



# Urban Montessori Charter School

## Finance Committee Regular Meeting

Amended on February 14, 2022 at 11:51 AM PST

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### Date and Time

Thursday February 17, 2022 at 3:00 PM PST

### Location

4551 Steele Street, Oakland, CA 94619. Signage on campus will direct you to the correct room, generally the Sun Room.

The public may comment and participate [via Zoom](#) if they prefer. The public may also email comments to [greg@urbanmontessori.org](mailto:greg@urbanmontessori.org) to be shared by the during the meeting. Please make that intention clear in your email.

<https://us02web.zoom.us/j/82592855160?pwd=cG02OTRoUVdndngwOTI2WFBrOTBzQT09>

Meeting ID: 825 9285 5160; Passcode 510 842 1181

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Meeting ID: 825 9285 5160

Find your local number: <https://us02web.zoom.us/u/k1Y3eQWvA>

Additional teleconference locations: 1623 Sunhill Ct, Martinez, CA 94553; 3125 School Street Oakland, CA 94602

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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: Greg Klein (Chair), Davis Leung, Maru Salazar

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
<b>I. Opening Items</b>			<b>3:00 PM</b>
<b>A.</b> Call the Meeting to Order		Greg Klein	
<b>B.</b> Record Attendance		Greg Klein	1 m
<b>C.</b> Approve Minutes from prior Finance Committee Meeting	Approve Minutes	Greg Klein	1 m
Approve minutes for Finance Committee Regular Meeting on January 20, 2022			
<b>D.</b> Review of Action/Discussion Items	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.</b> Presentations from the Floor		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. Comments should refer to matters within the jurisdiction of this committee.			
<b>II. Finance</b>			<b>3:08 PM</b>
<b>A.</b> Discussion Item: Monthly Fiscal Report	Discuss	Josh Clark	15 m
1. Current year-to-date forecast updates: <ol style="list-style-type: none"> <li>1. Largest changes from the prior forecast in individual expense and revenue areas</li> <li>2. Latest enrollment, attendance, and average daily attendance (ADA)</li> <li>3. Current cash flow and ending fund balance projections, including COVID one-time revenue/expenses</li> <li>4. Fundraising</li> </ol>			

	Purpose	Presenter	Time
5. Second Interim Report			
<b>B. Updates from the State related to fiscal matters</b>	Discuss	Josh Clark	10 m
<b>C. Selection of Independent Auditor for 2021-2022</b>	Discuss	Greg Klein	5 m
Discussion of selection of Independent Auditor for 2021-2022			
<b>D. Contracts, invoices, and payments above \$15,000</b>	Discuss	Krishna Feeney	5 m
Discussion of any contracts, invoices, and payments above \$15,000.			
<b>E. LCAP Supplement &amp; Presentation Requirement</b>	Discuss	Bryce Fleming	5 m
Discussion of the overview, process, timeline, requirements, and <a href="#">the draft template which is here.</a>			
<b>F. Expanded Learning Opportunity Program</b>	Discuss	Josh Clark	15 m
Discussion on current planning for rest of this year and starting July 1, 2022.			
<b>G. Montessori Training Center</b>	Discuss	Greg Klein	10 m
Discussion on the idea of investing more deeply in Montessori training services and capacities for teachers.			
<b>III. Closed Session</b>			<b>4:13 PM</b>
<b>A. Closed Session Items</b>	Discuss	Greg Klein	10 m
1. 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>B. Report out of Closed Session</b>	Vote	Greg Klein	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.			
<b>IV. Closing Items</b>			<b>4:25 PM</b>
<b>A. New Business</b>	Discuss	Greg Klein	1 m
Collect topics for future meetings, as needed.			
<b>B. Adjourn Meeting</b>	Discuss	Greg Klein	1 m

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**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](mailto: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](mailto: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](#).