



**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
Passcode: 189708

****Please mute your microphone upon entering the meeting****

Date: Thursday, January 20th, 5:30pm

Proposed Minutes

1. **4:30pm:** Board of Directors Focus Group with Insignia Partners

Special Zoom information for this Closed Session portion was provided to the Board.

2. **5:30pm:** Call to Order

Mr. MacDonald called the meeting to order at 5:33 p.m.

Mr. MacDonald welcomed the members of the public in attendance and gave an overview of the meeting order.

Mr. MacDonald reported that earlier closed session was a Board working group related to the annual site visit and discussion related to contracts and personnel records. No actions were taken that require reporting.

3. Roll Call by Board Chair

Mr. MacDonald called roll as follows:

Present:

Ms. Brandi Finocchario
Dr. Sarah Hicks
Mr. Jim MacDonald
Mr. Emanuel Mccrainey (5:46 pm)
Mr. Miguel Meneses (5:41 pm)
Mr. Luke Norris
Ms. Selina Rios

Absent:

Mr. Jeff Phillips
Ms. Maria Salcedo

Mr. MacDonald determined that with 5 of 9 (later 7 of 9) Board Members present, a quorum is established for purposes of holding the meeting and voting.

4. Welcome to Insignia Partners, conducting the Annual Site Visit on behalf of the Missouri Public Charter School Commission

Mr. MacDonald welcomed Ms. Marisol Rodriguez with Insignia Partners. Ms. Rodriguez will hold a site visit at the school next week with additional focus groups; tonight's session was a working group with the Board.

5. Review & Consideration of Proposed Agenda

The Board did not have any comments regarding the proposed agenda.

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

6. Public Comments

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.

No public comment was made.

7. Consent Agenda

- a. Review & Consideration of minutes from the December 16th, 2021 regular meeting of the Board
- b. Review & Consideration of Resolution to extend the existing Line of Credit at Country Club Bank
- c. School Dashboard
- d. Strategic Plan Dashboard
- e. Board Committee Calendar

Mr. MacDonald presented the Consent Agenda and asked the Board if any member wanted to remove an item off of the Consent Agenda in order to further discuss and/or solely vote on that item; no member did.

Mr. Norris moved to approve the Consent Agenda as proposed and Ms. Rios provided a second. The motion was unanimously approved with none abstaining.

8. Monthly Finance Report
 - a. Finance Committee Report

Mr. Meneses joined at 5:41pm

With Mr. Phillips not available tonight, Mr. Brennan presented the Finance Committee Report. He shared that Ms. Kaiser-Caplan (the school's grant writer) attended to update on the status of

pending grants. She and EdOps will start supplying a report to the Finance Committee each month showing grants falling into one of four buckets: identified, applied, awarded, and received.

The Committee continued to discuss long-term facilities planning as well as approved the renewal of the Line of Credit, which was presented during the Consent Agenda.

The Committee also received and reviewed the monthly financials, as follows:

The Balance Sheet shows \$519k in cash and the Income Statement shows year-to-date revenue is at \$3.1m against a budget of \$3.1m. Year-to-date expenses are \$3.8m against a budget of \$3.4m, with the variance still mostly due to student expenses tied to ESSER funds and covid response. This results in a net income loss of (-\$712k) against a budget loss of (-\$303k), showing \$409k behind budget.

For forecasting purposes, we have removed any additional revenue that could be received for Free/Reduced Lunch population. This school is currently at 31% reporting and staff feels that all efforts have been exhausted in incentivizing parents to complete the needed forms. The school had budgeted 40% so this shift means an \$80k decrease to budget. Additionally, Title I, Title II, and Medicaid revenues are forecasted down based on lower enrollment numbers. The total of all three is \$90k less in funding, which means that annual revenue is now projected at \$6.7m. Expenses are stabilizing, although Substitute expense is over budget, especially in Special Education. Expenses are projected at \$7.5m and we are still awaiting a formal notification on ESSER III funds (expected to be \$500,000 in this year's fiscal year) before adding the Revenue to the March forecast. Lastly, we are forecasting stable cash flow for the remainder of the year.

Mr. Mccrainey joined at 5:46pm

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

Mr. Brennan reported there was no unusual accounts payable nor checkbook register entries in December.

Dr. Hicks asked to clarify how many Special Education students the noted Special Education expense is serving? Dr. Miles replied that 15% of students have IEPs.

Dr. Hicks moved to approve the Finance Report and Check Register as proposed and Ms. Rios provided a second. The motion was unanimously approved with none abstaining.

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

Dr. Vansaghi recapped the school's current "AMI Status" through this week, as a result of an increased number of student and staff positive cases. The plan is to reopen for regular in-person school on Monday and the hope is that cases will stabilize before that point.

Mr. MacDonald asked to clarify that the school has the ability to use five AMI days and this week will use four, leaving one. Dr. Vansaghi affirmed. Mr. MacDonald further asked if the school has received reports of additional positive test results this week? Dr. Vansaghi replied yes, a handful. Mr. Norris asked if the school has the ability to only use an AMI day on one campus or one grade level; Mr. Brennan replied that AMI is district-wide.

a. Update on Executive Director Search Committee & Process

Dr. Vansaghi was excited to announce that On-Ramps has gone live with the national search this week. The school also advertised locally in the past six weeks and received 6 applicants, which have been forwarded to the search committee.

