



# Urban Montessori Charter School

## Finance Committee Meeting

Published on May 8, 2020 at 8:19 PM PDT

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### Date and Time

Friday May 15, 2020 at 4:00 PM PDT

### Location

VIRTUAL ONLY

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PER GOVERNOR NEWSOM'S SHELTER IN PLACE EXECUTIVE ORDER DATED MARCH 19, 2020 ([WHICH IS HERE IN ITS ENTIRETY](#)) AND BY ORDER OF THE HEALTH OFFICER OF THE COUNTY OF ALAMEDA DATED MARCH 16, 2020 ([WHICH IS HERE IN ITS ENTIRETY](#)): THIS WILL BE A VIRTUAL-ONLY MEETING

### Join Zoom Meeting

<https://us02web.zoom.us/j/5102904005?pwd=djdIOS8wYWx2Tm5lRFpHdDBRbURnQT09>

Meeting ID: 835-7050-6769

Password: 4208

### Dial by your location

- (312) 626 6799 (Chicago)
- (929) 436 2866 (New York)
- (301) 715 8592 (Germantown)
- (346) 248 7799 (Houston)
- (669) 900 6833 (San Jose)
- (253) 215 8782 (Tacoma)

Important Notice: Due to increased demand, dial-in by phone audio conferencing capabilities may be unavailable. During this time, Zoom strongly recommends using computer audio capabilities (or via phone with the Zoom app) while on wifi.

Committee Members: Greg Klein, Davis Leung, Hae-Sin Thomas

Urban Montessori Charter School welcomes your participation at Board meetings. The purpose of a public meeting of the Board of Directors ("Board") is to conduct the affairs of the organization in public. Your participation assures us of continuing community interest in our school and assists the Board in making the best decisions for our school. To assist you in the ease of speaking/participating in our meetings, guidelines are provided at the bottom of this agenda. All materials for all board and committee meetings, including audio recordings of Regular Board Meetings, are available via [http://www.urbanmontessori.org/board\\_of\\_directors](http://www.urbanmontessori.org/board_of_directors).

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### Agenda

	Purpose	Presenter	Time
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<b>I. Opening Items</b>			<b>4:00 PM</b>
<b>A. Call the Meeting to Order</b>		Greg Klein	
<b>B. Record Attendance</b>		Greg Klein	1 m
<b>C. Approve Minutes</b>	Approve Minutes	Greg Klein	1 m
<b>D. Review of Action/Discussion Items</b>	Discuss	Greg Klein	1 m
With input from the committee, the Chair may decide, based upon a number of factors, to reorder the action/discussion items to best suit the needs of the meeting. No additional action/discussion items will be added at this time.			
<b>E. Presentations from the Floor</b>		Greg Klein	5 m
PRESENTATIONS ON NON-AGENDA ITEMS – Any person wishing to speak to any item not on the agenda will be granted three minutes to make a presentation. Speakers requiring translation will be granted double time.			
<b>II. Finance</b>			<b>4:08 PM</b>
<b>A. Discuss current Fiscal Year to Date Budget Forecast</b>	Discuss	Greg Klein	25 m
<ul style="list-style-type: none"> <li>• Largest changes from prior forecast in individual expense and revenue areas</li> <li>• Latest enrollment, attendance, and average daily attendance (ADA)</li> <li>• Current cash flow and ending fund balance projections</li> <li>• Fundraising forecast year-to-date</li> <li>• Possible areas requiring additional adjustment</li> </ul>			
<b>B. Budgeting for Fiscal Year 2020-2021</b>	Discuss	Krishna Feeney	30 m
<ul style="list-style-type: none"> <li>• Timeline and engagements for budget and LCAP development, including ATSI</li> <li>• Latest draft revenue and expense forecasts</li> <li>• Goal for Reserve Fund as a percent of Expenses</li> <li>• Facilities Use Agreement for the upcoming school year</li> <li>• Latest student recruitment and enrollment</li> <li>• Staff retention and recruitment</li> </ul>			
<b>III. Other Business</b>			<b>5:03 PM</b>
<b>A. Updates to committee calendar or officers If needed</b>	Vote	Greg Klein	5 m
<b>B. School Calendar 2020-2021</b>	Discuss	Greg Klein	5 m
<b>IV. Closing Items</b>			<b>5:13 PM</b>
<b>A. New Business</b> Collect topics for future meetings, as needed.	Discuss	Greg Klein	1 m
<b>B. Adjourn Meeting</b>	Vote	Greg Klein	1 m

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.

REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY The Governing Board’s presiding officer reserves the right to impose reasonable time limits on public testimony to ensure that the agenda is completed.

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**SPECIAL PRESENTATIONS MAY BE MADE** Notice is hereby given that, consistent with the requirements of the Bagley-Keene Open Meeting Act, special presentations not mentioned in the agenda may be made at this meeting. However, any such presentation will be for information only.

**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 UMCS at 5328 Brann Street, Oakland, CA 94619 or [info@urbanmontessori.org](mailto:info@urbanmontessori.org).

**FOR MORE INFORMATION** For more information concerning this agenda or for materials relating to this meeting, please contact UMCS at 5328 Brann Street, Oakland, CA 94619 or [board@urbanmontessori.org](mailto:board@urbanmontessori.org). All materials are available via the Governance Section of our website: <http://www.urbanmontessori.org/governance>.