



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

Location: Westport Plexpod, Meeting Room #1-M
300 E. 39th St.
Kansas City, MO 64111

Zoom Link (Audio Only):
<https://us02web.zoom.us/j/94869885164> | Passcode: 189708

(301) 715-8592 | Meeting ID: 948 6988 5164

Date: Thursday, May 19th, 2022, 5:30pm

Proposed Minutes

1. Call to Order

Ms. Finocchario called the meeting to order at 5:46 p.m.

Ms. Finocchario welcomed the members of the public in attendance and gave an overview of the meeting order.

2. Roll Call by Board Chair

Ms. Finocchario called roll as follows:

Present:

Ms. Brandi Finocchario
Dr. Sarah Hicks
Mr. Jim MacDonald
Mr. Jeff Phillips (via Zoom)

Absent:

Mr. Emanuel McCrainey
Mr. Luke Norris
Ms. Selina Rios

Ms. Finocchario determined that with 4 of 6 Board Members present, a quorum is established for purposes of holding the meeting and voting.

3. Review & Consideration of Proposed Agenda

Ms. Finocchario requested two modifications to the agenda. First, Ms. Nelson (CWC Staff) is ill and not able to present the Special Education Department update; she would propose to push that presentation to the June meeting. Secondly, the Finance Committee requested that the Board review and approve the school's 990; Ms. Finocchario proposed adding that to the Finance Committee Report.

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

4. Public Comments

Ms. Finocchario introduced herself, thanked the public on the call, and provided an overview of the public comment process and guidelines. Ms. Finocchario then invited public comment; no public comment was made.

5. Consent Agenda

- a. Review & Consideration of minutes from the April 21st, 2022 regular meeting of the Board
- b. School Dashboard
- c. Strategic Plan Dashboard
- d. Board & Committee Calendar

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

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

6. Monthly Finance Report (Mr. Jeff Phillips)

- a. Finance Committee Report

Mr. Phillips presented the financials as of April 30th. The Balance Sheet shows a cash balance of \$866k, which is slightly behind this time last year. Accounts Payable are in order.

The Income Statement shows year-to-date revenue of \$5.7m against a budget of \$5.6m. Mr. Phillips noted that a decrease in WADA payments (due to enrollment and attendance) was offset by additional income and ESSER-III funding. Related expenses have rolled in and put year-to-date at \$6m against a budget of \$5.7m. This results in just over a (-\$350k) loss against a budget of (-\$70k). On the revenue side, year-to-date is \$7.0m against a budget of \$6.8m, with \$140k left in donations. The Finance Committee anticipates \$90k-\$100k of that will be received, however there is a possibility some will not be until FY23. May fell short and that has been reflected in the forecast. The school has received its first draw of ESSER-III.

Looking ahead, Mr. Phillips reported a \$7.5m end-of-year expense forecast against a \$6.8m budget, which is a (-\$500k) loss against a break-even budget. However, he complimented school leadership (Dr. Vansaghi, Dr. Miles, & Mr. Brennan) on expense cutting and decreased spending. The school is expecting to end the year with 34 days of cash on hand. Mr. Phillips also reported that EdOps ran pro-formas showing that if the school did not receive any additional donations, it would begin FY23 with 27 days of cash on hand; the Committee feels like that is the worst case scenario.

b. Review & Consideration of Monthly Financials (April 2022), including Check Register

Mr. Phillips reported that the Finance Committee did not denote anything on the Financials or Check Register out of the ordinary and recommended acceptance.

Mr. Phillips moved to approve the Finance Report and Check Register as proposed and Mr. MacDonald provided a second. The motion was unanimously approved with none abstaining.

c. Roof Repair Discussions

Mr. Phillips reported that the school continues to experience roof leakage issues during heavy rain. IFF has received a bid to replace/repair our roof. Mr. Brennan will confirm payback schedule with IFF.

d. Report on Charter School Funding Equity Legislation

Mr. Phillips reported that both the Missouri Senate and House passed the funding equity legislation, effective for the 23-24 school year; it is now pending the Governor's signature. The impact to Citizens is about \$1m gross (less the \$300k MOU with KCPS, which equates to \$700k net). The Governor will need to sign the bill by mid-July.

e. Review & Consideration of 2021 990

Mr. Phillips confirmed that the Finance Committee reviewed and approved 990 and would like to present for approval.

Mr. Phillips moved to approve the 990 as proposed and Mr. MacDonald provided a second. The motion was unanimously approved with none abstaining.

f. Review & Consideration of 2022-2023 Budget & Organizational Chart

Mr. Phillips applauded Dr. Vansaghi, Dr. Miles, and Mr. Brennan for doing an amazing job on the proposed FY23 budget. When the Finance Committee first started budgeting, major shifts from a leadership, facilities, and funding perspective needed to be made. He applauded them for putting together a reasonable, yet still positive budget. Hard decisions had to be made, but they firmly prioritized not lessening the experience and quality education that our students receive. Mr. Phillips asked Mr. Brennan to present the details in-person.

Mr. Brennan explained the projected enrollment breakdown, showing a budget of 460 K-8 students with a K-8 building capacity of 488. He illustrated the state revenue assumptions of those 460 students at 90% attendance and 50% FRL, then denoted further revenue projections from a federal (all remaining ESSER-III funding), grants/donations (\$300k to fund-raise, plus \$95k already identified), and earned fees (\$293k KCPS MOU).

