



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

Location: Westport Plexpod, Meeting Room #1-M
300 E. 39th St.
Kansas City, MO 64111

Online Link (Audio Only):
meet.google.com/aia-znus-mgy
(252) 628-9173 | PIN: 178 892 761#

Date: Thursday, August 18th, 2022, 6:00pm

Proposed Minutes

1. Call to Order

Ms. Finocchario called the meeting to order at 5:38 p.m.

Ms. Finocchario welcomed the members of the public in attendance and gave an overview of the meeting order.

2. Roll Call by Board Chair

Ms. Finocchario called roll as follows:

Present:

Ms. Brandi Finocchario
Dr. Sarah Hicks
Mr. Jim MacDonald (6:12 pm)
Mr. Jeff Phillips
Ms. Selina Rios
Mr. Luke Norris

Absent:

Mr. Emanuel McCrainey

Dr. Asia Foster, a prospective Board member was also noted in attendance.

Ms. Finocchario determined that with 5 of 7 (later 6 of 7) Board Members present, a quorum is established for purposes of holding the meeting and voting.

3. Review & Consideration of Proposed Agenda *[Board Action]*

Ms. Finocchario requested one modification to the agenda: to move the Policy Manual, Employee Handbook, and Family Handbook approvals (posted agenda items 5-i, 5-j, and 5-k) to the September Board meeting.

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

4. Public Comments

Ms. Finocchario introduced herself, thanked the public on the call, and provided an overview of the public comment process and guidelines. Ms. Finocchario then invited public comment; no public comment was made.

5. Consent Agenda *[Board Action]*

- a. Review & Consideration of minutes from the June 16th, 2022 regular meeting of the Board
- b. Review & Consideration of minutes from the July 9th, 2022 annual retreat of the Board
- c. Strategic Plan Dashboard
- d. Board & Committee Calendar
- e. Review & Consideration of 2022-2023 Pre-Kindergarten Academic Calendar
- f. Review & Consideration of the Special Education Compliance Plan
- g. Review & Consideration of Appointing Ms. Johanna Chambers as the 2022-2023 McKinney-Vento Homeless Coordinator & Foster Care Liaison
- h. Review & Consideration of Appointing Ms. Angela Garcia as the 2022-2023 ELL Coordinator

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

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

6. Board Committee Business & Reports

a. Finance & Operations (Mr. Jeff Phillips)

- i. Review & Consideration of FY22 Year-End Financials (June 2022), including Check Register *[Board Action]*

Mr. Phillips reported the school's end-of-year cash balance resulted in 44 days of cash on hand, one day short of the budget target of 45 days. Revenue ended \$100k higher than budgeted, due to ESSER and Prop C payments. Expenses ended \$400k higher than budgeted. The leadership team was aggressive with cost savings; throughout the year, Net Income was forecasted to be more than (-\$500k) and ended close to (-\$350k). He commended Dr. Miles and Mr. Brennan for this.

Mr. Phillips reported that the Finance Committee did not denote anything on the June year-end Financials or Check Register out of the ordinary and recommended acceptance.

ii. Review & Consideration of Monthly Financials (July 2022), including Check Register [Board Action]

Mr. Phillips reported that cash on hand as of July 31st was \$851k and all Accounts Payable appeared in order.

He further shared that year-to-date actual revenue was \$636k against a \$331k budget, with the difference due to a grant receipt. This specific grant is tied to unbudgeted staff salaries, so both revenue and expenses increased from budget to actual. Year-to-date expenses were \$647k against a budget of \$546k, with the primary difference due to moving the CWCS payment from June into July. Therefore, Net Income was -\$12k compared to a budget of -\$200k. Mr. Phillips also reminded the Board that historically, the initial months of the fiscal year show the biggest expense of cash.

Looking ahead, Mr. Phillips highlighted that revenue is forecast to be \$6.7m against a budget of \$6.6m while expenses are forecasted to be \$6.6m against a budget of \$6.4m. Net income would then be \$103k (-\$40k lower than budget). He is expecting the current position to be the low point of cash and to have 54 days of cash on hand at end of year.

