



**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, January 21<sup>st</sup>, 2021, 5:30pm

**Proposed Agenda**

1. Call to Order

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

Ms. Tonia Gilbert  
Mr. Jacob Littrell  
Mr. Jim MacDonald  
Mr. Miguel Meneses  
Mr. Luke Norris  
Mr. Jeff Phillips  
Ms. Maria Salcedo (5:35pm)

Absent:

Mr. Derrick Nelson  
Mrs. Johna Sutton

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

### 3. Review & Consideration of Proposed Agenda

The Board did not have any comments regarding the proposed agenda.

*Mr. Phillips moved to approve the agenda as proposed and Ms. Gilbert 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.

(Ms. Salcedo joined 5:35pm)

Mr. Langford (CWCKC parent) provided feedback about the potential reopening to in-person school.

Ms. Curry-Chiu (CWCKC parent) provided feedback about the potential reopening to in-person school.

Ms. Lindemann (CWCKC parent) provided feedback about her virtual learning experience.

Mrs. Langford (CWCKC parent) provided feedback about the potential reopening to in-person school.

### 5. Review & Consideration of minutes from the December 17<sup>th</sup>, 2020 regular meeting of the Board

The Board did not have any comments regarding the proposed minutes from the December 17<sup>th</sup>, 2020 Regular Meeting of the Board.

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

### 6. Monthly Finance Report (Mr. Jeff Phillips)

#### a. Finance Committee Report

Mr. Phillips reported school ended December with a \$461k cash balance. Year-to-date revenues are \$2.6 million compared to a budget of \$3.1 million. The variance is due to the timing of donations as well as the continued state revenue funding lag. Conversely, year-to-date expenses are \$2.9 million against a budget of \$3.3 million, primarily due to less operational expenses in the virtual learning environment. This results in a year-to-date net income of (-\$290k), compared to a budget of (-\$250k). The school is now forecasting \$600k less in revenue, reflecting the state revenue shortfalls, and expenses are forecasted \$473k less.

Mr. Phillips also shared that the Finance Committee and EdOps moved away from a straight-line revenue forecast and adopted a month-to-month forecast reflective of the projected timing of monthly revenue received. Overall, the school is forecasting a loss of (-\$53k) for the year, but that will

be offset by unbudgeted revenue received in January as well as additional forthcoming CARES funding. The school is also projected to have 40 days of cash on hand at the end of the year.

Mr. Phillips also reported that the Finance Committee has been discussing future building options and the Committee anticipates bringing an update on those options to the Board in the coming months. Lastly, he thanked Mr. Hile and Mr. Brennan for being good financial stewards on behalf of the school.

Mr. MacDonald asked if the school may qualify for a new PPP loan? Mr. Hile replied that he had conversations with the bank and there are new eligibility requirements that would make the school ineligible.

Mr. Norris asked if the Finance Committee had received any updates from the state on the lagging state revenue and a potential "true-up" on missing revenue? Mr. Hile responded that he had not heard anything regarding the 6% cut the school took at the beginning of the school year, but did caution that generally those cuts stay in place unless state collections or revenue exceed expectations.

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

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

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

c. Review & Consideration of Resolution to Authorize the Executive Director to renew the existing Line of Credit at Country Club Bank

Mr. Phillips presented a proposed resolution to authorize the Executive Director to renew the existing \$150k Line of Credit at Country Club Bank; the Board had no comments.

*Ms. Gilbert moved to approve the resolution as proposed and Mr. Littrell provided a second. The motion was unanimously approved with none abstaining.*

d. Review of Credit Card Users

Mr. Phillips notified the Board that Jon Hile will be added to the list of credit card users. There will not be any adjustments to the school's overall credit line.

7. Board Business & Committee Reports

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

Mr. Meneses affirmed that the Board is in full support of the school participating in Black Lives Matter at School initiative in early February.

Ms. Salcedo asked for more details about the initiative. Mr. Hile shared that Black Lives Matter at School is a national movement with a focus around 4 pledges: 1) having a focus on diversity in hiring practices, 2) an end to zero-tolerance policies (moving toward non-exclusionary discipline) 3) taking a deep dive into curriculum to ensure diversity and not euro-centrism 4) continue to fund social workers and mental health workers instead of security guards and metal detectors.

i. Discussion of Board Vacancy Process

Mr. Meneses reported that there are some Board members whose terms will be up in March and may not renew. In anticipation, he is proactively compiling a list of prospective members and will hopefully have a report in the next two months.

b. Governance Committee (Ms. Maria Salcedo)

i. Board By-laws Update Process

ii. Reflection & Suggested Action on Consultant Recommendations

Ms. Salcedo stated that the Governance Committee would like authorization to begin an evaluation and analyzation of the Board bylaws and requested permission to start an official process. She shared that the Committee (Ms. Salcedo and Ms. Gilbert) will lead the effort and may need additional Board member input. They will reach out if so.