The Board Search Committee is chaired by Ms. Finocchario with Dr. Hicks serving as Vice-Chair. They have ongoing weekly meetings. On-Ramps has conducted interviews with senior staff and other stakeholders and their process is underway with an expected timeline of 3-4 months.

b. Update on Middle School Facility Search & Process

Dr. Vansaghi reported that SchoolSmart KC hired a commercial real estate consultant on our behalf, Mr. Jim Stacy. Mr. Stacy spent the past 60 days on the ground leading an exhaustive search for available suitable real estate, which did not yield any viable results. The current "Plan A" is to partner with Kansas City Public Schools on leasing one of their buildings; those discussions are ongoing. The team also is working on a "Plan C," consolidating all students into the Broadway building, which is a last-option fallback plan.

The team is in advanced discussions with KCPS and hope to be able to share publicly soon as the school wants to be able to communicate to both current and prospective families as well as staff.

Overall, the team is targeting a 1-3 year lease that will bridge to a long-term permanent plan for K-8.

c. Academic Update (Dr. Danielle Miles)

Dr. Miles presented academic data as measured by the Fall 2021 NWEA assessment. The data is broken down by subject area, grade level, race/ethnicity, and subgroups (ELL/Special Education).

She reported that the high-level trends show lower relative student performance in Math and lower relative performance across all student populations in both Reading and Math. However, compared to 2019-20 (not to 2020-21 due to remote learning last year), the school sustained growth and proficiency from 2019-20. Dr. Miles gave high credit to teachers as they have established structures and learning opportunities in this past few months of back to in-person learning.

Overall, 32% of students were on/above the national average in Math and 42% were on/above the national average in Reading.

Dr. Miles highlighted 5th grade as significantly increasing since the beginning of the year. Additionally, 5th, 6th, and 8th grade had more than 50% of students meet their growth targets. In Reading, the percentage of students that performed on or above the national average was relatively higher in 6th and 8th grades. Conversely in Reading, as in Math, there was a lower percentage of students in Grades 1-3 meeting projected growth targets from Fall to Winter.

The data still reflects that students of color are not performing as well as white students. In both Math and Reading, Black and Hispanic/Latino students had the highest proportions of students in the lowest quartile. In Reading, the percentages of students meeting projected growth targets was relatively consistent across student groupings. Compared to 2019-20, as with Math, there is a slightly higher proportion of students meeting targets.

Looking at subgroups, Free-Reduced Lunch is consistent with the larger student population; ELL and Special Education are not performing as well. In Math, students that qualify for Free-Reduced Lunch had a slightly higher percentage of meeting growth targets than the overall student population, while students that are assigned IEPs had a much lower percentage. In Reading, students designated as English Learners demonstrated a very high percentage meeting growth targets. Compared to 2019-20, there was an increase across these student groupings.

d. Special Education Update

Dr. Vansaghi acknowledged that the Board asked for a Special Education update this month. In the Board Committee calendar (approved earlier), a cadence of reporting was formalized and Special Education will be reported on in May.

e. Board Committee Update

Dr. Vansaghi reported that the Board Committees are getting up and running. The Executive Committee is now regularly meeting, the Audit Committee meets as needed, the Finance Committee is stalwart and regular and both the Governance and Diversity Committees will be calendared at least quarterly. He is excited about progress.

f. Board Nominations & Elections Update

Dr. Vansaghi reminded the Board that the Diversity Committee is responsible for Board nominations and elections, which will take place in the March meeting. The Board will need to formalize officer positions for the next year and potentially renew Mr. Meneses and Ms. Salcedo's expiring terms. The Board does have space for additional members, and he encouraged the Board to direct potential nominations to the Diversity Committee.

He also said the Diversity Committee is working from a Board Matrix (a spread of professional expertise, geographic, race/ethnicity, and gender) to ensure a diverse Board.

g. Student Recruitment Update (Ms. Katherine Corliss)

Ms. Corliss reminded the Board of the annual recruitment calendar as well as her campaign strategies. A key metric of note is that the digital marketing campaign feedback has seen a "much higher-than-average click through rate," so she is very encouraged.

Overall, student applications are on trend with 2020-21's, but behind 2019-20 (pre-covid).

h. Annual Fundraising Plans (Ms. Katherine Corliss)

Ms. Corliss shared that the annual campaign is tracking behind where the school would like to be; in that, she is still aiming for 100% Board support. She is starting to plan a Spring Event and communication from Dr. Miles will be forthcoming.

She asked the Board to share the CWC Kansas City video on social media, give to the annual campaign, and help identify potential donors with capacity to give larger gifts (at/above the \$5k level).

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, Dr. Miles, and Mr. Brennan into Closed Session.

Mr. Finocchario moved to go into Closed Session and Ms. Rios 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

Ms. Finocchario moved to adjourn and Ms. Rios provided a second. The motion was unanimously approved with none abstaining. The meeting was adjourned at 7:03 pm.

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