



**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, April 18th, 2018, 4:00pm

Proposed Minutes

1. [4:00pm] Call to Order

Mr. Norris called the meeting to order at 4:20 p.m.

2. Closed Working Session: Missouri Charter Public School Commission

Pursuant to § 610.021(13) RSMo, the Board of Directors of CWC Kansas City will enter into closed session to discuss matters related to individually identifiable personnel records.

Mr. Norris invited Ms. Wahby to stay. Mr. Littrell moved to go into Closed Session and Mr. Richmond provided a second. The motion was unanimously approved with none abstaining.

3. [5:30pm] Re-Call to Order

Mr. Norris called the meeting to order at 5:31 p.m.

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

4. Report on any action taken during the Closed Working Session

Mr. Norris reported that the closed working session was a working discussion between the CWC Kansas City Board & Sponsor. This was a normal annual discussion, and did include matters related to individually identifiable personnel records. No votes were taken nor decisions made which require reporting.

5. Roll Call by Board Chair

Mr. Norris proceeded with roll call.

Present:

Mr. Jacob Littrell
Mr. Jim MacDonald
Mr. Miguel Meneses
Mr. Luke Norris
Dr. Kaye Otten
Mr. Joe Richmond
Ms. Maria Salcedo
Mr. Anthony Sealey
Dr. Joy Vann-Hamilton

Absent:

None

Mr. Norris determined that with 9 of 9 Board Members present, a quorum is established for purposes of holding the meeting and voting.

6. Review & Consideration of Proposed Agenda

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

7. Public Comments

Mr. Norris invited public comment. No comment was made.

8. Review & Consideration of minutes from the March 21st, 2018 regular meeting of the Board

The Board did not have any comments regarding the proposed minutes from the regular March 21, 2018 meeting of the Board. Mr. Littrell moved to approve the minutes as proposed and Mr. Meneses provided a second. The motion was unanimously approved with none abstaining.

9. Review & Consideration of revising enrollment projections through the 2020-2021 academic year.

Dr. Droege reminded the Board that over the past two years, we have strategically evaluated our community, our demand, and our instruction. Based on that evaluation and our current demand for next year, we have moved forward with a projection of 4 classrooms per grade level. Our current pro-forma budget reflects this 4 classroom model as well. To continue moving forward, we need to formalize that plan, then submit it to MSPSC as a revision to our charter (through Year 5, 2020-2021). This will ultimately reflect a decrease in students from 864 to 738 in Year 5.

Mr. Norris affirmed that this plan reflects what we have built into the pro-formas (both next year and the 7-year pro-forma).

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

10. Reminder to the Board to complete annual filing requirement with the Missouri Ethics Commission

Mr. Norris reminded the Board that the annual Missouri Ethics Commission filing is due by May 1st. This filing is a requirement to serve on the board as well as legal requirement.

11. Finance Committee Report (Mr. Joe Richmond)

a. Review & Consideration of Monthly Financials, including Check Register

Mr. Richmond shared that last month, we were forecasting a possibility to dip below the 3% cash threshold. Within the past month though, due to additional fund raising and expense management, we are now believing that we will exceed the 3% threshold. That said, we are still forecasting a good possibility of needing a short-term loan over the summer to meet payroll and expense obligations.

The Board asked a few specific questions regarding some entries check register; Mr. Brennan answered.

Dr. Otten moved to approve the check register as proposed and Dr. Vann-Hamilton provided a second. The motion was unanimously approved with none abstaining.

12. Facilities Committee Report (Mr. Jacob Littrell)

a. Update on facilities search process

Mr. Littrell reported that the Facilities Committee continues to make good progress in their search and continues to have strong conversations. There are several options that the Committee has identified that they continue to vet and consider. He shared that his goal is now to share a location with the community by June, if not before.

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

a. Diversity

Dr. Droege reported that, as has been the case throughout the year, enrollment and diversity remain very stable. Current enrollment is 223 with no dramatic variations across economic status, diversity, or gender. ADA for the whole year has ticked up to 93%. We are still working on the 90/90 goal with a positive underlying trend is that those not meeting the 90% threshold, at least half of them are above 85%. Further, our Special Education & ELL numbers have held stable and our exits/entrances have held consistent throughout the school year.

Looking ahead to next year's enrollment, Dr. Droege reported that numbers are stronger at this time this year than last year. She plans to initiate additional targeted outreach within a month – especially to fill 2nd grade seats.

b. Understanding

Mr. Smith shared a review of the April 2 Professional Development Day. The faculty spent the day specifically reviewing upcoming units in Everyday Math and comparing them to the Missouri standards. Individual grade levels worked on developing key teaching strategies to target classroom segments.

Mrs. Catherine Bett then shared that within her role next year (Instructional Specialist), she, together with Dr. Droege, is beginning to develop strategies and themes for the Mathematics Lab. She distributed a handout [uploaded to Board materials] and discussed the basic foundations of the Lab, the connection to the CWCKC mission, and gave a specific overview of 5 thematic units that are in development. She is further matching the thematic units to the Missouri graduate standards as well as to our Everyday Math curriculum. Lastly, she shared her goals for measuring the effectiveness of the Lab's success – especially measuring students' attitudes toward Math.

c. Connection

Ms. Quance shared an update on three partnerships. First, within KC Young Audiences, current 2nd grade teachers applied for and received a KCYA grant. This year's unit was "how people have invented throughout time." She noted strong collaboration and active learning amongst students and is investigating continuing that as an ongoing partnership.

Start at Zero is a local non-profit in place since 2016. They focus on parents with kids birth-5 and feature 6 staff members partnering with 2 schools. In the fall, they plan to grow to 4 schools (one of which is us and one staff would be based here part-time). Ms. Quance is prioritizing reaching out to younger siblings of our current students and aims to grow our reach from the 20-25 families served this first year.

Lastly, within Lead to Read, Ms. Quance is looking to recruit businesses within walking distance of the school. They would come read to 1st graders over lunchtime and promote community and literacy.

14. Mr. Norris paused Dr. Droege's presentation and asked to entertain a motion to allow public comment from a late-arriving family. Ms. Salcedo moved to approve the motion and Mr. Macdonald provided a second. The motion was unanimously approved with none abstaining.

A parent shared a concern about her daughter's classroom. Mr. Norris acknowledged the concern and asked Dr. Droege to follow up with the parent by the end of the week.

d. Executive Director's Strategic Plan for 2018-2019

Dr. Droege then continued by sharing a draft of her strategic plan for the upcoming academic year. She underscored that it is a collaborative work with the CWCS team to ensure their planning/thinking is supportive of this plan and she further wants to share this with the Board to in turn inform them for their planning.

Dr. Droege has identified 5 key priorities: academics, talent, financial sustainability, difference/inclusion, and growth. Board discussion continued on each.

15. Closed Session

Pursuant to § 610.021 (2) RSMo, the Board of Directors of CWC Kansas City will enter into closed session to discuss matters related to facilities.

Mr. Norris invited Mr. Brennan to stay. Mr. Littrell moved to go into Closed Session and Ms. Salcedo provided a second. The motion was unanimously approved with none abstaining.

Dr. Otten stepped away from the meeting due to a prior engagement.

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

Mr. Norris reported that the Board came out of Closed Session and returned to Open Session. He reported that matters discussed all related to facilities. No action was taken that requires reporting.

17. Adjourn

Mr. Richmond moved to adjourn and Mr. Sealey provided a second. The motion was unanimously approved with none abstaining. The meeting was adjourned at 8:04 pm.

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