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

Dr. Hicks moved to approve both June and July Financial Reports and Check Registers as proposed and Ms. Rios provided a second. The motion was unanimously approved with none abstaining.

iii. Finance & Operations Committee Report [Information/Discussion]

Mr. Phillips shared that the Finance & Operations Committee discussed at length the potential funding equity legislation. This legislation would move the ADA payment from approximately \$8,300/student to \$10,200/student and resulting in a \$720k increase to the FY23 budget. However, it would also negate the KCPS MOU and remove that \$293k revenue, resulting in a net \$435k budget increase. He will continue to monitor and report when DESE finalizes their mechanisms for implementing this increase.

Mr. Phillips reminded the Board that the school's FY23 budget was originally set at 460 students. Currently, the school is on track for 406 students registered and enrolled. This results in a \$430k delta to begin planning around; however, the Committee had planned on the funding equity to be in place for FY24 and it now looks to be in place next January and effective for all of FY23.

Additionally, the Finance & Operations Committee laid out the annual grant calendar and will continue to monitor and track grant opportunities. He will report if the \$395k goal appears in jeopardy.

Mr. MacDonald joined at 6:12pm.

iv. Renewal of Line of Credit with Country Club Bank

Mr. Phillips reported that the school's Line of Credit with Country Club Bank was successfully renewed.

b. **Educational Equity Committee** (Ms. Selina Rios)

Ms. Rios affirmed that the Educational Equity Committee did not have a report this month.

c. **Executive Committee** (Ms. Brandi Finocchario)

i. Reminder of Required Background Checks

Ms. Finocchario reminded the Board that state statute requires the school to have background checks on file for all Board members; Mr. Brennan will follow up via email with specific members that are not on file.

ii. Review & Consideration of Bylaws Amendment (Ms. Brandi Finocchario) *[Board Action]*

Ms. Finocchario presented an overview of brief updates to the Board bylaws as a result of discussions and decisions during the Board retreat. The changes included updating the names of the reorganized Board Committees, including:

- Renaming the Academic Excellence Committee to the Educational Equity Committee
- Renaming the Finance Committee to the Finance & Operations Committee
- Merging the Governance Committee into the Executive Committee
- Merging the Diversity Committee into both the Educational Equity Committee and the Executive Committee.

Mr. Norris moved to approve the Bylaws amendment as proposed and Mr. Phillips provided a second. The motion was unanimously approved with none abstaining.

iii. Review & Consideration of appointing Dr. Asia Foster to a vacant seat on the Board of Directors, with a term expiring in March 2025.

Ms. Finocchario introduced Dr. Asia Foster to the Board and reminded the Board that she is being considered to fill the seat vacated by Ms. Salcedo's non-renewal (currently vacant, expiring March 2025). Ms. Finocchario affirmed Dr. Foster's nomination as presented at the July Board meeting and welcomed a motion to appoint Dr. Foster.

Ms. Rios moved to approve Dr. Foster to 3-year term on the Board of Directors, filling Ms. Salcedo's vacated seat, and expiring in March 2025. Dr. Hicks provided a second. The motion was unanimously approved with none abstaining.

The Board welcomed Dr. Foster.

iv. Resignation of Mr. Emmanuel McCrainey as a Member of the CWCKC Board of Directors

Ms. Finocchario then confirmed that, with Dr. Foster's appointment, Mr. McCrainey's resignation will now be effective, leaving the Board with seven active members.

v. Board Candidate Presentation – Judge Ardie Bland, Kansas City Municipal Court

Ms. Finocchario reminded the Board that the school participated in the Charter Board Draft sponsored by BlaqueKC. She was happy to share that as a result, the school was matched with Judge Ardie Bland as a potential Board member and she is presenting him this month to the

Board for consideration and in September for appointment. The Board was eager to meet Judge Bland and expressed appreciation for the Board and school leadership for participating in the program.

Dr. Miles also reported that she and Ms. Finocchario had further conversations with Mr. Hile about the potential of him joining the Board. Due to future potential funding opportunities, a conflict of interest has prevented him from remaining in consideration for appointment. However, he is very interested and amenable to joining a Board committee – possible either Finance & Operations or an ad-hoc Building/Facility Committee. The Board held additional discussion about the Board skill matrix and targeting another board member in the pipeline with focus on Human Resources and/or Facility expertise.

