



# Urban Montessori Charter School

## Finance Committee Meeting

Published on October 14, 2024 at 9:26 AM PDT

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### Date and Time

Thursday October 17, 2024 at 3:30 PM PDT

### Location

4551 Steele Street, Oakland, CA 94619. Ring the front bell or call/text 510-898-8396 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 [evans@urbanmontessori.org](mailto:evans@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=cG02OTRoUVdrdngwOTI2WFBrOTBzQT09>

Meeting ID: 825 9285 5160; Passcode 510 842 1181

### One tap mobile

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### Dial by your location

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+1 646 558 8656 US (New York)

Meeting ID: 825 9285 5160

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

Additional teleconference locations: 3225 Bayo Vista Ave, Alameda CA 94501

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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 510-898-8396 for support.

Members: Evan Sequoia (Chair), Ann Rhodes; Committee Alternates: 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](#).

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## Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>3:30 PM</b>
<b>A.</b> Call the Meeting to Order		Evan Sequoia	
<b>B.</b> Record Attendance		Evan Sequoia	1 m
<b>C.</b> Vote on Minutes from prior Finance Committee Meeting	Approve Minutes	Evan Sequoia	1 m
Approve minutes for Finance Committee Meeting on September 16, 2024			
<b>D.</b> Review of Action/Discussion Items	Discuss	Evan Sequoia	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.			

	Purpose	Presenter	Time
<b>E.</b> Presentations from the Floor		Evan Sequoia	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 requiring translation will be granted double time. Comments should refer to matters within the jurisdiction of this committee.</p>			
<b>II. Finance</b>			<b>3:38 PM</b>
<b>A.</b> Discussion Item: Monthly Fiscal Report	Discuss	Aдриene Wong	25 m
<p>1. Current year-to-date forecast updates:</p> <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</li> <li>4. Fundraising</li> </ol>			
<b>B.</b> Updates on School Policies and Required Documents	Discuss	Evan Sequoia	10 m
<p>The committee may monitor, review, or suggest updates to school policies.</p>			
<b>C.</b> New Business	Discuss	Evan Sequoia	1 m
<p>Collect topics for future meetings, as needed.</p> <p>Announcement: the committee will regularly meet next month on Monday, September 16th instead of the 19th.</p>			
<b>III. Contracts for Approval</b>			<b>4:14 PM</b>
<b>A.</b> The Committee may discuss contracts larger than \$25,000	Discuss	Daniel Bissonnette	5 m
<b>IV. Closed Session</b>			<b>4:19 PM</b>
<b>A.</b> Closed Session Items	Discuss	Evan Sequoia	10 m
<p>1. Public Employee Performance Evaluation - Head of School</p>			

	Purpose	Presenter	Time
<p>"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.</p>			

<b>B.</b>	Report out of Closed Session	Vote	Evan Sequoia	1 m
<p>"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.</p>				

**V. Closing Items 4:30 PM**

<b>A.</b>	Adjourn Meeting	Discuss	Evan Sequoia
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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 committee's presiding officer reserves the right to impose reasonable time limits on public testimony to ensure that the agenda is completed.

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](#).