



# Urban Montessori Charter School

## Regular Board Meeting

Amended on December 3, 2021 at 11:55 AM PST

---

### Date and Time

Thursday December 2, 2021 at 6:15 PM PST

### Location

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

The public may comment and participate [via Zoom](#) if they prefer. The public may also email comments to [board@urbanmontessori.org](mailto:board@urbanmontessori.org) to be shared by the Board's Secretary during the meeting.

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

Meeting ID: 510 290 4005; Passcode 5102904005

Additional teleconference locations: 1623 Sunhill Ct, Martinez, CA 94553; 3125 School Street, Oakland, CA 94602; 5701 Oak Grove Ave, Oakland, CA 94618

---

This meeting will be audio recorded. 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.

Members: Jan Faraguna, Kara Fortuna, Christina Greenberg, Greg Klein, Davis Leung, Maru Salazar, 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 on our [BoardOnTrack public portal](#) and also through 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>		Davis Leung	1 m
This meeting is being audio-recorded.			
<b>B. Record Attendance</b>		Greg Klein	1 m
Including welcoming new Board members from the FAC.			
<b>C. Review of Action/Discussion Items</b>	Discuss	Davis Leung	1 m
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.			
<b>D. Board and Community Appreciations</b>		Davis Leung	10 m
Members of the Board and UMCS community may provide appreciations and affirmations during this time.			
In particular, participants are invited to share an appreciation for Board Member Stacey Wang, who is completing her second term of volunteer service to UMCS.			
<b>E. Board Member Comment</b>		Davis Leung	5 m
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.			
<b>F. Presentations from the Floor</b>		Davis Leung	10 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 shall have double time. Comments should refer to matters within the jurisdiction of this committee.			
<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>6:43 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>	Discuss	Krishna Feeney	25 m
Report topics this meeting <b>may</b> include:			
<ol style="list-style-type: none"> <li>1. Recent and upcoming events</li> <li>2. Recent and upcoming Professional Learning</li> <li>3. Instructional Updates</li> <li>4. Enrollment Updates</li> </ol>			

	Purpose	Presenter	Time
5. Staffing Updates			
<b>III. Finance Committee</b>			<b>7:08 PM</b>
<b>A.</b> Discussion Item - Committee Report, including year to date financial report	Discuss	Greg Klein	5 m
Most recent year-to-date financial report through October 31, 2021 is available in the "Other files" section of this meeting.			
<b>B.</b> Vote First Interim Report on 2021-2022 budget	Vote	Greg Klein	5 m
The official template was not available at the time of posting this agenda.			
<b>C.</b> Vote on Educator Effectiveness Plan	Vote	Greg Klein	5 m
Discussion of <a href="#">Educator Effectiveness Plan</a> and opportunity for public input was also done during the October 28, 2021 board meeting.			
<b>D.</b> Vote to Accept the Financial Audit for 2020-2021	Vote	Greg Klein	5 m
If available for this meeting. If not will be tabled. Vote to include accepting the regular audit and the Measure G1 audit.			
<b>IV. Academic Oversight Committee</b>			<b>7:28 PM</b>
<b>A.</b> Discussion Item - Committee Report	Discuss	Jan Faraguna	15 m
<b>V. Family Advisory Council</b>			<b>7:43 PM</b>
<b>A.</b> Discussion Item - Committee Report	Discuss	Maru Salazar	5 m
<b>VI. Executive &amp; Governance Committee</b>			<b>7:48 PM</b>
<b>A.</b> Discussion Item: Committee Updates, including candidates for board service, Form 700, and training	Discuss	Christina Greenberg	10 m
<ul style="list-style-type: none"> <li>• <a href="#">Form 700</a></li> <li>• Board member recruitment</li> <li>• Leader evaluation process updates</li> <li>• Board Clearance process</li> </ul>			
<b>B.</b> Vote on Board Membership Term for Sarah Morrill	Vote	Davis Leung	5 m
Term would be January 1, 2022 - December 31, 2023			
<b>C.</b> Board and committee officers and members	Vote	Greg Klein	5 m
As needed, the Board may take action to change its officers, as well as committee membership and leadership.			
<b>VII. Other Business</b>			<b>8:08 PM</b>

	<b>Purpose</b>	<b>Presenter</b>	<b>Time</b>
<b>A. Oakland and California Updates</b>	Discuss	Greg Klein	10 m

Updates and current events related to Oakland USD, Alameda County Office of Education, and California, and potential implications for UMCS.

