



**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, October 19, 2016, 5:30pm

Proposed Minutes

1. Call to Order

Mr. Norris called the meeting to order at 5:34 p.m.

Mr. Norris introduced Ms. Cam Starrett, a Board Member of CWCS National. Ms. Starrett introduced herself and shared her background.

2. Roll Call by Board Chair

Mr. Norris proceeded with roll call.

Present:

Kristen Ellis Johnson
Miguel Meneses
Luke Norris
Kaye Otten (via phone at 5:59 p.m.)
Joy Vann-Hamilton

Absent:

Tonya Brown
Jacob Littrell

Mr. Norris determined that with 4 of 7 (later 5 of 7) Board Members present, a quorum is established for purposes of holding the meeting and voting.

3. Review & Consideration of Proposed Agenda

Dr. Droege proposed moving item 8a ("Presentation of CWCS National Priorities...") to a standalone item, between existing agenda items 7 and 8. Mr. Norris accepted the change and moved to approve the modified agenda as proposed and Mrs. Ellis Johnson provided a second to the motion. The motion was unanimously approved with none abstaining.

4. Public Comments

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

5. Review & Consideration of minutes from the September 21, 2016 regular meeting of the Board

The Board did not have any comments regarding the proposed minutes from the regular September 21, 2016 meeting of the Board. Mrs. Ellis Johnson moved to approve the minutes as proposed and Dr. Vann-Hamilton provided a second. The motion was unanimously approved with none abstaining.

6. Review & Consideration of CWC Kansas City Lau Plan for English Language Learners (Ms. Catherine Queen, CWCKC ELL Coordinator & 1st Grade Teacher)

Dr. Droege introduced CWCKC's ELL Coordinator, Ms. Catherine Queen.

Ms. Queen shared that CWCKC currently serves 15 ELL students. Based upon initial one-on-one assessments, 8 of these are considered proficient, 5 are "acquiring", and 2 are "emerging." Ms. Queen gave an overview of CWCKC's Lau Plan and stated that our overall approach is a "natural language" approach in which students are surrounded by English and through that immersion, they will learn the language. Each student has been individually assessed and placed into smaller, developmentally-appropriate writing, reading, and mathematic groups and are continually observed for development.

She reiterated the school's curriculum ideally matches "best practice" for ELL learning and illustrated that project-based learning greatly aids in language development. She also shared an overview of the two-year monitoring and assessing timeline before a student is no longer considered ELL.

Dr. Droege added that the school gives a high priority in family partnership and added that CWCKC's students currently speak four different languages at home: Russian, Somali, Thai, and Spanish. However, the only foreign language spoken by parents in the home is Spanish.

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

7. Presentation of CWCS National Priorities & Strategic Plan (Mr. Christian Cutter, CWCS President and Ms. Vanessa Rodriguez, CWCS Chief of Talent and Leadership)

Mr. Cutter stated that his goals for this presentation are two-fold: give an overview of CWCS' strategy to increase Board awareness and unity/alignment as well as provide information on CWCS' organizational changes to support those strategies.

Mr. Cutter led the Board through a presentation [PowerPoint included in posted Board Materials] on how CWCS has approached 2016 and what has been accomplished tactically. Ms. Rodriguez shared the strategic plan was intentional in growing and developing the network in such a way that best supports student outcomes as well as advancing "The CWC Way."

Mr. Cutter then shifted the conversational focus to moving forward. He discussed how each region, including KC, will intentionally and carefully survey stakeholders in order to solicit feedback – in CWCKC's

case, on the school's first five months. Based on this data, the region's individual Executive Directors will work together with the national network to draft priorities and discover where the network can push into each region for specific support and communication.

Mr. Cutter moved forward and shared a handout [also posted] on the "Role of Network" that will guide this process going forward. He opened the floor to the Board for questions.

Mr. Norris asked for clarification on "advocacy" and asked Mr. Cutter to elaborate on his definition. Mr. Cutter answered that CWCS's goal is to positively influence the American landscape around education, so advocacy means different things but primarily to serve students – not on a national lobbyist level, but rather on a local speaking engagement and facilitation level.

Mr. Norris asked how the LA region's upcoming need to grow into the high school level fits into the overall strategic picture and how that could impact other regions. Mr. Cutter shared they were able to participate in a local cohort to help refine how the high school strategy works for CWCS and that they continue to strategize.

