APPROVED

Environmental Charter Schools

Minutes

Finance Committee Meeting

By Teleconference/Zoom

Date and Time
Friday October 22, 2021 at 8:30 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
Dorothy Lee (remote), 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 Friday Oct 22, 2021 at 8:33 AM.

C. Approve agenda

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

Roll Call

Dr. Denise Berger	Aye
Alison Diaz	Aye
Tracy Bondi	Aye

Roll Call	
Bruce Greenspon	Aye
Ken Deemer	Absent
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. EdTec financial update

EdTec consultant Dorothy Lee presented the EdTec financial update slides:

- ECHS-L forecast operating income increased by $5k
- ECMS-G forecast operating income decreased by $31k. The drop in Month 1 ADA was noted, as well as a rebound increase in Month 2 ADA
- ECMS-I forecast operating income decreased by $79k
- ECHS-G forecast operating income increased by $1k

B. Update: Educator Effectiveness Funding Plans

Director of Finance Tracy Bondi explained the Educator Effectiveness Funding Plan for each ECS school to the Committee. The plan is to spend the funds on compensation for the Home Office Math Specialist in out years to support the ECS schools.

C. Discussion: Management of ECS fund balances

Director of Growth & Sustainability Alison Diaz presented the ECS Facilities presentation slides. A discussion of possible approaches to spending ECS fund balances ensued with no immediate spending actions proposed but further research and analysis to be undertaken by ECS staff.

D. Discussion: ECS Financial policies - going out to bid for large contracts

Tabled.

IV. Consent Items A-E

A. Recommend board approval of 9/17/2021 Finance Committee meeting minutes

Tracy Bondi made a motion to approve the minutes from Finance Committee Meeting on 09-17-21.
Bruce Greenspon seconded the motion.
The committee **VOTED** unanimously to approve the motion.

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

B. Recommend board acceptance of private donations over $1,000

Ken Deemer made a motion to recommend board acceptance of private donations over $1,000.
Dr. Denise Berger seconded the motion.
The committee **VOTED** unanimously to approve the motion.

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

C. Recommend board approval of check registers and credit card statements

Farnaz Golshani-Flechner made a motion to recommend board approval of check registers and credit card statements, contingent on ECS management's certification reflected in the minutes below.
Ken Deemer seconded the motion.
ECS management certification: ECS management attests to have reviewed and approved the individual line items on the attached check registers and credit card statements in accordance with the current ECS Financial Policies.
The committee **VOTED** unanimously to approve the motion.

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

D. Recommend board approval of contracts

Ken Deemer made a motion to recommend board approval of contracts.
Dr. Denise Berger seconded the motion.
The committee **VOTED** unanimously to approve the motion.

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

E. Recommend board approval of Outdoor Education Program Grant Authorizing Resolution

Ken Deemer made a motion to recommend board approval of Outdoor Education Program Grant Authorizing Resolution.
Dr. Denise Berger seconded the motion.
The committee **VOTED** unanimously to approve the motion.

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

V. Action Items

A. Recommend board approval of 21/22 Finance Committee Goals

Tracy Bondi made a motion to recommend board approval of 21/22 Finance Committee Goals.
Ken Deemer seconded the motion.
The committee **VOTED** unanimously to approve the motion.

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

B. Recommend board approval of ESSER III Expenditure Plan

Farnaz Golshani-Flechner made a motion to recommend board approval of ESSER III Expenditure Plan.

Tracy Bondi seconded the motion.
The committee **VOTED** unanimously to approve the motion.

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

VI. Closing Items

A. Adjourn Meeting

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

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:42 AM.

Respectfully Submitted,
Tracy Bondi