<b>B. Approve Minutes from October 28, 2021 Regular Meeting</b>	Approve Minutes	Greg Klein	1 m
---	-----------------	------------	-----

<b>C. Action Item - Vote on General Consent Report</b>	Vote	Davis Leung	3 m
--	------	-------------	-----

General Consent Report for December 2, 2021

1.

[items may be linked directly here in the agenda or under "Other files" of this meeting on BoardOnTrack.]

<b>D. Collect New Business items for Future Meetings</b>	Discuss	Davis Leung	5 m
--	---------	-------------	-----

**VIII. Closed Session**

**8:27 PM**

<b>A. Closed Session Items</b>	Discuss	Davis Leung	30 m
--------------------------------	---------	-------------	------

1. Public Employee Performance Evaluation - Head of School
2. Conference with Real Property Negotiator (§ 54956.8)
  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.

**IX. Return to Open Session**

**8:57 PM**

<b>A. Report out of any closed session action(s)</b>	Vote	Davis Leung	1 m
--	------	-------------	-----

"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.

**X. Closing Items**

**8:58 PM**

<b>A. Adjourn Meeting</b>	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

## Vote First Interim Report on 2021-2022 budget

<b>Section:</b>	III. Finance Committee
<b>Item:</b>	B. Vote First Interim Report on 2021-2022 budget
<b>Purpose:</b>	Vote
<b>Submitted by:</b>	
<b>Related Material:</b>	UMCS 1st Interim Report 2021-2022.pdf

# 1<sup>st</sup> Interim Report



## Current fund balance improves with operating incomes in future years

		2021-22	2022-23	2023-24
		<b>Current Forecast</b>	<b>Projected Budget</b>	<b>Projected Budget</b>
Revenue	LCFF Entitlement	3,094,027	3,672,696	4,158,603
	Federal Revenue	287,658	472,546	164,150
	Other State Revenues	729,716	382,468	402,896
	Local Revenues	62,659	62,736	62,816
	Fundraising and Grants	184,000	153,000	153,000
	<b>Total Revenue</b>	<b>4,358,060</b>	<b>4,743,447</b>	<b>4,941,465</b>
Expenses	Compensation and Benefits	3,302,482	3,425,918	3,501,736
	Books and Supplies	169,844	220,496	235,054
	Services and Other Operating Expenditures	967,798	943,263	972,184
	Depreciation	8,986	8,986	8,986
	Other Outflows	-	-	-
	<b>Total Expenses</b>	<b>4,449,110</b>	<b>4,598,662</b>	<b>4,717,961</b>
	<b>Operating Income</b>	<b>(91,049)</b>	<b>144,784</b>	<b>223,504</b>
	Beginning Balance (Audited)	1,422,465	1,331,415	1,476,200
	Operating Income	(91,049)	144,784	223,504
<b>Ending Fund Balance (incl. Depreciation)</b>		<b>1,331,415</b>	<b>1,476,200</b>	<b>1,699,704</b>
<b>Ending Fund Balance as % of Expenses</b>		<b>29.9%</b>	<b>32.1%</b>	<b>36.0%</b>

## Cover Sheet

### Vote to Accept the Financial Audit for 2020-2021

<b>Section:</b>	III. Finance Committee
<b>Item:</b>	D. Vote to Accept the Financial Audit for 2020-2021
<b>Purpose:</b>	Vote
<b>Submitted by:</b>	
<b>Related Material:</b>	Urban Montessori Charter Signed Financial Report.pdf



**URBAN MONTESSORI CHARTER SCHOOL**  
**MEASURE G1 PARCEL TAX PERFORMANCE AUDIT**  
**YEAR ENDED JUNE 30, 2021**



WEALTH ADVISORY | OUTSOURCING  
AUDIT, TAX, AND CONSULTING

[CLAconnect.com](https://www.CLAconnect.com)

