



Urban Montessori Charter School

Executive & Governance Committee Regular Meeting

Published on May 12, 2023 at 11:55 AM PDT

Date and Time

Monday May 15, 2023 at 1:15 PM PDT

Location

4551 Steele Street, Oakland, CA 94619. Ring the front bell or call/text 510-290-4005 for entry. Signage on campus will direct you to the correct room, generally the Head of School's Office.

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

<https://us02web.zoom.us/j/82592855160?pwd=cG02OTRoUVdrdngwOTI2WFBrOTBzQT09>

Meeting ID: 825 9285 5160; Passcode 510 842 1181

One tap mobile

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Meeting ID: 825 9285 5160

Find your local number: <https://us02web.zoom.us/j/82592855160?pwd=cG02OTRoUVdrdngwOTI2WFBrOTBzQT09>

Additional teleconference locations: 1623 Sunhill Ct, Martinez, CA 94553; 3921 Enos Ave, Oakland, 94619

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: Sarah Morrill (Chair), Greg Klein

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			1:15 PM
A. Call the Meeting to Order		Sarah Morrill	
B. Record Attendance		Greg Klein	1 m
C. Approve Minutes from prior Executive & Governance Committee Meeting	Approve Minutes	Greg Klein	1 m
Approve minutes for Executive & Governance Committee Regular Meeting on April 20, 2023			
D. Review of Action/Discussion Items	Discuss	Sarah Morrill	1 m

	Purpose	Presenter	Time
<p>With input from the committee, the committee 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.</p>			
E.	Presentations from the Floor	Sarah Morrill	5 m
<p>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 required translation will be granted double time. Comments should refer to matters within the jurisdiction of this committee.</p>			
II.	Executive and Governance		1:23 PM
A.	Long Term Goals & Follow Up	Discuss Sarah Morrill	5 m
<p>Executive Committee Focused Goals Our ABAR Commitment and Land Acknowledgement are integrated into all the facets of our work with students, staff, and families.</p> <p>Review updated board Job Description and discuss recruitment</p> <p>This is the planning document provided by the Diverse Charter Schools Coalition Equity in Governance cohort and that this committee is using to organize the Board's work across the Six Long Term Goals.</p>			
B.	Board Membership, Recruitment, and Training	Discuss Sarah Morrill	10 m
<p>Discussion on status of Board members, recent recruitment, and training, including training in different Board roles.</p>			
C.	Head of School Evaluation Process	Discuss Sarah Morrill	10 m
<p>Discuss timeline and direct reports for HOS evaluation</p>			
III.	Updates on School Policies and Required Documents		1:48 PM
A.	Board Governance Documents and School Calendar updates	Discuss Greg Klein	10 m
<p>Board work in support of school policies review.</p> <p>School Calendar 2023-2024 updates Uniform Complaint Policy</p>			

	Purpose	Presenter	Time
Public Records Act Policy Annual Notices for Families 2023-2024 UMCS Family Handbook			
IV. Closed Session			1:58 PM
A. Closed Session Items Public Employee Performance Evaluation - Head of School	Discuss	Sarah Morrill	10 m
"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	Sarah Morrill	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.			
V. Closing Items			2:10 PM
A. Adjourn Meeting	Discuss	Sarah Morrill	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](#).