



# Urban Montessori Charter School

## Regular Board Meeting

Amended on October 20, 2020 at 5:59 PM PDT

---

### Date and Time

Thursday October 22, 2020 at 6:15 PM PDT

### Location

Join Zoom Meeting

<https://us02web.zoom.us/j/5102904005?pwd=M1kxU2hXSzRSN1dCL3QwYVEzdkJ3Zz09>

Meeting ID: 510 290 4005

One tap mobile

+16699006833,,5102904005# US (San Jose)

+13462487799,,5102904005# US (Houston)

Dial by your location

+1 669 900 6833 US (San Jose)

+1 346 248 7799 US (Houston)

+1 253 215 8782 US (Tacoma)

+1 312 626 6799 US (Chicago)

+1 929 436 2866 US (New York)

+1 301 715 8592 US (Germantown)

Meeting ID: 510 290 4005

Find your local number: <https://us02web.zoom.us/j/5102904005?pwd=M1kxU2hXSzRSN1dCL3QwYVEzdkJ3Zz09>

---

PER GOVERNOR NEWSOM'S SHELTER IN PLACE EXECUTIVE ORDER DATED MARCH 19, 2020 ([WHICH IS HERE IN ITS ENTIRETY](#)) AND BY ORDER OF THE HEALTH OFFICER OF THE COUNTY OF ALAMEDA DATED JUNE 5, 2020 (Revised June 18, 2020, July 15, 2020, and August 20, 2020) ([WHICH IS HERE IN ITS ENTIRETY](#)):

THIS WILL BE A VIRTUAL-ONLY MEETING

Join Zoom Meeting: <https://us02web.zoom.us/j/5102904005?pwd=M1kxU2hXSzRSN1dCL3QwYVEzdkJ3Zz09>

Meeting ID: 510 290 4005; Passcode: 510 290 4005

One tap mobile [+16699006833](tel:+16699006833),,5102904005# US (San Jose) [+13462487799](tel:+13462487799),,5102904005# US (Houston) Dial by your location [+1 669 900 6833](tel:+16699006833) US (San Jose) [+1 346 248 7799](tel:+13462487799) US (Houston) [+1 253 215 8782](tel:+12532158782) US (Tacoma) [+1 312 626 6799](tel:+13126266799) US (Chicago) [+1 929 436 2866](tel:+19294362866) US (New York) [+1 301 715 8592](tel:+13017158592) US (Germantown) Meeting ID: 510 290 4005 Find your local number: <https://us02web.zoom.us/j/5102904005?pwd=M1kxU2hXSzRSN1dCL3QwYVEzdkJ3Zz09>

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: Loren Bentley Tammero, Olivia Couch, Jan Faraguna, Christina Greenberg, Greg Klein, Davis Leung, Hae-Sin Thomas, Stacey Wang

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

## Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>6:15 PM</b>
<b>A. Call the Meeting to Order</b> This meeting is being audio-recorded.		Davis Leung	1 m
<b>B. Record Attendance</b>		Greg Klein	1 m
<b>C. Review of Action/Discussion Items</b> With input from the board, 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.	Discuss	Davis Leung	1 m
<b>D. Board and Community Appreciations</b> Members of the Board and UMCS community may provide appreciations and affirmations during this time.		Davis Leung	5 m
<b>E. Board Member Comment</b> Any board member wishing to speak to an issue regarding UMCS that does not pertain to an agenda item may do so at this time. No further discussion or action will take place following each board member’s comments.		Davis Leung	5 m
<b>F. Presentations from the Floor</b> 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 shall have double time.		Davis Leung	10 m
<i>“What if [we] listened to others so deeply that they felt loved, accepted, and safe in [our] presence, no matter what they had to say?” -- Steve Shapiro, Author</i>			
<b>II. Head of School Report</b>			<b>6:38 PM</b>
The Head of School and their designees will present topics of interest to the Board and the general public.			
<b>A. Head of School Report</b> Report topics this meeting <b>may</b> include:	Discuss	Krishna Feeney	25 m
<ol style="list-style-type: none"> <li>1. Recent and upcoming events</li> <li>2. Professional learning and development</li> <li>3. Updates on Learning Everywhere/Road to Reopening</li> </ol>			
<b>III. Finance Committee</b>			<b>7:03 PM</b>
<b>A. Discussion Item - Committee Report, including year to date financial report</b> Financial report through August 31, 2020	Discuss	Stacey Wang	15 m

<b>IV. Academic Oversight Committee</b>			<b>7:18 PM</b>
A. Discussion Item - Committee Report	Discuss	Hae-Sin Thomas	15 m
<b>V. Family Advisory Council</b>			<b>7:33 PM</b>
A. Committee Report	Discuss	Olivia Couch	15 m
<ul style="list-style-type: none"> <li>• Fundraising committee updates!</li> <li>• Community Event in Lieu of BTSN</li> <li>• FAC Elections</li> <li>• Upcoming FAC events</li> </ul>			
<b>VI. Executive &amp; Governance Committee</b>			<b>7:48 PM</b>
A. Discussion Item: Committee Updates, including candidates for board service, Form 700, and training <a href="#">Form 700</a>	Discuss	Christina Greenberg	10 m
B. Discuss and vote on Board Officers, committee chairs, and committee members for 2020-2021 Only as needed. Current membership and roles are <a href="#">here</a> as of September 1, 2020.	Vote	Greg Klein	5 m
<b>VII. Other Business</b>			<b>8:03 PM</b>
A. Oakland and California Updates Updates and current events related to Oakland USD, Alameda County Office of Education, and California, and the potential implications for UMCS.	Discuss	Hae-Sin Thomas	10 m
B. Approve Minutes from September 24, 2020 Regular Meeting Approve minutes for Regular Board Meeting on September 24, 2020	Approve Minutes	Davis Leung	1 m
C. Action Item - Vote on General Consent Report General Consent Report for October 22, 2020 1. Accept the G1 Draft Audit with No Findings	Vote	Davis Leung	3 m
D. Collect New Business items for Future Meetings	Discuss	Davis Leung	5 m
<b>VIII. Closed Session</b>			<b>8:22 PM</b>
A. 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.	Discuss	Davis Leung	15 m
<b>IX. Return to Open Session</b>			<b>8:37 PM</b>
A. Report out of any closed session action(s) "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.	Vote	Davis Leung	1 m
<b>X. Closing Items</b>			<b>8:38 PM</b>
A. Adjourn Meeting	FYI	Davis Leung	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](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](#).

# Cover Sheet

## Discussion Item - Committee Report, including year to date financial report

**Section:** III. Finance Committee  
**Item:** A. Discussion Item - Committee Report, including year to date financial report  
**Purpose:** Discuss  
**Submitted by:**  
**Related Material:** UMCS-October\_Presentation-20201012.pdf  
UMCS-September\_Financials-20201012.pdf

