



Environmental Charter Schools

Finance Committee Meeting

Date and Time

Friday January 25, 2019 at 8:30 AM PST

Location

ECHS Auxiliary Office, 2625 Manhattan Beach Blvd, Suite 100, Redondo Beach, CA 90278 / Zoom: <https://zoom.us/j/959381494> Or Telephone: +1 669 900 6833 (Meeting ID: 959 381 494)

Finance Committee Members

Farnaz 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 2018-2019

- Strengthen reporting of fund development goals.
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- Hold a yearly ECS financial training course.
- Ensure adequate financing for the facilities development for all school sites.
- Collaborate with Menlo Charter Properties to refinance loans at ECMS-Gardena and ECMS-Inglewood.
- Ensure salary schedules and benefits are supportable and sustainable.
- Engage board in a critical assessment of the budget as it relates to organizational priorities and goals.

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 Agenda

II. Presentations from the Floor

A. Presentation from the Floor on Non Agenda Items

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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 December 2018 financials is [here](#)
- ECHS 2 December 2018 financials is [here](#)
- ECMS-G December 2018 financials is [here](#)
- ECMS-I December 2018 financials is [here](#)

B. Fundraising YTD Update

- Fundraising YTD Update is [here](#)

C. Provide guidance on rectifying 11-month employee vacation pay matter

IV. Action Items

A. Approve Previous Meeting Minutes

Approve minutes for Finance Committee Meeting on November 16, 2018

B. Recommend board acceptance of November and December 2018 check registers

- November 2018 check registers is [here](#)
- December 2018 check registers is [here](#)

C. Recommend board acceptance of September-December private donations over \$1,000

- Private donations list is [here](#)

D. Recommend board acceptance of FY 17-18 Audit Report

- Board communication letter is [here](#)
- FY 17-18 audit report is [here](#)

E. Recommend board approval of ECHS 9th grade Catalina trip contract

- 2019-2020 Catalina Environmental Leadership Program - 9th Grade (Outdoor Education at ECHS) - \$31,122 expected annual cost, view contract [here](#)

F. Recommend board approval of sale or disposition of ECS technology equipment

- List of ECHS technology equipment for sale/disposition is [here](#)

G. Recommend board approval of ECHS and ECMS-I copier lease agreements

- ECHS and ECMS-Inglewood bid evaluation matrix and cost analysis is [here](#)
- ECHS and ECMS-Inglewood copier lease agreements and proposal is [here](#)

V. Closing Items

A. Adjourn Meeting