



PUBLIC NOTICE
Regular Meeting of the
Board of Directors of Citizens of the World Kansas City

Zoom Link: <https://us02web.zoom.us/j/94869885164>
Passcode: 189708

Join by Phone:
(301) 715-8592 | Meeting ID: 948 6988 5164
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****Please mute your microphone upon entering the meeting****

Date: Thursday, December 16th, 2021, 5:30pm

Proposed Agenda

1. Call to Order

Mr. MacDonald called the meeting to order at 5:38 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
Mr. Jim MacDonald
Mr. Luke Norris (late)
Mr. Jeff Phillips
Ms. Selina Rios

Absent:

Mr. Emanuel Mccrainey
Mr. Miguel Meneses
Ms. Maria Salcedo

Mr. MacDonald 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

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

*Note: Individuals from the public will be provided up to 3 minutes to provide comments. **If you would like to request to make a public comment, please add your name in the chat section of Zoom;** the Board Chair will invite individuals by name and in order to provide comment.*

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.

Ms. Newberry-Wortham (CWC Staff) provided comment regarding a trending social media topic.

5. Review & Consideration of minutes from the November 18th, 2021 regular meeting of the Board

The Board did not have any comments regarding the proposed minutes from the November 18th, 2021 Regular Meeting of the Board.

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

6. Board Business

a. Review & Consideration of Proposed Consent Agenda Board Policy (Dr. Thomas Vansaghi)

Dr. Vansaghi shared that he has had several conversations with Board members regarding introducing a Consent Agenda format to Board meetings. Consent agendas would be a way to streamline agendas and put procedural reviews or approvals in a group approval rather than treating each item individually. In order to move forward with a Consent Agenda, the Board would need to approve a motion to modify the Board Agenda policy, which is proposed here.

Mr. MacDonald shared his support and provided appreciation to Dr. Vansaghi.

Ms. Finocchario moved to approve the policy as proposed and Ms. Rios provided a second. The motion was unanimously approved with none abstaining.

b. Review & Annual Acknowledgement of MCPSC Revocation Policy (Dr. Thomas Vansaghi)

Dr. Vansaghi shared that the Missouri Charter Public School Commission has asked all their schools to annually acknowledge their already-approved Revocation Policy. No action is needed, just a Board acknowledgement of the Policy.

Mr. MacDonald acknowledged the policy.

7. Monthly Finance Report (Mr. Jeff Phillips)

Mr. Luke Norris joined the meeting at 5:53pm.

a. Finance Committee Report

Mr. Phillips presented the Balance Sheet showing \$526k in cash. He also shared that year-to-date revenue is at \$2.6m against a budget of \$2.4m, with the difference continuing to be in timing with grants and donations. Year-to-date expenses are \$3.3m against a budget of \$2.9m, with the variance mostly due to student expenses tied to ESSER funds and covid response. This results in a net income loss of (-\$707k) against a budget loss of (-\$409k), showing \$300k behind budget. Mr. Phillips reported that revenue is still tracking toward the \$6.8m forecast, although lower-than-planned enrollment is driving a lower-than-planned operational budget. Dr. Vansaghi also affirmed that he has confidence in the budgeted \$750k in donations.

Mr. Phillips also highlighted projected expenses are now trending toward \$7.5m against a budget of \$6.8m. To that end, he shared that Dr. Miles and Mr. Brennan have worked on a "budget shift" scenario, specifically focusing on the ESSER-III funding allocations. Net income (without ESSER-III funding) is now forecasted to be (-\$630k) instead of break-even. Additionally, he highlighted that the school's expected low point of cash-on-hand is \$400k and projected to end the year at \$596k, which is 29 days of cash on hand, up from last month's forecast.

