



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

Location: Westport Plexpod, Meeting Room #2-1
300 E. 39th St.
Kansas City, MO 64111

Date: Thursday, September 21st, 2023, 6:00pm

Proposed Minutes

1. Call to Order

Dr. Hicks called the meeting to order at 6:00 p.m.

Dr. Hicks welcomed the members of the public in attendance and gave an overview of the meeting order.

2. Roll Call by Board Chair

Dr. Hicks called roll as follows:

Present:

Hon. Ardie Bland
Mrs. Lydia Butler
Mrs. Angela DeWilde
Ms. Brandi Finocchario (6:11pm)
Dr. Asia Foster
Dr. Sarah Hicks
Ms. Selina Rios

Absent:

Mr. Roosevelt Lyons
Mr. Jim MacDonald

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

3. Review & Consideration of Proposed Agenda *[Board Action]*

Dr. Miles requested to, in deference to the presenters' schedules, move Item #10 "Citizens Spotlight: Conscious Discipline" forward to Item #6. The Board did not have any other comments regarding the proposed agenda.

Hon. Bland moved to approve the agenda as modified and Mrs. Butler provided a second to the motion. The motion was unanimously approved with none abstaining.

4. Public Comments

Dr. Hicks introduced herself, thanked the public, and provided an overview of the public comment process and guidelines. Dr. Hicks then invited public comment; no public comment was made.

5. Consent Agenda *[Board Action]*

- a. Review & Consideration of minutes from the August 17th, 2023 regular meeting of the Board
- b. Review & Consideration of minutes from the September 5th, 2023 special meeting of the Board
- c. School Dashboard
- d. Strategic Plan Dashboard
- e. Board & Committee Calendar
- f. Staffing Report
- g. Events Calendar

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

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

6. Citizens Spotlight *[Information/Discussion]*

- a. Classroom Conscious Discipline (Ms. Johanna Chambers)

Ms. Chambers introduced Ms. Clark (Art Teacher) and Ms. Terry (Middle School Science teacher).

Ms. Terry led the Board in a Conscious Discipline "Brain Start Smart" activity.

Ms. Terry gave background on her experience and training with Conscious Discipline, then gave two testimonies about Citizens students she has taught and worked with.

Ms. Finocchario arrived at 6:11pm.

Ms. Clark shared her past experience with Conscious Discipline, her training at this past summer's Professional Development, and her application of that during this school year.

Ms. Rios reflected that both presenters seemed to be embracing and championing Conscious Discipline and asked what the next steps of implementation would be. Ms. Clark said that she is continuing to adapt her personal training to the classroom, but school-wide, the next step is continued broad buy-in and application in all classrooms.

Ms. Chambers also invited the Board to come by the school any time for a personal demonstration as well.

7. **Board Training** *[Information/Discussion]*

Dr. Hicks asked Dr. Miles to play a SchoolSmart KC video “Equity: Achievement Within the Student Population” in preparation for assessment data review next month (Fall 2023 NWEA and Spring 2022 MAP).

Board discussion was held throughout.

8. **New Business** *[Information/Discussion]*

a. Annual Board Member Conflict of Interest Forms due October 31

Ms. Finocchario reminded the Board that the annual Conflict of Interest Acknowledgement Forms need to be completed by October 31. She encouraged Ms. Rios, Mr. Lyons, Mrs. DeWilde, and Dr. Foster to complete them as soon as possible.

b. Discuss Board Self-Evaluation

Dr. Miles explained to the Board that traditionally, the school has completed a Board self-assessment every other year and the timing is coming soon. It is funded by SchoolSmartKC and sent via email in early October. The evaluation is completed by all members of the Board, the Executive Director, and a few staff members and families.

It assesses:

- Board Organization and Basic Duties
- Effective Leadership, Commitment & Public Will to Make Student Achievement a Priority
- Alignment of Quality Teaching and Supports that Work for Students
- A School Culture Where Children and Teachers Can Thrive
- Putting the Pieces Together: Continuous Communication Planning and Support
- Using Data to Drive Governance Decisions

She encouraged the Board to be on the lookout and complete as soon as possible.

