



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, June 20th, 2018, 5:30pm

Proposed Agenda

1. Call to Order

Mr. Norris called the meeting to order at 5:36 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
Mr. Jim MacDonald
Mr. Miguel Meneses
Mr. Luke Norris
Dr. Kaye Otten (via phone, 6:12 p.m.)
Mr. Joe Richmond
Ms. Maria Salcedo (via phone, 5:49 p.m.)
Mr. Anthony Sealey
Dr. Joy Vann-Hamilton (via phone)

Absent:

None

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

3. Review & Consideration of Proposed Agenda

Mr. Sealey moved to approve the agenda as proposed and Mr. Littrell provided a second to the motion. The motion was unanimously approved with none abstaining.

4. Public Comments

Mr. Norris invited public comment. Dr. Droege introduced Mrs. Alisha Gripp to the Board; the Board also introduced themselves to her.

5. Review & Consideration of minutes from the May 16th, 2018 regular meeting of the Board

The Board did not have any comments regarding the proposed minutes from the regular May 16th, 2018 meeting of the Board. Mr. Richmond 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 Finance Committee Report (Mr. Joe Richmond)

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

Mr. Richmond confirmed that we are on track to meet our 3% cash-on-hand threshold with Mr. Greenwood & Mr. Brennan managing payable approvals. He reported that we still are planning on taking a short-term loan to meet obligations before state funding kicks back in in August.

The Board asked several questions on specific vendors/payments; Mr. Brennan answered.

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

b. Review & Consideration of 2018-2019 Budget (Mr. Paul Greenwood)

Mr. Greenwood re-introduced himself and EdOps. He began his presentation by showing a comparison between CWCKC and other KC charter schools. This comparison showed a much higher local revenue (due to fund-raising), a lower federal revenue (due to a commitment to diversity and a decreased Federal revenue opportunity). He further presented graphs comparing CWCKC to the median of Kansas City charter schools.

Mr. Richmond highlighted that the upcoming budget does not include any revenue/expense related to capital improvements or buildings. Since nothing is "known," he felt it most prudent to leave it out of the budget, then address any capital changes later in the year.

Mr. Greenwood began the budget presentation by focusing on a net income of \$185k. He moved to Key Performance Indicators, showing 23 days of cash and a 4% gross margin. He stated that these KPI's are low, but understandable for a young school – however, a focus should be increasing cash-on-hand to 60 days.

He walked through enrollment assumptions, including student enrollment, WADA, and cash flow/fund-raising targets. Mr. Greenwood then walked through monthly cash flow targets, then recommended to the Board that they approve the budget as presented.

Mr. Littrell moved to approve the budget as proposed and Mr. Meneses provided a second. The motion was unanimously approved with none abstaining.

7. Review & Consideration of the 2018-2019 CWC Kansas City Board of Directors' Meeting Dates

Mr. Norris reminded the Board that there is a priority placed on Board attendance, so please ensure availability on these dates. Mr. Richmond noted that the listed October date (18th) is actually a Thursday and suggested to correct to the 17th.

Mr. MacDonald moved to approve the meeting list as modified and Mr. Sealey provided a second. The motion was unanimously approved with none abstaining.

8. Review & Consideration of the 2018-2019 CWC Kansas City Policy Manual

Mr. Littrell moved to approve the policy manual as proposed and Mr. Meneses provided a second. The motion was unanimously approved with none abstaining.

9. Review & Consideration of the 2018-2019 CWC Kansas City Employee Handbook

Mr. Littrell moved to approve the Handbook as proposed and Mr. Richmond provided a second. The motion was unanimously approved with none abstaining.

10. Review & Consideration of the 2018-2019 CWC Kansas City Family Handbook

Mr. Sealey moved to approve the Handbook as proposed and Mr. Menese provided a second. The motion was unanimously approved with none abstaining.

11. Facilities Committee Report (Mr. Jacob Littrell)

Mr. Littrell gave a brief report that "the search continues" for a second building and further details would be given during closed session.

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

a. Diversity

The dashboard reflects year-end data and shows a stable end-to-the year in enrollment, ethnicity, gender, and economic status. Attendance is still being finalized; we are working through some issues that snow days caused to our year-end data. Dr. Droege further illustrated that ADA will come in below the goal of 90%/90%, but instead 90%/80%. She has mobilized the Family Engagement team to focus on this throughout the next year.

b. Understanding & Connection

Dr. Droege introduced Mrs. Alisha Gripp as our newly hired Middle School Principal. We are able to hire her a year early through a grant opportunity provided by the Diverse Charter School Coalition. Alisha will be working with Dr. Droege and the CWCS team to partner with the DCSC.

The Board welcomed Mrs. Gripp to the team.

13. Board of Directors Membership Update

a. Resignation of Dr. Kaye Otten

Dr. Otten is beginning private practice work, some of which will be with Summit Behavioral Services. Summit is a key partner/vendor in our Special Education department and, as such, this may present a conflict of interest. Therefore, Dr. Otten has submitted her resignation from the Board, effective at the end of this month.

Mr. Norris thanked Dr. Otten, as a founding Board member, for her strong work and passion and noted that the Board and the school looks forward to a continued strong working relationship.

b. Vacancy Search Update

Dr. Vann-Hamilton is heading up a search for a replacement Board member. Charter Board Partners has also been engaged to assist in the search. Dr. Droege & Dr. Otten both encouraged Dr. Vann-Hamilton to consider Middle School experience as a focus-area, instead of Special Education.

14. 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. Brennan to stay. Mr. Sealey moved to go into Closed Session and Mr. Richmond provided a second. The motion was unanimously approved with none abstaining.

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

Mr. Norris 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 related discussion on personnel. No action was taken that requires reporting.

16. Adjourn

Mr. Meneses moved to adjourn and Mr. Sealey provided a second. The motion was unanimously approved with none abstaining. The meeting was adjourned at 7:38 pm.

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