Looking further at the expense gap, this is primarily due to ESSER-related expenses that the school have realized and paid, but not having offsetting revenue in the budget. The Finance Committee believes the school has been allocated \$1.4m in ESSER-III funding, and should be able to begin drawing that down later this spring. As discussed earlier, Dr. Vansaghi, Dr. Miles, and Mr. Brennan completed a deep dive into line-item budget shifts, including identifying specific qualifying ESSER-III expenses, and created a net impact of about \$640k. Therefore, the Finance Committee believes the school will still be close to break even by the end of the year. Mr. Phillips commended the team and said he appreciates the planning, but also the upcoming execution.

Mr. Phillips also reported that the Finance Committee discussed Facilities and related leases, both on Broadway and the upcoming potential Middle School lease options.

Mr. MacDonald asked if school leadership has seen any uptick in ADA in the past month. Dr. Miles reported that the new covid quarantine protocols went into place this week, so the uptick is expected to be seen in January. However, a slight increase in December was seen across most grade levels.

Dr. Vansaghi also shared that he's asked Mr. Brennan to add an attendance report for the week prior to the weekly Board enrollment report.

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

Mr. Phillips reported there was no unusual accounts payable nor checkbook register entries in November and presented the November check register for Board approval.

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

8. Audit Committee (Mr. Luke Norris)
a. Review & Consideration of Fiscal Year 2020-2021 Audit

Mr. Norris reminded the Board that the Board created an independent Audit Committee to review and present the Audit, separate from the Finance Committee as an additional set of eyes and reviews. KPM was our FY21 auditor and they worked with EdOps and Mr. Brennan throughout their process. Audit Committee was comprised of Mr. Norris, Mr. Brennan, Ms. Julie Nelson-Meers (Gould Evans), Ms. Whitney Beaver (Kansas City Royals), Mr. Joe Richmond (Daily's Premium Meats), and Ms. Jennifer Magyar (Cornerstone 360). KPM apprised the Committee that they provided an "Unqualified Opinion," which means that the school's financial statements are fairly and appropriately presented, without any identified exceptions or qualifications.

The Committee is recommending Board approval of the audit. Mr. Norris also reported that the Committee took opportunity to discuss ways to further live out the school's values of diversity and inclusion in looking forward to future audit cycles; the Committee's recommendation is to keep the audit with KPM in future years, but urge KPM to place a woman or minority partner in the lead position to encourage alignment with the school's diversity values.

Mr. Norris underscored the value the school receives from Mr. Brennan's leadership as well as the EdOps team that serves in a CFO capacity.

Mr. Norris thus presented the Fiscal Year 2020-2021 Audit for Board approval.

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

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

Dr. Vansaghi provided gratitude to Ms. Newberry-Wortham for raising the social media issue during Public Comment. He shared that he has been in communication with Dr. Miles and Mr. Johnson throughout the day and asked Dr. Miles to share comment. Dr. Miles reported that she is working on a communication to send to the school community and is not taking the situation lightly. She will raise the vigilance level and limit access to the building to students and staff only. She is also researching "search laws" before recommending a blanket action. She did note that she has not received nor heard of a specific, direct threat to Citizens. She also shared Mr. Johnson is requesting KCPD to provide an on-site presence tomorrow.

Mr. Norris noted that the school needs to operate with fidelity to policies and procedures. As Mr. Johnson is in contact with KCPD, please do that in a way that is respectful to all of our community members and proactively communicate the reason for their presence.

Mr. Brennan reminded the Board of Policy 81, "Weapons at School."

Mr. Norris recommended that the school have a security presence tomorrow, and move to increase that or pivot upon receiving a direct threat.

Mr. Johnson clarified that he is in communication with KCPS' Community Involvement Officer and requesting that this gentleman be present at the door at drop-off and will add specificity to the family communication accordingly. Mr. Norris encouraged tying that communication to our Core Values.

Mr. Norris requested school leadership to review policies regarding weapons at school to also potentially include a prohibition on water guns, toy guns, or depictions of guns. Mr. Norris also requested that the Executive Director brings the Board a proactive policy for any future events.

a. Student Recruitment Update (Mr. Andrew Johnson & Ms. Katherine Corliss)

Mr. Johnson introduced Ms. Katherine Corliss, Recruitment & Enrollment Coordinator. Mr. Johnson reminded the Board that the recruitment season started in November with the annual launch of SchoolAppKC, which the school was a founding member of.

