



Environmental Charter Schools

Finance Committee Meeting

Date and Time

Friday August 17, 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: 2000 Imperial Hwy., El Segundo, CA 90245 / 11151 Orville St., Culver City, CA 90230

Finance Committee Members

Farnaz Golshani Flechner - Chair

Tracy Bondi

Ken Deemer

Bruce Greenspon

Alison Diaz

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 June 1, 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 is [here](#)
- ECHS 2017-2018 financials [here](#), 2018-2019 financials is [here](#)
- ECMS-G 2017-2018 financials is [here](#), 2018-2019 financials is [here](#)
- ECMS-I 2017-2018 financials [here](#), 2018-2019 financials is [here](#)

B. Fundraising YTD Update

- Fundraising update is [here](#)

- Also, you may wish to view [2018-2019 Development Dashboard](#) for further information

C. 2017-2018 Unaudited Actuals

- ECHS 2017-2018 Unaudited Actuals is [here](#)
- ECMS-G 2017-2018 Unaudited Actuals is [here](#)
- ECMS-I 2017-2018 Unaudited Actuals is [here](#)

D. Principals Salaries Discussion

Salary Analysis is [here](#)

E. 2018-2019 Finance Committee Goals

IV. Action Items

A. Recommend Board Acceptance of May, June, July 2018 Check Registers

- May 2018 check register is [here](#)
- June 2018 check register is [here](#)
- July 2018 check register is [here](#)

B. Recommend Board Acceptance of May-July Private Donations Over \$1000

- Private donations list is [here](#)

C. Recommend Board Approval of Consolidated Application FY 18/19: ECHS, ECMSG, ECMSI

- ECHS Consolidated Application FY 18/19 is [here](#)
- ECMS-G Consolidated Application FY 18/19 is [here](#)
- ECMS-I Consolidated Application FY 18/19 is [here](#)

D. Recommend Board Approval of FY 18/19 Contracts

Staff recommends approval of the following agreements:

1. S&W Janitorial Services Inc (janitorial services at ECMS-I) - \$30,000 expected annual cost, view contract [here](#).
2. Jinta Enterprises (janitorial services at ECMS-G) - \$54,900 expected annual cost, view contract [here](#).

3. Clear Choice Test Prep (SAT/ACT Test Prep software and workbooks at ECHS) - \$21,865 expected annual cost, view contract [here](#).

4. EdLogical Group Corp (special education services at ECMS-G) - view contract [here](#).

E. Recommend Board Approval of FY 17/18 Unaudited Actuals: ECHS, ECMSG, ECMSI

Note: documents for this item are found in the FY 17/18 Unaudited Actuals agenda item above.

F. Recommend Board Approval of Principal Salaries

V. Closing Items

A. Adjourn Meeting