Mr. Brennan presented the proposed Income Statement, showing \$6.591m in revenue against \$6.448m in expenses, resulting in a Net Income of \$143k. This results in an FY23 ending cash balance of \$866k, 49 days of cash on hand, and a 2% gross margin.

The Board held discussion, with Dr. Miles and Mr. Brennan providing responses and clarifying answers.

Mr. MacDonald moved to approve the 2022-2023 Budget as proposed and Dr. Hicks provided a second. The motion was unanimously approved with none abstaining.

7. New Business

a. Missouri Charter Public School Commission 2022 Site Visit Report

Dr. Vansaghi referenced MCPSC's Site Visit report, which was completed in February 2022.

Ms. Finocchario and Dr. Vansaghi met with MCPSC earlier this week. The Commission asked if the school had any comments/changes; Dr. Vansaghi shared that they did not. The final report will be issued in the fall; at that point, the Board will need to ratify it.

8. Board Committees

a. Diversity Committee

i. Discussion of Board Candidate Pipeline

Dr. Vansaghi shared that, absent a Diversity Committee Chair, he will lean in through June. With the direction of the Executive Committee, he has completed a list of potential Board nominees and has confirmation that the school will participate in the upcoming Charter School Draft program. Dr. Vansaghi shared that his goal is to have 2-3 nominees to propose to the Board in June. The Charter School Draft is July 23rd, but there is caution that about half of the candidates live in Kansas, which due to the pending funding equity legislation, will term-limit those candidates to one term. All new Board Members will also have a CWCS onboarding in August provided by Mrs. Laura Furlong.

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

a. Update on Transitions

Dr. Vansaghi reported that he and Dr. Miles have started discussing the Executive Director transition. Dr. Miles wanted to finish May fully focusing on her academic duties, then use June as a transition month, then officially start ED duties on 7/1, with Dr. Vansaghi ending on 6/30.

Dr. Vansaghi's priorities for May and June include: Tidying up Board issues (recruiting new Board members), leading discussion of staff retention and morale, creating a purposeful plan for Board listen to staff/parents/students, and creating a pipeline for the Board to get access to best practices.

He shared other issues on his radar are also: getting all board committees operationalized (i.e. Diversity Committee needs a chair), starting long-term facility planning (where does the school want to physically be a year from now), Board culture, and Human Resources.

Lastly, Dr. Vansaghi referenced the 2020-2025 Strategic Plan. Almost immediately after approval, covid happened and many of the action items were paused. Dr. Vansaghi has tried to resuscitate it, but feedback he has received is there is quite a lot of disconnect from the Plan. He suggested focusing the summer Board retreat on this – looking at current 2020-2025 strategic plan against the charter (what we must do), then evaluate other variables (where does this organization want to be on 7/1/2023, what does it mean to be a constructivist school and a diverse-by-design school?). This may be a tactical time to reset, re-evaluate, and re-align on what Dr. Miles, Mr. Brennan, Mrs. Chambers, Ms. Nelson, and Mr. Butler can focus on over *the next year?*

Therefore, Dr. Vansaghi asked – as he and Danielle work together in June, does that seem like a good use of Board time? Is this something they (Vansaghi/Miles) should be working together toward?

Ms. Finocchario replied that she sees it more as staff bringing priorities to the Board, and the Board providing feedback, rather than collectively building it from scratch at the retreat.

Ms. Finocchario further asked to survey the Board soon on their availability in July/August, with an eye to possibly after new Board members are elected. Dr. Miles also stated that she would like to have it done before staff reports on August 8th so priorities are known. Dr. Hicks also requested that the retreat at least be scheduled somewhat quickly.

Mr. Phillips also requested that retreat time be spent on ways to simplify the accountability measures from the organizations we are held accountable to (MCPSC, CWCS, etc.). Dr. Vansaghi agreed; the goal would be to have one dashboard that keeps track of everything.

b. Student Recruitment Update (Mr. Ryan Brennan)

Mr. Brennan shared that the school continues to have difficulty in replacing Ms. Corliss (who departed in March) in the full-time Recruitment & Enrollment Coordinator position. Ms. Phipps has been working in a part-time capacity and is currently transitioning off due to accepting another full-time position. Ms. Gravely will shift her fund-raising and communication work to support enrollment, but will also continue on a part-time basis. He and Dr. Miles are actively evaluating options for an experienced full-time candidate to fill this role.

In the meantime, Mr. Brennan shared that he has created and approved a mailer to be sent to prospective families as well as secured a partnership with a digital ad agency to do a 60-day recruitment push.

Mr. Brennan shared the most up-to-date enrollment numbers and expressed confidence interest would continue.

Dr. Vansaghi also shared that Mr. Brennan has been named a finalist for a statewide “Excellence in Education” award, presented by MCPSC and hosted by Royals Charities and SchoolSmart KC. The award ceremony will be on June 14th and he wished Mr. Brennan the best of luck. The Board shared the good wishes and applauded the nomination.

10. Adjourn

Mr. Finocchario moved to adjourn and Dr. Hicks provided a second. The motion was unanimously approved with none abstaining. The meeting was adjourned at 6:47 pm.