Mr. Cutter shared the handouts were living documents that change daily, monthly, and yearly. They are presented as an impression and snapshot of where the national team is at currently.

Mr. Norris asked if any of these initiatives – especially the shared initiative – are large enough in scale that may require local capital partners. Members of the national team (Ms. Reed and Ms. Dragon) shared that there may be great opportunities, both short-term and long-term.

Mr. Norris asked Mr. Cutter to clarify the importance of national shared services (for example, a back office provider). Mr. Cutter answered that the regions are not asking for it and have not identified it as a key priority. However, there may be key opportunities in the future.

8. Finance Committee Report

a. Annual audit update

Mr. Norris reminded the Board that last month, a decision was made to move forward with an audit on "Year 0." He reported that the Board has received a bid, within the established financial scope, and are moving forward with that firm. The firm is currently confirming with DESE that a "Balance Sheet Audit" will be sufficient.

b. Development update (Mr. Luke Norris)

Mr. Norris shared that a focus has been on one key anonymous donor with a potentially large capital gift spanning our needs across three years. Secondly, a separate foundation gift proposal has been submitted; his sense is CWCKC may receive between \$25k-\$100k. Finally, CWCKC submitted a \$75k request from one of Greater Kansas City Community Foundation's family foundations.

Those three donors have the potential to cover our Year 1 need. However, there are multiple other sources and partners we are exploring. Dr. Droege also shared that the fund-raising consultant has offered to modify his contract with us in order to extend our partnership with him

through the spring and provide us with the opportunity to approach funders who have giving windows in the spring.

c. Review & Consideration of monthly financials

Dr. Droege gave a brief overview of the September financials. She highlighted that the school is at or below most all of the projected costs. She cautioned that some of those areas – especially facility management – are still coming in and we are still learning what it takes to operate our campus.

After a brief review, Dr. Otten moved to approve the check register as presented and Mrs. Ellis Johnson provided a second. The register was unanimously approved with none abstaining.

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

a. Review & Discussion of Pre-K enrollment in 2017-2018

Dr. Droege shared that the results of her (and Ms. Reed)'s research are ultimately a recommendation to the Board to postpone exploring the addition of Pre-K to our programs. She illustrated that the smoothest avenue to including Pre-K into our charter (necessary so Pre-K students move directly into our Kindergarten program without re-entering the lottery), is through a state-determined formula. This formula determines the number of funded Pre-K seats next year based on a percentage of FRL students this year. Therefore, based on our current year's enrollment, this formula would only allow us 8 funded Pre-K seats next year. This is not a financially viable option for CWCKC.

Dr. Droege and Ms. Reed also researched numerous options of providing a Pre-K/K combination and all are very complex. Dr. Droege recommends focusing on bringing our current model to "excellent" rather than modifying it to include an additional piece. Additionally, that formula – assuming no change – would allow us to provide a fully funded classroom in 3-4 years. There are also options of subletting our available building space (while we have it) to Pre-K and other mission-aligned early childhood programs. Another option is looking into licensing CWCKC as a licensed ECC provider separate from and in addition to our charter; Dr. Droege discounted this option, though, just based on administrative capacity.

Therefore, Dr. Droege recommended we continue to pursue strategic partnerships and options on using our space in ways that our financially beneficial to us and reconsider the Pre-K addition in 1-2 years.

Mr. Norris asked if the Board could share this feedback with Dr. Thaman (Missouri Charter Public School Association). He asked Dr. Droege if she needed additional ongoing Board support on this issue; Dr. Droege welcomed that support, especially in identifying ways we can leverage our open building space. Dr. Vann-Hamilton expressed strong interest in assisting.

Mrs. Ellis Johnson shared that she appreciated the approach of ensuring we are doing what we are doing with excellence before we branch out into something new.

b. Review of Dashboard – Diversity, Understanding, Connection

Dr. Droege illustrated that over the past month, school enrollment has had small shifts, but close to a net zero. She highlighted that our Average Daily Attendance in September was strong – at 95%. Student diversity has held steady and she does not expect that to change, but will continue to monitor.

- i. NWEA MAP assessment results and overview (Mr. Doug Smith, CWCKC Principal and Ms. Jana Reed, CWCS Chief of Schools)

Ms. Reed handed out CWCKC's first Trimester report [materials attached]. She provided an overview of the reports and shared they are presented in reflected alignment of our core values.

