



PUBLIC NOTICE
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, January 18, 2017, 5:30pm

Proposed Minutes

1. Call to Order

Mr. Littrell called the meeting to order at 5:31 p.m.

2. Roll Call by Board Chair

Mr. Littrell proceeded with roll call.

Present:

Tonya Brown (via phone)
Kristen Ellis Johnson
Jacob Littrell
Miguel Meneses
Kaye Otten (via phone)
Joy Vann-Hamilton (via phone)

Absent:

Luke Norris

Mr. Littrell determined that with 6 of 7 Board Members present, a quorum is established for purposes of holding the meeting and voting.

3. Review & Consideration of Proposed Agenda

Dr. Droege gave two updates to the proposed agenda: she would be providing the Development Update in Mr. Norris' absence and the "tentative" notation to the Data Share Agreement should be removed. No further comments regarding the proposed agenda were made and Mrs. Ellis Johnson moved to approve the revised agenda as proposed. Dr. Vann-Hamilton provided a second to the motion. The motion was unanimously approved with none abstaining.

4. Public Comments

Mr. Littrell invited public comment; no public comments were made.

5. Review & Consideration of minutes from the December 14, 2016 regular meeting of the Board

The Board did not have any comments regarding the proposed minutes from the regular December 14, 2016 meeting of the Board. Dr. Vann-Hamilton 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 Data Sharing Agreement between CWCKC & CWCS

Dr. Droege shared the Data Sharing Agreement is an agreement drawn up by our national network because we will be sharing student data with them through the Illuminate software system. The collaboration is done so we can have a more robust data analysis as well as become part of a larger data set (with LA and NY) so we can collectively provide a better response to student learning.

At the request of our national team, Dr. Droege had the agreement reviewed by our attorney. He does not have any substantial feedback, except for point #10-D. He is recommending that we change the wording from "jointly" to instead identifying one party or the other to be primarily responsible. Dr. Droege is recommending the Board approve the Agreement, pending the distinction of one party or the other assuming that primary responsibility.

Mr. Littrell asked about the scope of the data sharing – specifically, does it include financial information? Dr. Droege responded that no, Illuminate is similar to NWEA in that student MOSIS IDs are the identifiable limit.

Mrs. Brown moved to approve the Agreement, pending the clarification revision. Mrs. Ellis Johnson provided a second to the motion. The motion was unanimously approved with none abstaining. Dr. Droege will share at the next Board meeting who took that responsibility.

7. Finance Committee Report (Mrs. Tonya Brown)

a. Review & Consideration of monthly financials

The Financial Dashboard illustrates an increased anticipated year-end cash balance of \$90k. Mrs. Brown shared there is an ongoing Finance Committee discussion centering around the building utility bills being higher-than-budgeted. Dr. Droege and Mr. Brennan are investigating building history, and other options for decreasing utility cost. Mr. Littrell suggested reaching back out to McGown/Gordon on rechecking the system balancing as well as an inviting KCP&L out to ensure their systems are working correctly. Mrs. Brown said the utilities are was the major unexpected expenses; everything else is within tolerance.

Mrs. Brown affirmed we are projecting a positive cash balance through year-end. Mr. Littrell asked to confirm if the ending balance takes into account the minimum DESE-required cash balance; Mrs. Brown said it did and further, it is currently above that threshold by 1%.

In reviewing the Checkbook Register, Dr. Droege shared the IFF check was notably higher than usual since several months' rent/insurance was combined into one. Mrs. Ellis Johnson motioned to approve the check register and Mrs. Brown provided a second. The motion was unanimously approved with none abstaining.

b. Annual audit update

Mrs. Brown shared the "Year 0" audit is being returned to us within days, without any issue or concern.

c. Development update (Dr. Kristin Droege)

We have received the full \$180k grant money from our first-year funders. Dr. Droege reminded the Board that these funds were being held back, pending the school hitting our enrollment goals. However, Kauffman was pleased with our current diversity targets, so they proceeded with the funds' release; the Walton Foundation agreed and joined that effort.

We have also received donations from the J.B. Reynolds (\$10k) and H&R Block Foundations (\$40k). Altogether, (not counting the original \$120k and \$180k that fed through National), we have raised \$161,550 through multiple larger foundation grants as well as smaller individual grants. We have a \$75k request out as well as a few pending requests upcoming in the Spring.

Dr. Droege expressed appreciation for how H&R Block Foundation approached this process, in particular how they viewed the "gap year" and bridging the gap between providing a full complement of programs, but not having the income to pay salaries to provide those programs.

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

a. Review of Dashboard – Diversity, Understanding, Connection

Dr. Droege shared an overview of her dashboard. Enrollment is holding steady at 124 with a stable ethnicity/gender breakdown. Compared to our stated charter goals, our percentage of BAA is a touch high and HL is a touch low. Our FRL population is 60/40, which is also a touch higher than desired.

We are running 94.5% ADA; we still have a few more students than we would like that have attendance between 80-90% which is pulling this percentage down. Dr. Droege and Mr. Smith are working on strategies (focusing on 2nd trimester) for increasing this target percentage.

