



Urban Montessori Charter School

Finance Committee Regular Meeting

Amended on November 18, 2021 at 3:08 PM PST

Date and Time

Thursday November 18, 2021 at 3:20 PM PST

Location

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

The public may comment and participate [via Zoom](#) if they prefer. The public may also email comments to staceyw@urbanmontessori.org to be shared during the meeting.

Meeting ID: 510 290 4005; Passcode 5102904005

One tap mobile

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Dial by your location

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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>

Additional teleconference locations: 1623 Sunhill Ct, Martinez, CA 94553; 331 Ramona Ave, El Cerrito, CA 94530

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.

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.

If you have any trouble getting on the Zoom, please text 510-290-4005 for support.

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			3:20 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	Greg Klein	1 m
Approve minutes for Finance Committee Regular Meeting on October 21, 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. Comments should refer to matters within the jurisdiction of this committee.			
II. Finance			3:28 PM
A. Discussion Item: Monthly Fiscal Report	Discuss	Bryce Fleming	15 m
1. Current year-to-date forecast updates:			
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. First Interim Report	Discuss	Bryce Fleming	5 m
Discussion and review of First Interim Report on 2021-2022 budget			

	Purpose	Presenter	Time
C. Discuss long term budget and enrollment planning and scenarios	Discuss	Greg Klein	15 m
D. LCAP Supplement & Presentation Requirement	Discuss	Bryce Fleming	5 m
Overview, process, timeline, requirements.			
E. Contracts, invoices, and payments above \$15,000	Discuss	Greg Klein	5 m
Discussion of any contracts, invoices, and payments above \$15,000.			
F. Educator Effectiveness Plan	Discuss	Greg Klein	5 m
Discussion of Educator Effectiveness Plan and opportunity for public input. Plan first reviewed in October and to be approved in December.			
G. Updates on Measure G1 Audit	FYI	Greg Klein	3 m
UMCS received our Measure G1 Audit report - no findings.			
H. Updates on 2020-2021 Audit	Discuss	Greg Klein	5 m

III. Committee Membership and Officers

4:26 PM

A. Celebrating Stacey Wang	Discuss	Greg Klein	5 m
Acknowledging and Celebrating Stacey Wang's years of service to the Board of Directors.			
B. Chair of the Finance Committee / Treasurer	Discuss	Greg Klein	5 m
Discussion of future roles starting in January.			

IV. Closed Session

4:36 PM

A. Closed Session Items	Discuss	Stacey Wang	10 m
<ol style="list-style-type: none"> 1. Public Employee Performance Evaluation - Head of School 2. Conference with Real Property Negotiator (§ 54956.8) <ol style="list-style-type: none"> 1. Property: 4551 Steele St, Oakland, CA 94619 2. Agency Negotiator: Krishna Feeney, Head of School 3. Negotiating Parties: UMCS and Oakland USD 4. Under Negotiation: instruction to negotiator will concern price and terms 			

"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
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"Return to Open Session" is always agendized ahead of time as a "Vote" item. It is not meant to indicate the the Board *shall* 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.

	Purpose	Presenter	Time
V. Closing Items			4:48 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](#).