



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

Location: via Conference Call
Phone Number: 1-213-458-8326
Conference ID: 785-513-678#

Date: Wednesday, March 18th, 2020, 5:30pm

Proposed Minutes

1. Call to Order

Mr. Norris called the meeting to order at 5:34 p.m.

Mr. Norris welcomed the members of the public on the call 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. Miguel Meneses (5:37 pm)
Mr. Derrick Nelson
Mr. Luke Norris
Mr. Jeff Phillips
Ms. Maria Salcedo

Absent:

Mr. Jim MacDonald
Mrs. Johna Sutton

Mr. Norris determined that with 6 of 9 (later 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. Nelson provided a second to the motion. The motion was unanimously approved with none abstaining.

4. Public Comments

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. Moore (CWC Kansas City faculty) gave appreciation and gratitude to the Board; her biggest suggestion was to continue being transparent during this time.

Mrs. Betts (CWC Kansas City faculty) echoed Ms. Moore's sentiments.

Ms. Richardson (CWC Kansas City faculty) wanted to ensure conversation was happening and plans were moving forward to provide meals for students. She also said she would be happy to be a part of the distribution process.

Mrs. Sundquist (CWC Kansas City parent) shared that she is also interested to hear about meals. Additionally, her heart goes out to families that are in need of childcare and is curious if there are options we can provide as a community.

5. Discussion of extended school closure due to COVID-19

Mr. Norris began the discussion by giving sincere thanks to Mr. Hile, Dr. Droege, and Mr. Brennan for providing direction and steadiness while swimming in a sea of ambiguity. He also shared gratefulness to MCPSA for clear and frequent updates.

Mr. Hile also gave thanks to Dr. Droege & Mr. Brennan for being neck-deep for the past week in this; he shared it is a testament to their professionalism. He also echoed Mr. Norris' acknowledgement of Dr. Thaman & the team at MCPSA for their information and their advocacy in Jefferson City on behalf of charters. He is proud of the team at Citizens and also proud of our broader community that has overwhelmingly reached out and asked "how can we help?"

Mr. Hile recapped a timeline of the past week. School staff have been monitoring the situation for the past few weeks and middle of last week, it became evident that the school was going to see a disruption, but still hopeful that Spring Break would help dodge an extended closure. As other parts of the country closed, leadership began seeing the need to compile learning packets for two weeks and sending them home on Friday.

Mr. Hile then provided a two-part update: 1) where things currently stand with DESE and 2) how school staff is responding and reacting internally.

For the first aspect of the update, Mr. Hile shared that DESE has issued a series of clarifying directives. They currently do not believe there will be any interruption to state funding to the school. DESE has already received the monetary allocation from the state and, by statute, they must allow it to flow forward by June 30. DESE is aware that attendance will suffer (we began seeing a drop in the middle of last week). Mr. Hile reminded the Board that Attendance is one part of the equation of school funding; DESE has removed that aspect and is allowing schools to be "held harmless." In regards to state testing, DESE has not made a decision on the MAP testing (window goes through the middle of May). The US Dept of Education has issued a waiver process and states are beginning to utilize that process. Mr. Hile confirmed he will keep a close eye on that status. DESE has further assured that MAP results will not adversely affect the school. Additionally, DESE has indicated this shutdown does not impact the school's timeline for renewal. Moving forward, Mr. Hile does not know if DESE will take a directive role if we need

to extend the closure; most likely, the Mayor, Department of Health, and peer superintendents will collaborate on a decision. Mr. Hile asked the Board for questions.

Mr. Norris said that in some situations, the school has benefitted from leading rather than following. Will the school always follow KCPS or how will we make decisions for what's best for our families? Mr. Hile responded that in most cases, he would expect this decision to be made collectively and apply across the board to all schools in Kansas City. He is looking to the Health Department's recommendation as key and does not see a scenario in which the school would go against the Health Department's recommendation.

For the second aspect of the update, Mr. Hile shared that he has reconfigured school staff into four operational working groups:

1. Academics: how the school can meet the academic and Special Education needs of our students with fidelity to the Citizens' model; led by Dr. Droege.
2. Operations: in addition to supporting the ongoing operations of the school, how the school can provide food services to our students; led by Mr. Brennan
3. Student Services: how the school can support families socially, mentally, and emotionally by connecting families to community resources; led by Mrs. Chambers
4. Communications & Enrollment: how the school can effectively communicate to the community as well as continue to recruit and enroll students for next year; led by Mr. Hile & Mr. Johnson.

Academics. Dr. Droege shared that she began work in this direction in the middle of last week with the recognition that decisions and plans could be made while the school was out on Spring Break. Thursday morning, she asked the faculty to create and provide take-home packets that would provide 2 hours of academic work for each of 10 school days. She gave massive recognition to the faculty to not only wrap up pre-Spring Break work, but also create high-quality, meaningful take-home packets. Her team photocopied and distributed to all students present (~65%) on Friday. Since that time, all packets are PDFs and will be distributed shortly. She has also begun planning how to distribute those to families that a hard copy would be more beneficial.

Dr. Droege affirmed that one of the greatest strengths of the school is the community aspect – the next two weeks will focus on jointly promoting academic work and community support. To that end, she has created three tiers of support:

The first tier includes a virtual learning community in which teachers can invite families into; this more than likely will be through Google Classroom. This environment will allow faculty to upload video-based instruction and provide links to other online resources. She is working to ensure our own curriculum that also has online accounts (i.e. Everyday Math) can be pushed out to all students. Each grade level will then have their own sub-site to begin uploading activities/assignments with the goal to keep it as close as possible to the curriculum our students are familiar with, but supplementing with resources that are becoming available (blending familiarity with opportunity). Dr. Droege is asking classroom teachers to have personal contact with each individual family on a weekly basis and she is reaching out to non-classroom-based staff and asking them to connect with ~10 families each on a secondary support basis to ensure all families are connected with and supported.

