



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

Location: The Offices at Park 39 (formerly Westport Plexpod), Meeting Room #2-I
300 E. 39th St.
Kansas City, MO 64111

Date: Thursday, May 16th, 2024, 6:00pm

Proposed Minutes

1. Call to Order

Dr. Hicks called the meeting to order at 6:11 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 (6:24 pm)
Mrs. Lydia Butler
Mrs. Angela DeWilde
Dr. Sarah Hicks
Mr. Jim MacDonald
Ms. Selina Rios

Absent:

Ms. Brandi Finocchario
Dr. Asia Foster
Mr. Roosevelt Lyons

Ms. Sophia Bond & Mr. James Brown, Board nominees, were also present.

Dr. Hicks determined that with 5 of 9 (later 6 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]*

The Board did not have any comments regarding the proposed agenda.

Ms. Rios moved to approve the agenda as presented 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 April 18th, 2024 regular meeting of the Board
- b. School Dashboard
- c. Strategic Plan Dashboard
- d. Board & Committee Calendar
- e. Staffing Report
- f. Events Calendar
- g. MCSPC 2022-2023 Annual Report

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

6. Board Committee Business & Reports

- a. **Executive Committee** (Ms. Brandi Finocchario)
 - i. Review & Consideration of appointing Ms. Sophia Bond to the Board of Directors, with an initial staggered term expiring March 31, 2025. *[Board Action]*

Dr. Hicks introduced Ms. Bond and asked for a motion of appointment.

Ms. Rios moved to appoint Ms. Sophia Bond to the Board of Directors of Citizens of the World Charter Schools – Kansas City with an initial staggered term expiring March 31, 2025; Mr. MacDonald provided a second. The motion was unanimously approved with none abstaining.

The Board welcomed Ms. Bond.

- ii. Review & Consideration of appointing Mr. James Brown to the Board of Directors, with an initial staggered term expiring March 31, 2025. *[Board Action]*

Dr. Hicks introduced Mr. Brown and asked for a motion of appointment.

Ms. Rios moved to appoint Mr. James Brown to the Board of Directors of Citizens of the World Charter Schools – Kansas City with an initial staggered term expiring March 31, 2025; Mrs. Butler provided a second. The motion was unanimously approved with none abstaining.

The Board welcomed Mr. Brown.

- iii. Discussion on Scheduling Annual Board Retreat *[Board Action]*

Dr. Miles reported that the initial Doodle that Mr. Brennan sent about possible July dates did not result in a clear available date; 3 or more members would have been missing for each option. Therefore, she wanted to instead suggest a date in August and asked members in attendance to quickly submit a Doodle vote.

Dr. Miles will follow up with those members not in attendance and get the retreat scheduled.

- iv. Review & Consideration of scheduling 2024-2025 Board of Directors Regular Meetings *[Board Action]*

Dr. Hicks led Board discussion on the two options for regular Board meetings, with consensus achieved on meeting every 4th Thursday of the month, with variance according to the academic calendar.

Dr. Hicks moved to approve the 2024-2025 Board of Directors Regular Meetings as proposed and Mr. Brown provided a second. The motion was unanimously approved with none abstaining.

b. **Brand Identity Committee** (Ms. Angela DeWilde) *[Information/Discussion]*

- i. Update on Committee Discussion

Mrs. DeWilde gave a brief background on the Brand Identity Committee and the relationship between CWCKC and CWCS, along with further background on the recent negotiation process (to catch up Ms. Bond & Mr. Brown).

Hon. Bland arrived at 6:24pm.

She reported that the Committee has had two meetings with CWCS and is currently waiting on clarifying information from CWCS in order to move forward.

c. **Facilities Committee** *[Information/Discussion]*

- i. Update on Facilities Search

Dr. Miles gave an overview report in Open Session. The team continues work with LevelField and has identified a possible new location based on affordability and feasibility. LevelField completed a "test fit" and received an estimate on renovation (base \$15m with a gym and \$15m without a gym); however adding additional FFE and permits would push the project to an estimated \$20m. This would enable the school to increase enrollment up to 600.

Based on last year's pro-forma, LevelField projected the school's affordability limit was \$10m, which would place this option \$10m over. However, the state WADA payments have changed significantly and Level Field is re-running those new scenarios.

In comparison, it's projected to be roughly the same amount if the school were to purchase and renovate/expand Broadway. However, the Board needs to make a decision – based on construction timelines – by July 1st.

There was Board discussion on age cohorts and the recruiting landscape around the likelihood of the school meeting those enrollment goals.

d. **Educational Equity Committee** (Ms. Selina Rios) *[Information/Discussion]*

i. Report on 2023-2024 Student Behavior

Ms. Rios presented an analysis of student behavior incidents, by race/ethnicity. In her presentation, she noted the need to refine the data collection method in Infinite Campus.

Dr. Hicks asked who is monitoring this data? Dr. Miles replied that the Student Support Team is at an individual level; she will begin monitoring and reporting at a school level.

Mr. Brown asked what the end goal is? Ms. Rios replied that, right now, this year, the Committee is just looking at and understanding what's going on. From a high level, our black students are proportionally receiving a higher number of infractions.

Mr. Brown asked how else (or what other variables can be used) can the data be examined – FRL, etc.

Hon. Bland asked what is being done with the data – are we able to see if interventions are successful or if repeat incidents? Dr. Miles affirmed that she is working to build that system, yes.

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

i. Review & Consideration of 2023 Form 990 *[Board Action]*

Mrs. Butler reported that KPM prepared the FY2023 Form 990 and delivered it to the school. It is a governance best practice to make that available to the Board for review before filing, so she would like the Board to approve for KPM to file it.