Mr. Norris asked what the goal of the evaluation is; Ms. Salcedo replied that the committee would bring back recommendations in March for potential updates to the bylaws.

*Mr. Meneses motioned to approve the Governance Committee to move forward with a bylaw review and update process and Mr. Phillips provided a second. The motion was unanimously approved with none abstaining.*

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

a. School Dashboard Review

Mr. Hile reported that both student enrollment and demographics remain steady, including Free/Reduced Lunch, Special Education, and ELL percentages.

Mr. Hile also reported growth in each of the Student Engagement categories and confirmed school staff is continuing to focus on this metric, especially in Upper Elementary. He further reported growth in IXL Engagement, with several grades above the 90% goal.

Student mobility continues to trend lower than historical and Mr. Hile shared that the school has no major funding updates.

Mr. Norris asked if there is any indication that mobility is being driven by in-person and/or differentiated by grade level? Mr. Hile replied that the school is not seeing a strong causation with in-person learning opportunities, but, like usual, there is higher mobility in lower grade levels than higher grades.

b. Covid-19 Update: Community Indicators

i. Current infection rates

Mr. Hile recapped the past month's data and shared the following data points, all of which have increased week-to-week (from December 21 to 28 to January 4 to 11):

- Positive Test Rate: 25% - 27% - 34% - 32%
- Average Cases/14 Days: 3157 – 2862 – 2971 - 2651
- Average Cases/100k People: 642 – 582 – 604 - 539

The Kansas City community is seeing growth in positive test rate over the past 4 weeks; the average cases/14 days has been declining, but still elevated at 2651. The average cases/100k has also been slowly declining.

Mr. Hile reminded the Board that the school's current status is fully remote through February 12<sup>th</sup>.

Mr. Hile shared the following concerns about re-opening:

- The community spread metrics continue to be concerning; there is some, but not much, evidence that spread is declining.
- The school still has not received any update on attendance rules from DESE.
- The CDC still recommends quarantine for exposed students and teachers, which can be very disruptive to a consistent learning environment.

On the flipside, Mr. Hile shared the following positive outlook points:

- The KCMO Health Department's research shows little evidence of schools as higher risk to spread virus; schools that follow mitigation criteria are performing especially well.
- Vaccine availability is potentially increasing; the school anticipates teachers/staff being part of the next round of vaccinations, which are projected to begin in the next few weeks with a four-week cycle until immunity.
- CARES Act funding – both passed and pending – should provide the school some financial support and flexibility.

In light of those, Mr. Hile asked the Board to approve a plan:

- To move toward reopening the school on a timeline dependent on public health recommendations, the availability of the vaccine for our staff and higher risk families and consistent with the plan shared in the December 2020 meeting. The earliest projected reopen is in early March.
- To form an advisory committee for both staff and families to ensure we continue toward reopening through collaboration and that we are listening to both of these important stakeholder groups as we implement our plans.
- To bring the Board a schedule at the February that covers 2020-2021 reopening, 2021 summer school schedule, and a drafted 2021-22 school calendar.

Mr. Norris opened the floor for Board discussion and questions.

Ms. Salcedo, Ms. Gilbert, and Mr. MacDonald did not have any questions. Mr. Meneses did not either, but specifically applauded the advisory committee.

Mr. Phillips asked if there is still momentum to survey families for their commitment? Mr. Hile replied that he wanted to wait until this Board meeting to tie that survey to Board action. A family survey is on the radar for next week, pending Board direction tonight.

Mr. Phillips asked if there would still be both hybrid and virtual options available to families? Mr. Hile confirmed so.

Mr. Littrell asked Mr. Hile to elaborate on "dependent on public health recommendations." Mr. Hile shared that he continues to press the KCMO Health Department to take a firm stance on school reopening and they continue to decline to do so. Children's Mercy and Truman Medical both encourage reopening, as does the Jackson County Health Department. Mr. Littrell clarified

if public health recommendations right now are to be in person? Mr. Hile affirmed, especially in the younger grades.

