APPROVED

# Environmental Charter Schools

# Minutes

## Finance Committee Meeting

By Teleconference/Zoom

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**Date and Time**
Friday June 14, 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)

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

**Finance Committee Charter**

- Provides financial oversight for the organization

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- 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.

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**Committee Members Present**
Andrew Ellenbogen (remote), Bruce Greenspon (remote), Farnaz Golshani-Flechner (remote), Mason Williams (remote), Tracy Bondi (remote)

**Committee Members Absent**
Dr. Denise Berger

**Guests Present**
Dorothy Lee (remote), Jair Ventura (remote), Jeremiah Rosario David (remote), Remco Waller (remote), Sarahai Garibay (remote)

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## 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 Jun 14, 2024 at 8:31 AM.

### C. Approve agenda

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

| **Roll Call** | |
|---|---|
| Farnaz Golshani-Flechner | Aye |
| Tracy Bondi | Aye |

**Roll Call**

| | |
|---|---|
| Mason Williams | Aye |
| Dr. Denise Berger | Absent |
| Andrew Ellenbogen | Aye |
| Bruce Greenspon | 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 and 24/25 Budgets Presentation

*EdTec consultant Dorothy Lee presented the 23/24 EdTec Financial Update and 24/25 Budgets Presentation:*

**23/24 Forecast Changes**

- ECHSL: Operating income increased by $51k
- ECMSG: Operating income increased by $21k
- ECMSI: Operating income increased by $24k
- ECHSG: Operating income decreased by $49k

**24/25 May Revise Highlights**

- 1.07% COLA (up from .76%)
- COLA extends to SpEd, Nutrition, MBG, Equity Multiplier, and more
- Increased COLA adds ~$50/ADA
- No deferrals, no new programs or funds

**24/25 Budgets**

- For each school, Budget Summary, Funding Driver Assumptions, Distribution of Budget - Revenues & Expenses, Cash Outlook in the EdTec slides were thoroughly reviewed by the Committee and guests

### B. Discussion of potential 24/25 Finance Committee Goals

The Committee briefly discussed current Finance Committee Goals and potential 24/25 Finance Committee Goals. The Committee will return with recommendations at their next meeting.

## IV. Consent Items A-E

### 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.
Andrew Ellenbogen seconded the motion.
The committee **VOTED** unanimously to approve the motion.

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

### B. Recommend board approval of contracts

Bruce Greenspon made a motion to recommend board approval of contracts.
Andrew Ellenbogen seconded the motion.
The committee **VOTED** unanimously to approve the motion.

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

### C. 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.
Andrew Ellenbogen seconded the motion.
The committee **VOTED** unanimously to approve the motion.

| **Roll Call** | |
|---|---|
| Dr. Denise Berger | Absent |
| Bruce Greenspon | Aye |
| Tracy Bondi | Aye |

| Roll Call | |
|---|---|
| Andrew Ellenbogen | Aye |
| Mason Williams | Aye |
| Farnaz Golshani-Flechner | Aye |

### D. Recommend board approval of 2024-2025 Education Protection Act Plan and Resolution

Bruce Greenspon made a motion to recommend board approval of 2024-2025 Education Protection Act Plan and Resolution.
Andrew Ellenbogen seconded the motion.
The committee **VOTED** unanimously to approve the motion.

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

### E. Recommend board approval of Proposition 28 Arts and Music in Schools Annual Report FY24

Bruce Greenspon made a motion to recommend board approval of Proposition 28 Arts and Music in Schools Annual Report FY24.
Andrew Ellenbogen seconded the motion.
The committee **VOTED** unanimously to approve the motion.

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

## V. Action Item

### A. Recommend board approval of 24/25 budgets for ECHS-L, ECMS-I, ECMS-G, ECHS-G

Bruce Greenspon made a motion to recommend board approval of 24/25 budgets for ECHS-L, ECMS-I, ECMS-G, ECHS-G.
Mason Williams seconded the motion.
The committee **VOTED** unanimously to approve the motion.

| Roll Call | |
|---|---|
| Andrew Ellenbogen | Aye |

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

## VI. Closing Items

### A. Appreciations

Superintendent Farnaz Golshani-Flechner appreciated Accounting & Payroll Manager Sarahai Garibay in her increased role working with the principals and Finance Director Tracy Bondi in developing the FY25 school budgets.

Finance Director Tracy Bondi appreciated the constant and diligent collaborative work with Farnaz Golshani-Flechner to develop the budgets.

Committee member Bruce Greenspon and community member Remco Waller appreciated the hard work of the Home Office team and Dorothy Lee in keeping ECS's financial picture in very good shape.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:16 AM.

Respectfully Submitted,
Tracy Bondi