**URBAN MONTESSORI CHARTER SCHOOL  
TABLE OF CONTENTS  
YEAR ENDED JUNE 30, 2021**

<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, 2021</b>	<b>4</b>



CliftonLarsonAllen LLP  
CLAconnect.com

## INDEPENDENT AUDITORS' REPORT

Board of Directors  
Urban Montessori Charter School  
Oakland, California

We have conducted a performance audit of Urban Montessori Charter School Measure G1 Parcel Tax Performance for the year ended June 30, 2021.

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, 2021, 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*

**CliftonLarsonAllen LLP**

Glendora, California  
October 5, 2021



CLA is an independent member of Nexia International, a leading, global network of independent accounting and consulting firms. See [nexia.com/member-firm-disclaimer](https://nexia.com/member-firm-disclaimer) for details.

**URBAN MONTESSORI CHARTER SCHOOL  
MEASURE G1 PARCEL TAX PERFORMANCE AUDIT  
JUNE 30, 2021**

**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, 2020 to June 30, 2021. 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, 2021, 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 42 payroll related expenditures totaling \$67,421 or 99% 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, 2021**

**PROCEDURES PERFORMED (CONTINUED)**

4. We did not review the nature of the expenditures incurred by the charter school for the middle school grant funding, and review source documents as appropriate, to ensure they were within the specific purpose of the ballot language as the school did not receive this funding.
5. We did not verify if the parcel tax middle school grant is funding supplemental activities by performing the following procedures. Ascertain if funds were used to provide services, which were legally required to be made available by virtue of being a school. Also, perform procedures to ascertain whether the parcel tax funded services that were previously provided with another funding source as the school did not receive this funding.
6. We did not obtain the approved education improvement plan for the charter school receiving the middle school grant and perform the following procedures. Ensure the plan contains the minimal elements required by the ballot. Verify if the actual parcel tax expenditures are consistent with the approved plan as the school did not receive this funding.
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, 2021**

**SCHEDULE OF INCOME STATEMENT ACCOUNTS FOR THE YEAR ENDED JUNE 30, 2021**

**Measure G1 Revenues:**

Measure G1 Parcel Tax Revenues	\$	59,584
--------------------------------	----	--------

**Measure G1 Expenditures:**

Raises to School Site Educators		68,259
---------------------------------	--	--------

Total Expenditures		68,259
--------------------	--	--------

<b>Revenues less Expenditures - Measure G1</b>	<b>\$</b>	<b>(8,675)</b>
--	-----------	----------------

Investment advisory services are offered through CliftonLarsonAllen Wealth Advisors, LLC, an SEC-registered investment advisor. CLA is an independent member of Nexia International, a leading, global network of independent accounting and consulting firms. See [nexia.com/member-firm-disclaimer](https://www.nexia.com/member-firm-disclaimer) for details. **CliftonLarsonAllen LLP**



# Cover Sheet

## Vote on Board Membership Term for Sarah Morrill

<b>Section:</b>	VI. Executive & Governance Committee
<b>Item:</b>	B. Vote on Board Membership Term for Sarah Morrill
<b>Purpose:</b>	Vote
<b>Submitted by:</b>	
<b>Related Material:</b>	Morrill_Resume.pdf



**EDUCATION / NONPROFIT LEADER:** Experienced education leader with over 10 years experience designing and managing large, complex programs to exceed goals. Performance management of 5-7 direct reports and teams of 50-100 people. Specialize in developing vision and strategic priorities, program design, change management, and program evaluation. Recognized for excellent strategic and systems thinking, ability to balance big picture and details, leadership development, data-driven problem solving, and making the work fun along the way.  
*MBA from Haas School of Business and Certification in Education Finance from Georgetown.*

### Expertise

Program Design & Program Management  
 Adult Learning & Development  
 Coaching & Managing Leaders

Creative Problem Solving & Solutions  
 Structuring & Delegating Workflow  
 Diverse Stakeholder Management

Talent Acquisition & Talent Strategy  
 Quantitative Program Evaluation  
 Equity Focused Culture Creation

## Experience

### EDUCATION FOR CHANGE PUBLIC SCHOOLS 2015-2020

#### PRINCIPAL, LAZEAR CHARTER ACADEMY

##### Program Design & Change Management

- Designed new vision, values, and research aligned instructional program leveraging wide stakeholder engagement, resulting in wide investment in the new program by staff, families, and students.
- Orchestrated program turn around in resource constrained environment using change management leadership practices of data-driven program analysis and adult learning and development resulting in 59 and 57 points increases in ELA and Math respectively as measure by the state assessment.

