APPROVED

Environmental Charter Schools

Minutes

Special Finance Committee Meeting

By Teleconference/Zoom

Date and Time
Tuesday April 27, 2021 at 11:00 AM

Location
Zoom: https://us02web.zoom.us/j/86746735522?pwd=eG5RVHI4ZURqeXBwVm1YS2E0WTk5Zz09

Optional

- Call-in only: (669) 900-6833 (Meeting ID: 867 4673 5522, Passcode: 425920)
- Two-way Teleconference Location: 2625 Manhattan Beach Blvd, Suite 100, Redondo Beach, CA 90278

Finance Committee Members
Tracy Bondi - Chair
Farnaz Golshani-Flechner
Ken Deemer
Denise Berger
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 2020-2021

- Engage board in a critical assessment of the budget as it relates to organizational priorities and goals
- Hold a yearly ECS financial training course
- Ensure school budgets and cash flows are transparent, supportable, and sustainable
- Support ECHS #2's financial objectives in the facilities development and school startup process
- Collaborate with Menlo Charter Properties to refinance loans at ECMS- Gardena

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
Alison Diaz (remote), Bruce Greenspon (remote), Dr. Denise Berger (remote), Farnaz Golshani-Flechner (remote), Ken Deemer (remote), Tracy Bondi (remote)

Committee Members Absent
None

Guests Present
Jeremiah Rosario David (remote)

I. Opening Items

A. Record attendance and guests

B. Call the Meeting to Order

Tracy Bondi called a meeting of the Finance Committee of Environmental Charter Schools to order on Tuesday Apr 27, 2021 at 11:02 AM.

C. Approve agenda

Tracy Bondi made a motion to approve agenda.
Farnaz Golshani-Flechner seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call

Tracy Bondi	Aye
Dr. Denise Berger	Aye
Ken Deemer	Aye

Roll Call	
Bruce Greenspon	Aye
Alison Diaz	Aye
Farnaz Golshani-Flechner	Aye

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. Review recommended Salary Schedule for Principals + Assistant Principals

Administrator salary schedule comparisons were shown among a range of public schools, including small CMOs. The recommended ECS administrator salary schedule is being proposed to bring ECS school to be more in line with similar organizations. ECS intends to do a market survey every 3 years to determine if new salary schedules will be recommended.

In the comparison charts, the committee inquired whether the other organizations reflected a certain number of years of service. ECS staff resolved to add this detail in the comparison charts that will be shown when the administrator salary schedule item comes for approval at the next ECS board meeting.

IV. Consent Items A-D

A. Accept 3/19/2021 Finance Committee meeting minutes

Tracy Bondi made a motion to accept 3/19/2021 Finance Committee meeting minutes.
Alison Diaz seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call	
Dr. Denise Berger	Aye
Farnaz Golshani-Flechner	Aye
Bruce Greenspon	Aye
Tracy Bondi	Aye
Ken Deemer	Aye
Alison Diaz	Aye

B.

Recommend board approval of November 2020-February 2021 check registers and November 2020-January 2021 credit card statements

Tabled.

C. Recommend board approval of Charter School Revolving Loan Fund application/award for ECHS-Gardena for $250,000

Tracy Bondi made a motion to recommend board approval of Charter School Revolving Loan Fund application/award for ECHS-Gardena for $250,000.
Alison Diaz seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call	
Ken Deemer	Aye
Tracy Bondi	Aye
Farnaz Golshani-Flechner	Aye
Alison Diaz	Aye
Bruce Greenspon	Aye
Dr. Denise Berger	Aye

D. Recommend board approval of the following contracts

Tracy Bondi made a motion to recommend board approval of the contracts listed on the agenda.
Alison Diaz seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call	
Dr. Denise Berger	Aye
Alison Diaz	Aye
Bruce Greenspon	Aye
Tracy Bondi	Aye
Ken Deemer	Aye
Farnaz Golshani-Flechner	Aye

V. Action Items

A. Recommend board approval of recommended Salary Schedule for Principals + Assistant Principals

Ken Deemer made a motion to recommend board approval of recommended Salary Schedule for Principals + Assistant Principals.
Dr. Denise Berger seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call	
Bruce Greenspon	Aye
Farnaz Golshani-Flechner	Aye

Roll Call	
Tracy Bondi	Aye
Ken Deemer	Aye
Dr. Denise Berger	Aye
Alison Diaz	Aye

B. Recommend board approval of sublease agreement between MBB & Gardena LLC and ECHS-Gardena

Tabled.

VI. Closing Items

A. Adjourn Meeting

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

Roll Call	
Bruce Greenspon	Aye
Farnaz Golshani-Flechner	Aye
Alison Diaz	Aye
Tracy Bondi	Aye
Dr. Denise Berger	Aye
Ken Deemer	Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 11:33 AM.

Respectfully Submitted,
Tracy Bondi