



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

Zoom Link: <https://us02web.zoom.us/j/94869885164>  
Passcode: 189708

Join by Phone:  
(301) 715-8592 | Meeting ID: 948 6988 5164  
Passcode: 189708

**\*\*Please mute your microphone upon entering the meeting\*\***

**Date:** Thursday, March 10<sup>th</sup>, 5:30pm

**Proposed Minutes**

1. Call to Order

Mr. MacDonald called the meeting to order at 5:58 p.m.

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

2. Roll Call by Board Chair

Mr. MacDonald called roll as follows:

Present:

Dr. Sarah Hicks  
Mr. Jim MacDonald  
Mr. Emanuel McCrainey  
Ms. Selina Rios  
Ms. Maria Salcedo

Absent:

Ms. Brandi Finocchario  
Mr. Miguel Meneses  
Mr. Luke Norris  
Mr. Jeff Phillips

Mr. MacDonald determined that with 5 of 9 Board Members present, a quorum is established for purposes of holding the meeting and voting.

### 3. Review & Consideration of Proposed Agenda

Mr. MacDonald asked to add a Resolution to set the April Board Meeting as the Annual Meeting, included in Agenda Item #7.

*Mr. MacCrainey moved to approve the agenda as modified and Dr. Hicks provided a second to the motion. The motion was unanimously approved with none abstaining.*

### 4. Public Comments

*Note: Individuals from the public will be provided up to 3 minutes to provide comments. **If you would like to request to make a public comment, please add your name in the chat section of Zoom;** the Board Chair will invite individuals by name and in order to provide comment.*

Mr. MacDonald introduced himself, thanked the public on the call, and provided an overview of the public comment process and guidelines. Mr. MacDonald then invited public comment; no public comment was made.

### 5. Consent Agenda

- a. Review & Consideration of minutes from the February 17<sup>th</sup>, 2022 regular meeting of the Board
- b. School Dashboard
- c. Strategic Plan Dashboard
- d. Board & Committee Calendar

Mr. MacDonald presented the Consent Agenda and asked the Board if any member wanted to remove an item off of the Consent Agenda in order to further discuss and/or solely vote on that item; no member did.

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

### 6. Monthly Finance Report (Mr. Jeff Phillips)

- a. Finance Committee Report

With Mr. Phillips not available at this meeting, Mr. Brennan presented the Finance Committee report.

Mr. Brennan shared that Ms. Kaiser-Caplan (the school's grant writer) provided an update to the Committee on the status of pending grants, which EdOps incorporated into the Financial Report tonight. The Committee also discussed facilities planning for the middle school and continue to be in discussions with our potential partner and there is line-of-sight to approval.

Mr. Brennan presented the monthly financials, first highlighting that page 5's Balance Sheet shows a cash balance of \$748k. Page 6's Income Statement shows year-to-date revenue is at \$4.4m against a budget of \$4.4m. Year-to-date expenses are \$4.9m against a budget of \$4.5m, with the variance still mostly due to student expenses tied to ESSER funds and covid response. This results in a net income loss of (-\$482k) against a budget loss of (-\$89k), showing \$393k behind budget.

He reported that, for forecasting purposes, the school has:

- Received 46% of the \$840k Private Grants & Donations amount.
- Decreased the "Earned Fee" line by \$32k based on current low levels of after-school care fee collections. This will be mostly offset by lower-than-budgeted after-care salaries.
- Increased Federal Revenue by \$320k for the primary bulk of ESSER-III FY22 funds.
- Reduced Salary expense by \$41k

This now means annual revenue is projected at \$6.8m, as budgeted. Expenses are projected at \$7.5m against a budget of \$6.8m, resulting in a projected Net Income of (-\$674k) and a projected 27 Days of Cash on Hand.

Mr. Brennan further noted that additional conversation was held earlier today that he wanted to share. He noted that the \$840k of Private Grants & Donations still comprises \$117k of as-yet-unidentified revenue with an additional \$150k slotted for the Charter School Growth Fund grant. The conversation today appeared to cast serious doubt on the viability of collecting that revenue and indicated that the school should no longer consider that grant as incoming. Therefore, removing that specific grant gives a more accurate forecast of (-\$822k) in Net Income and a projected end of year Cash Balance of \$552k.

Mr. MacDonald asked a question on ACE and staff salaries; Mr. Brennan answered.

Mr. MacDonald asked if the ADA forecast already incorporated the school's current standing of lower-than-expected enrollment and attendance. Mr. Brennan confirmed, showing that the financials were based on 510 students and 86.6% ADA.

b. Review & Consideration of Monthly Financials (February 2022), including Check Register

Mr. Brennan reported that the Finance Committee did not denote anything on the Financials or Check Register out of the ordinary and recommended acceptance; Mr. MacDonald affirmed.

