



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

Location: Conference Call

Date: Friday, March 1st, 2019, 12:00pm

Proposed Minutes

In accordance with Missouri Sunshine Law, the Board has the ability to conduct an emergency meeting without a 24 hour notice period. Given a time-sensitive legal matter, at 9:00am on March 1, 2019, the Chair of the Board called for an emergency meeting.

The meeting was scheduled for 12:00pm on March 1, 2019.

1. Call to Order

Mr. Norris called the meeting to order at 12:05 p.m.

2. Roll Call by Board Chair

Present:

Mr. Jacob Littrell (via phone)
Mr. Miguel Meneses (via phone at 12:10 p.m.)
Mr. Luke Norris (via phone)
Ms. Maria Salcedo (via phone)
Mr. Anthony Sealey (via phone)
Dr. Joy Vann-Hamilton (via phone)

Absent:

Mr. Jim MacDonald
Mr. Joe Richmond
Mrs. Johna Sutton

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

3. Review & Consideration of Proposed Agenda

Dr. Vann-Hamilton moved to approve the agenda as modified; Mr. Littrell provided a second to the motion. The motion was unanimously approved with none abstaining.

4. Public Comments

Mr. Norris invited public comment. No public comment was made.

5. Closed Session

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

Mr. Norris invited Mr. Benton to stay.

Mr. Littrell moved to go into Closed Session and Dr. Vann-Hamilton provided a second. The motion was unanimously approved with none abstaining.

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

Mr. Norris reported that all discussion related to facilities. Further, one vote was taken that require reporting.

He received a motion from Mr. Littrell (seconded by Dr. Vann-Hamilton) to authorize the Interim Executive Director to execute the presented lease with Academie Lafayette as well as the following additional six specific directions:

1. Pursuant to section 24d of the lease, directs the Interim Executive Director to immediately begin negotiations with Academie Lafayette to adjust the lease rate to be lower than \$60,000 in the first year (target \$30,000-40,000) and make up the remaining \$20,000-30,000 in the second and third years of the lease. In total, CWCKC will still pay Academie Lafayette the full amount of the lease contemplated in the current lease agreement. The Interim Executive Director should bring any lease changes to the Board by Friday, March 8th.
2. Directs the Interim Executive Director to provide to the Board with a budget for the 2019-20 school year, inclusive of various scenarios for under enrollment of the Middle School including any and all cost saving measures that will be taken to ensure financial sustainability (lease reductions, staff reductions, operation efficiencies, over enrollment measures, etc.). The Interim Executive Director should present this budget to the Board on March 13th.
3. Directs the Interim Executive Director to develop a plan to oversubscribe Kindergarten (or add a 4th Kindergarten classroom) given the current application numbers in that grade as a way to support any budget shortfalls in the Middle School. The Board also authorizes the Interim Executive Director to offer 120 seats for K instead of our currently approved 72 + 15% more to ensure successful increase of student enrollment. The Interim Executive Director should present this plan to the Board on March 13th including any progress toward expanding or over-enrolling K.
4. Directs the Interim Executive Director to provide clarity on the team required to achieve our enrollment targets and any proposed changes that need to be made, including but not limited to, the Interim Executive Director or someone else from CWCS, or a third party hired by the organization to be on the ground actively contributing to and leading this work. And, further provide to the Board a clear plan for how the Interim Executive Director will ensure that we hit our target of 75 students in Middle School and additional grades (specifically 4th)

with clear metrics for how we can hold the Interim Executive Director and the recruitment team accountable for those results. The Interim Executive Director should provide this clarity and proposed changes by March 8th.

5. Directs the Interim Executive Director to provide a proposed date for when the Board will make a "go/no-go" decision on whether it will be feasible to fully proceed with the Middle School based on enrollment numbers. The Board feels the next 45 days will be critical and we must see evidence of significant growth in applications and achievement against the March 4th and March 11th strategies. The Interim Executive Director should provide the proposed date for a "go/no-go" decision by March 13th.
6. Directs the Interim Executive Director to submit to and set up a discussion with SchoolSmartKC (including Mr. Norris and Mr. Littrell) a request for the \$150,000 payment and submit the grant agreement report inclusive of our enrollment strategies, our current numbers, and the efforts underway to ensure financial viability. The Interim Executive Director should be transparent about the fact that we may under enroll in Middle School and begin understanding what that could mean to any future payments from SchoolSmartKC. The Interim Executive Director should submit this request to SSKC by March 5th.

Mr. Norris took a roll call vote with the results as follows:

- Mr. Littrell Aye
- Mr. Meneses Aye
- Mr. Norris Aye
- Ms. Salcedo Aye
- Mr. Sealey Aye
- Dr. Vann-Hamilton Aye

The motion was unanimously approved with none abstaining.

7. Adjourn

Mr. Littrell moved to adjourn and Dr. Vann-Hamilton provided a second. The motion was unanimously approved with none abstaining. The meeting was adjourned at 1:06 pm.

[/]]