# Urban Montessori Charter School Board Financial Update

ALEJANDRA RODRIGUEZ

OCTOBER 15, 2020



# Contents

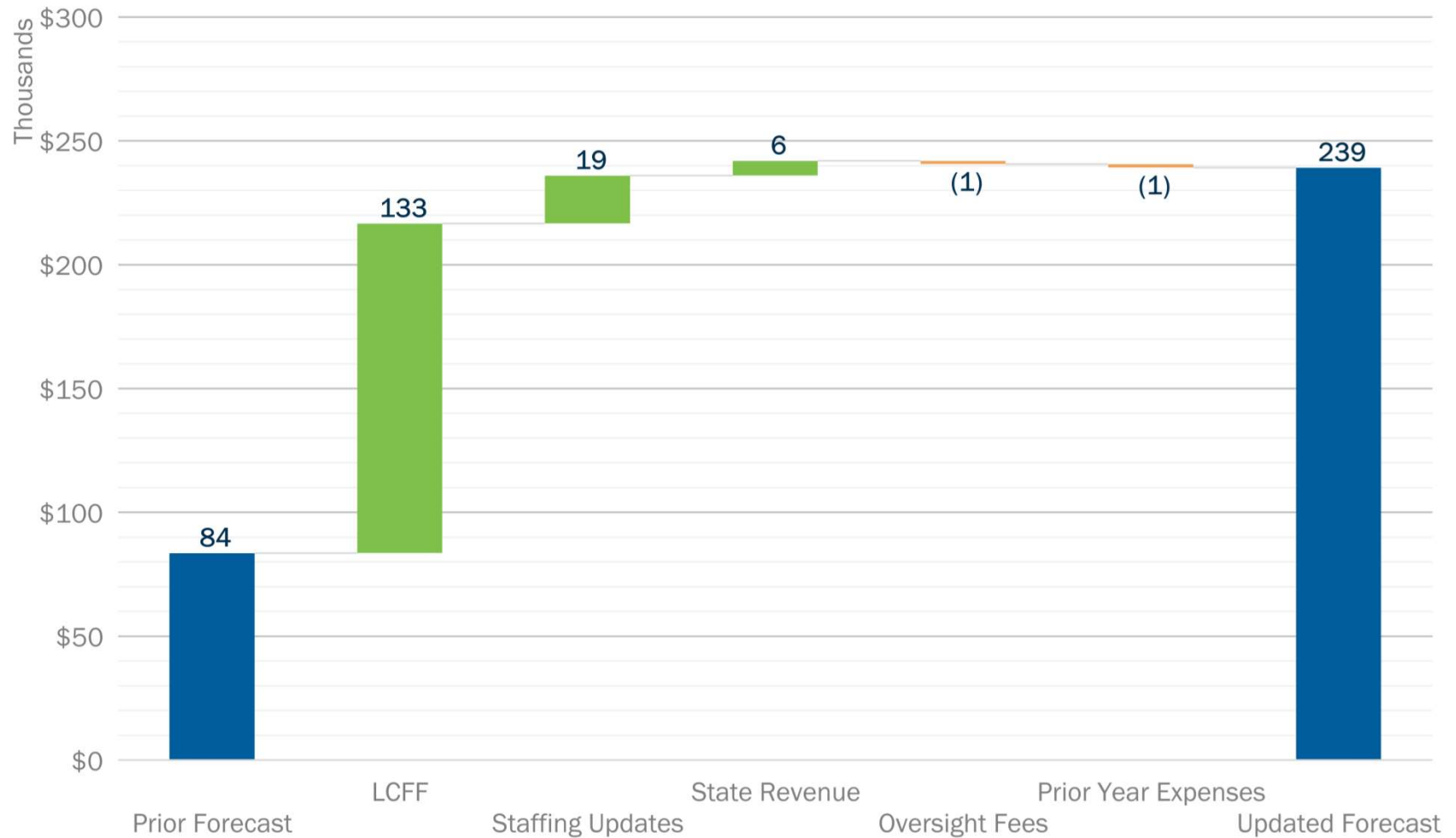


1. 2020-21 Financial Update
  
2. Exhibits
  - A. YTD Financials
  - B. Cash Flow
  - C. Balance Sheet
  - D. Measure G1 Audit

# 2020-21 Forecast Update



## Preliminary growth funding increases operating income by \$139K

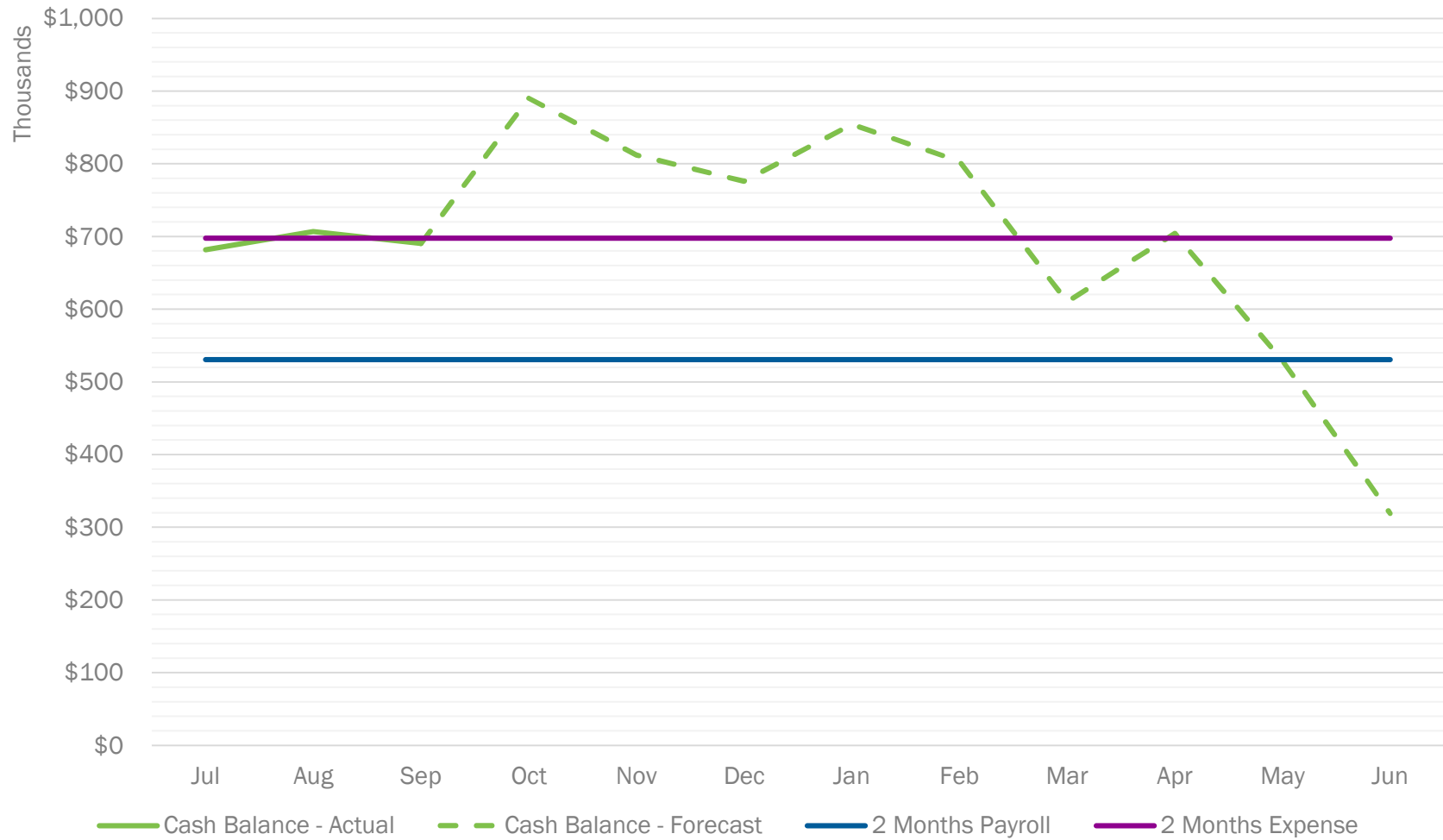




# 2020-21 Monthly Cash Balance



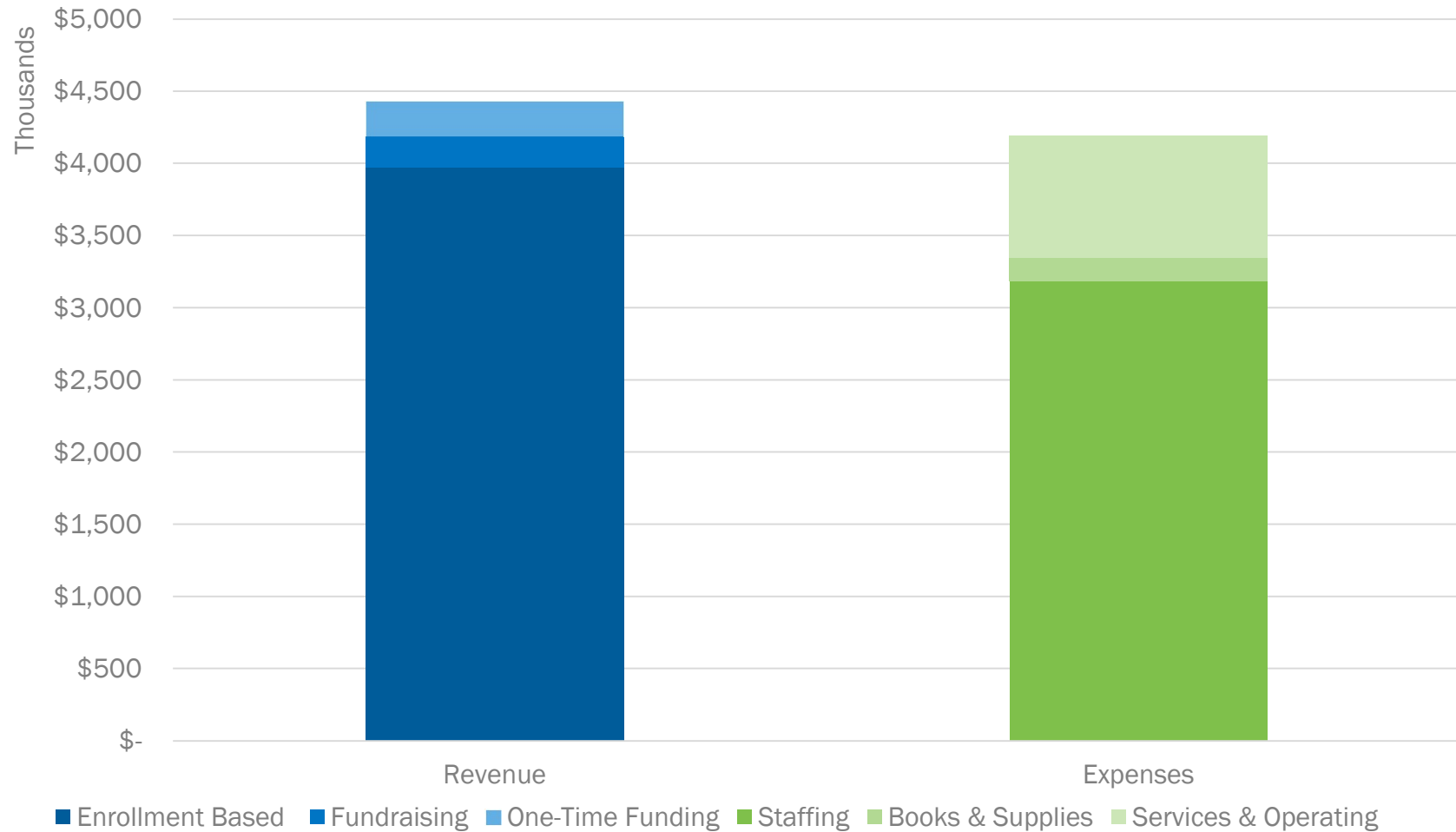
## Projected monthly cash balance remains healthy for entire year