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

7. Board Committees

a. Diversity Committee

- i. Board Member Term Expirations: Mr. Miguel Meneses & Ms. Maria Salcedo
- ii. 2022-2023 Board Officer Elections

Mr. MacDonald stated that after reviewing the bylaws, he believes that there needs to be a prior resolution to denote an annual meeting at which officer elections will be held. Therefore, he is proposing to do so now and recognize the regular April meeting as the "Annual Meeting" and hold officer elections then. He also stated that he would like a related motion to extend officer terms from expiring in March to expiring in April.

*Ms. Salcedo moved to recognize the Regular April Board of Directors Meeting additionally as the Annual Meeting of the Board of Directors and designate that Board officer elections shall be held at that meeting. Mr. McCrainey provided a second. The motion was unanimously approved with none abstaining.*

*Dr. Hicks moved to extend the current Board officer terms until the so-designated Annual Meeting in April. Ms. Salcedo provided a second. The motion was unanimously approved with none abstaining.*

8. New Business

a. Review & Consideration of the 2022-2023 Academic Calendar (Dr. Danielle Miles)

Dr. Miles presented a draft proposal of the 2022-2023 Academic Calendar. She highlighted the following changes:

- The first day of school would be August 24<sup>th</sup>.
- The calendar would change to quarters instead of trimesters. Dr. Miles explained that this is primarily driven by the school's graduating 8<sup>th</sup> graders enrolling in signature high schools. By the application deadlines, the trimester schedule only provides one data set of grades which results in admissions difficulty; quarters would provide a needed second data set.
- A change to the two weeks of conferences: teachers and students would be in school (full-day) on Wednesday and teachers would stay to hold conferences until 8p. Thursday would be no school, but teachers would hold conferences 8a-8p, then there would be no school Friday to accommodate and balance the extended teacher schedules earlier in the week.
- Spring Break must align with the potential middle school partner.
- The last day of school is still before Memorial Day
- The school day would be extended by 15 minutes, potentially now 8a-3:30p. This results in additional instructional hours (1,148 calendared hours – up from 1,134 hours in 2021-22).

*Dr. Hicks moved to approve the 2022-2023 Academic Calendar as proposed and Ms. Rios provided a second. The motion was unanimously approved with none abstaining.*

9. Executive Director's Report (Dr. Thomas Vansaghi)

a. Student Support Services Review (Mrs. Johanna Chambers)

Mrs. Chambers introduced the school's Student Support Team, including Ms. Byrd-Primos (School Social Worker), and provided data on the programs she oversees:

- 100 students are participating in the Harvesters Back Snacks program and receive food to take home every Friday.
- 21 students have qualified for McKinney-Vento services, including 12 students have received transportation via taxi to and from school.
- More than 71 families have received uniform assistance
- 48 families have received referrals for other community resources.

Mrs. Chambers also introduced Ms. Mariah Friend (School Nurse) and Ms. Lori Grove (Health Aide) and provided data on the health programs they oversee:

- As of March 9, there have been 2,524 visits to the health office
- 27 staff and 70 students are currently participating in the covid-19 pool testing program
- Approximately 100 students have been tested for covid-19 by our nurses
- 300 vaccinations were given at clinics onsite at Citizens.

Mrs. Chambers then introduced Ms. Ashley Huggans (Behavior Coach) and provided data relevant to her work:

- Ms. Huggans has provided support to 410 out-of-classroom behavior referrals, comprising 85 students.

- These referrals comprise emotional regulation, peer mediations, restorative practices, and/or disruptive/disrespectful behavior.

Lastly, Mrs. Chambers provided data on the work she herself supports:

- She has provided 13 students with 1:1 mental health of skills-based counseling this year
- More than 15 families have been given referrals for outside counseling
- She provided services to 2 full classroom groups
- 3 classrooms participated in a 10-week social-emotional learning program through Campfire Heartland
- She has supported 3 partnerships with community-based agencies for mental health services.

Mrs. Chambers also cast her vision for the school's social services growth plan, including:

#### Social-Emotional Learning

- 3 staff will attend a 7-day Conscious Discipline Institute in July
- 2 full-day staff trainings for both Conscious Discipline and Restorative Practices are planned for Summer Institute
- Implementation teams comprised of teachers and other staff will be developed to drive coaching and monitor fidelity for both Conscious Discipline and Restorative Practices.
- Parent education groups will promote consistency across home and school, and improve parent engagement.

#### Mental Health

- Strengthen partnerships with Truman Health, Operation Breakthrough, and Child Abuse Prevention Association to increase 1:1 therapy capacity
- Teacher training on mental health issues
- Tier 1 interventions to educate students on mental health related issues
- Longer term goal to be a practicum site for MSW students

#### Behavior Support

- Skills groups for conflict resolution, healthy friendships
- Peer mediation program aligned with Restorative Practices will be developed
- Improved fidelity to Response to Intervention
- Provide consistent support for the Middle School

#### Health Services

- Tier 1 groups on puberty, nutrition, and injury prevention
- Health progress reports on individual students along with individualized resources to support student health needs
- Resource fairs to help parents connect to community partners
- Parent education around health-related issues

#### Personnel Growth

- Add Behavior Coach to Middle School
- Add Guidance Counselor for career readiness planning

Dr. Hicks asked how the Student Support Team currently supports both campuses? Mrs. Chambers replied that the middle school has not received the same level of support; currently, Mrs. Gripp and Mr. Fierro provide as-needed support. This is the primary area of growth for her team next year.

