



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

Date: Thursday, August 26th, 2021, 5:30pm

Proposed Minutes

1. Call to Order

Mr. MacDonald called the meeting to order at 5:42 p.m.

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

2. Roll Call by Board Chair

Mr. MacDonald called roll as follows:

Present:

Ms. Brandi Finocchario
Dr. Sarah Hicks (5:51 pm)
Mr. Jim MacDonald
Mr. Miguel Meneses
Mr. Luke Norris
Mr. Jeff Phillips
Ms. Selina Rios
Ms. Maria Salcedo (6:14 pm)

Absent:

Mr. MacDonald determined that with 6 of 8 (later 8 of 8) 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. Finocchario provided a second to the motion. The motion was unanimously approved with none abstaining.

4. Public Comments

Mr. MacDonald introduced himself, thanked the public on the call, and provided an overview of the public comment process and guidelines. Mr. MacDonald then invited public comment.

Mrs. Ellis-Johnson (CWC Parent) provided appreciation for providing an updating covid policy and for the Board and school staff being flexible and responsive. She provided support for prioritizing student safety and holding to a masking policy and also provided further feedback on policy improvement.

Ms. Hernandez (new CWC Parent) provided feedback and appreciation for the services the school has provided to her student.

Ms. Jolly (CWC Parent) provided feedback on future communication regarding potential quarantine needs.

Dr. Sarah Hicks joined at 5:51pm.

Ms. Lindemann (CWC Parent) provided feedback on a needed process, communication, and instruction for quarantine.

5. Review & Consideration of minutes from the June 17th, 2021 regular meeting of the Board

The Board did not have any comments regarding the proposed minutes from the June 17th, 2021 Regular Meeting of the Board.

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

6. Review & Consideration of minutes from the July 24th, 2021 special meeting of the Board

The Board did not have any comments regarding the proposed minutes from the July 24th, 2021 Special Meeting of the Board.

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

7. Welcome Dr. Thomas Vansaghi as Interim Executive Director

Mr. MacDonald introduced Dr. Thomas Vansaghi as Interim Executive Director and shared he will serve in an interim capacity through the academic year, or as needed. While not interested in the permanent post, he is anxious to support and lead the school during this time.

Dr. Vansaghi introduced himself and shared about his professional experience and passion.

8. Board Business

a. Review & Consideration of Resolution to Update Bank Account Signatories

Mr. MacDonald introduced a proposed resolution to update the bank account signatories, as presented.

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

b. Update on Executive Director Search Process

Mr. MacDonald reported that, now that Dr. Vansaghi has been appointed in the interim, the Board will now shift focus to a search process for a permanent Executive Director. He is recruiting a Board Search Committee and is moving forward with determining the next steps in the search process.

Mr. Norris asked how the Board will ensure how staff and leadership have a voice in what they need and are looking for in the search. Board discussion was held on this inclusive process for both staff and parents.

Mr. Meneses asked if the Board will consider using a firm; Mr. MacDonald affirmed that is an option that the Board will work through.

9. Monthly Finance Report (Mr. Jeff Phillips)

a. Finance Committee Report

Mr. Phillips shared that the school's Cash Position at month end (July 31) was \$1.1m. This is down from June 30, but is typical for the start-of-school due to state/federal funding lags on increasing enrollment and an initial burst of expenses (curriculum, etc). Accounts Payable are appropriate and there are no outstanding debts.

Mr. Phillips reported that Year-to-date Revenue is \$547k against a budget of \$297k, primarily due to approximately \$125k in grants that lagged fiscal years. Year-to-date Expenses are \$646k against a budget of \$570k budget (primarily due to a double rent payment and a significant spend on the school's new Student Information System, which will be partially offset by an upcoming restricted grant.

Year-end Revenue is forecasted at \$7m against a budget of \$6.9m and expenses are forecasted to be in line at \$6.9m, resulting in a forecasted Net Income of \$80k. The school's Days of Cash on Hand is currently forecasted at 69 days, above the target of 60 days.