Mr. Littrell asked Mr. Hile to expand on "vaccine availability for our higher risk families." Mr. Hile replied that we want to make sure we are offering options to families to take care of themselves. The vaccine availability metric would be around staff though, not families.

Mr. Phillips asked what is the sense of the "greatest user of time" – what challenge would take the longest? Mr. Hile replied that the biggest barrier is vaccine availability and process and that is a 4-week timeline from the initial shot.

Mr. Littrell asked Mr. Hile to confirm that his recommendation is to not reopen until all interested staff have opportunity to take vaccine? Mr. Hile confirmed. Mr. Littrell asked if there was a sense of timing on that? Mr. Hile replied that mid-February is coming into focus, so a 4-week add-on results in a mid-March timing. Mr. Littrell asked if staff want it; Mr. Hile confirmed that a significant percentage of staff have indicated they want it and would take it.

Mr. Norris shared that he has heard that the Health Department has said reopening is safe for younger kids and students. Mr. Hile replied that staff would say that having a vaccine is an important step.

Mr. Littrell replied that the Health Department is saying reopening is safe for staff without vaccine though. Mr. Norris ruminated that a potential issue will be having an insufficient number of staff, and asked Mr. Hile if he is working on a plan for a substitute pool. Mr. Hile replied that CDC recommendations around quarantine are in effect and that is a key aspect of planning.

Mr. Norris asked for a motion to approve Mr. Hile's recommendation and authorize the Executive Director to move forward with planning to reopen as soon as possible.

*Mr. Meneses motioned to approve the recommendation as proposed and Ms. Gilbert provided a second.*

Mr. Littrell stated that his continued preference is to see a plan that is not dependent on staff vaccination.

Mr. Norris asked Mr. Hile if he would like to modify his recommendation? Mr. Hile replied that he continues to endorse recommendation as is.

Mr. Norris further shared that if the school opens before staff get vaccinated, there should be a plan to allow staff PTO to get vaccinated and/or recover.

Mr. Norris summarized that there is a motion on the floor that has been seconded and called for a roll call vote, as follows:

Ms. Salcedo	Aye	
Mr. Phillips		Nay
Ms. Gilbert	Aye	
Mr. Meneses	Aye	
Mr. MacDonald	Aye	
Mr. Littrell		Nay
Mr. Norris	Aye	

*The motion was approved 5-2 with none abstaining.*

ii. Reopening Plan Planning

Mr. Hile confirmed that staff is not waiting until the February meeting to begin the planning work, but rather will do so immediately.

c. 2021-2022 Student Recruitment Update (Mrs. Christle Reed)

Mr. Hile provided context for the student recruitment landscape:

- Applications are being slowed by virtual recruitment. This is backed by data nationally and locally, which show an average decrease of 35-40% over previous years.
- The school is trending behind this point last year.
- The pre-lottery application window closes in late February with lottery decisions due in mid-March.
- The recruitment team is especially focused on re-enrollment; the school needs to achieve an approximate 90% re-enrollment rate to meet expectations.
- Initial 2021-2022 budget planning will be conservative in regards to expected enrollment.

Mrs. Reed underscored that SchoolAppKC is down 40% across the city, then shared updated enrollment & re-enrollment numbers. Mrs. Reed shared that she has established partnerships with 14 area childcare centers and delivered Citizens materials to their sites. She gave an overview of other recruitment efforts, including digital ads, social media, small business drop-off, and weekly emails to prospective families. Future efforts in the short-term include a Kindergarten open house with St. Marks, a Middle School open house, PBS Kids channel 19 ads, MCATA metro bus ads, and direct mailers.

Mr. Norris asked Mrs. Reed if there is clarity around ShowMe KC Schools increasing their marketing/advertising? Mrs. Reed confirmed they are and they shared an overview at our meeting this morning.

Mr. Norris asked if the lottery be moved or delayed; Mr. Brennan replied that the collective lottery dates are locked in with all participating schools.

9. Closed Session

Pursuant to § 610.021 (2) & (3) RSMo, the Board of Directors of CWC Kansas City will enter into closed session to discuss matters related to facilities and hiring of identifiable employees.

Mr. Norris Invited Mr. Hile & Mr. Brennan 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.*

10. 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 related to facilities and identifiable employees. No actions were taken that require reporting.

11. Adjourn

*Mr. Meneses moved to adjourn and Mr. MacDonald provided a second. The motion was unanimously approved with none abstaining. The meeting was adjourned at 7:55 pm.*

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