##### Leadership Coaching & Culture Creation

- Coached and cultivated seven leadership team members by building strong relationships and executing staff development plans for all members leading to 94% of direct reports responding that coaching significantly facilitated their professional growth.
- Created inclusive, equitable staff culture by instituting diversity and inclusion programming resulting in an increase staff culture from 4th quartile to 1st quartile of Bay Area schools based on national culture and climate survey in order to retain diverse, high performing staff members.

##### System Design: Operations & Human Resources

- Implemented top to bottom operations overhaul redesigning all systems for day to day operations management leading to a 60% increase in staff satisfaction with site operations.
- Redesigned systems for recruiting, hiring, and on-boarding for staff of 50 contributing to increase in retention of vision aligned staff to 90% and 55% staff identify as BIPOC.

### TEACH FOR AMERICA 2012-2015

#### SENIOR MANAGING DIRECTOR, LOS ANGELES TEACHER TRAINING PROGRAM

##### Program Design & External Partnerships

- Instituted new program vision and strategy by engaging diverse stakeholders leading to increased satisfaction by external partners, staff, and participants.
- Collaborated with 6 external partners including Loyola Marymount University to design the summer program, resulting in 100% renewing the partnership each year due to strong relationships and trust.

##### Leadership Coaching & Human Resource Strategy

- Facilitated recruitment, selection, and development over 100+ diverse part time staff annually, where 52% identified as people of color and resulting in fully staffed program each year for start of program.
- Coached 5 person full time remote team by executing staff development plans for all members resulting in 95th percentile on Gallup organizational strength measure of engagement with no gaps by subgroup.

##### Operations System Design & Budget Management

- Supervised logistical operations for 600 people living full time on university campus for 6 weeks including all risk management.
- Managed resources to exceed goal and fall within 3% of grant funded 2.2 million dollar budget saving the organization funding long term.

## **TEACH FOR AMERICA 2010-2012**

### **MANAGING DIRECTOR, LOS ANGELES TEACHER TRAINING PROGRAM**

#### **Program Design & Strategy**

- Designed a new vision and aligned program for K-12 student summer school through close collaboration with external partners resulting in 12% increase in student achievement.

#### **Leadership Development & Coaching**

- Developed and facilitated training for new teacher coaches resulting in 87% of teachers feeling their coaches provided strong support in their development with no gaps in sub groups.
- Coached and developed school leaders resulting in 100% of reporting being effectively developed.

## **TEACH FOR AMERICA 2009, 2010**

### **SCHOOL DIRECTOR, ATLANTA TEACHER TRAINING PROGRAM**

#### **Culture Creation & Leadership Development**

- Created inclusive environment for 70 new teachers resulting in 85% rating the environment as welcoming, with focus on student achievement, and a sense of partnership with staff as exceptional.
- Coached new teacher coaches resulting in 80% of teachers reporting that their instructional coach provided strong support of their development.
- Developed operational and instructional staff resulting in 13 out of 15 met or exceeded all their goals through daily feedback and tailored learning opportunities to address any gaps in performance

## **TEACH FOR AMERICA 2008-2010**

### **MANAGER, TEACHER LEADERSHIP DEVELOPMENT, ATLANTA**

#### **Culture Creation & Leadership Development**

- Coached new teachers on foundational teaching skills and mindsets resulting in 80% of second years making significant gains and 65% of first years making 1-1.5 years academic growth surpassing regional goals for all coaches.
- Developed supportive relationships with all teachers leading to retention of 100% of teachers, surpassing regional goal of 90%, organization average of 80%, and 60% profession wide.