# Revenue & Expense Comparison – FY21



## Structural budget remains tight even with one-time funding



# 2019-20 Measure G1 Audit Recap



## Measure G1 Audit due to OUSD at the beginning of November

### Revenue

- \$68,259 for raises to school site educators
- \$9,911 for middle school expenses

### Expenses

- \$68,259 given as raises to school site educators
- \$9,911 spent on middle school expenses

### Conclusion

- UMCS expended its G1 funds in accordance with the ballot measure
- No findings

**Urban Montessori  
Income Statement  
As of Sep FY2021**

	Actual			YTD	Budget							
	Jul	Aug	Sep		Actual YTD	Approved Budget v2	Previous Forecast	Current Forecast	Previous Forecast vs. Current Forecast	Approved Budget v2 vs. Current Forecast	Current Forecast Remaining	% Current Forecast Spent
<b>SUMMARY</b>												
<b>Revenue</b>												
LCFF Entitlement	-	137,719	82,787	220,506	3,249,293	3,249,293	3,382,337	133,044	133,044	3,161,831	7%	
Federal Revenue	-	-	162,437	162,437	395,941	395,941	367,577	(28,365)	(28,365)	205,140	44%	
Other State Revenues	9,763	12,153	27,693	49,609	358,251	358,251	392,236	33,985	33,985	342,627	13%	
Local Revenues	-	2,821	64,835	67,656	81,193	81,318	81,318	-	125	13,662	83%	
Fundraising and Grants	1,438	1,162	1,291	3,890	203,000	203,000	203,000	-	-	199,110	2%	
<b>Total Revenue</b>	<b>11,201</b>	<b>153,855</b>	<b>339,043</b>	<b>504,098</b>	<b>4,287,677</b>	<b>4,287,802</b>	<b>4,426,467</b>	<b>138,664</b>	<b>138,789</b>	<b>3,922,369</b>	<b>11%</b>	
<b>Expenses</b>												
Compensation and Benefits	83,817	260,690	284,863	629,370	3,186,643	3,203,046	3,185,211	17,835	1,432	2,555,841	20%	
Books and Supplies	4,535	7,030	11,378	22,943	167,878	167,878	166,562	1,316	1,316	143,619	14%	
Services and Other Operating Expenditures	84,614	36,419	60,342	181,375	832,651	833,251	835,747	(2,496)	(3,096)	654,372	22%	
Depreciation	-	-	-	-	-	-	-	-	-	-	-	
Other Outflows	181	230	20	431	-	-	-	-	-	(431)	-	
<b>Total Expenses</b>	<b>173,147</b>	<b>304,369</b>	<b>356,602</b>	<b>834,119</b>	<b>4,187,171</b>	<b>4,204,175</b>	<b>4,187,520</b>	<b>16,655</b>	<b>(349)</b>	<b>3,353,402</b>	<b>20%</b>	
<b>Operating Income</b>	<b>(161,947)</b>	<b>(150,514)</b>	<b>(17,559)</b>	<b>(330,021)</b>	<b>100,506</b>	<b>83,627</b>	<b>238,946</b>	<b>155,319</b>	<b>138,440</b>	<b>568,967</b>		
<b>Fund Balance</b>												
Beginning Balance (Audited)					291,877	291,877	291,877					
Operating Income					100,506	83,627	238,946					
<b>Ending Fund Balance</b>					<b>392,383</b>	<b>375,504</b>	<b>530,823</b>					
Fund Balance as a % of Expenses					9%	9%	13%					

**Urban Montessori  
Income Statement  
As of Sep FY2021**

	Actual			YTD	Budget							
	Jul	Aug	Sep	Actual YTD	Approved Budget v2	Previous Forecast	Current Forecast	Previous Forecast vs. Current Forecast	Approved Budget v2 vs. Current Forecast	Current Forecast Remaining	% Current Forecast Spent	
<b>KEY ASSUMPTIONS</b>												
<b>Enrollment Summary</b>												
K-3					253	253	248	(5)	(5)			
4-6					114	114	113	(1)	(1)			
7-8					36	36	36	-	-			
<b>Total Enrolled</b>					<b>403</b>	<b>403</b>	<b>397</b>	<b>(6)</b>	<b>(6)</b>			
<b>ADA %</b>												
K-3					91.6%	91.6%	95.5%	3.9%	3.9%			
4-6					89.7%	89.7%	95.5%	5.8%	5.8%			
7-8					82.7%	82.7%	95.5%	12.8%	12.8%			
<b>Average ADA %</b>					<b>90.3%</b>	<b>90.3%</b>	<b>95.5%</b>	<b>5.2%</b>	<b>5.2%</b>			
<b>ADA</b>												
K-3					231.86	231.86	236.84	4.98	4.98			
4-6					102.29	102.29	107.92	5.63	5.63			
7-8					29.79	29.79	34.38	4.59	4.59			
<b>Total ADA</b>					<b>363.94</b>	<b>363.94</b>	<b>379.14</b>	<b>15.20</b>	<b>15.20</b>			

