



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, March 21st, 2018, 5:30pm

Proposed Minutes

1. Call to Order

Mr. Norris called the meeting to order at 5:31 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:

Mr. Jacob Littrell (via phone)
Mr. Jim MacDonald (via phone at 5:32 pm)
Mr. Miguel Meneses
Mr. Luke Norris
Dr. Kaye Otten
Mr. Joe Richmond (at 5:38 pm)
Ms. Maria Salcedo (5:41 pm)
Mr. Anthony Sealey
Dr. Joy Vann-Hamilton

Absent:

None

Mr. Norris determined that with 6 of 9 (later 7, later 8, later 9) Board Members present, a quorum is established for purposes of holding the meeting and voting.

3. Review & Consideration of Proposed Agenda

Mr. Norris proposed moving the Finance Committee Report (#8) later in the agenda to accommodate Mr. Richmond's late arrival, if needed.

Dr. Vann-Hamilton moved to approve the modified agenda as proposed and Dr. Otten 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. Review & Consideration of minutes from the February 21st, 2018 (rescheduled to March 7th, 2018) regular meeting of the Board

The Board did not have any comments regarding the proposed minutes from the regular February 21st, 2018 (rescheduled to March 7th, 2018) meeting of the Board. Mr. Meneses moved to approve the minutes as proposed and Dr. Otten provided a second. The motion was unanimously approved with none abstaining.

6. Board of Directors Membership

a. Renewal of Terms, 4/1/2018 – 3/31/2021

Mr. Norris gave a review of the initial staggering of terms for the founding board members. Mr. Littrell and Dr. Vann-Hamilton received initial 3 year founding terms and they are the last staggered founding terms to renew.

Mr. Norris shared with the board that he has spoken with both Mr. Littrell and Dr. Vann-Hamilton and both are interested in and willing to commit to another 3-year term, expiring 3/31/2021. Mr. Norris recommended renewal of both members.

i. Review & Consideration of Mr. Jacob Littrell, Founding Board Vice-Chair to a second 3-year term

Mr. Sealey moved to renew a 3-year term for Mr. Littrell and Mr. Meneses provided a second. The motion was unanimously approved with none abstaining.

Mr. Norris thanked and congratulated Mr. Littrell.

ii. Review & Consideration of Dr. Joy Vann-Hamilton, Founding Board Member, to a second 3-year term

Dr. Otten moved to renew a 3-year term for Dr. Vann-Hamilton and Mr. Sealey provided a second. The motion was unanimously approved with none abstaining.

Mr. Norris thanked and congratulated Dr. Vann-Hamilton.

7. Review & Consideration of the 2018-2019 Academic Calendar

Dr. Droege shared the proposed 2018-2019 academic year calendar. She confirmed that there are 177 days of school and 21 (primarily front-loaded) days of faculty Professional Development. The calendar aligns with KCPS' in that the start dates and holiday breaks are the same. Mr. Smith & Mr. Johnson provided input from a faculty and family perspective and both recommend approval. Dr. Droege shared that calendar continues the theme of Professional Development days being connected to a weekend, as well as connected to the back end of a week-long holiday. It maintain 2 weeks per year for shortened days for Student Led Conferences. One significant change, though is to take the entire Thanksgiving week off, instead of just three days. This aligns with KCPS' proposed calendar, but does push the last day of school 2 days later in May. However, Dr. Droege is in favor of this change as it overcomes an attendance challenge during Thanksgiving week and it provides a great break for faculty. Spring Break is also one week earlier, but not dramatic. The end of year features two Professional Development days for faculty wrap-up and that last week also has flexibility to be pushed up to 5 days, depending on prior snow or other cancellations. While school days are identified on the calendar, the Professional Development days can be flexible (up to and including Saturdays). One note – for Summer School, there must be a provided day off for students between last day of school and first day of summer school – this is reflected in the proposed calendar.

Dr. Droege asked for feedback/questions; the Board had none. Mr. Norris asked for a motion to conditionally approve the calendar as presented, with the latitude for Dr. Droege to change it as needed to align with KCPS' pending approval of theirs.

Mr. Richmond moved to conditionally approve the calendar as presented, with the latitude for Dr. Droege to change it as needed to align with KCPS' pending approval of theirs; Dr. Otten provided a second. The motion was unanimously approved with none abstaining.

8. Finance Committee Report (Mr. Joe Richmond)

a. Review & Consideration of Monthly Financials, including Check Register

Mr. Richmond reported that overall, we are in a decent financial position, but as we now forecast out toward the end of the year, we are beginning to forecast that we may not meet the required 3% cash holding reserve. A few key drivers (Special Education, etc.) are increasing this forecast. This is not completely unexpected and mirrors our position last year. Mr. Richmond presented three options:

1. Increase our cash income (primarily through increased fund raising) approximately \$108k. If all targeted fund-raising and grants come through, which he believes is likely, we will exceed the reserve. However, Mr. Norris has asked that the budget does not reflect fund-raising until a commitment has been received and a "Plan B" be operated on in case those funds do not come through.
2. Hold payment on expenses until July 1st.
3. Take a bridge loan, similar to last year, until state payments come in later in the fall.

Mr. Norris also shared that he has asked for strategies that the Finance Committee can recommend to the Executive Director on how we can increase the days cash-on-hand up to 30 days, with a goal of growing that to 45 days and then to 60 days.

This position will be closely monitored and reported to the Board as needed.

Mr. Richmond moved to approve the register as proposed and Dr. Vann-Hamilton provided a second. The motion was unanimously approved with none abstaining.