## **ATLANTA PUBLIC SCHOOLS 2006-2008**

### **THIRD GRADE TEACHER, ATLANTA**

#### **Data Analysis & Program Execution**

- Used rigorous data-driven and responsive practice to support students in averaging 1.9 years of reading growth in one year.
- Implemented new math program responding to student gaps in understanding resulting in 80% of class meeting and 30% exceeding standards on state math assessment.

---

## **Education, Skills, & Other Interests**

**MBA, Haas School of Business**, UC Berkeley - Dec 2020.

**Certificate in Education Finance-** McCourt School of Public Policy, Georgetown- June 2020

**BA, Colorado College**, Colorado Springs, CO - May 2006

**Languages:** Intermediate Spanish

#### **Other Professional Learning & Training:**

Design Thinking- dSchool School Retool Design Fellow, Agency by Design Fellow, Innovation Design & Advanced Innovation Design (Haas)

Leadership & Coaching- Art of Coaching & Art of Coaching Teams Training, ILPA Coaching Framework, Leading at TFA, UnboundED, NGSS Statewide Science Conference, EL Framework Training, BeGLAD foundation training

Mindfulness- Trained in Mindfulness Based Stress Reduction, Mindfulness in Schools, Mindful Birthing

#### **Personal Interests:**

Avid Gardener- remodeled yard and received \$2000 grant from EBMUD for low water usage; now produce 100 lbs of fruits and vegetables each season, regularly consult on vegetable gardening and fruit tree upkeep for neighbors.

Board Game Lover: plan monthly game nights focusing on strategy and negotiation games. Building my repertoire of 2 player cooperation games in the time of COVID.

Outdoor Enthusiast: by no means an extreme athlete, but can be found every weekend on hikes, bike rides, snowshoeing, camping, often with a 3 year old strapped on my back for added resistance.

## Cover Sheet

### Approve Minutes from October 28, 2021 Regular Meeting

**Section:** VII. Other Business  
**Item:** B. Approve Minutes from October 28, 2021 Regular Meeting  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:** Minutes for Regular Board Meeting on October 28, 2021

APPROVED



## Urban Montessori Charter School

### Minutes

#### Regular Board Meeting

---

#### Date and Time

Thursday October 28, 2021 at 6:15 PM

#### Location

The board 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 [board@urbanmontessori.org](mailto:board@urbanmontessori.org) to be shared by the Board's Secretary during the meeting.

[https://us02web.zoom.us/j/5102904005?](https://us02web.zoom.us/j/5102904005?pwd=M1kxU2hXSzRSN1dCL3QwYVEzdkJ3Zz09)  
[pwd=M1kxU2hXSzRSN1dCL3QwYVEzdkJ3Zz09](https://us02web.zoom.us/j/5102904005?pwd=M1kxU2hXSzRSN1dCL3QwYVEzdkJ3Zz09)

Meeting ID: 510 290 4005; Passcode 5102904005

Additional teleconference locations: 1623 Sunhill Ct, Martinez, CA 94553; 331 Ramona Ave, El Cerrito, CA 94530; 3385 Herrier Street, Oakland, CA 94602; 3125 School Street, Oakland, CA 94602

---

This meeting will be audio recorded. 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.

Members: Jan Faraguna, Kara Fortuna, Christina Greenberg, Greg Klein, Davis Leung, Maru Salazar, 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 on our [BoardOnTrack public portal](#) and also through the [UMCS School Calendar](#).

**Directors Present**

D. Leung (remote), G. Klein, J. Faraguna (remote), K. Fortuna (remote), M. Salazar (remote), S. Wang (remote)

**Directors Absent**

C. Greenberg

**Guests Present**

D. Bissonnette, K. Feeney

---

**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 Oct 28, 2021 at 6:19 PM.

**B. Record Attendance**

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

No changes needed.

**D. Board and Community Appreciations**

Kara appreciated Anna Elbers for her help on FAC elections and to Sita for stepping into the FAC president role.

Sita appreciated the new FAC members and the opportunity to participate in the new school year.