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

a. Grade Level/Class Sections Update

Dr. Miles reported that as the school moved into the month of August, leadership had two primary dilemmas:

- 1) From a staffing perspective, the school was short four classroom teachers with very limited candidates in the pipeline, and
- 2) From an enrollment perspective, only 42 kindergarten students had completed enrollment.

Therefore, she decided to reduce the Kindergarten classroom cohort from three rooms to two. This puts the school in a short-term crunch and possible longer-term "opposite-bubble" with only two classes in this grade cohort. Mrs. Lineberry consulted with ShowMe KC Schools and received confirmation that this specific grade cohort is small city-wide due to a lower-than-usual birth rate that year; future years should revert to usual. Additionally, 1st and 4th grade also are reflecting lower than anticipated enrollment.

School staff have been relentless about calling families in the pipeline (accepted, not registered, etc.). The (new and mandatory) Family Orientations instituted by Dr. Miles have been successful – discussion points included changes for the year, Infinite Campus/Parent Portal, ACE, and attendance policies. Roughly 70% of families have come through and school staff will continue outreach to the remaining 30%. Additionally, Meet the Teacher is Monday night.

b. Staffing Update

Dr. Miles reported that, currently, faculty is fully staffed to start the year.

c. Student Recruitment Update (Mrs. Katy Lineberry)

Mrs. Lineberry reported that her focus has been making the school visible – specifically underscoring that the school is public and tuition-free. She was visible at the "Bounce Back to School" event, hosting summer playdates, and building community.

The school has seen a noted increase in applications and pipeline movement over the past week and she is optimistic that trend will hold over the next week as well.

d. Professional Development Update

Dr. Miles reported that, this past week, as part of faculty Summer Institute, all K-4 faculty (plus staff) received training in Conscious Discipline and all 5-8 faculty receiving training on Restorative Justice.

Ms. Rios asked what the focus of that training was for this year? Dr. Miles answered that the specific focus was on teachers and classroom environments – both initial reactions to situations as well as building a sense of classroom community. Further, “Self-Management” and “Self-Awareness” were the focused aspects of the SEL Wheel.

Ms. Rios elaborated that she is interested in the ongoing practical application rather than the theory. Dr. Miles agreed and shared that Ms. Gibbs went to an in-depth 7-day training and they both want to leverage that experience as well as have more people go to that. Ms. Rios asked Ms. Gibbs about this experience.

Mr. Norris reflected that the school's approach to discipline has changed and he suggested that a clear, consistent message to parents be continually communicated. For instance, “What is Conscious Discipline? What should your expectations be? Is there a different system for different grade levels? Etc.” Dr. Hicks agreed and suggested continued informative family nights.

Ms. Rios agreed and further stated she would like this messaging explicitly naming how the program supports students of color and equity front and center (which it does). She would welcome feedback and if there are additional supports needed.

Dr. Foster asked what visual/tangible resources are being provided? Dr. Miles replied she agrees with that questions and she's working with the Center for Conflict Resolution to get tactile materials and handouts.

Dr. Miles then asked the Board for initial direction regarding the Middle School. She and Mrs. Lineberry are scheduled to meet with ShowMe KC Schools to get city-wide enrollment numbers. How would the Board like the decision process be for the Middle School? Mr. Norris asked that it come through committee work, and asked which made the most sense. Mr. Phillips said that during the retreat, an ad-hoc building committee was discussed. However, logistics are one thing, but the trickier question is how staffing and programs are scaled up (counseling, etc.) and then how to make those decisions in tandem – or at least be able to look at all of those types of variables in one view. The Board empowered Dr. Miles to create an ad-hoc Building Committee and begin work through them.

Mr. Phillips asked Dr. Miles if she has seen any impact on Citizens with Dr. Bedell leaving his KCPS post? Dr. Miles said the school actually began seeing a slight enrollment shift back to KCPS when they regained accreditation, but it's been too early to tell if Dr. Bedell's transition will have an enrollment impact. She will participate in a charter school leader meeting scheduled with Ms. Holliday-Scott at KCPS and will report back.

8. Adjourn *[Board Action]*

Mr. Norris moved to adjourn and Dr. Foster provided a second. The motion was unanimously approved with none abstaining. The meeting was adjourned at 6:45 pm.

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