9. Facilities Committee Report (Mr. Jacob Littrell)

Mr. Norris said that the Facilities Committee report will entirely move to Closed session.

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

a. Diversity

Dr. Droege shared that enrollment continues to hold steady. As we track next year, we are seeing that four classes per grade level is matching our demand. We continue to see the targeted diversity being reflected in our enrollment pool as well as in transfer in/out of our current student population.

Dr. Droege did note that FRL percentage does continue to creep upwards. Attendance is also stable, but still lower than targeted. Our Special Education population is also slightly increasing as additional students' needs are being identified, tested, and communicated with families.

b. Understanding

Dr. Droege introduced Mr. Andrew Johnson (Family Engagement Coordinator) and asked the Board to engage in a conversation regarding transportation – balancing our family needs versus the resources necessary to commit to transportation. Specifically – what are our goals about door-to-door transportation and how do those goals align with our charter goal of serving our Midtown community as a neighborhood school? What are the pieces you would like information about as we move forward?

Dr. Droege shared logistical background on the following categories:

Bussing – we have not provided any to date. We looked into it prior to our opening year – prices varied wildly and all companies were rather difficult to even get in contact with, which led to low confidence in service. This idea was therefore shelved.

Shuttle – Operation Breakthrough offered to shuttle students enrolled in their afterschool program and in our school. They provide a shuttle van, a driver, and service for \$500/month (last year) and \$800/month (this year). We did not entirely fill the shuttle last year, we have this year (to the extent that Ms. Quance had to create solutions for those that did not get a shuttle seat). Operation Breakthrough has been a great partner, but it is clear that next year, there will be more kids than we can service on that one shuttle. One solution is using their bus, but with our licensed driver (this gets complicated insurance-wise). Dr. Droege is exploring a partnership with Gordon Parks and their existing “bus route” between Gordon Parks and Operation Breakthrough

Dr. Droege also shared that Diedra Anderson – head of St. Mark's childcare center – is a potential partnership. She would like to explore a similar shuttle service that uses St. Mark's as a pick-up point for the neighborhood, not just “her” kids. She may have access to funding to support that as well.

Looking to future, when we have two campuses, Dr. Droege would like to operate our own shuttle to run back and forth between both campuses (so families only have to drop off at one). This would possibly mean buying and operating our own bus.

Door-to-door bussing: Dr. Droege recently sat in a Kansas City school leader conversation – there is local frustration across the board at local companies and discussions into shared collaborations are occurring across schools.

Bus Pass Program

Ms. Quance and Dr. Droege developed a program in which FRL families who maintain 90% attendance or better qualify each month for a monthly family bus pass. This currently serves 15-20 (intermittently) families at a cost of about \$675/family-with-a-child/year. A key point: this program also brings the parent to the school with the child (keeps parent engaged with the school community) and allows the parent transportation throughout the city (other kids' schools, grocery stores, doctor, etc.).

McKenney-Vento

Required homeless assistance that is provided to families who for any reason do not have stable housing. Currently, we provide this service to about 10 families. Legally, if you don't offer bussing (such as us), we have to offer cab service (which there is currently 1 company). This company has not provided a great experience for any school in the area – they are expensive, unreliable, and carry a large administrative cost. The average cost per student is \$28/each way.

Carpools

Mr. Johnson shared that he has informally been trying to connect families that have a need for transportation with their closest neighbors. This involves a lot of introductions among families that may not already know each other, which can be difficult.

He further shared that he found an Indianapolis school district that has "carpool software" and is investigating information on that software and related start-ups. We started gathering "opt-in" information at enrollment from our families to begin building our "interested database."

Dr. Droege asked the Board for comments/thoughts/ideas for what they see as the goal and discussion ensued.

Dr. Droege committed to researching further numbers and policy guidelines/restrictions on what we can/can not offer. Mr Norris asked if we could research peer schools' budget percentage/cost. He asked the Board to, over the next month, think through a comfortable target budget percentage that we are willing to set aside.

c. Connection

Dr. Droege introduced Ms. Vanessa Rodriguez (CWC National) to provide an update/overview of the ongoing partnership between CWCKC and CWCS. She presented the handout (uploaded to the Board materials) and gave an overview of the purpose/mission of CWCS, and the involvement/investment from CWCS into CWCKC (from Year 0 through Year 1 now to Year 2). Ms. Rodriguez moved into current, ongoing support, specifically through the "Learning Model Update" [presented last month by Ms. Kerr] and shared their evolving replication strategy.

Lastly, she reaffirmed the "Strategic Architect" role of CWCS.

[[7:20pm]] Mr. Norris excused himself from the meeting, citing a prior obligation. Mr. Richmond will chair the remainder of the meeting.

Dr. Vann-Hamilton asked for a Middle School Principal update. Dr. Droege gave an overview of the applicant pool and the progress on the process. She is currently working through first round phone interviews and will update the Board on their involvement with next round panel interviews.

11. 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. Richmond invited Mrs. Rodriguez, Mr. Smith & Mr. Brennan to stay. Mr. Sealey moved to go into Closed Session and Mr. Meneses provided a second. The motion was unanimously approved with none abstaining.

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

Mr. Richmond reported that the Board came out of Closed Session and returned to Open Session. He reported that matters discussed all related to facilities, but also branched into a small discussion on personnel. No action was taken that requires reporting.

13. Adjourn

Mr. Richmond moved to adjourn and Mr. Sealey provided a second. The motion was unanimously approved with none abstaining. The meeting was adjourned at 7:56 pm.

[/rb]