The team is still leaning on and in alignment with Bellwether's recommendations from three years ago to focus on in-house events like tours and school fairs. He outlined five key strategies that Ms. Corliss is implementing:

- Leverage in-house events to showcase being a part of the community
- Utilize current Citizens families in recruitment efforts
- Boost Citizens' presence in the community
- Develop monthly calendar of targeted social media and mailings
- Establish monthly goals and track progress toward those goals

These strategies will highlight and underscore the messaging of

At Citizens of the World...

- ...children can discover their own brilliance
- ...our differences make us stronger
- ...core values matter
- ...your child's education goes beyond test scores.

This is similar to the successful pre-covid 2019-2020 campaign and provides a great launching point for Ms. Corliss.

Ms. Corliss gave an overview of the current enrollment activities. Her focus is on in-person events with parents (open house last week and sold-out tours 3x/week since November), a presence at City School Fair, then another upcoming January city-wide event, School Saturday. She has also sent targeted outreach to families who displayed an interest in PK this year (targeting K next year).

b. Annual Fundraising Plans (Ms. Katherine Corliss)

Dr. Vansaghi provided a brief background on Ms. Corliss' background with fund-raising and development and shared that she is taking a leadership role in the annual campaign.

Ms. Corliss reported that staff has raised their internal fund-raising goal from \$36k to \$75k, reflecting a collaborative effort between the parent community as well as corporate donations. These funds will be targeted to cover operational gaps already in the budget, as well as purchasing additional PE and Music equipment, and additional sound-proofing in the Elementary MPR. She requested 100% board participation by January 1st so she can send out January communication reflecting that standard.

Mr. Norris reiterated and reminded that out of 21 charter schools in Kansas City, only two other schools receive a lower per-student funding than Citizens does. The school's unique and valuable

diverse-by-design environment does create a funding challenge and this is a key way to close that gap.

Dr. Vansaghi also shared the team is planning to culminate the campaign with a large event in the spring, so stay tuned!

c. Update on Executive Director Search Committee & Process

Dr. Vansaghi reported that the process is fully underway; he just signed a contract with On-Ramps, a firm that has experience in Kansas City with other charters and SchoolSmart KC. He also shared that the school has about fix direct applicants from local postings.

d. Update on Middle School Search & Process

Dr. Vansaghi introduced Mr. Stacy. SchoolSmartKC is underwriting Mr. Stacy's time as a commercial broker/realtor who is familiar with the midtown market. He is leading efforts to evaluate any possible space for our middle school home, as well as evaluating our current elementary school lease. Hopefully by January, the team will have several options for the Board to entertain. He would also like to get input from the parent community.

e. School Dashboard

Dr. Vansaghi presented the dashboard for Board review.

f. CWCS Parent, Student, & Staff Stakeholder Survey (2021 & 2022)

CWCS does an annual parent/student/staff stakeholder survey and staff just received results of the survey done during the 20-21 school year; results are unfortunately out-of-date. School leadership is working on and preparing the 21-22 survey in collaboration with CWCS staff, with planned results to the Board in the spring.

g. Diverse Charter School Coalition & Convening (Jan. 27 & 28)

Citizens belongs to a national organization (DCSC), who is holding their annual convening next month. Mrs. Gripp has been a long-time member of that association. Dr. Vansaghi shared that the entire leadership team will be participating in that virtual convening and invited any Board member that has an interest to also join.

10. 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 personnel records.

Mr. MacDonald invited Dr. Vansaghi and Dr. Miles into Closed Session.

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

11. 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 contracts and personnel records. No actions were taken that require reporting.

12. Adjourn

Mr. Phillips moved to adjourn and Mr. Meneses provided a second. The motion was unanimously approved with none abstaining. The meeting was adjourned at 7:32 pm.

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