9. **Board Committee Business & Reports**

a. **Finance & Operations Committee** (Mrs. Lydia Butler)

i. Review & Consideration of Monthly Financials (July 2023), including Check Register *[Board Action]*

Mrs. Butler presented the July Financial Report and stated that the Finance Committee did not note anything as out of order on the Check Register or Accounts Payable.

Mrs. Butler shared the July dashboard, showing:

- Year-to-date revenue of \$528k, against a budget of \$369k
- Year-to-date expenses of \$647k, against a budget of \$557k.
- Net Income of (-\$120k), against a budget of (-\$188k).

She noted that this reflected 139 projected days of cash on hand.

She asked if the Board had any questions or discussions; the Board had none.

Hon. Bland moved to approve the July Financial Report and Check Register as proposed and Mrs. DeWilde provided a second. The motion was unanimously approved with none abstaining.

ii. Review & Consideration of Monthly Financials (August 2023), including Check Register *[Board Action]*

Mrs. Butler then presented the August Financial Report and stated that the Finance Committee did not note anything as out of order on the Check Register or Accounts Payable.

Page 6's Balance Sheet, showing a current Cash Balance of just shy of \$1.7m, with a projected year-end balance of \$2.5m.).

Page 7's Income Statement shows:

- Year-to-date revenue of \$1.1m, against a budget of \$963k.
- Year-to-date expenses of \$1.2m, against a budget of \$1.1m.
- Net Income of (-\$153k), against a budget of (-\$152k.)
- Forecasted year-end revenue of \$7.4m, against a budget of \$7.4m.
- Forecasted year-end expenses of \$6.75m, against a budget of \$6.7m.
- Forecasted year-end Net Income of \$725k against a budget of \$795k.

She noted that this reflected a current 137 projected days of cash on hand position.

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

b. **Executive Committee & Facilities Committee** (Ms. Brandi Finocchario) *[Information/Discussion]*

i. Discussion of Facilities Committee support

Ms. Finocchario shared that the Executive Committee discussed the necessity of revitalizing the Facilities Committee, since Mr. Norris and Mr. Phillips have rotated off, the LevelField partnership is moving from data gathering into actionable steps, and Dr. Miles and Mr. Brennan would appreciate Board support.

Ms. Finocchario put a call out to the Board for interest in joining those virtual meetings; Ms. Rios and Hon. Bland were interested.

Dr. Hicks suggested Dr. Miles also reach out to the parent community when the timing is right.

ii. Update on Real Estate and Level Field Partnership

Dr. Miles reported that LevelField asked for current student addresses to plot a heat map of residences. They delivered it back, showing that 40% of our students live within our geographic preference area and 60% outside.

Given that, LevelField shared the first two building possibilities they found, but both were outside of our geographic preference area, and fairly far to the southeast. Dr. Miles and Mr. Brennan were lukewarm on both, primarily due to the geographic location. They are continuing to search and hope to have additional options to present.

Secondly, the school received a reminder from IFF that our Broadway lease is based on prior year's Net Income and based on FY23, the monthly rent payment would approximately double. With LevelField's assistance, Dr. Miles delivered a memo request defining FY24's rent and asking for a cap on future increases. Dr. Miles is confident on the rent reception and will continue to update the Board on our lease situation.

- c. **Brand Identity Committee** (Ms. Angela DeWilde) *[Information/Discussion]*
i. Presentation from CWCS (Mrs. Laura Furlong, CWCS National)

Mrs. DeWilde provided a recap to the Board that she met with Mrs. Furlong a few weeks ago to hear the background on the relationship between CWCS and CWCKC, and invited Mrs. Furlong to speak.