Ms. Rios expressed appreciation for Social-Emotional Learning, conscious discipline, and the team's covid response; she asked what the biggest anticipated barriers are going into next school year? Mrs. Chambers replied, buy-in; it's one thing to *learn*, it's another to *do*. She is wanting to make sure the perspective changes from being "one more thing on the plate," to "it is the plate." Another challenge is student mobility, especially coming out of covid, and establishing short-term routine and long-term community.

Ms. Rios asked how accountability and support for teachers will look like? Mrs. Chambers said that she is looking forward to working on exactly that! Dr. Miles added that she will also get the leadership trained on the same methodology so they can be teachers-to-the-faculty too, along with ensuring the same common language and same expectations.

Dr. Hicks noted that DESE will host live-stream events for teacher health twice per month for the next three months; she will send links to Mrs. Chambers.

Mr. MacDonald expressed appreciation and underscored the importance of the school's commitment to Social-Emotional Learning. He said the commitment and care from Mrs. Chambers' team is evident.

b. Board of Directors Annual Assessment

Dr. Vansaghi reminded the Board that they undergo an annual assessment, which is upcoming. He affirmed that the best practice is a self-assessment, which will be led by consultant Kent Peterson. The last time this exercise was completed was August 2020, so he believes updated data will be beneficial to the Board. Each board member will receive an assessment via email this month and Mr. Peterson will present data at the April meeting.

c. Update on Executive Director Search Committee & Process

Dr. Hicks and Ms. Finocchario continue to work with On-Ramps in their national search. One candidate has completed the initial committee interview; other candidates are moving into that level as well. On-Ramps will then lead next steps, including a "thought exercise" (scenarios/challenges), then a full search committee interview, then interviews with broader stakeholders (parents, staff, CWCS, etc.).

Dr. Hicks shared that the ideal timeline to present a candidate is the April board meeting, but that may trail to the May meeting.

Mr. MacDonald expressed appreciation to Dr. Hicks and Ms. Finocchario for their Committee service and leadership.

d. Update on Middle School Facility Search & Process

Dr. Vansaghi recapped an email update that was sent to the community yesterday. Citizens is in final phases of conversation with Metropolitan Community College for space in a building a few

blocks north of the Elementary, including an entire floor, space in another floor, and space for electives in their larger campus.

Mr. MacDonald shared enthusiasm about the partnership opportunity.

e. Annual Fundraising Plans, Read-A-Thon, and Event (Ms. Katherine Corliss)

Ms. Corliss reported that the annual fund-raising efforts now include 100% Board participation. That threshold is impactful for when the school asks for other community grants, and expressed appreciation.

She also reported that a Read-A-Thon fundraiser is slated to begin in April and the parent committee is working on selling parking spaces for the St. Patrick's Day Parade as a fund-raiser.

f. Student Recruitment Update (Ms. Katherine Corliss)

Ms. Corliss provided a quick overview of the new student lottery. She shared she is continuing work on in-person recruitment with a key focus on re-enrollment.

Mr. MacDonald asked if there were upcoming outreach opportunities? Ms. Corliss confirmed that there are no calendared city-wide/SchoolAppKC tour events, but she is hosting standing school tours multiple times throughout each week. She reported tours are one of the most effective tactics – Citizens is best in person, not just describing constructivism, but actually seeing the impact in the classrooms. Not having in-person events has been a challenge but she is refocusing on supporting as many in-person activities as possible.

Dr. Vansaghi also announced that Ms. Corliss received a fantastic opportunity with her church and will be transitioning out of her role at the end of March. He expressed gratitude and appreciation for her time with the school. Staff's plans are to look at hiring two of his Jewell students part-time to "fill the gap." Dr. Miles and Mr. Brennan interview them tomorrow and they will hopefully start next week and dive right in.

g. Discussion of In-Person Board Meetings beginning in April

Dr. Vansaghi proposed that with ACE still in session at 5:30, the Board may need to find a meeting space offsite. He thus proposed postponing going in-person at the May meeting instead.

Dr. Vansaghi also shared that the Board may need to call a special meeting to discuss a facilities lease.

## 10. Closed Session

Pursuant to § 610.021 (2), (6), & (13) RSMo, the Board of Directors of CWC Kansas City will enter into closed session to discuss matters related to contracts, student records, and personnel records.

Quorum was lost during Agenda Item #9-E, so the Board could not vote to go into Closed Session.

11. Adjourn

*Ms. Rios moved to adjourn and Dr. Hicks provided a second. The motion was unanimously approved with none abstaining. The meeting was adjourned at 6:55 pm.*

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