Mr. MacDonald asked a clarifying question about rent payments; Mr. Phillips answered.

b. Review & Consideration of Monthly Financials (July 2021), including Check Register

Mr. Phillips presented the July Check Register and reported that nothing looked out of the ordinary to report.

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

Ms. Salcedo joined at 6:14 pm.

Mr. Phillips also shared reflections that the Board needs to closely monitor student attendance – the budget is based on WADA, which is driven by attendance. If any changes to the budget are needed, the Finance Committee will monitor, discuss, and report.

He also shared that the Finance Committee is also discussing Facilities; specifically reviewing options on current lease structures as well as future potential options.

Mr. MacDonald asked Mr. Phillips and school leadership to get clarity on funding updates for students in quarantine. Dr. Miles elaborated that the most recent guidance from DESE allows limited options to count students that are quarantined as in attendance and she will provide an update as soon as she has further clarity.

10. Board Committee Reports

a. Governance Committee

i. Charter School Growth Fund update (Mr. Jim MacDonald)

Mr. MacDonald reported that the school received notification from CWCS that the school is eligible for a \$150k grant, as part of a larger grant received by CWCS from the Charter School Growth Fund. There are specific terms that the school would need to agree to and meet. The Governance Committee has responded to CWCS, CWCS responded back, and there is further discussion that is warranted.

Mr. Norris asked if CWCS has removed the criteria that all founding board members will need to have transitioned off the board? Mr. MacDonald replied that, in our communication with CWCS, the Board underscored it's own autonomy and would not plan to make changes outside the ordinary course of changes and within bylaws.

Ms. Salcedo asked if there is a deadline on this communication? Mr. MacDonald replied there is one outstanding deliverable the school is responsible for. Further Board discussion was held regarding the process, receipt, and use of funds with the goal of having more clarity by the next meeting.

b. Board Diversity Committee (Mr. Miguel Meneses)

i. Board Candidate Presentation – Mr. Emanuel McCrainey, Vice President of Talent & Diversity at Blue Cross & Blue Shield

Mr. Meneses reported that, due to a relocation, Mr. Nelson submitted his resignation to the Board last month. Mr. Nelson recommended Mr. Emanuel McCrainey as a replacement Board member and Mr. McCrainey has met with him, Mr. MacDonald, and Ms. Fulong (CWCS Staff). Mr. Meneses gave an overview of Mr. McCrainey's professional history and volunteer/board service.

Mr. Norris shared his perspective from his interview and encouraged the Board to vote to appoint him next month.

11. Executive Director's Report (Dr. Thomas Vansaghi)

a. School Dashboard

Dr. Vansaghi reported that 520 students are actively in attendance, with another 36 students actively in process of enrolling, totaling 556 expected students.

Mr. MacDonald asked a clarifying question; Mr. Brennan responded.

Mr. Norris requested data around student retention, specifically around 4th to 5th and 5th to 6th.

Mr. MacDonald asked about 7th grade enrollment levels; Ms. Gripp replied.

b. Review & Consideration of 2021-2022 Employee covid-19 Policy

Dr. Vansaghi presented the 2021-2022 Employee covid-19 Policy, including:

- All employees fully vaccinated by October 15, 2021.
- All vaccinated employees would receive a \$250 gift card as an incentive
- Mandatory, weekly pooled testing for all employees.
- Continue with universal masking at both campuses for students and staff.
- All employees mandated to report covid positive/symptoms
- Any absences by vaccinated employees will be covered outside of regular PTO.

Mr. Norris asked for clarification on the pooled testing. Dr. Vansaghi clarified that employee testing will be mandatory, and students will be tested on a consent basis. Mr. Norris also underscored his belief that regular testing is critical in mitigating risk, keeping students safe, and the school open.