The second and third tiers involve utilizing the Student Support Team to do additional follow up and support work with families to ensure that needs beyond academics are addressed.

Dr. Droege will be connecting to faculty via email later this week, then Mr. Hile will host an all-team

conference call on Monday morning. Finally, she shared that she is also wanting to ensure our faculty community is supported and not isolated.

Mr. Nelson asked if the classroom sessions are able to be recorded in order to allow other students to have access later? Is there a capacity issue with Google? Dr. Droege answered that she is not going to be recommending that faculty use live classes; rather that they upload video that can be accessed at any time by all students. At least for these next two weeks, keep instruction asynchronous and rely on separate, personal outreach. To the second question, Mr. Brennan shared communication from Google assuring they are monitoring capacity and usage loads and are significantly increasing their network capacity.

Mr. Norris asked if the school will share resources on opportunities for digital connectivity (such as partner coalitions trying to provide Chromebooks)? Dr. Droege confirmed that the school will take advantage of every opportunity that comes along and asked the Board to please keep school leadership informed of them.

Mr. Meneses offered to make outreach calls in Spanish, if needed.

Mrs. Gilbert asked if the school has provided a survey to parents inquiring about their digital needs and/or if the school has a sense of their needs? Dr. Droege replied that the school does not have anything formal right now; staff has been focusing on the non-digital ways we can connect with parents (i.e. meal distribution).

Mr. Norris asked Dr. Droege to elaborate on the "2 hours of work" threshold? Dr. Droege answered that she landed on 2 hours because on a "homebound" situation, the school is required to provide 1 hour/day of work; the school wanted to increase that. It is not the school's intention that students would be "on Google Classroom" for 2 hours, but rather to use that as a centralized connection point. Faculty will continue to refine as we go.

Mrs. Gilbert asked if, in addition to the first 2 weeks of packets, will additional packets be created for additional time periods? Dr. Droege affirmed that is the plan right now; faculty will be evaluating how these first two weeks go and refining from there.

Mr. Norris asked what, if any, impacts around Summer School do we know of? Is there any chance that Summer School would be used as an opportunity to bridge the learning gap? Dr. Droege replied that predominately, the school does not know yet. Her largest caution is that it is very difficult to staff summer school at a small school, so the Board should not have it in their mind that Summer School will be an "extra month." Mr. Hile supplemented that by confirming that DESE has pre-emptively said that Summer School will not be compulsory.

Mr. Norris again echoed thanks to Dr. Droege; he is proud and grateful to have her lead the academics.

Operations. Mr. Brennan shared with the Board that the school currently utilizes DESE NSLP for breakfast and lunch and DHHS CACFP for dinner; both programs are ineligible to serve meals on closure days. Once the extended closure was announced, he immediately reached out to both DESE and DHHS for guidance on how to apply, become eligible, and participate in their respective "summer service" programs. Mr. Brennan further shared that after multiple discussions with DESE and an expeditious emergency application, the school was approved to serve meals through their Seamless Summer Option.

Under the Seamless Summer option, the school will be able to serve all children 18 years of age and younger – they do not have to be enrolled at Citizens nor do they have to be FRL eligible. The school will be reimbursed on all meals served at the full “Free” rate.

Mr. Brennan shared preliminary plans for meal service, featuring a “drive-through” style of pick-up at the rear door to the school at which every child present in the car would be given both a lunch and the next day’s breakfast. He emphasized that this was an “in-process” deal and would continue to be probably throughout the first week of service.

Mr. Norris asked about the potential process to “reserve” food for Citizens families; Mr. Brennan replied that the program does not allow for that – we are obligated to serve who shows. However, we will closely monitor demand and ramp up daily if we need to ensure all children who need food will get it.

Mr. Hile also shared that there is ongoing discussions across the Kansas City school landscape to ensure collaboration to serve students (i.e. families who need can be pointed to different schools who may be closer/easier for that family to pick up from).

Student Services: Mr. Hile shared that Mrs. Chambers will lead a team to identify needs and support families with resources.

Communication & Enrollment: Mr. Hile also shared that he will work with Mr. Johnson & Ms. Mills to support them during this ongoing recruiting season and to ensure the school does not lose track of the need to be fully enrolled in August.

In conclusion, Mr. Hile stated that when the Board meets again in 8 days, things might not have worked out as planned; he asked for grace in the pivots and reactions.

Mr. Norris asked Mr. Hile if there was anything else that the team needs? Mr. Hile replied that he plans to get communication emails out tomorrow to the parent and faculty community. If parents have questions, please direct them to him.

Mr. Norris provided another opportunity for Board to ask questions; none asked.

Mr. Norris then provided more clarity on Board’s next step: there will be a regularly scheduled meeting next Thursday, held virtually. He encouraged Board members to be behind laptop in order to take advantage of screen sharing.

Mr. Norris extended gratitude to everyone, especially Mr. Hile and reminded everyone that we are in uncharted territory together; we will follow good decorum, but absolutely support each other.

6. Adjourn

Mr. Phillips moved to adjourn and Mr. Nelson provided a second. The motion was unanimously approved with none abstaining. The meeting was adjourned at 6:45 pm.

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