Mr. MacDonald moved to approve the FY2023 Form 990 as proposed and Hon. Bland provided a second. The motion was unanimously approved with none abstaining.

ii. Review & Consideration of Monthly Financials (April 2024), including Check Register *[Board Action]*

Mrs. Butler presented the April Financial Report and highlighted page 6's Balance Sheet, showing a current Cash Balance just over \$2m, with a projected year-end balance of \$2.5m.

She shared Page 7's Income Statement, highlighting:

- Year-to-date revenue of \$6m, against a budget of \$6.1m.
- Year-to-date expenses of \$5.8m, against a budget of \$5.6m.
- Net Income of \$227k, against a budget of \$544k.
- Forecasted year-end revenue of \$7.6m, against a budget of \$7.5m.
- Forecasted year-end expenses of \$6.9m, against a budget of \$6.7m.
- Forecasted year-end Net Income of \$718k against a budget of \$795k.
- A projected 134 days of cash on hand position, holding flat from last month.

(update all of this according to the screenshot) On the revenue side, revenue remains ahead of budget for two primary reasons: unbudgeted interest income and higher-than-budgeted reimbursement of SpEd high-needs students. Operating expenses are falling behind by budget and are a bit of a mixed bag; some budget categories are showing savings, but those are more than offset by overages in other categories (especially transportation). Where possible, the Finance team continues to adjust the full-year forecast with the objective of minimizing any potential loss. Mrs. Butler also again specifically noted the school's cash reserve is intentionally being built up to cover next fiscal year's planned deficit spending.

Lastly, she stated that the Finance Committee did not note anything as out of order on the Check Register or Accounts Payable.

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

iii. Review & Consideration of 2024-2025 Budget *[Board Action]*

Mrs. Butler presented the 2024-2025 proposed budget.

On the revenue side, it reflects a lower state payment due to a higher projected per-pupil payment, but a lower overall amount of claimable students. It also reflects lower federal payments due to the expiration of ESSER funding. Private grants were lowered to match what the school currently has line-of-sight to. She also noted that the ERC might get pushed to FY25, but is not reflected in this budget.

On the expense side, the budget firstly reflects higher teacher salaries. Last year, the school added \$4k across the board to the salary schedule. However, many peer schools increased above that for this upcoming year. The school would have had to add another \$2500 to our base pay to match KCPS (at a total impact of \$120k); instead this budget adds \$1500 to all teachers/counselors and \$1000 to para/coordinator (at a total impact of \$67k). Dr. Miles plans/hopes to add at least another \$1k across the board this time next year. The school has reduced a leadership position through attrition, reduced the amount of operational funding based on grants, and reduced vendor costs for curriculum and instruction.

Overall, the deficit spending for the FY25 budget is in line with the pro-forma presented with the FY24 budget. Dr. Miles further posited that "spending down" some of our Days of Cash is fiscally responsible to taxpayers.

Board discussion was held on the budget.

Ms. DeWilde moved to approve the FY25 budget as proposed and Ms. Rios provided a second. The motion was unanimously approved with none abstaining.

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

i. Discussion on CWCS Board Onboarding

Dr. Miles shared that new Board Members need to complete onboarding with CWCS National and asked the Board for a preference of online or in-person? The Board requested online.

ii. Update on KCPS Bond

Dr. Miles shared that KCPS wants to put a bond issue on the ballot – hopefully for April 2025 – and charter schools can/will be included. For Broadway, this allows for equipment only. For future projects, building(s) purchased by CWCKC can be included in allowable costs.

Timing-wise, MCPSA is working to finalize charter participation in this bond. The bond will go through KCPS and the KCPS/CWCKC boards would approve an MOU.

Currently, bonds are at a higher interest rate than non-profit lenders, but lower than private banking.

iii. Update on 8th Grade Graduation

Dr. Miles shared that 8th Grade Graduation will be at 6p on May 22nd at the Midtown Baptist Temple; she invited all Board members to attend if available.

iv. Update on Summer School

Dr. Miles reminded the Board that Summer School is June 3rd-28th. Currently 134 students are registered. The school is partnering with Campfire to provide after-care, as well as field trip planning and support.

She also noted that IFF is now planning to do the lintel replacement on the Broadway building next summer (2025), so the school will need to find an alternative location for next year's summer school.

v. Update on 2024-2025 Enrollment (Mrs. Katy Lineberry)

Mrs. Lineberry reported that enrollment is strong, with current waitlists on about half of grades. She also shared on a PK expansion opportunity with Operation Breakthrough, allowing us another classroom via community funding.

She also provided an overview of communication cadence – sharing about programs and values to new parents.

8. Closed Session

Pursuant to § 610.021(1) RSMo, the Board will enter into closed session to discuss matters related to (1) Legal actions

Dr. Hicks invited Dr. Miles and Mr. Brennan to joined Closed Session.

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

Dr. Miles moved to enter Closed Session and Dr. Hicks provided a second. The motion was unanimously approved via roll call, as follows:

Hon. Ardie Bland	Aye
Ms. Sophia Bond	Aye
Mr. James Brown	Aye
Mrs. Lydia Butler	Aye
Mrs. Angela DeWilde	Aye
Dr. Sarah Hicks	Aye
Mr. Jim McDonald	Aye
Ms. Selina Rios	Aye

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

Dr. Hicks welcomed members of the public back into Open Session and reported that discussion related to (1) Legal actions as well as (2) Real Estate. No action was taken that requires reporting.

10. Adjourn *[Board Action]*

Hon. Bland moved to adjourn and Mr. MacDonald provided a second. The motion was unanimously approved with none abstaining. The meeting was adjourned at 8:19 pm.

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