Mr. Smith shared that this initial report was just that – an initial report. It does not paint a picture of how the school is performing, merely how the school began. He illustrated the diversity cross-section of our student population – both by ethnicity and by program. He moved on to share NWEA results and gave an overview of all grades, as well as by subgroups. He reiterated this information will be digested and disseminated through the school staff in order to provide differentiated education to individual students.

Mr. Norris asked the CWCS team if these immediate results reflect other regions. Ms. Reed affirmed that CWCKC matches closely to other regions' first data sets in their Year 1.

Dr. Droege clarified that the "85% Goal" is a "Growth Goal" – not an expectation of incoming students. It is an aggressive goal and one to strive toward at the end of a five-year charter.

Dr. Droege shared excitement in the data set and the opportunity it presents in monitoring the "achievement gap."

Ms. Dragon (CWCS National) cautioned that there is a difficult balance between knowing the students come to our school community "where they are" and between holding high goals for where students will perform.

Mr. Norris and Mrs. Ellis Johnson asked CWCS to also include key "talking points" with future test results that summarize the data so the Board and school leaders can share easily communicated highlights.

Mr. Smith gave a quick overview of the "SELweb" (social/emotional learning) data, including those data points that illustrated student social and emotional competency, especially acceptance by peers.

Ms. Reed gave an explanation on the background of SELweb, focusing that these results are reported to the public, but also reiterated that our curriculum is dually-focused: academically and socially/emotionally. She also illustrated that while the Board will receive grade-level data, SELweb also provides classroom-level feedback in which "classroom maps" are created showing relationships between students. This feedback is

then helpful to the classroom teacher to be a tool in aiding relationship-building and inclusiveness.

Dr. Vann-Hamilton asked Ms. Reed to clarify the type of questions asked. Ms. Reed and Dr. Droege illustrated that questions are simply like “Does [peer] accept you as a friend?” Dr. Droege reminded the Board that these questions were being asked of students who had, at most, known each other for seven weeks and therefore shows an entry point into relationships.

Dr. Droege also said she is excited because this data can be used in outreach purposes – especially data from the 1st graders. They left another school to specifically choose to enroll with us – why? Were they outperforming and not being served? Underperforming? Not accepted socially? She would like to dive into the answers to those questions, then adapt marketing efforts towards other students in those groups.

Mrs. Ellis Johnson asked if there are strategies in place at an individual student level for intervention or if this just to monitor at a high-level. Dr. Droege affirmed that, in fact, the former is more true than the latter. The primary reason for this assessment is to be a key tool in individual education; secondarily as a big-picture data point.

ii. Kansas City Connections – Family Services (Amanda Quance, CWCKC Director of Curriculum & Educational Partnerships)

Ms. Quance shared there are three primary family service partners that we are working with, or soon will be working with.

Harvesters “BackSnack” program sends healthy food home with students (regardless of FRL program eligibility) on the weekend. In conjunction with a community partner, over 85 of our students will have weekend food provided for them.

KCATA (KC Area Transit Authority) – 31-day unlimited ride adult passes are being purchased by the school and given to families. Since children five and under are free, the idea is to increase student attendance and adult engagement. Families must qualify for NSLP, maintain a 90% or better attendance rate, and have a monthly check-in meeting with Ms. Quance. A major side benefit to the program is that the pass is not limited to school trips exclusively – families can use it for other transportation needs throughout the month (groceries, daycare, etc.). Dr. Droege also said this program provides low-income parents the opportunity to come to school and engage. Currently, 13 families representing 15 students are participating.

A partnership with the UMKC school of dentistry will start in January; every Friday morning we can send six students/1 adult (on their transportation) for free dental care. If any additional services are needed, UMKC will follow-up and provide that care on subsequent Fridays.

Dr. Droege added that she strongly desires to provide additional services to families of need without stigmatizing them. Both of these services meet this perfectly since they are opt-in/opt-out.

10. Adjourn

Mr. Norris reminded the Board about the upcoming school ribbon cutting ceremony on Friday and reiterated an invitation for all Board members to attend.

Mr. Norris also shared that CWCS National (Mr. Cutter and Ms. Arroyo) will be providing a work session on Wednesday, November 16 from 3:30-5:30 (prior to the Board meeting) for the Board.

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

The meeting was adjourned at 7:22 p.m.