



PUBLIC NOTICE
Regular Meeting of the
Board of Directors of Citizens of the World Kansas City

Zoom Link: <https://us02web.zoom.us/j/7268455026>
Passcode: 225236

Join by Phone:
(301) 715-8592 | Meeting ID: 726 845 5026
Passcode: 225236

****Please mute your microphone upon entering the meeting****

Date: Thursday, November 19th, 2020, 5:00pm

Proposed Agenda

1. Call to Order

Mr. Norris called the meeting to order at 5:05 p.m.

Mr. Norris welcomed the members of the public in attendance and gave an overview of the meeting order.

2. Roll Call by Board Chair

Mr. Norris proceeded with roll call.

Present:

Mr. Jim MacDonald
Mr. Miguel Meneses
Mr. Derrick Nelson (present 5:20p)
Mr. Luke Norris
Mr. Jeff Phillips
Ms. Maria Salcedo
Mrs. Johna Sutton (present 5:07p)

Absent:

Ms. Tonia Gilbert
Mr. Jacob Littrell

Mr. Norris determined that with 5 of 9 (later 6 of 9, then 7 of 9) Board Members present, a quorum is established for purposes of holding the meeting and voting.

3. Review & Consideration of Proposed Agenda

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

4. Public Comments

*Note: Individuals from the public will be provided up to 3 minutes to provide comments. **If you would like to request to make a public comment, please add your name in the chat section of Zoom;** the Board Chair will invite individuals by name and in order to provide comment.*

Mr. Norris introduced himself, thanked the public on the call, and provided an overview of the public comment process and guidelines. Mr. Norris then invited public comment; no public comment was made.

5. Review & Consideration of minutes from the October 15th, 2020 regular meeting of the Board

The Board did not have any comments regarding the proposed minutes from the October 15th, 2020 Regular Meeting of the Board.

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

6. Review & Consideration of minutes from the October 20th, 2020 special meeting of the Board, during a Public Hearing & Board Interview hosted by the Missouri Charter Public School Commission

The Board did not have any comments regarding the proposed minutes from the October 9th, 2020 Regular Meeting of the Board.

Mr. Meneses moved to approve the minutes as proposed and Mr. Phillips provided a second. The motion was unanimously approved with none abstaining.

7. Monthly Finance Report (Mr. Jeff Phillips)

a. Finance Committee Report

Mr. Phillips stated he was excited to report that, due to Mr. Hile & Mr. Brennan's sharp eye this month, cash on hand increased month-over-month and the year-to-date revenue is at \$1.7 million, against a budgeted \$1.7 million. Local donations are currently ahead, but expected to finish on budget. State revenue continues to trail budget, even including the planned 6% cut. The state has continued to distribute less than budgeted, but payment amounts are continually improving. Year-to-date expenses are \$1.9m compared to a budgeted \$2.1m amount. This is primarily due to unfilled staff vacancies and not continuing support staff positions. Year-to-date net income is -(\$222k) against a budget of -(\$505k), a variance of \$271k.

Annual forecasted revenues are now at \$6.4m, compared to budgeted \$6.9m (\$500k shortfall). To offset, the "phase I" budget changes (operational savings) have been pulled, resulting in an expense forecast of \$6.4m and a break-even budget. Mr. Phillips again commended school staff on having a sharp eye on expense items over the past month.

Mr. Phillips also noted that the school is currently forecasted to have 43 days of cash on hand, which is an improvement from last month, but short of budgeted amount.

b. Review & Consideration of Monthly Financials (October 2020), including Check Register

Mr. Phillips presented the October check register; the Board had no comments.

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

8. Board Business & Committee Reports

a. Academic Excellence Committee (Mrs. Johna Sutton)

i. Review & Consideration of Virtual Instruction Course Completion Guidelines

Mr. Hile shared that DESE is requiring each LEA to adopt Virtual Course Completion Guidelines as a way to measure attendance, and thus funding, for students that do not return to in-person learning this academic year; the only way to do that is through a "Course Completion" metric. He confirmed that EdOps has provided support and guidance on what other peer schools are adopting and shared that this recommendation is based on the 3-2-1 engagement tracking, with the following 3 metrics:

- The completion rate of assignments submitted by a student
- The participation rate of a student in synchronous classes
- The participation rate of a student in teacher-student check-ins/connections.

