



**PUBLIC NOTICE**  
**Special Meeting of the**  
**Board of Directors of Citizens of the World Kansas City**

**Location:** Via Conference Call.  
Please call (515) 739-1020 and use access code 600148.

**Date:** August 1, 2016, 9:00am

**Proposed Minutes**

1. Call to Order

Mr. Norris called the meeting to order at 9:06 a.m.

2. Attendance Roll Call

Mr. Norris proceeded with roll call.

Present:

Kristen Ellis Johnson (via phone)  
Jacob Littrell (via phone)  
Luke Norris (via phone)  
Joy Vann-Hamilton (via phone)

Absent:

Tonya Brown  
Miguel Meneses  
Kaye Otten

Mr. Norris determined that with 4 of 7 Board Members present, a quorum is established for purposes of holding the meeting and voting.

Also present on the phone were Dr. Droege (Executive Director) and Ryan Brennan (CWCKC Staff)

3. Review and consideration of Proposed Agenda

No comments regarding the proposed agenda were made and Mrs. Ellis Johnson moved to approve the agenda as proposed. Dr. Vann-Hamilton provided a second to the motion. The motion was unanimously approved with none abstaining.

#### 4. Public Comments

Mr. Littrell invited public comment. No public comments were made.

#### 5. Review and consideration of the "Kindergarten Age Eligibility Policy." (Dr. Kristin Droege)

Dr. Droege referred to the discussion during the July 20 meeting and summarized that extending an "exception policy" to September 30th would give the family and the school flexibility should both parties determine Kindergarten enrollment is in the best interest of the child.

Mr. Norris asked what other charter schools are doing. Dr. Droege could not speak directly to other schools, but did affirm it is within the law and she said it is a good option since our program is so individualized to each student's learning.

Mrs. Ellis Johnson affirmed that she believes it is a positive thing and that the discretion remains with the Executive Director and Principal.

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

#### 6. Review and consideration of the "2016-2017 Family Handbook." (Dr. Kristin Droege)

Dr. Droege addressed KEJ's email in review (included below).

1) in the Lottery section, there is a parenthetical that says applicants must reapply every year for admission, which gives the impression that an enrolled student could lose his spot to the lottery on an annual basis. I think this is meant to mean that wait-listed students must reapply annually and spots will not be held or deferred. Please clarify.

2) where can the parent volunteer background check and application be found and what is the process for turning it in? The handbook needs to state this very clearly. My hope is that they will be readily available both on-line and in printed form at the office to ensure easy and equitable access for all parents who wish to engage. If possible,

3) there is nothing in the handbook informing parents about the parent on-line portal (can't think of what it is called). Should this also be included?

4) Should the family handbook contain a paragraph about respectful, joyful learning environments and a parent's responsibility to also abide by a "code of conduct" for lack of better term?

5) in the table of contents, several page numbers did not link properly and show an "error"

Dr. Droege said that she will address each of those concerns in a timely manner that allows us to get this out to parents. Dr. Droege said she will immediately address 1 and 5 today, so we can get this out to families today. However, 2,3,4 need to be communicated to families but her struggle is do we get our communication in perfect format, then communicate or do we get information out quickly, then supplement that information with addendums/updates? Dr. Droege proposed the latter, also with latitude to do so without specific board approval, then target mid-school year to incorporate those into the 2017-2018 handbook with broad board approval.

Mrs. Ellis Johnson agreed with Dr. Droege in general, but specifically wanted further detail in the parent/volunteer background check (process in general, where the forms are, what the timeline looks like). Dr. Droege said that was certainly doable, but the holdup is we do not know the specific details yet – what the thresholds are, what the timelines are. Mrs. Ellis Johnson agreed and said that a general process would suffice.

Dr. Droege asked if anyone else had comments on Mrs. Ellis Johnson's original feedback and/or if there were any other comments.

Mr. Norris asked if we have any process for the school uniform closet. Dr. Droege said she would like the family council to eventually run that, but that the school will have a limited amount of uniforms available on site. Mr. Littrell confirmed that he would like to see some sort of uniform purchase/distribution available on the site; Dr. Droege agreed.

Mr. Norris restated the motion: move forward with approving the handbook, with clarifications on Mrs. Ellis Johnson's points 1 and 5. Additional changes would be presented as an addendum/changes to the Handbook, and Dr. Droege would have the authority to present those changes without Board approval.

Mr. Norris moved to approve the policy as restated above and Dr. Vann-Hamilton provided a second to the motion. The motion was unanimously approved with none abstaining.

#### 7. Adjourn

Mr. Norris moved that the meeting be adjourned and Mrs. Ellis Johnson seconded the motion. The Board unanimously approved the motion with none abstaining.

The meeting was adjourned at 9:20 a.m.