**Urban Montessori**  
**Income Statement**  
**As of Sep FY2021**

		Actual			YTD	Budget						
		Jul	Aug	Sep	Actual YTD	Approved Budget v2	Previous Forecast	Current Forecast	Previous Forecast vs. Current	Approved Budget v2 vs. Current	Current Forecast Remaining	% Current Forecast Spent
<b>REVENUE</b>												
<b>LCFF Entitlement</b>												
8011	Charter Schools General Purpose Entitlement - State Aid	-	82,787	82,787	165,574	2,034,656	1,655,610	1,722,106	66,496	(312,549)	1,556,532	10%
8012	Education Protection Account Entitlement	-	-	-	-	299,115	678,160	706,479	28,318	407,364	706,479	0%
8096	Charter Schools in Lieu of Property Taxes	-	54,932	-	54,932	915,522	915,522	953,752	38,230	38,230	898,820	6%
<b>SUBTOTAL - LCFF Entitlement</b>		<b>-</b>	<b>137,719</b>	<b>82,787</b>	<b>220,506</b>	<b>3,249,293</b>	<b>3,249,293</b>	<b>3,382,337</b>	<b>133,044</b>	<b>133,044</b>	<b>3,161,831</b>	<b>7%</b>
<b>Federal Revenue</b>												
8181	Special Education - Entitlement	-	-	-	-	49,125	49,125	49,125	-	-	49,125	0%
8220	Child Nutrition Programs	-	-	-	-	45,105	45,105	44,434	(672)	(672)	44,434	0%
8291	Title I	-	-	-	-	45,694	45,694	45,694	-	-	45,694	0%
8292	Title II	-	-	-	-	8,805	8,805	8,805	-	-	8,805	0%
8294	Title IV	-	-	-	-	10,000	10,000	10,000	-	-	10,000	0%
8299	CARES Funding	-	-	162,437	162,437	237,212	237,212	209,519	(27,693)	(27,693)	47,082	78%
<b>SUBTOTAL - Federal Revenue</b>		<b>-</b>	<b>-</b>	<b>162,437</b>	<b>162,437</b>	<b>395,941</b>	<b>395,941</b>	<b>367,577</b>	<b>(28,365)</b>	<b>(28,365)</b>	<b>205,140</b>	<b>44%</b>
<b>Other State Revenue</b>												
8381	Special Education - Entitlement (State)	9,763	12,153	-	21,916	234,662	234,662	237,828	3,166	3,166	215,912	9%
8382	Special Education Reimbursement (State)	-	-	-	-	39,600	39,600	39,600	-	-	39,600	0%
8520	Child Nutrition - State	-	-	-	-	2,209	2,209	2,177	(33)	(33)	2,177	0%
8550	Mandated Cost Reimbursements	-	-	-	-	6,136	6,136	6,136	-	-	6,136	0%
8560	State Lottery Revenue	-	-	-	-	75,644	75,644	78,802	3,159	3,159	78,802	0%
8590	COVID-19 LEA Response Funds	-	-	27,693	27,693	-	-	27,693	27,693	27,693	-	100%
<b>SUBTOTAL - Other State Revenue</b>		<b>9,763</b>	<b>12,153</b>	<b>27,693</b>	<b>49,609</b>	<b>358,251</b>	<b>358,251</b>	<b>392,236</b>	<b>33,985</b>	<b>33,985</b>	<b>342,627</b>	<b>13%</b>
<b>Local Revenue</b>												
8634	Food Service Sales	-	-	-	-	6,568	6,568	6,568	-	-	6,568	0%
8699	All Other Local Revenue	-	125	-	125	-	125	125	-	125	(0)	100%
8702	Oakland Measure G1	-	-	-	-	74,625	74,625	74,625	-	-	74,625	0%
8999	Uncategorized Revenue	-	2,696	64,835	67,531	-	-	-	-	-	(67,531)	
<b>SUBTOTAL - Local Revenue</b>		<b>-</b>	<b>2,821</b>	<b>64,835</b>	<b>67,656</b>	<b>81,193</b>	<b>81,318</b>	<b>81,318</b>	<b>-</b>	<b>125</b>	<b>13,662</b>	<b>83%</b>
<b>Fundraising and Grants</b>												
8801	Walkathon	-	-	-	-	25,000	25,000	25,000	-	-	25,000	0%
8802	Private Grants	-	-	-	-	125,000	125,000	125,000	-	-	125,000	0%
8803	All In for Learning	-	-	-	-	25,000	25,000	25,000	-	-	25,000	0%
8811	Fall Campaign	-	-	-	-	15,000	15,000	15,000	-	-	15,000	0%
8812	Other Fundraising (Movie Night, Apparel, etc)	1,438	1,162	1,291	3,890	10,000	10,000	10,000	-	-	6,110	39%
8814	Field Trips Donations	-	-	-	-	3,000	3,000	3,000	-	-	3,000	0%
<b>SUBTOTAL - Fundraising and Grants</b>		<b>1,438</b>	<b>1,162</b>	<b>1,291</b>	<b>3,890</b>	<b>203,000</b>	<b>203,000</b>	<b>203,000</b>	<b>-</b>	<b>-</b>	<b>199,110</b>	<b>2%</b>
<b>TOTAL REVENUE</b>		<b>11,201</b>	<b>153,855</b>	<b>339,043</b>	<b>504,098</b>	<b>4,287,677</b>	<b>4,287,802</b>	<b>4,426,467</b>	<b>138,664</b>	<b>138,789</b>	<b>3,922,369</b>	<b>11%</b>

**Urban Montessori**  
**Income Statement**  
**As of Sep FY2021**

	Actual			YTD	Budget						
	Jul	Aug	Sep	Actual YTD	Approved Budget v2	Previous Forecast	Current Forecast	Previous Forecast vs. Current Forecast	Approved Budget v2 vs. Current Forecast	Current Forecast Remaining	% Current Forecast Spent
<b>EXPENSES</b>											
<b>Compensation &amp; Benefits</b>											
<b>Certificated Salaries</b>											
1100	1,666	84,470	78,303	164,439	850,506	855,506	857,006	(1,500)	(6,500)	692,567	19%
1148	4,750	34,746	33,746	73,242	374,231	379,981	379,981	-	(5,750)	306,739	19%
1150	1,005	40,480	47,556	89,040	477,545	480,545	480,545	-	(3,000)	391,505	19%
1170	-	-	-	-	58,000	58,000	58,000	-	-	58,000	0%
1300	17,171	17,171	17,171	51,512	206,048	206,048	206,048	-	-	154,536	25%
<b>SUBTOTAL - Certificated Salaries</b>	<b>24,592</b>	<b>176,866</b>	<b>176,775</b>	<b>378,233</b>	<b>1,966,331</b>	<b>1,980,081</b>	<b>1,981,581</b>	<b>(1,500)</b>	<b>(15,250)</b>	<b>1,603,347</b>	<b>19%</b>
<b>Classified Salaries</b>											
2100	-	10,730	13,362	24,092	136,148	136,148	136,148	-	-	112,056	18%
2102	-	6,603	9,287	15,890	130,608	130,608	115,946	14,662	14,662	100,056	14%
2400	16,871	16,838	15,969	49,677	192,900	192,900	192,900	-	-	143,223	26%
2900	-	-	-	-	33,200	33,200	33,200	-	-	33,200	0%
<b>SUBTOTAL - Classified Salaries</b>	<b>16,871</b>	<b>34,170</b>	<b>38,618</b>	<b>89,659</b>	<b>492,856</b>	<b>492,856</b>	<b>478,194</b>	<b>14,662</b>	<b>14,662</b>	<b>388,535</b>	<b>19%</b>
<b>Employee Benefits</b>											
3100	3,972	24,818	26,061	54,851	346,062	348,283	346,157	2,126	(95)	291,306	16%
3300	1,617	6,040	6,353	14,010	55,274	55,474	55,283	191	(9)	41,273	25%
3400	24,338	17,974	27,521	69,833	272,580	272,580	270,447	2,133	2,133	200,614	26%
3500	-	822	213	1,035	11,734	11,734	11,734	-	-	10,699	9%
3600	12,428	-	9,321	21,749	41,806	42,040	41,816	224	(10)	20,067	52%
<b>SUBTOTAL - Employee Benefits</b>	<b>42,355</b>	<b>49,653</b>	<b>69,470</b>	<b>161,478</b>	<b>727,456</b>	<b>730,110</b>	<b>725,436</b>	<b>4,674</b>	<b>2,020</b>	<b>563,959</b>	<b>22%</b>
<b>Books &amp; Supplies</b>											
4100	-	-	-	-	15,000	15,000	15,000	-	-	15,000	0%
4200	-	-	-	-	1,000	1,000	1,000	-	-	1,000	0%
4320	2,200	101	101	2,402	4,000	4,000	4,000	-	-	1,598	60%
4325	-	-	-	-	8,000	8,000	8,000	-	-	8,000	0%
4326	-	-	-	-	5,000	5,000	5,000	-	-	5,000	0%
4330	39	153	242	434	4,000	4,000	4,000	-	-	3,566	11%
4335	-	-	-	-	1,000	1,000	1,000	-	-	1,000	0%
4340	-	-	-	-	1,500	1,500	1,500	-	-	1,500	0%
4410	-	908	(70)	838	2,000	2,000	2,000	-	-	1,162	42%
4420	2,195	5,651	7,138	14,985	30,000	30,000	30,000	-	-	15,015	50%
4430	-	-	-	-	2,000	2,000	2,000	-	-	1,498	25%
4430	101	216	185	502	2,000	2,000	2,000	-	-	1,498	25%
4710	-	-	3,781	3,781	88,378	88,378	87,062	1,316	1,316	83,280	4%
4720	-	-	-	-	6,000	6,000	6,000	-	-	6,000	0%
<b>SUBTOTAL - Books and Supplies</b>	<b>4,535</b>	<b>7,030</b>	<b>11,378</b>	<b>22,943</b>	<b>167,878</b>	<b>167,878</b>	<b>166,562</b>	<b>1,316</b>	<b>1,316</b>	<b>143,619</b>	<b>14%</b>
<b>Services &amp; Other Operating Expenses</b>											
5215	-	-	-	-	500	500	500	-	-	500	0%
5305	-	-	-	-	6,000	6,000	6,000	-	-	6,000	0%
5450	21,389	-	16,041	37,430	64,168	64,168	64,168	-	-	26,738	58%
5515	69	-	6,000	6,069	80,000	80,000	80,000	-	-	73,931	8%
5520	237	181	-	418	600	1,200	1,200	-	(600)	782	35%
5535	4,663	3,158	1,389	9,210	50,000	50,000	50,000	-	-	40,790	18%
5605	1,108	1,108	1,108	3,325	14,024	14,024	14,024	-	-	10,699	24%
5610	-	-	-	-	146,708	146,708	146,708	-	-	146,708	0%
5615	35,080	125	-	35,205	40,000	40,000	40,000	-	-	4,795	88%
5803	-	-	4,410	4,410	19,300	19,300	19,300	-	-	14,890	23%

