



Environmental Charter Schools

Finance Committee Meeting

Date and Time

Friday June 1, 2018 at 8:30 AM PDT

Location

ECHS Auxiliary Space, 2625 Manhattan Beach Blvd. Suite 100, Redondo Beach, CA 90278 / Zoom: Join from PC and Mac: <https://zoom.us/j/959381494> Or Telephone: +1 669 900 6833 (Meeting ID: 147 466 498) / Call-in Location: 1 Market Place, San Diego, CA, 92101 / 2000 Imperial Hwy., El Segundo, CA 90245 / 11151 Orville St., Culver City, CA 90230

Finance Committee Members

Tracy Bondi - Chair

Jenni Owen - Co-Chair

Ken Deemer

Bruce Greenspon

Farnaz Golshani-Flechner

Finance Committee Charter

- Provides financial oversight for the organization
- In conjunction with staff and other stakeholders, develops an annual operating budget and recommends for board approval
- Monitors adherence to budget and recommends changes, if necessary
- Sets long-term financial goals with funding strategies to achieve them
- Considers special, unbudgeted requests and make recommendations to board
- Develops multi-year operating budgets that tie to strategic plan
- Ensures adequacy of financial controls and monitor for compliance
- Ensure Financial literacy of Board Members by providing training

Goals for 2017-2018

- Hold a yearly ECS financial training course
- Ensure adequate financing for the facilities development in Inglewood
- Ensure salary schedules and benefits are supportable and sustainable
- Assist in determination of auditor evaluation and choice of auditors for 2018-19 audit

THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE

Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice.

PUBLIC SPEAKERS AT STANDING COMMITTEE MEETINGS

Notice is hereby given that consistent with the requirements of the Ralph M. Brown Act, special presentations not mentioned in the agenda may be made at this meeting. However, any such presentation will be for information only. The public should be aware that the Committee is unable by law to deliberate or take action on items raised during the Presentations from the Floor section.

Environmental Charter Schools recognizes that it benefits greatly from public input and perspective. Individuals are invited to address the Committee on any topic or subject matter that falls within the Committee's purview. Speakers may sign up in person immediately prior to the beginning of the Committee meeting by speaking with the Committee Chair.

Should a member of the public wish to speak on matters not listed on the agenda, they may speak during the Presentations from the Floor section of the agenda. Speakers will be given a maximum of three (3) minutes each to address the Committee (non-English speakers utilizing translators will be given a maximum of six (6) minutes each). Please note that the Committee allows a maximum of 10 minutes to each subject as determined by the Committee Chair.

Should a member of the public wish to speak on matters listed on the agenda, they may speak during the Presentations from the Floor section of the agenda. Speakers will be given a maximum of five (5) minutes each to address the Committee (non-English speakers utilizing translators will be given a maximum of ten (10) minutes each).

The public should be aware that the Committee is unable by law to deliberate or take action on items raised during the Presentations from the Floor section.

REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY

Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting of the Governing Board may request assistance by contacting ECS at (310) 214-3408, option 5.

FOR MORE INFORMATION

For more information concerning this agenda or for materials relating to this meeting, please contact ECS at (310) 214-3408, option 5.

Agenda

I. Opening Items

Opening Items

- A. Record Attendance and Guests
- B. Call the Meeting to Order
- C. Approve Previous Meeting Minutes

Approve minutes for Finance Committee Meeting on March 23, 2018

II. Presentations from the Floor

A. Presentation from the Floor on Non Agenda Items

Should a member of the public wish to speak on matters not listed on the agenda, they may speak during the Presentations from the Floor section of the agenda. Speakers will be given a maximum of three (3) minutes each to address the Committee (non-English speakers utilizing translators will be given a maximum of six (6) minutes each).

B. Presentations from the Floor on Agenda Items

Should a member of the public wish to speak on matters listed on the agenda, they may speak during the Presentations from the Floor section of the agenda. Speakers will be given a maximum of five (5) minutes each to address the Board (non-English speakers utilizing translators will be given a maximum of ten (10) minutes each).

III. Discussion Items / Updates

Finance

A. EdTec Financial Update

- EdTec financial update [here](#)
- ECHS April 18 financials [here](#)
- ECMS-G April 18 financials [here](#)
- ECMS-I April 18 financials [here](#)

B. Fundraising YTD Update

- Fundraising update is [here](#)

- Also, you may wish to view [2017-2018 Development Dashboard](#) for further information

C. Discuss higher Interest Bearing investments for ECHS, Greenspon scholarship, investment club at ECHS

The following items are being considered and staff would like initial committee feedback:

1. Higher Interest Bearing investments for ECHS / Greenspon scholarship endowment
2. Investment club at ECHS
3. Review proposed Investment Policy [here](#)

D. SELPA

- View draft SELPA Notification of Exit Letter [here](#)

IV. Action Items

A. Recommend Acceptance of March, April 2018 Check Registers

- March 2018 check register is [here](#)
- April 2018 check register is [here](#)

B. Recommend Acceptance of March-April Private Donations Over \$1000

- Private donations list is [here](#)

C. Review and Recommend Approval of Investment Policy

- View Investment Policy [here](#)

D. Recommend Acceptance of Form 990

- View form 990 [here](#)

E. Recommend Approval of 2018/19 EPA Resolution and EPA Plans

- View EPA [here](#)
- View Resolution regarding the Education Protection Account [here](#)

F. Recommend Approval of FY 18/19 Contracts

Staff recommends approval of the following agreements:

1. Catalina Island Camps Inc. 9th Grade (Outdoor Education at ECHS) - \$33,672 expected annual cost, view contract [here](#).
2. Boojum Joshua Tree Camping 10th Grade (Outdoor Education at ECHS) - \$36,405 expected annual cost, view contract [here](#).
3. Boojum Joshua Tree Backpacking 11th Grade (Outdoor Education at ECHS) - \$42,650 expected annual cost, view contract [here](#).
4. NatureBridge 12th grade (Outdoor Education at ECHS) - \$53,100 expected annual cost (contingent upon grant funding), view contract [here](#).
5. NatureBridge 8th grade group 1 (Outdoor Education at ECMS-G) - \$8,560 expected annual cost, view contract [here](#).
6. NatureBridge 8th grade group 2 (Outdoor Education at ECMS-G) - \$8,560 expected annual cost, view contract [here](#).
7. NatureBridge (6th grade, 7th grade girls / boys (Outdoor Education at ECMS-I) - \$45,080 expected annual cost (contingent upon grant funding), view 6th-grade contract [here](#) and 7th-grade contract [here](#).
8. Preferred Meals (school lunch provider) - \$425,660 expected annual cost, view contract [here](#).
9. Jive Communications (VOIP telephony service provider for entire ECS organization) - \$15,164 expected annual cost (after E-rate discount), view contract [here](#).
10. Charter Schools Tech Inc. (Managed tech services for entire ECS organization) - \$239,040 expected annual cost (ECHS dedicated support: \$47,400 annual; ECS shared support: \$191,640 annual), view contract [here](#).

G. Recommend Approval of 2018-2019 Year Budgets for Each School Site

- ECHS Budget is [here](#)
- ECMS-Inglewood Budget is [here](#)
- ECMS-Gardena Budget is [here](#)

V. Closing Items

A. Adjourn Meeting