Mr. Norris asked if this Policy is this a sponsor requirement? Mr. Hile confirmed this Policy is only a DESE requirement.

Mr. Norris asked if the school is currently tracking these metrics and does staff have intervention strategies in place for those that don't hit the top tier? Mr. Hile affirmed both questions.

Mr. MacDonald moved to approve the Virtual Instruction Course Completion Guidelines as proposed and Mr. Phillips provided a second. The motion was unanimously approved with none abstaining.

ii. Review & Consideration of Foster Care Student Policy modification

Mr. Brennan shared that currently, our written policies provides clear protection for homeless students; during a policy audit, DESE flagged that policy as written specifically needs to be extended to foster care students as well, specifically within the "Best Interest Determination," "Transportation," and "Dispute Resolution" processes. Simply extending our existing homeless student policy to "homeless and foster care students" will meet this requirement and reflect what our Student Services department is already doing. Additionally, there is a small description within the definition of "homeless students" that needs to be updated.

Mr. Phillips moved to approve the Policy update as proposed and Mr. Meneses provided a second. The motion was unanimously approved with none abstaining.

b. Diversity Committee (Mr. Miguel Meneses & Mr. Derrick Nelson)

Mr. Meneses shared that the Committee does not have anything to report this month.

i. Discussion of Board Training

Mr. Norris confirmed that the Board self-assessment has been complete and the training consultant will share action steps with the Board within the next month.

c. Governance Committee (Ms. Maria Salcedo)

Ms. Salcedo shared that the Committee does not have anything to report this month.

9. Executive Director's Report (Mr. Jon Hile)

Mr. Hile recapped the past month's data and shared the following data points, all of which have increased week-to-week (from October 19 to 26 to November 2 to 9):

- Positive Test Rate: 13.08 – 14.89 – 19.11 – 21.82
- Average Cases/14 Days: 1607 – 1596 – 2163 – 2203
- Average Cases/100k People: 327 – 324 – 440 – 448

Mr. Hile reported that school staff is beginning to plan for a hybrid reopen when conditions allow and he will present a reopening report at the December (delayed from this month due to community transmission data sharply increasing). This report will coincide with the "Period 4" (January 1 – February 5) analysis point on December 17th.

a. School Dashboard Review

Mr. Hile reported that the school has seen a small drop in enrollment since the decision was made to go fully remote for the semester (down about 10 from last month); everything else holding steady. He reviewed student demographics.

Mr. Norris asked if school staff is capturing reasons why students are leaving? Mr. Hile confirmed that each family receives an anonymous survey, plus a personal reach out by Mr. Johnson.

Mr. Hile presented student engagement data, highlighting the school is at goal in Middle School and approaching goal in Primary and Upper Elementary. Mr. Hile presented IXL data, highlighting that the school is meeting growth goal month over month from September to October and moving toward the annual achievement target (60% over the year). Additionally, Mr. Hile presented student mobility data, highlighting exit reasons and the lower overall annual turnover rate.

Financially, Mr. Hile shared that the school received confirmation it was approved for a second year (next year) through the Jackson County Children's Fund. The school received funding this month from the Durwood and Deffenbaugh Foundations. Lastly, Mr. Hile reported that there is movement around the Charter School Growth Fund money; he is working with CWCS and will be bringing stair-stepped checklist tied to a funding amount soon.

10. Closed Session

Pursuant to §610.021(12) RSMo, the Board of Directors of CWC Kansas City will enter into closed session to discuss matters related to contracts.

Mr. Norris Invited Mr. Hile and Dr. Droege into Closed Session.

Mr. Meneses moved to go into Closed Session and Mr. Nelson provided a second. The motion was unanimously approved with none abstaining.

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

Mr. Norris welcomed members of the public back into Open Session and reported that discussion primarily related to contracts, but discussion was also held around employment of an identifiable employee §610.021(3) RSMo. No actions were taken that require reporting.

12. Adjourn

Mr. Nelson moved to adjourn and Mr. MacDonald provided a second. The motion was unanimously approved with none abstaining. The meeting was adjourned at 5:45 pm.

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