**Urban Montessori  
Income Statement  
As of Sep FY2021**

	Actual			YTD	Budget						
	Jul	Aug	Sep	Actual YTD	Approved	Previous	Current	Previous	Approved	Current	% Current
					Budget v2	Forecast	Forecast	Forecast vs. Current	Budget v2 vs. Current	Forecast Remaining	Forecast Spent
5805 Administrative Fees	-	-	-	-	6,386	6,386	6,386	-	-	6,386	0%
5809 Banking Fees	25	-	50	75	600	600	600	-	-	525	13%
5812 Business Services	9,500	9,500	9,500	28,500	114,000	114,000	114,000	-	-	85,500	25%
5815 Consultants - Instructional	-	-	-	-	2,500	2,500	2,500	-	-	2,500	0%
5824 District Oversight Fees	-	-	-	-	34,271	34,271	35,674	(1,403)	(1,403)	35,674	0%
5826 Directors Contingency	-	-	-	-	45,000	45,000	45,000	-	-	45,000	0%
5827 Middle School Program expenses (8816 offset)	-	-	-	-	1,808	1,808	1,808	-	-	1,808	0%
5830 Field Trips Expenses	-	-	-	-	3,000	3,000	3,000	-	-	3,000	0%
5833 Fines and Penalties	67	-	-	67	500	500	500	-	-	433	13%
5836 Fingerprinting	-	188	74	262	1,595	1,595	1,595	-	-	1,333	16%
5839 Fundraising Expenses	-	-	-	-	5,000	5,000	5,000	-	-	5,000	0%
5843 Interest - Loans Less than 1 Year	-	-	-	-	5,000	5,000	5,000	-	-	5,000	0%
5845 Legal Fees	-	3,030	2,802	5,832	15,000	15,000	15,000	-	-	9,168	39%
5851 Marketing and Student Recruiting	-	-	-	-	3,500	3,500	3,500	-	-	3,500	0%
5857 Payroll Fees	285	389	440	1,114	6,000	6,000	6,000	-	-	4,886	19%
5860 Printing and Reproduction	-	716	1,903	2,619	7,500	7,500	7,500	-	-	4,881	35%
5861 Prior Yr Exp (not accrued)	-	-	1,093	1,093	-	-	1,093	(1,093)	(1,093)	0	100%
5863 Professional Development	3,683	3,650	-	7,333	13,000	13,000	13,000	-	-	5,667	56%
5869 Special Education Contract Instructors	-	8,364	2,464	10,828	85,000	85,000	85,000	-	-	74,172	13%
5875 Staff Recruiting	-	-	-	-	4,000	4,000	4,000	-	-	4,000	0%
5878 Student Assessment	-	-	-	-	5,000	5,000	5,000	-	-	5,000	0%
5880 Student Health Services	-	-	-	-	5,000	5,000	5,000	-	-	5,000	0%
5881 Student Information System	1,325	4,750	12,825	18,900	23,000	23,000	23,000	-	-	4,100	82%
5887 Technology Services	-	583	301	884	3,000	3,000	3,000	-	-	2,116	29%
5910 Communications - Internet / Website Fees	821	3	39	864	9,492	9,492	9,492	-	-	8,628	9%
5915 Postage and Delivery	1	-	49	51	3,200	3,200	3,200	-	-	3,149	2%
5920 Communications - Telephone & Fax	6,362	674	(147)	6,889	9,000	9,000	9,000	-	-	2,111	77%
<b>SUBTOTAL - Services &amp; Other Operating Exp.</b>	<b>84,614</b>	<b>36,419</b>	<b>60,342</b>	<b>181,375</b>	<b>832,651</b>	<b>833,251</b>	<b>835,747</b>	<b>(2,496)</b>	<b>(3,096)</b>	<b>654,372</b>	<b>22%</b>
<b>Capital Outlay &amp; Depreciation</b>											
<b>SUBTOTAL - Capital Outlay &amp; Depreciation</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Other Outflows</b>											
7999 Uncategorized Expense	181	230	20	431	-	-	-	-	-	(431)	
<b>SUBTOTAL - Other Outflows</b>	<b>181</b>	<b>230</b>	<b>20</b>	<b>431</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(431)</b>	
<b>TOTAL EXPENSES</b>	<b>173,147</b>	<b>304,369</b>	<b>356,602</b>	<b>834,119</b>	<b>4,187,171</b>	<b>4,204,175</b>	<b>4,187,520</b>	<b>16,655</b>	<b>(349)</b>	<b>3,353,402</b>	<b>20%</b>



**Urban Montessori  
Monthly Cash Forecast  
As of Sep FY2021**

	2020-21														
	Actuals & Forecast													Forecast	Remaining Balance
	Jul Actuals	Aug Actuals	Sep Actuals	Oct Forecast	Nov Forecast	Dec Forecast	Jan Forecast	Feb Forecast	Mar Forecast	Apr Forecast	May Forecast	Jun Forecast	Forecast		
<b>Beginning Cash</b>	<b>589,932</b>	<b>681,740</b>	<b>707,046</b>	<b>690,387</b>	<b>890,416</b>	<b>812,200</b>	<b>776,221</b>	<b>854,398</b>	<b>803,365</b>	<b>610,115</b>	<b>704,613</b>	<b>529,398</b>			
<b>REVENUE</b>															
LCFF Entitlement	-	137,719	82,787	428,420	222,259	222,259	391,800	222,259	149,518	360,905	99,670	99,670	3,382,337	965,072	
Federal Revenue	-	-	162,437	-	20,568	20,137	4,443	20,568	20,137	29,006	20,568	20,137	367,577	49,574	
Other State Revenue	9,763	12,153	27,693	32,908	17,840	43,776	17,840	31,190	4,903	4,903	23,642	20,018	392,236	145,610	
Other Local Revenue	-	2,821	64,835	(67,531)	-	-	1,095	1,095	1,095	1,095	1,095	1,095	81,318	74,625	
Fundraising & Grants	1,438	1,162	1,291	16,012	1,012	63,512	5,179	10,179	10,179	20,179	5,179	67,679	203,000	-	
<b>TOTAL REVENUE</b>	<b>11,201</b>	<b>153,855</b>	<b>339,043</b>	<b>409,809</b>	<b>261,679</b>	<b>349,684</b>	<b>420,356</b>	<b>285,290</b>	<b>185,832</b>	<b>416,087</b>	<b>150,153</b>	<b>208,598</b>	<b>4,426,467</b>	<b>1,234,881</b>	
<b>EXPENSES</b>															
Certificated Salaries	24,592	176,866	176,775	171,413	171,242	171,242	175,242	171,242	171,242	171,242	171,242	229,242	1,981,581	-	
Classified Salaries	16,871	34,170	38,618	40,320	40,320	43,985	43,985	43,985	43,985	43,985	43,985	43,985	478,194	-	
Employee Benefits	42,355	49,653	69,470	69,689	61,081	61,484	66,882	62,071	62,071	57,564	67,772	55,343	725,436	-	
Books & Supplies	4,535	7,030	11,378	28,566	12,652	13,371	12,128	12,721	12,331	12,192	5,809	4,662	166,562	29,187	
Services & Other Operating Expenses	84,614	36,419	60,342	90,929	54,202	95,182	47,581	49,943	93,091	40,244	40,198	89,084	835,747	53,919	
Capital Outlay & Depreciation	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Other Outflows	181	230	20	(431)	-	-	-	-	-	-	-	-	-	-	
<b>TOTAL EXPENSES</b>	<b>173,147</b>	<b>304,369</b>	<b>356,602</b>	<b>400,485</b>	<b>339,496</b>	<b>385,264</b>	<b>345,818</b>	<b>339,961</b>	<b>382,720</b>	<b>325,228</b>	<b>329,006</b>	<b>422,316</b>	<b>4,187,520</b>	<b>83,106</b>	
<b>Operating Cash Inflow (Outflow)</b>	<b>(161,947)</b>	<b>(150,514)</b>	<b>(17,559)</b>	<b>9,324</b>	<b>(77,817)</b>	<b>(35,581)</b>	<b>74,538</b>	<b>(54,671)</b>	<b>(196,888)</b>	<b>90,859</b>	<b>(178,853)</b>	<b>(213,718)</b>	<b>238,946</b>	<b>1,151,775</b>	
Revenues - Prior Year Accruals	307,522	182,769	-	202,664	-	-	-	-	-	-	-	-	-	-	
Accounts Receivable - Current Year	-	-	(550)	550	-	-	-	-	-	-	-	-	-	-	
Other Assets	21,102	-	-	-	-	-	-	-	-	-	-	-	-	-	
Expenses - Prior Year Accruals	(1,197)	-	-	(16,148)	(4,037)	(4,037)	-	-	-	-	-	-	-	-	
Accounts Payable - Current Year	(24,397)	(9,612)	(3,940)	(731)	(731)	(731)	(731)	(731)	(731)	(731)	(731)	(731)	(731)	(731)	
Summerholdback for Teachers	(49,275)	2,662	5,391	4,370	4,370	4,370	4,370	4,370	4,370	4,370	4,370	4,370	-	-	
<b>Ending Cash</b>	<b>681,740</b>	<b>707,046</b>	<b>690,387</b>	<b>890,416</b>	<b>812,200</b>	<b>776,221</b>	<b>854,398</b>	<b>803,365</b>	<b>610,115</b>	<b>704,613</b>	<b>529,398</b>	<b>319,319</b>			