Mrs. Furlong first introduced herself, especially to the newer Board members. She also illustrated the CWC Network's purpose ("Realize human potential by strengthening the bonds among us and developing true citizens of the world.") and mission ("Impact and expand the conversation about what an excellent education contains, requires, and accomplishes.").

She also presented CWC's key elements of governance:

- CWC is the sole statutory member (to ensure mission fidelity)
- Licensing and affiliation agreement in place (for branding and services)
- CWC provides philanthropic support, especially in the first charter term
- CWC provides network supervision and management of the Executive Director (this varies by region)

Mrs. DeWilde asked for clarification on the "sole statutory member" as it relates to CWCKC. Mrs. Furlong replied that the relationship was set up in 2016 as CWCS being the "sole member" but having none of the usual power of the sole member (i.e. hiring/firing Board members). She also noted that supervision and management of the Executive Director transitioned to the CWCKC Board in 2021.

Mrs. Furlong presented the role of the CWCS network as:

- Mission and Model: Set organization-wide purpose, mission, and values, CWC Way and Learning Model and mission-critical performance thresholds.
- Strategic Planning: Facilitate annual network strategic planning, influence regional planning through rigorous thought partnership, and align network and regional plans.
- Accountability: 1.) Assess progress toward strategic plans and 2.) hold regions and network office accountable for adherence to mission, vision, principles, and mission-critical performance thresholds.
- Sharing: Build and facilitate network-wide learning community.
- Innovation: Facilitate the development and piloting of new ideas or the improvement of existing solutions.
- Communications: Strengthen CWC's brand internally and externally and influence the national narrative.
- Mandated Shared Services: Manage mandated shared services that require highly specialized skills, brand consistency, legal/financial compliance, or a scaled approach that saves significant money/time.

- Growth and Expansion: Seek out and capitalize on opportunities for expanding the foundational pillars of CWCS.
- Operational Efficiencies: Operationalize organization systems and articulate strategy for finance, talent recruitment and management. and document retention.

Mrs. Furlong presented a recap of the 22-23 supports provided, including:

- Adult Development
- Middle School Roots Program
- Data
- Core Values Award
- Flow-Through Grant from Charter Schools Growth Fund

Mrs. Furlong then presented a forecast of the 23-24 supports planned, including:

- Focusing on Graduate Dispositions
- Strengthening Evidence-Driven Practices
- Roots Program Support & Improvement
- Adult Development
- Data
- School Culture, through the Core Values Awards

Hon. Bland asked in regards to Roots & Adult Development, is there a timeline for when an action plan is released for the next iteration? Mrs. Furlong replied that the approach is less about looking at data at the end of a year and changing for next year; it is more so about continuous evaluation and refinement. Hon. Bland pressed by asking if data is showing things need to change, when does that change happen? Mrs. Furlong replied that, in an ideal world, change is not waiting until the end of the year; if there are enough leading indicators throughout the year, CWCS would elevate concerns to Dr. Miles and support her (and/or Mr. Butler) in mid-year course corrections.

Dr. Hicks asked about "Graduate Dispositions;" she said she has never heard that language. Mrs. Furlong answered that the language was introduced with Dr. Droege. The focus ebbs and flows, and is currently in an ebb. She acknowledged it is lacking in Board onboarding and recognized it as an opportunity.

- d. **Educational Equity Committee** (Ms. Selina Rios) *[Board Action]*
- i. Discussion on CSIP-6

Dr. Miles framed the discussion that the school's charter governs and provides an outline for accountability; in a secondary role, DESE provides guidance. Specifically looking at the Continuous School Improvement Plan (CSIP), DESE has incorporated it into APR reporting, but MCPSC has clarified that adherence to CSIP is not mandatory for charters.

Dr. Miles continued that the Missouri School Improvement Plan (MSIP) is on its sixth cycle (MSIP-6). MSIP-6 is the state's accountability system for reviewing LEAs and it outlines expectations for school practices and student outcomes. The overall score is provided as Annual Performance Report (APR).

