility use, staff hiring, etc.

She also highlighted that we have come in exactly hitting our goals in ethnic/race breakdown, gender breakdown, and just over our FRL percentage goal. We are still under our Hispanic/Latino enrollment goal, though.

Dr. Droege shared that she is planning to attend a "No Kids Hungry" conference and is strategically looking to leverage ways to seek funding/reimbursement for serving food.

Dr. Droege also highlighted our school-wide attendance is over 96% and we are right now meeting our charter goal of having 91% of our students attend over 90% of the time. Mr. Richmond asked why the percentage jumped; Dr. Droege responded that the key driver was diving down into Lumen (our SIS) and ensuring data accuracy. She did say she is continuing to look at the "80%-90%" group to continue strategies to increase their attendance.

Dr. Vann-Hamilton asked how many languages are represented in the ELL demographic. Dr. Droege shared that of the 18 students, Spanish is the predominant language with a smattering of other languages and her understanding is those students are very prominently bilingual.

b. Understanding

Dr. Droege introduced Mr. Thomas and Mrs. Thomas, Reading Specialists.

Mrs. Thomas gave an overview of Fountas & Pinnell and their level expectations. She illustrated that 29 students entered K below grade level, 55 at grade level, and 13 above grade level. In 1st grade: 46 below (55%), 21% on grade level, and 26% above grade level. She illustrated that the "below grade level" represents two sets of students: those that were pre-readers last year that grew, just not at a grade-level rate; and those that are new to CWCKC that came to us below grade level. She discussed initiatives and targeted interventions to this group. She also shared 2nd grade data as follows: 35 below, 9 at, and 56 above.

Mr. Norris reminded the Board that one of our charter goals is “at least 70% of students who have completed 3 years at CWC Kansas City will read at or above grade level and/or make more than one year of academic growth each year as measured by Fountas & Pinnell’s Benchmark Assessment System.”

Dr. Droege asked Mrs. Thomas to share intervention strategies: Mrs. Thomas illustrated that they do guided reading groups with a variety of strategies, take-home work, computer components, and small-group work. Dr. Droege also shared that our DIBS program is almost up and running so our lowest-three groups can check out and take home a level-appropriate book each night.

Mr. Norris asked if we have F&P data separated by sub-group (we do, but not as in-depth as NWEA) and by classroom (not by homeroom, but by reading group teacher).

Mr. Norris also shared a brief interaction he had with “Providence Talk” and encouraged the staff to look into that.

c. Connection

Dr. Droege introduced Ms. Quance to present “Communication to Spanish Speaking Families.” Ms. Quance shared that the staff has worked through focus groups of staff and families and are in process of data gathering and analyzing.

Ms. Quance shared the results of a staff survey and presented what the group sees as next steps – both short-term and long-term. Ms. Quance presented a few points for Board consideration, including budget impacts for potential staffing and planning needs.

Mr. Norris asked for continued research into 1) the neighborhoods our current Spanish-speaking families live and 2) what was the draw to CWCKC for them.

11. Closed Session

Pursuant to § 610.021 (2) and § 610.021 (4), RSMo the Board of Directors of CWC Kansas City will enter into closed session to discuss matters related to (2) facilities and (4) the well-being of identifiable individuals.

Mr. Norris invited Mrs. Rodriguez, Mr. Smith, & Mr. Brennan to stay. Mr. Meneses moved to go into Closed Session and Mr. Sealey provided a second. The motion was unanimously approved with none abstaining.

12. Return from Closed Session; report on any action taken as required.

Mr. Norris reported that the Board came out of Closed Session and returned to Open Session. He reported that matters discussed all related to facilities and the well-being of identifiable individuals. No action was taken that requires reporting.

13. Adjourn

Mr. Meneses moved to adjourn and Mr. Sealey provided a second. The motion was unanimously approved with none abstaining. The meeting was adjourned at 7:31 pm.

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