**Urban Montessori**  
**Balance Sheet**  
**As of Sep FY2021**

	<b>Jun FY2020</b>	<b>Sep FY2021</b>
<b>ASSETS</b>		
Cash Balance	589,932	690,387
Accounts Receivable	689,562	199,821
Prepays	21,102	-
Fixed Assets, Net	20,850	20,850
<b>TOTAL ASSETS</b>	<b>1,321,447</b>	<b>911,058</b>
<b>LIABILITIES &amp; EQUITY</b>		
Accounts Payable	141,616	102,908
Due to Others	102,400	102,400
Current Loans and Other Payables	56,539	14,879
Long-Term Loans and Other Liabilities	729,014	729,014
Beginning Net Assets	285,317	291,877
Net Income (Loss) to Date	6,560	(330,021)
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>1,321,447</b>	<b>911,058</b>

# Cover Sheet

## Committee Report

**Section:** V. Family Advisory Council  
**Item:** A. Committee Report  
**Purpose:** Discuss  
**Submitted by:**  
**Related Material:** FAC Report October 2020.pptx

# Cover Sheet

## Approve Minutes from September 24, 2020 Regular Meeting

**Section:** VII. Other Business  
**Item:** B. Approve Minutes from September 24, 2020 Regular Meeting  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:** Minutes for Regular Board Meeting on September 24, 2020

APPROVED



## Urban Montessori Charter School

### Minutes

#### Regular Board Meeting

---

##### Date and Time

Thursday September 24, 2020 at 6:15 PM

##### Location

Join Zoom Meeting

<https://us02web.zoom.us/j/5102904005>

Meeting ID: 510 290 4005

One tap mobile

+16699006833,,5102904005# US (San Jose)

+13462487799,,5102904005# US (Houston)

Dial by your location

+1 669 900 6833 US (San Jose)

+1 346 248 7799 US (Houston)

+1 253 215 8782 US (Tacoma)

+1 312 626 6799 US (Chicago)

+1 929 436 2866 US (New York)

+1 301 715 8592 US (Germantown)

Meeting ID: 510 290 4005

Find your local number: <https://us02web.zoom.us/u/kb8IDmVDDD>

---

PER GOVERNOR NEWSOM'S SHELTER IN PLACE EXECUTIVE ORDER DATED MARCH 19, 2020 ([WHICH IS HERE IN ITS ENTIRETY](#)) AND BY ORDER OF THE HEALTH OFFICER OF THE COUNTY OF ALAMEDA DATED JUNE 5, 2020 (Revised June 18, 2020, July 15, 2020, and August 20, 2020) ([WHICH IS HERE IN ITS ENTIRETY](#)):

THIS WILL BE A VIRTUAL-ONLY MEETING

Join Zoom Meeting: <https://us02web.zoom.us/j/5102904005>

Meeting ID: 510 290 4005

One tap mobile [+16699006833](tel:+16699006833),,5102904005# US (San Jose) [+13462487799](tel:+13462487799),,5102904005# US (Houston) Dial by your location [+1 669 900 6833](tel:+16699006833) US (San Jose) [+1 346 248 7799](tel:+13462487799) US (Houston) [+1 253 215 8782](tel:+12532158782) US (Tacoma) [+1 312 626 6799](tel:+13126266799) US (Chicago) [+1 929 436 2866](tel:+19294362866) US (New York) [+1 301 715 8592](tel:+13017158592) US (Germantown) Meeting ID: 510 290 4005 Find your local number: <https://us02web.zoom.us/u/kb8IDmVDDD>

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: Loren Bentley Tammero, Olivia Couch, Jan Faraguna, Christina Greenberg, Greg Klein, Davis Leung, Hae-Sin Thomas, Stacey Wang

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

---

#### **Directors Present**

C. Greenberg (remote), D. Leung (remote), G. Klein (remote), H. Thomas (remote), J. Faraguna (remote), L. Bentley Tammero (remote), O. Couch (remote), S. Wang (remote)

#### **Directors Absent**

*None*

#### **Directors Arrived Late**

H. Thomas

#### **Guests Present**

D. Bissonnette (remote), K. Feeney (remote)

---

### **I. Opening Items**

#### **A. Call the Meeting to Order**

D. Leung called a meeting of the board of directors of Urban Montessori Charter School to order on Thursday Sep 24, 2020 @ 6:17 PM.

#### **B. Record Attendance**

#### **C. Review of Action/Discussion Items**

No changes needed.

#### **D. Board and Community Appreciations**

Greg appreciated Teacher Camisha Fatimah.

Davis appreciated the teachers for all their work.

Loren appreciated all of the Support Teachers, and all the teachers, for their work administering NWEA MAP at a distance -- appreciate their time, patience, and energy.

Parent Deborah Jue appreciated the staff, the teachers, parents, and the kids!, for sticking with it during assessments.

Krishna appreciated the fundraising committee for their work around the Read-a-Thon.

Daniel appreciated students for creative work, projects, and follow-ups during Learning Everywhere.

**E. Board Member Comment**

Greg commented on the lack of justice for Breonna Taylor.

Davis commented on the need for more empathy, to rear children who can be more successful than we are.

Olivia commented on how our own laws and structures create the harms for which we need justice. Need to look inwards in our own organization as well.

**F. Presentations from the Floor**

No public comment.

**II. Head of School Report**

**A. Head of School Report**

Krishna shared her report for the month.

Teacher Tobie from Sunflower shared sample student work that was turned in via Seesaw, showing the creativity students show in choosing how they do follow-up work from their lessons. Tobie shared about staying true to Montessori during Learning Everywhere.

Calendar and professional development: tomorrow, 9/25, is a non-student day of staff professional development. Later in October, back to school evening and family education nights coming. At PD, community building, data analysis, SEL training, planning time, and more. Recently had more anti-racist / anti-bias training supported by Dr. Rachelle Rodgers-Ard.

H. Thomas arrived late.

Krishna spoke about reviewing policies and procedures -- the documents themselves -- surfacing and addressing racism in codified policies and changing to anti-racist language, policy, and procedure.

Enrollment: currently at 400 with 1-2 offers still out. Attendance is at 95.1% with outreach begun to support students with attendance.

Seesaw dashboard shows over 31,000 student work posts.

Regarding reopening: Alameda County is out of purple and into the red tier. County must remain in the red tier for two weeks prior to reopening school. Oakland and zipcode data doesn't simply match Alameda County averages overall. Our community includes families who want in-person ASAP and families who want distance learning all year. Much more communication would come first from County and the school prior to any reopening for any students -- even if only for a relatively small number of students.