Davis appreciated the new FAC board members and FAC officers.

Greg appreciated Teachers Ash and Freedom.

Krishna appreciated parents for their work on Campus Beautification Day, in particular Marcela for all her work organizing.

Jan appreciated Krishna and the whole school for all the anti-racist anti-bias work, particularly with Dr. Rogers-Ard.

Jan appreciated Greg for helping answer questions.

**E. Board Member Comment**

None.

**F. Presentations from the Floor**

None.

**II. Head of School Report**

**A. Head of School Report**

Krishna shared her Head of School report.

Upcoming events include an online auction; free COVID-19 testing on-site -- anyone in community 3-3:30pm and may be able to stay later if there's more

demand; Conference Week without aftercare (families have already been notified) and conferences will be on Zoom; and the next evening with Dr. Rogers-Ard.

Daniel shared Instructional Updates, including that Elizabeth Slade of Public Montessori in Action was on campus coaching last week and providing professional development.

NWEA assessment finished up next week.

Krishna shared the work of gearing up for the upcoming Enrollment Season for 2022-2023, with virtual and live classroom tours going up on the calendar.

Krishna shared about the work to identify additional outdoor tent solutions and that she is leading the work to apply again for a Prop 39 lease here at Steele Street.

Greg asked, regarding Elizabeth, if she was giving coaching feedback to Daniel on his coaching, or is it directly to teachers, or both? Daniel responded that feedback was for Daniel.

Greg commented that it was great to see so many tours already scheduled.

No other questions, discussion, or public comment on this item.

### **III. Finance Committee**

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

Stacey shared the Committee's report.

The one-time operating deficit decreased slightly since the last month's forecast, now at \$161,000.

Currently forecasting an ending fund balance of \$1.2M and 28.4% of expenses. Cash is projected to be above two months' expense all year long, and three months of expenses for much of the year. Stacey shared additional ways the committee will continue to support decreasing the one-time deficit further throughout the year, including planned-for revenues that are not yet in the forecast. Fundraising this year is on track.

Stacey shared funding updates from the State of California including Expanded Learning Opportunity, Educator Effectiveness, and TK Planning grants.

Davis commented that the committee relies on the expertise and capacities of Edtec, who is doing a great job.

Krishna and Stacey encouraged folks to attend finance committee meetings. Greg offered to provide training for new members and/or the community on interpreting the financial reports.

Jan appreciated the Readathon and asked about ADA. Krishna responded that the latest financial document has the latest ADA that is up to date. Davis commented about deliberately using one-time money to keep classrooms open. Sarah M. asked further about those investments and Krishna commented about the need to keep all three Primary classrooms open now to keep kids safe and to be prepared for next school year and hiring.

Greg shared about investing in one-time years, with one-time deficits to support full reopening this year, setting us up for full operations in the future and regular structural operating incomes. David commented similarly.

No other questions, discussion, or public comment on this item.

#### **B. Vote on UMCS ESSER III Expenditure Plan**

D. Leung made a motion to approve the ESSER III plan.

S. Wang seconded the motion.

Greg shared the ESSER III plan.

No other questions, discussion, or public comment on this item.

The board **VOTED** to approve the motion.

##### **Roll Call**

D. Leung	Aye
G. Klein	Aye
S. Wang	Aye
J. Faraguna	Abstain
K. Fortuna	Aye
M. Salazar	Aye
C. Greenberg	Absent

#### **C. Educator Effectiveness Plan review**

Greg shared the Educator Effectiveness Plan. The vote will be at the December Board meeting.

Jan appreciated the credentialing support in the plan. Jan asked that Focus Area two get more specific on what kinds of training and professional development and commented on her support for anti-racist anti-bias training.

Krishna shared that training with Dr. Rogers-Ard, along with Montessori coach training, are included in that planning.

Sita commented on her support for additional summer learning opportunities. Krishna that it is difficult to staff a large summer program, and so will be planning even earlier to help recruit staff.

Maru asked who staffs the summer program. Krishna responded that it's our regular-year staff who opt-in to work on an extended contract.

