APPROVED

Environmental Charter Schools

Minutes

Finance Committee Meeting

By Teleconference/Zoom

Date and Time
Friday January 19, 2024 at 8:30 AM

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

Alternative access:

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

Finance Committee Members
Tracy Bondi - Chair
Farnaz Golshani-Flechner
Denise Berger
Bruce Greenspon
Mason Williams

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 2023-2024

- Engage board in a critical assessment of the budget as it relates to organizational priorities and goals
- Hold a yearly ECS financial training course for ECS Staff and/or New Board members
- Ensure school budgets and cash flows are transparent, supportable, and sustainable
- Support ECHSG's financial objectives in the facilities development and school startup process

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

Committee Members Absent
Mason Williams

Committee Members who arrived after the meeting opened
Bruce Greenspon

Guests Present
Dorothy Lee (remote), Jair Ventura (remote), Jeremiah Rosario David (remote), Sarahai Garibay (remote), Tracy Bondi (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 Jan 19, 2024 at 8:33 AM.

C. Approve agenda

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

Roll Call	
Mason Williams	Absent
Dr. Denise Berger	Aye
Tracy Bondi	Aye
Bruce Greenspon	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. 23/24 EdTec financial update

EdTec consultant Dorothy Lee presented the ECS Financial Update slides:

- Minimal COLA (0.76%) for upcoming 24/25 state budget. 3rd lowest since LCFF was implemented.
- No cuts or planned deferrals to state's K-12 budget
- ECHS-L ADA is lower than budgeted mostly due to underenrollments in 11th and 12th grades, which are carried over from the pandemic period.
- ECHS-G ADA is lower than budgeted due primarily to several unexpected student exits.
- ECHS-L Forecast Changes - Operating income decreased by $29k
- ECMS-G Forecast Changes - Operating income increased by $24k
- ECMS-I Forecast Changes - Operating income increased by $82k
- ECHS-G Forecast Changes - Operating income increased by $169k

B. Ramp Purchasing/bill pay automation software implementation & related policy and process changes

Bruce Greenspon arrived.
Director of Finance Tracy Bondi and Director of Compliance & Operations Jeremiah David presented the Ramp software slides:

The Committee members and ECS staff present engaged in a full discussion and concluded strongly in favor of adopting this financial automation software.

IV. Consent Items A-C

A. Recommend board approval of private donations over $1,000

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

Roll Call	
Bruce Greenspon	Absent
Mason Williams	Absent
Farnaz Golshani-Flechner	Aye
Tracy Bondi	Aye
Dr. Denise Berger	Aye

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

Bruce Greenspon made a motion to recommend board approval of check registers and credit card statements.
Dr. Denise Berger seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call	
Tracy Bondi	Aye
Dr. Denise Berger	Aye
Bruce Greenspon	Aye
Farnaz Golshani-Flechner	Aye
Mason Williams	Absent

C. Recommend board approval of contracts

Bruce Greenspon 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	
Mason Williams	Absent
Bruce Greenspon	Aye
Farnaz Golshani-Flechner	Aye
Dr. Denise Berger	Aye
Tracy Bondi	Aye

V. Action Items

A. Recommend board approval of First Interim Financial Reports for ECHS-L, ECMS-G, ECMS-I, ECHS-G

Dr. Denise Berger made a motion to recommend board approval of First Interim Financial Reports for ECHS-L, ECMS-G, ECMS-I, ECHS-G.

Bruce Greenspon seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call	
Bruce Greenspon	Aye
Mason Williams	Absent
Farnaz Golshani-Flechner	Aye
Tracy Bondi	Aye
Dr. Denise Berger	Aye

B. Recommend board approval of updated ECS Financial Policies

Bruce Greenspon made a motion to recommend board approval of updated ECS Financial Policies as so amended by updated language in this meeting packet.
Tracy Bondi seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call	
Tracy Bondi	Aye
Mason Williams	Absent
Bruce Greenspon	Aye
Farnaz Golshani-Flechner	Aye
Dr. Denise Berger	Aye

VI. Closing Items

A. Appreciations

Appreciations among the Committee and ECS staff were shared all around.

B. 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	
Farnaz Golshani-Flechner	Aye
Dr. Denise Berger	Aye
Bruce Greenspon	Aye
Tracy Bondi	Aye
Mason Williams	Absent

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:30 AM.

Respectfully Submitted,
Tracy Bondi