Loren shared a concern about handling a future "positive case" amongst the staff -- how might that work if a staff member has to quarantine. Krishna share that is exactly the sort of dynamic that has to be planned for prior to reopening -- want to avoid the disruption of reopening and then having to shut down again right away.

Jan asked about the SEL screener. Krishna shared that the Counselor is being trained now on it, YIPS and YEPS, and done later in mid October. Youth Internalizing Problems Screener and Youth Externalizing Problems Screener. Can be done in surveys and also during conferencing with teachers.

Greg asked about disaggregated Seesaw data -- not available on the platform currently, but staff are looking at solutions.

Greg appreciated teacher Tobie for sharing tonight.

No other public comment.

#### **B. Learning Continuity and Attendance Plan**

C. Greenberg made a motion to approve the Learning Continuity and Attendance Plan.

S. Wang seconded the motion.

Krishna shared the Learning Continuity and Attendance Plan, including how the school has received feedback from families, staff, and the board.

Hae-Sin shared that the Academic Committee recommends approval.

No other public comment. The board **VOTED** unanimously to approve the motion.

##### **Roll Call**

D. Leung	Aye
C. Greenberg	Aye
O. Couch	Aye
J. Faraguna	Aye
S. Wang	Aye
G. Klein	Aye
H. Thomas	Aye
L. Bentley Tammero	Aye

### **III. Finance Committee**

#### **A. Discussion Item - Committee Report, including year to date financial report**

Greg presented the August 2020 financial summary and update. The forecast has changed slightly. There was a small unexpected spend on the alarm system at the new school campus. We also allocated a stipend for teachers who did work over the summer to help the school. Cash balance remains very strong (especially in comparison to last fiscal year). We are currently over 2 months of expense on our cash balance. Our goal is to have 3 months expense, as there is timing uncertainty of payments at the state level. We are also attempting to grow as a school. There is a waiver for growth funding that we will be applying for (under SB 820). That potential funding is NOT included in the monthly cash balance. The cash issuance under this waiver would actually be paid in FY 2021-2022 if we did receive the funding.

Questions or public comment:

Loren asked what fundraising will look like this year. The categories under the fundraising and grant portion of our budget will not necessarily be applicable. What does matter is that we are trying to reach the total give amount. The fundraising committee is actively looking at what can be done in terms of read-a-thon, a possible auction, and other thoughtful ways that we can reach our fundraising goal, which includes \$78,000 from families, a historic low for the school overall and historic low per student enrolled, under \$200 per student. We ultimately want to run our quality and expensive two-teachers-per-classroom model without *any* fundraising. This will take more time.

### **IV. Academic Oversight Committee**

#### **A. Discussion Item - Committee Report**

Hae-Sin shared the committee report.



The committee reviewed the Learning Continuity and Attendance Plan. The committee discussed the data capacity needs to support with renewal. The committee talked about COVID in the red tier, but still really hard hit zip codes in Oakland. The committee agreed to create a roadmap document and engage the board and community related to reopening. The criteria would include COVID case rates, along with staff and family intentions. We'd need to consider if we are operationally ready, like reviewing HVAC systems and PPE supplies. We will use data and need to identify which students need in-person the most.

Davis left briefly from 7:17 to 7:19pm.

Hae-Sin shared that facilities-based learning is not likely to occur at a large scale for a while. We would need to give staff lead time to set up physically in the new campus.

Greg shared that there are multiple pathways to reopening under different legal guidance, and Hae-Sin shared that regardless, we have to make sure we're prepared no matter what.

Loren shared about the importance of communicating with families who may be hearing about the County's status. Krishna shared about starting to communicate more at committee meeting, tonight, and in tomorrow's Friday email.

Jan commented about how the committee discussed how important it was to get to in-person instruction, and that Learning Everywhere is going relatively well, and that switch to in-person will take time and resources -- which could have an impact on current distance learning. Need to balance helping kids continue learning now, while preparing for future phases of the school year.

No other public comment.

## **V. Family Advisory Council**

### **A. Committee Report**

Loren shared the FAC committee report. They met with Krishna regarding Back to School night ideas. The FAC is working on a form to help gather questions from families at anytime -- could help inform future parent engagement evenings. FAC continues hear about how amazing teachers are doing in such a difficult situation -- and things are going about as well as could be, but it's still very difficult for many families to function this way. Some families are reporting that students are having more instruction than ever before, and others reporting students finishing sooner. Some families are asking for more support in students working with peers and student-to-student contact. Loren also shared some concerns from families about NWEA being administered at a distance and that it may not be accurate for their student. Loren suggested additional communication about the nature of an adaptive assessment to support parents and students to persevere. Suggestion of surveying families on how assessment went for their child.

Greg shared about how the school needs multiple ways to "triangulate" around a student to understand their progress. Loren clarified about how it may or may not relate to renewal, and Greg shared that the data and its context are still whatever they are, and it's always important to understand and present academic data in context.

Jan shared resources from NWEA and about an adaptive assessment. Important that everyone knows that these aren't the type of assessments where a student would get a 100%, say.

Loren raised an issue with a specific MAP item that a parent felt was racially biased. Krishna shared about the bias in pretty much all standardized assessments. That item was flagged for Krishna, and Krishna agreed with the parent -- unclear who else may have received that

specific item in an adaptive test. Krishna sent on the item to NWEA and has not yet heard a response. Important to look at multiple data points to mitigate the bias in any one assessment.

Greg agreed with Loren that is difficult work to analyze data and share how students are progressing. Loren asked about assessment options. Hae-Sin shared about limited assessment options under new AB 1505. Greg shared about leveraging all the data sets, student achievement and other data sets, when making a case for renewal.

Jan asked about parents "over helping" and Loren shared that she didn't hear about that.

No other public comment.

## **VI. Executive & Governance Committee**

### **A. Discussion Item: Committee Updates, including candidates for board service, Form 700, and training**

Christina shared the committee report. The committee reviewed the annual topics calendar, noting that some were different given COVID. All committees should review that calendar of topics.

BoardOnTrack joined and we looked at the Board Self Assessment. Christina shared the results and how a lower rating isn't necessarily an issue, but definitely want to investigate areas where Board and Krishna may not be assessing similarly. BoardOnTrack shared some recommended goal areas for the Board to consider.

Greg shared about the annual training resources.

No other public comment.

### **B. Discuss and vote on Board Officers, committee chairs, and committee members for 2020-2021**

No changes needed.

No public comment.

## **VII. Other Business**

### **A. Oakland and California Updates**

Hae-Sin shared about Families in Action candidate forums for Oakland school board. D5 is tonight. D7 already occurred. D1 and D3 forums are next week. Important to communicate with families about forums. The forums are recorded and the links can be shared.

Christina recruited one of the candidates for District 5 to be a principal back years ago, and would be happy to answer questions offline about him.

No other public comment.

### **B. California Proposition 13**

G. Klein made a motion to approve the resolution in support of Proposition 15.

C. Greenberg seconded the motion.

Hae-Sin shared about proposition 15. Fifteen. If passed, it would amend Proposition 13. Prop 15 would amend Prop 13 for commercial and industrial properties over \$3 million. Tax revenues would go to support public schools. An organization called Schools and Communities First is supporting Proposition 15.

Hae-Sin shared the resolution in support of Proposition 15.

Greg shared about his support for the resolution, and hoped that future resolutions can be worked through committee structure.

Davis shared about past experiences where clients definitely sought to avoid higher taxes on properties. Changing this law could bring real change for schools.

No other public comment. The board **VOTED** unanimously to approve the motion.

**Roll Call**

H. Thomas	Aye
L. Bentley Tammero	Aye
G. Klein	Aye
S. Wang	Aye
D. Leung	Aye
O. Couch	Aye
J. Faraguna	Aye
C. Greenberg	Aye

**C. Approve Minutes from August 27, 2020 Special Meeting**

H. Thomas made a motion to approve the minutes from UMCS Special Board Meeting on 08-27-20.

D. Leung seconded the motion.

No discussion. No public comment. The board **VOTED** unanimously to approve the motion.

**Roll Call**

D. Leung	Aye
C. Greenberg	Aye
O. Couch	Aye
H. Thomas	Aye
L. Bentley Tammero	Aye
G. Klein	Aye
S. Wang	Aye
J. Faraguna	Aye

**D. Approve Minutes from August 27, 2020 Regular Meeting**

C. Greenberg made a motion to approve the minutes from Regular Board Meeting on 08-27-20.

H. Thomas seconded the motion.

No discussion, no public comment. The board **VOTED** unanimously to approve the motion.