Mr. Norris asked if there was a cap on the supplemental covid PTO. Mr. Brennan confirmed that the 2020-2021 covid policies designated "for the length of the illness." Further Board discussion was held.

Dr. Vansaghi agreed to modify the proposal to "pooled testing for students with parent consent."

Mr. Phillips further requested that gift cards be distributed to all staff, but not connected to the vaccination requirement.

Mr. MacDonald asked for clarification on whether the supplemental PTO would be available to unvaccinated employees after October 15 and he proposed a revision to "...and unvaccinated employees that qualify for an exemption."

Mr. Norris asked if this policy is tied to CDC-recommended booster shots and/or distinguish between the 1 Johnson & Johnson and 2 Moderna/Pfizer shots? Dr. Vansaghi replied that this policy does not address boosters at this point.

Ms. Salcedo asked what counsel reviewed this policy? Mr. Norris replied that Mr. Vogel reviewed the template that was sent to the school by MCSPA and was originally reviewed by their (MCCPA's) counsel. Mr. Norris also encouraged that the consequences for non-compliance be clear and in writing ahead of time. Further Board discussion was held.

Ms. Salcedo asked if there was discussion about employees having a choice between vaccination or weekly testing? Mr. MacDonald confirmed that was discussed, but that choice did not make the recommendation.

Mr. Norris moved to approve the policy with the changes noted:

- *Opting in for student testing,*
- *Clarification on PTO for exempted employees,*
- *Adding a date of October 15th to the policy,*
- *Authorizing the Executive Director to explore the most legal way to enforce the policy (acknowledgement/waiver).*
- *Removing the gift card clause*
- *Clarification that all staff regardless of vaccination status qualify for supplemental PTO up through October 15th.*

Ms. Rios provided second and a roll call vote was taken as follows:

Mr. Phillips	Aye	
Mr. Norris	Aye	
Ms. Finocchario	Aye	
Mr. Meneses	Aye	
Ms. Rios	Aye	
Dr. Hicks	Aye	
Ms. Salcedo		Nay
Mr. MacDonald	Aye	

The motion passed with a 7-1 vote.

c. Review & Consideration of 2021-2022 Policy Manual

Dr. Vansaghi & Mr. Brennan presented the proposed 2021-2022 Policy Manual, along with an overview of proposed changes.

d. Review & Consideration of 2021-2022 Employee Manual

Dr. Vansaghi & Mr. Brennan presented the proposed 2021-2022 Employee Manual, along with an overview of proposed changes.

e. Review & Consideration of 2021-2022 Family Handbook

Dr. Vansaghi & Mr. Brennan presented the proposed 2021-2022 Family Handbook, along with an overview of proposed changes.

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

f. Update on student drop-off, pick-up, and related traffic control considerations

Dr. Vansaghi reported that the "first day" bumps have been worked through and staff is working through a much more regular schedule. Dr. Miles shared that the dismissal process is 10-15 minutes and the traffic flow is going well, but that may primarily be due to Armour Blvd being shut down. School staff is monitoring and is outside daily.

g. Virtual Learning Option Update

Dr. Vansaghi shared that Mr. Hile had started on an arrangement for a partnership with KCPS with virtual learning. Dr. Vansaghi is continuing to work on that partnership and it is a high priority.

Dr. Miles reiterated that work continues with KCPS, and she is working on other avenues for needed virtual learning and she will continue to be in contact with those families that have expressed the need.

12. Closed Session

Pursuant to § 610.021 (2) & (13) RSMo, the Board of Directors of CWC Kansas City will enter into closed session to discuss matters related to contracts and individually identifiable personnel records.

Mr. MacDonald invited Dr. Vansaghi into Closed Session.

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

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

Mr. MacDonald 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.

14. Adjourn

Ms. Salcedo moved to adjourn and Ms. Rios provided a second. The motion was unanimously approved with none abstaining. The meeting was adjourned at 8:01 pm.

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