



Urban Montessori Charter School

Finance Committee Regular Meeting

Published on September 13, 2021 at 1:12 PM PDT

Date and Time

Thursday September 16, 2021 at 3:00 PM PDT

Location

The committee will meet at school 4551 Steele Street, Oakland, CA 94611

The public should join the meeting via Zoom

tinyurl.com/Zoom5102904005

Meeting ID: 510 290 4005, and passcode 510 290 4005

One tap mobile

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+1 301 715 8592 US (Germantown)

Meeting ID: 510 290 4005

Find your local number: <https://us02web.zoom.us/j/5102904005>

The public can find documents related to this agenda either linked directly on the agenda or under "Other files" after selecting the meeting in BoardOnTrack prior to viewing the agenda. Downloading the "packet" may not include all of the "Other files" that are still otherwise available to the public.

AS ALLOWED BY GOVERNOR NEWSOM'S EXECUTIVE ORDER N-08-21 DATED JUNE 11, 2021 ([WHICH IS HERE IN ITS ENTIRETY](#)), AND FOLLOWING THE LEAD OF THE ALAMEDA COUNTY BOARD OF EDUCATION: THE COMMITTEE WILL MEET IN PERSON AT 4551 STEELE STREET, OAKLAND, CA 94619 AND THE PUBLIC MAY JOIN VIA ZOOM.

Members: Stacey Wang (Chair), Greg Klein, Davis Leung

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 on our [BoardOnTrack public portal](#) and also through the [UMCS School Calendar](#).

Agenda

| | Purpose | Presenter | Time |
|---|-----------------|---------------|----------------|
| I. Opening Items | | | 3:00 PM |
| A. Call the Meeting to Order | | Stacey Wang | |
| B. Record Attendance | | Stacey Wang | 1 m |
| C. Approve Minutes from prior Finance Committee Meeting | Approve Minutes | Stacey Wang | 1 m |
| Approve minutes for Finance Committee Regular Meeting on August 19, 2021 | | | |
| D. Review of Action/Discussion Items | Discuss | Stacey Wang | 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. | | | |
| E. Presentations from the Floor | | Stacey Wang | 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. | | | |
| II. Finance | | | 3:08 PM |
| A. Discussion Item: Monthly Fiscal Report | Discuss | Bryce Fleming | 15 m |
| 1. Current year-to-date forecast updates: <ol style="list-style-type: none"> 1. Largest changes from the prior forecast in individual expense and revenue areas 2. Latest enrollment, attendance, and average daily attendance (ADA) 3. Current cash flow and ending fund balance projections, including COVID one-time revenue/expenses 4. Fundraising | | | |
| B. ESSER III Expenditure Plan | Discuss | Bryce Fleming | 5 m |
| Overview, process, timeline, requirements. | | | |
| DRAFT (incomplete) template - not required until end of October 2021 | | | |
| C. LCAP Supplement & Presentation Requirement | Discuss | Bryce Fleming | 5 m |

| | Purpose | Presenter | Time |
|--|---------|-------------|----------------|
| Overview, process, timeline, requirements. | | | |
| D. Contracts, invoices, and payments above \$15,000 | Discuss | Greg Klein | 5 m |
| Discussion of any contracts, invoices, and payments above \$15,000. Discussion of credit card increase from \$10,000 to \$15,000. | | | |
| III. Closed Session | | | 3:38 PM |
| A. Closed Session Items | Discuss | Stacey Wang | 10 m |
| Public Employee Performance Evaluation - Head of School | | | |
| "Closed Session" is always agendized ahead of time as a "Discuss" item. If any votes are taken during any Closed Session, those are reported out publicly upon return to Open Session. | | | |
| B. Report out of Closed Session | Vote | Stacey Wang | 2 m |
| "Return to Open Session" is always agendized ahead of time as a "Vote" item. It is not meant to indicate the the Board <i>shall</i> take an action at this time. If any votes are taken during any Closed Session, those are reported out publicly at this time on the agenda. | | | |
| IV. Closing Items | | | 3:50 PM |
| A. New Business | Discuss | Stacey Wang | 1 m |
| Collect topics for future meetings, as needed. | | | |
| B. Adjourn Meeting | Discuss | Stacey Wang | 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.

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 4551 Steele Street, Oakland, CA 94619 or info@urbanmontessori.org.

FOR MORE INFORMATION For more information concerning this agenda or for materials relating to this meeting, please contact UMCS at 4551 Steele Street, Oakland,

CA 94619 or board@urbanmontessori.org. All materials are available via the Governance Section of our website: <http://www.urbanmontessori.org/governance> or directly via our [BoardOnTrack public portal](#).