DRAFT

# Environmental Charter Schools

# Minutes

## Special Finance Committee Meeting

**Date and Time**
Thursday April 25, 2019 at 4:00 PM

**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) // Two-way Teleconference Locations: 590 Rosecrans Avenue, Manhattan Beach, CA 90266 / 1919 Pinecrest Dr., Altadena, CA 91001 / 409 Santa Monica Blvd., Suite E, Santa Monica, CA 90401

**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.
- 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.

---

**Committee Members Present**

Farnaz Golshani-Flechner, Ken Deemer, Tracy Bondi (remote)

**Committee Members Absent**

Alison Diaz, Bruce Greenspon

**Guests Present**

Anthony Jowid, Dorothy Lee, Elizabeth Aranda, Jeremiah Rosario David

---

## I. Opening Items

### A. Record Attendance and Guests

### B. Call the Meeting to Order

Farnaz Golshani-Flechner called a meeting of the Finance Committee of Environmental Charter Schools to order on Thursday Apr 25, 2019 at 4:12 PM.

### C. Approve Agenda

Ken Deemer made a motion to approve agenda.
Tracy Bondi seconded the motion.
The committee **VOTED** unanimously to approve the motion.

**Roll Call**

| | |
|---|---|
| Alison Diaz | Absent |
| Ken Deemer | Aye |
| Tracy Bondi | Aye |
| Farnaz Golshani-Flechner | Aye |
| Bruce Greenspon | Absent |

## II. Presentations from the Floor

### A.

**Presentation from the Floor on Non Agenda Items**

None.

### B. Presentations from the Floor on Agenda Items

None.

## III. Discussion Items / Updates

### A. Fundraising YTD Update

Committee Member Tracy Bondi asked about the negative fundraising number showing for FY 19/20. The explanation provided was that the fundraising goal was exceeded--although a negative number displays, it is a positive for the organization.

### B. Review Forms 990 and 199 Drafts

Review by committee members took place prior to the committee meeting. No discussion ensued at the committee meeting.

### C. Review/Discuss Revised Teacher Salary Schedule

*Farnaz Flechner presented the LCAP budgets and planning slides:*

2.5% increase to teacher salary scale.

Both ECMS-Inglewood and ECMS-Gardena would have about $90,000

Tracy Bondi expressed her support for this action aligned to what is happening across the public school sector.

## IV. Action Items

### A. Approve Previous Meeting Minutes

Ken Deemer made a motion to approve minutes from the Finance Committee Meeting on 01-25-19 Finance Committee Meeting on 01-25-19.
Farnaz Golshani-Flechner seconded the motion.
The committee **VOTED** unanimously to approve the motion.

**Roll Call**

| | |
|---|---|
| Tracy Bondi | Aye |
| Ken Deemer | Aye |
| Farnaz Golshani-Flechner | Aye |
| Bruce Greenspon | Absent |
| Alison Diaz | Absent |

### B.

**Recommend board approval of Forms 990 and 199**

Ken Deemer made a motion to recommend board approval of Forms 990 and 199.
Farnaz Golshani-Flechner seconded the motion.
The committee **VOTED** unanimously to approve the motion.

| **Roll Call** | |
|---|---|
| Ken Deemer | Aye |
| Farnaz Golshani-Flechner | Aye |
| Tracy Bondi | Aye |
| Bruce Greenspon | Absent |
| Alison Diaz | Absent |

### C. Recommend board approval of ReGreen Contract

Ken Deemer made a motion to recommend board approval of ReGreen Contract.
Farnaz Golshani-Flechner seconded the motion.
The committee **VOTED** unanimously to approve the motion.

| **Roll Call** | |
|---|---|
| Farnaz Golshani-Flechner | Aye |
| Bruce Greenspon | Absent |
| Alison Diaz | Absent |
| Ken Deemer | Aye |
| Tracy Bondi | Aye |

### D. Recommend board approval of NatureBridge 12th-grade Contract (contingent on scholarship award)

Ken Deemer made a motion to recommend board approval of NatureBridge 12th-grade Contract (contingent on scholarship award).
Tracy Bondi seconded the motion.
The committee **VOTED** unanimously to approve the motion.

| **Roll Call** | |
|---|---|
| Farnaz Golshani-Flechner | Aye |
| Tracy Bondi | Aye |
| Ken Deemer | Aye |
| Bruce Greenspon | Absent |
| Alison Diaz | Absent |

### E. Recommend board approval of Revised Teacher Salary Schedule

Tracy Bondi made a motion to recommend board approval of Revised Teacher Salary Schedule.
Ken Deemer seconded the motion.
The committee **VOTED** unanimously to approve the motion.

| **Roll Call** | |
|---|---|
| Tracy Bondi | Aye |

| Roll Call | |
|---|---|
| Farnaz Golshani-Flechner | Aye |
| Bruce Greenspon | Absent |
| Alison Diaz | Absent |
| Ken Deemer | Aye |

## V. Closing Items

### A. Adjourn Meeting

Ken Deemer made a motion to adjourn the meeting.
Farnaz Golshani-Flechner seconded the motion.
The committee **VOTED** unanimously to approve the motion.

| Roll Call | |
|---|---|
| Farnaz Golshani-Flechner | Aye |
| Ken Deemer | Aye |
| Tracy Bondi | Aye |
| Alison Diaz | Absent |
| Bruce Greenspon | Absent |

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:04 PM.

Respectfully Submitted,
Farnaz Golshani-Flechner