Citizens is currently scored on the "Performance" section of the MSIP-6 APR, which includes the following categories:

- Academic Achievement: Status
- Academic Achievement: Growth
- Success-Ready Students (Attendance, ICAP, Kindergarten Readiness)
- Graduation Rate (does not apply because Citizens is not a high school)
- Graduate Follow-up (does not apply because Citizens is not a high school).

Dr. Miles stated that she is asking to add the "Continuous Improvement" aspect of MSIP-6 to also factor into the school's API score. This would require Citizens to additionally:

- Write and abide by a Continuous School Improvement Plan (CSIP), which would align with the school's charter
- Complete a Climate and Culture Survey, which would align with the school's existing Stakeholder Surveys
- Response to Standards, which the school already does.
- Have various required documentation, which the school already does.
- Integrate components of School Success Ready (ICAP), which the school already does.
- Require the Executive Director to complete 1 additional annual form, provide 1 additional Board update, and meet with DESE staff every other year for DESE to determine the additional points awarded.

For example, Citizens currently earned a 62.8% APR score (with no CSIP). If CSIP was added (Climate & Culture Survey, Documentation, and Success-Ready Measures), that additional section would be 92.3% and those additional points would have raised the school's APR to 73.7%.

Dr. Miles said from a parent perspective, they do not care about how a school gets the score, they just look at 62.8% versus 73.7%.

Therefore, Dr. Miles is requesting a Board vote to adopt MSIP-6.

Mrs. DeWilde asked why APR is important? Dr. Miles replied that it is the state's scorecard method, it provides parents a way to view of the success of the school, and is a possible variable on charter renewal (part of the school narrative on success).

Mrs. DeWilde asked if other charters are doing it? Dr. Miles answered that many are considering and about half seem to be adopting.

Dr. Hicks asked, capacity-wise, can the school do this? Dr. Miles replied that it is a light lift, yes. All CSIP is really adding is "The Plan" and really, that's best practice anyway.

Hon. Bland moved that the school adopt MSIP-6 and Ms. Rios provided a second. The motion was unanimously approved with none abstaining.

ii. Review Schedule/Calendar of Committee Policy Reviews

Ms. Rios shared the Committee also discussed a cadence of review/discussions and wanted to share that with the Board:

- October: Assessment Data – NWEA & MO MAP
- November: Long Term Suspension Policy, Discipline Data
- December: Discipline Data
- January: NWEA Data, SPED Update, Professional Development
- February: Academic Vision, SPED Overview
- March: Discipline Data
- April: Academic Vision
- May: Discipline Data
- June: NWEA Data

10. Executive Director’s Report (Dr. Danielle Miles) *[Information/Discussion]*

Dr. Miles stated that her report relates to Facilities and will defer it to Closed Session.

11. Closed Session

Pursuant to § 610.021(2) RSMo, the Board Committee will enter into closed session to discuss matters related to (2) Leasing, purchase, or sale of real estate.

a. Roll Call Vote to Enter *[Board Action]*

Ms. Finocchario invited Dr. Miles and Mr. Brennan to join Closed Session.

Ms. Rios moved to enter Closed Session and Mr. MacDonald provided a second. The motion was unanimously approved via roll call, as follows:

Hon. Ardie Bland	Aye
Mrs. Lydia Butler	Aye
Mrs. Angela DeWilde	Aye
Ms. Finocchario	Aye
Dr. Asia Foster	Aye
Dr. Sarah Hicks	Aye
Ms. Selina Rios	Aye

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

Ms. Finocchario welcomed members of the public back into Open Session and reported that discussion related to (2) Leasing, purchase, or sale of real estate. No actions were taken that require reporting.

13. Adjourn *[Board Action]*

Hon. Bland moved to adjourn and Mrs. Butler provided a second. The motion was unanimously approved with none abstaining. The meeting was adjourned at 8:02 pm.

[/rb]