Dr. Droege also shared exit data from former students; this year, since the first day of school, we have 16 in and 16 out. She gave an overview of reasons and illustrated that no specific exit trends have emerged except a slight insight that lower-income families are more challenged by transportation and/or responsive to work changes/moves.

Mr. Littrell & Mrs. Ellis Johnson thanked Dr. Droege for including the reasons in the dashboard.

Dr. Droege then shared enrollment data for next year. She provided a quick update on the report shared yesterday in that we are now at 92 requests with 5 of those being siblings. The vast majority are incoming Kindergarteners. In the next week or two, the weekly enrollment report will also reflect student intent to returns. We still have 4-5 weeks remaining in our "open enrollment" season – after that point, enrollment is not closed, but entrance into the lottery is.

Dr. Droege gave an overview of the ongoing student recruitment efforts she is a part of, including: neighborhood meetings at Ivanhoe, various preschool tours (including YMCA headstarts), Operation Breakthrough Kindergarten fair, principal's panel and enrollment fair at St. Mark's, National School Choice Week next week (focus on Friday Sing as an Open House – invited our families to invite their friends/family). She is also still offering 2 tours/week for prospective parents. Dr. Droege is also meeting with Paseo Baptist to discuss outreach opportunities to that congregation.

Regarding the lottery, Dr. Droege shared that we have the opportunity to set our own "cut-off number." We can set our lottery based on 4, 5, or 6 K classrooms to "force" a lottery. Those numbers are: 97, 121, 145, and anything beyond. After that point, we can look at demographics and proceed with targeted outreach, then strategically open additional classrooms based on demand. Dr. Droege wants to be intentional that we do not expend all our resources gearing up for lottery, but holding some back to proceed with the targeted outreach, based on lottery results.

Mr. Littrell asked about post-lottery communication to families; Dr. Droege gave an overview of both school communication (offers, wait-list) and marketing/outreach efforts.

Mr. Littrell asked about the budget impact for the different lottery classroom levels; Dr. Droege replied that whichever budget level is presented to the Board, we will have contingency budgets (with adjustments highlighted) on hand.

Mrs. Ellis Johnson asked about current 1st grade classes; looking ahead to next year, we will have 2 2nd grade, possibly 3. Are we considering the possibility that our current building could be stretched to another year? Dr. Droege said there is a possibility, but it depends on the other grade levels' enrollment and other factors may play into that decision – strategic plans will be shared later.

Mr. Smith gave an overview of Professional Development and shared that Dr. Droege presented on constructivism to the staff; Dr. Otten on behavior management. Classroom staff started developing initiatives on handling behavior issues, centered around not removing a student and/or returning a student to class as quickly as possible. They have started a diversity committee with staff and families. Students also started MAP testing (2nd round) this week. The results will be ready next month. This will be the first time we can chart growth trends and plan for differentiation – last time was simply a baseline. We can also begin to involve students in their own education planning and goal-setting.

Dr. Droege also shared that she received word through CWCS that the Professional Development from the beginning of the summer has a few follow-up pieces associated with that. CWCS has

offered to share that follow up cost so that results and techniques can be shared across regions. This will be a focus of the PD day in March. Additionally, the "Race & Equity" presentation from last summer will continue to be funded by CWCS as a partnership.

Dr. Droege covered "Connection" in Ms. Quance's stead. Uniformed officers from the KC Police Department came to school earlier in the week to read to our students and it was a smashing hit. Officers will continue to come to the school twice per month and read to reading groups. There is a dual intention of also having students see police officers as "good" and "friendly." Additionally, Connecting for Good has put together a technology-access program for parents. They can vary programs based on parent needs (i.e. how to log on to our school parent portal, basic how-to classes – graphic design, etc.). Amanda is looking at an ongoing Saturday morning program – possibly 5 week blocks at a time, but it can be flexible. She can possibly partner with parent workdays, too. Connecting For Good provided a questionnaire that we sent to parents to ascertain those needs. KC Care Clinic is also currently providing insurance assistance to families (sign up assistance, etc.). KC Community Gardens is partnering with our team to build raised garden beds this weekend. Lastly, our dental program begins this Friday – our first group of students are going for checkups and cleanings. Estimated 20% of students are signed up for the program.

9. Closed Session

Pursuant to § 610.021 (3), RSMo, the Board of Directors of CWC Kansas City will enter into closed session to discuss matters related to personnel.

Mr. Littrell invited Mr. Cutter, Mr. Smith, and Mr. Brennan to stay in closed session with the Board. Mrs. Ellis Johnson motioned to move into closed session. Dr. Vann-Hamilton provided a second and the motion was unanimously approved with none abstaining.

10. Adjourn from Closed Session; report on any action taken as required.

Mr. Littrell reported that matters discussed all related to personnel. No action was taken that requires reporting.

11. Adjourn

Mr. Littrell encouraged the Board to respond to Mr. Cutter's survey he distributed earlier in the week.

Mrs. Ellis Johnson gave a motion to adjourn and Mr. Meneses provided a second. The motion was unanimously approved with none abstaining. The meeting was adjourned at 6:35pm.

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