Sarah asked if UMCS had partnered with third-party providers on summer learning? Krishna responded that we haven't done that in the past. Sarah asked about the possibility of spending the money over more than one year. Krishna shared that that's an option, but it does keep things simpler in terms of accounting since we already have aligned expenses.

No other questions, discussion, or public comment on this item.

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

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

Jan shared the committee's report. NWEA is still ongoing, doing it in small groups with great success and positive feedback on that structure from students and staff.

Students had taken DIBELS in reading assessment, but administration of the assessment was not yet complete at the time of the meeting.

YIPS/YEPS social-emotional screening was also in the midst of being conducted. Informs the work for the School Counselor.

Initial ELPAC assessment was also underway. Daniel added that staff is looking at reclassification criteria and having conversations about existing students.

No other questions, discussion, or public comment on this item.

## **V. Family Advisory Council**

### **A. Committee Report**

Kara shared the FAC report on new members and FAC president, recent events, and upcoming events.

Maru asked if Dr. Rogers-Ard gets feedback on the sessions. Krishna responded she has collected feedback from staff and families to share with Administration. Krishna and Dr. Rogers-Ard check-in and reflect on the work and make adjustments for the future.

No other questions, discussion, or public comment on this item.

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

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

Greg shared the committee's report. Shared information on the latest developments on the student COVID-19 vaccine requirement from the state. This year's Head of School evaluation process is underway and on track. Held a recent listening session for staff. Additionally, created a Google form for staff to use at the January PD day as another way to give feedback. Asks for feedback come with time "on the clock" for staff to provide feedback.

The committee reviewed upcoming board membership possibilities including FAC elections and recommended a nomination for Sarah Morrill for Board membership starting January 1, 2022.

The committee reviewed the COVID-19 Safety plan. Updates are not material but further clarifications of language.

ACOE approved an extended MOU with UMCS to align with the automatic extension of charters granted by the state. UMCS approval of the same MOU is included on the consent agenda.

No other questions, discussion, or public comment on this item.

### **B. Board and committee officers and members**

No action taken

## **VII. Other Business**

### **A.**



### **Oakland and California Updates**

Greg shared a few items. OUSD passed a student COVID-19 vaccine mandate for eligible students. OUSD performed an evaluation of their budget excluding one-time monies. They projected a \$55 million ending fund balance a couple of school years from now, as well as a \$10 million annual deficit at that time. SFUSD received a \$116 million investment from the state because of their structural deficit.

No other questions, discussion, or public comment on this item.

### **B. Approve Minutes from September 23, 2021 Regular Meeting**

G. Klein made a motion to approve the minutes from Regular Board Meeting on 09-23-21.

D. Leung seconded the motion.

No questions, discussion, or public comment on the minutes.

The board **VOTED** to approve the motion.

#### **Roll Call**

S. Wang	Aye
K. Fortuna	Aye
D. Leung	Aye
J. Faraguna	Abstain
M. Salazar	Aye
G. Klein	Aye
C. Greenberg	Absent

### **C. Action Item - Vote on General Consent Report**

K. Fortuna made a motion to approve the General Consent Report.

S. Wang seconded the motion.

The board **VOTED** to approve the motion.

#### **Roll Call**

J. Faraguna	Abstain
M. Salazar	Aye
S. Wang	Aye
G. Klein	Aye
D. Leung	Aye
C. Greenberg	Absent
K. Fortuna	Aye

### **D. Collect New Business items for Future Meetings**

No new items collected.

## **VIII. Closed Session**

### **A. Closed Session Items**

At 7:44pm Davis shared that the board would go into closed session on two topics.

1. Public Employee Performance Evaluation - Head of School
2. Conference with Real Property Negotiator (§ 54956.8)
  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

There was no public comment on these two items.

**IX. Return to Open Session**

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

The board returned to open session at 8:39pm.

Davis reported that no actions were taken.

**X. 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 8:40 PM.

Respectfully Submitted,  
D. Leung

---

**Documents used during the meeting**

- Educator Effectiveness Plan overview.pdf
- Urban Montessori Amendment to Operational MOU Reflecting AB-SB 130.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](#).