**Roll Call**

L. Bentley Tammero	Aye
H. Thomas	Aye
J. Faraguna	Aye
G. Klein	Aye
D. Leung	Aye
C. Greenberg	Aye
S. Wang	Aye
O. Couch	Aye

**E. Collect New Business items for Future Meetings**

No new items at this time.

**VIII. Return to Open Session**

**A. Report out of any closed session action(s)**

No actions taken.

**IX. Closing Items**

**A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:04 PM.

Respectfully Submitted,  
D. Leung

---

**Documents used during the meeting**

- UMCS-August\_Financials.pdf
- UMCS-September\_Presentation.pdf
- Urban Montessori Charter School Resolution to Support Passage of Proposition 15.pdf

---

**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](#).

# Cover Sheet

## Action Item - Vote on General Consent Report

**Section:** VII. Other Business  
**Item:** C. Action Item - Vote on General Consent Report  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** 19-20\_Urban\_Measure\_G1\_Audit\_Draft\_10.8.20.pdf

**URBAN MONTESSORI CHARTER SCHOOL**  
**MEASURE G1 PARCEL TAX PERFORMANCE AUDIT**  
**FOR THE YEAR ENDED JUNE 30, 2020**

Tentative  
For discussion purposes only  
Subject to revision

**URBAN MONTESSORI CHARTER SCHOOL  
TABLE OF CONTENTS  
JUNE 30, 2020**

<b>INDEPENDENT AUDITORS' REPORT</b>	<b>1</b>
<b>BACKGROUND INFORMATION</b>	<b>2</b>
<b>OBJECTIVES</b>	<b>2</b>
<b>SCOPE OF THE AUDIT</b>	<b>2</b>
<b>PROCEDURES PERFORMED</b>	<b>2</b>
<b>FINDINGS AND RESPONSES</b>	<b>3</b>
<b>SCHEDULE OF INCOME STATEMENT ACCOUNTS FOR THE YEAR ENDED JUNE 30, 2020</b>	<b>4</b>

Tentative  
For discussion purposes only  
Subject to revision



CliftonLarsonAllen LLP  
CLAconnect.com

## INDEPENDENT AUDITORS' REPORT

Board of Directors  
Urban Montessori Charter School  
Oakland, California

We have conducted a performance audit of compliance as required by Oakland Unified School District (OUSD) of Urban Montessori Charter School's for the year ended June 30, 2020.

We conducted our performance audit in accordance with *Government Auditing Standards* issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our conclusions based on our audit objectives. We believe that the evidence obtained provides a reasonable basis for our findings and conclusions based on our audit objectives.

Our audit was limited to the objectives listed on page 2 of this report which includes determining Urban Montessori Charter School's compliance with the performance requirements for the Teacher Retention and Middle School Improvement Act Fund (Measure G1) funds. Management is responsible for Urban Montessori Charter School's Measure G1 compliance with those requirements.

Solely to assist us in planning and performing our performance audit, we obtained an understanding of the internal control of Urban Montessori Charter School to determine if internal controls were adequate to help ensure compliance with the requirements of Measure G1. Accordingly, we do not express any assurance on internal control.

The results of our tests indicated that, in all significant respects, Urban Montessori Charter School expended Measure G1 funds for the fiscal year ended June 30, 2020, only for the specific purposes identified by OUSD and approved by the voters, in accordance with the requirements of Measure G1.

The purpose of this is intended solely for the information and use of OUSD, the Board of Directors, and management of Urban Montessori Charter School, and is intended to be and should not be used by anyone other than these specified parties.

**CliftonLarsonAllen LLP**

Glendora, California  
October 8, 2020



**URBAN MONTESSORI CHARTER SCHOOL  
MEASURE G1 PARCEL TAX PERFORMANCE AUDIT  
JUNE 30, 2020**

**BACKGROUND INFORMATION**

The Teacher Retention and Middle School Improvement Act (Measure G1) was authorized by an election of the registered voters of the County of Alameda. Measure G1 was established to provide a districtwide educator salary increase designed to attract/retain teachers; provide enhanced middle school art, music, languages/other programs in addition to core educational programs; improve academic achievement; provide safe, positive schools, and prepare students for college/careers in Oakland Unified School District (OUSD) schools as well as charter schools in Oakland. The funds for this measure will come from OUSD levying a tax of \$120 per parcel, providing \$12.4 million annually, for 12 years, with exemptions for senior and low income residents.

**OBJECTIVES**

- Ensure proceeds and expenditures of the parcel tax are fully accounted in the books and records of the charter school.
- Ensure expenditures are in support of allowable uses as per the ballot language, separately with respect to middle school grants and salary for school site educators.
- Ensure that the charter school receiving middle school grant funding has an approved education improvement plan with the minimal requirements specified in the ballot.
- For the charter school receiving middle school grant funding, make a positive statement about the issue of supplanting versus supplementing.

**SCOPE OF THE AUDIT**

- The scope of our performance audit covered the fiscal period from July 1, 2019 to June 30, 2020. The sample of expenditures tested included object and resource codes associated with the Measure G1. The propriety of expenditures funded through other state, federal or local funding sources, other than the proceeds of Measure G1, were not included within the scope of our audit. Expenditures incurred subsequent to June 30, 2020, were not reviewed or included within the scope of our audit or in this report.

**PROCEDURES PERFORMED**

1. We obtained parcel tax expenditure detail reports prepared by the charter school and agreed amounts to the general ledger.
2. We haphazardly selected a sample of 40 payroll related expenditures totaling \$66,091 or 97% of \$68,259 allocated to the total salary increase for school site educators and obtained and reviewed the necessary supporting documentation of payroll registers to satisfy ourselves that they were only to provide raises to "school site educators," as the term was used in the ballot text. We also tested payroll benefits for reasonableness using a 30% estimate of base salary (20% PERS/STRS and 10% other benefits).
3. We ensured the same percentage (2.25%) increase in salary was applied to all school site educators.

**URBAN MONTESSORI CHARTER SCHOOL  
MEASURE G1 PARCEL TAX PERFORMANCE AUDIT  
JUNE 30, 2020**

**PROCEDURES PERFORMED (CONTINUED)**

4. We reviewed \$9,331 or 94% of the expenditures allocated to the middle school grant funding, which was paid to 3 teachers for the work performed as part of the site leadership team and two purchases of goods/services. For the teachers, we reviewed the job descriptions for the site leadership team as supporting documents, to ensure they were within the specific purpose of the ballot language. The allowable use related to the expense incurred is for the fourth key goal of the ballot, to create a more positive and safe middle school learning environment. For the other expenses we reviewed the supporting documents for the purchase of goods which was for chromebooks to ensure they were within the specific purpose of the ballot language. The allowable use related to the expense incurred is for the second key goal of the ballot, to increase access to courses in the arts, music, and worldwide languages in grades 6-8. We also reviewed the supporting documents for the payment of professional development to ensure they were within the specific purpose of the ballot language. The allowable use related to the expense incurred is for the first key goal of the ballot language, to attract and retain school-site educators.
5. We verified if the parcel tax middle school grant is funding supplemental activities by performing the following procedures. Ascertained if funds were used to provide services, which were legally required to be made available by virtue of being a school. Also, performed procedures to ascertain whether the parcel tax funded services that were previously provided with another funding source.
6. We obtain the approved education improvement plan for the charter school and perform the following procedures. Ensured the plan contains the minimal elements required by the ballot. Verified the actual parcel tax expenditures are consistent with the approved plan.
7. We examined supporting documentation to validate the amount of Measure G1 Parcel Tax revenues received.

**FINDINGS AND RESPONSES**

None noted.

**URBAN MONTESSORI CHARTER SCHOOL  
MEASURE G1 PARCEL TAX PERFORMANCE AUDIT  
JUNE 30, 2020**

**SCHEDULE OF INCOME STATEMENT ACCOUNTS FOR THE YEAR ENDED JUNE 30, 2020**

<b>Measure G1 Revenues:</b>		
Measure G1 Parcel Tax Revenues	\$ 78,170	
 <b>Measure G1 Expenditures:</b>		
Raises to School Site Educators	68,259	
Middle School Grant	9,911	
Total Expenditures	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">78,170</td> </tr> </table>	78,170
78,170		
<b>Revenues less Expenditures - Measure G1</b>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">\$ -</td> </tr> </table>	\$ -
\$ -		

Tentative  
For discussion purposes only  
Subject to revision

## Attachments

The following files are attached to this PDF: You will need to open this document in an application that supports attachments (i.e. [Adobe Reader](#)) in order to access these files.

FAC Report October 2020.pptx