



Urban Montessori Charter School

Regular Board Meeting

Published on November 28, 2022 at 1:37 PM PST
Amended on November 28, 2022 at 1:51 PM PST

Date and Time

Thursday December 1, 2022 at 5:30 PM PST

Location

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

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

[https://us02web.zoom.us/j/82592855160?](https://us02web.zoom.us/j/82592855160?pwd=cG02OTRoUVdrdngwOTI2WFBrOTBzQT09)
[pwd=cG02OTRoUVdrdngwOTI2WFBrOTBzQT09](https://us02web.zoom.us/j/82592855160?pwd=cG02OTRoUVdrdngwOTI2WFBrOTBzQT09)

Meeting ID: 825 9285 5160; Passcode 510 842 1181

One tap mobile

+16699009128,,82592855160# US (San Jose)

+12532158782,,82592855160# US (Tacoma)

Dial by your location

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

Meeting ID: 825 9285 5160

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

Additional teleconference locations:

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: Kara Fortuna, Greg Klein, Davis Leung, Sarah Morrill, Ann Rhodes, Donald Williams

Urban Montessori Charter School welcomes your participation at Board meetings. The purpose of a public meeting of the Board of Directors ("Board") is to conduct the affairs of the organization in public. Your participation assures us of continuing community interest in our school and assists the Board in making the best decisions for our school. To assist you in the ease of speaking/participating in our meetings, guidelines are provided at the bottom of this agenda. All materials for all board and committee meetings, including audio recordings of Regular Board Meetings, are available on our [BoardOnTrack public portal](#) and also through the [UMCS School Calendar](#).

Agenda

	Purpose	Presenter	Time
I. Opening Items			5:30 PM
A. Call the Meeting to Order		Sarah Morrill	1 m
This meeting is being audio-recorded.			
B. Record Attendance		Greg Klein	1 m
C. Review of Action/Discussion Items	Discuss	Sarah Morrill	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.			
D. Board and Community Appreciations		Sarah Morrill	10 m
Members of the Board and UMCS community may provide appreciations and affirmations during this time. In particular this month we recognize and appreciate Davis Leung's four years of volunteer service to the Board.			
E. Board Member Comment		Sarah Morrill	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.			
F. Presentations from the Floor		Sarah Morrill	10 m

Purpose Presenter Time

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.

“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

II. Head of School Report 5:58 PM

The Head of School and their designees will present topics of interest to the Board and the general public.

A. Head of School Report	Discuss	Krishna Feeney	10 m
---------------------------------	---------	----------------	------

Report topics this meeting **may** include:

1. Recent and upcoming events
2. Recent and upcoming Professional Learning
3. Instructional Updates and Goals
4. Enrollment and Application Updates
5. Staffing Updates

III. Finance Committee 6:08 PM

A. 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, 2022 is available here attached to the agenda or in the "Other files" section of this meeting.

IV. Academic Oversight Committee 6:13 PM

A. Discussion Item - Committee Report	Discuss	Kara Fortuna	5 m
--	---------	--------------	-----

V. Family Advisory Council 6:18 PM

A. Discussion Item - Committee Report	Discuss	Kara Fortuna	5 m
--	---------	--------------	-----

VI. Executive & Governance Committee 6:23 PM

A. Discussion Item: Committee Updates, including candidates for board service, Form 700, and training	Discuss	Sarah Morrill	5 m
--	---------	---------------	-----

Committee report: Retreat and Goal planning; Leader evaluation process updates; Community of Practice
Regular reminders:

- [Form 700](#)
- Board member recruitment
- Board Clearance process

	Purpose	Presenter	Time
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.

Current and archival information is [here](#).

VII. Other Business **6:33 PM**

A. Oakland and California Updates	Discuss	Greg Klein	5 m
--	---------	------------	-----

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

B. Approve Minutes from October 27, 2022 Regular Meeting	Approve Minutes	Greg Klein	1 m
---	-----------------	------------	-----

C. Action Item - Vote on General Consent Report	Vote	Sarah Morrill	3 m
--	------	---------------	-----

General Consent Report for December 1, 2022

1. Contract with Public Montessori in Action - professional development, Montessori coaching, and leadership support [re-approval]
2. Minutes of Regular Meeting on September 22, 2022 [re-approval]

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

D. Collect New Business items for Future Meetings	Discuss	Sarah Morrill	5 m
--	---------	---------------	-----

VIII. Closed Session **6:47 PM**

A. Closed Session Items	Discuss	Sarah Morrill	15 m
--------------------------------	---------	---------------	------

1. Public Employee Performance Evaluation - Head of School

"Closed Session" is always agendized ahead of time as a "Discuss" item. If any votes are taken during any Closed Session, those are reported out publicly upon return to Open Session.

IX. Return to Open Session **7:02 PM**

A. Report out of any closed session action(s)	Vote	Sarah Morrill	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.

B. Board Retreat - Part 1			45 m
Board members share intro slides			

	Purpose	Presenter	Time
	Board discusses the history and current context of the school		
C.	Board Retreat- Part 2 Looking Forward * What would success look like in 5 years when we are wildly successful towards our vision? * What is the board role in achieving these outcomes?		45 m
X. Closing Items			8:33 PM
A.	Adjourn Meeting	FYI Sarah Morrill	2 m

THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice.

REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY The Governing Board’s presiding officer reserves the right to impose reasonable time limits on public testimony to ensure that the agenda is completed.

SPECIAL PRESENTATIONS MAY BE MADE Notice is hereby given that, consistent with the requirements of the Bagley-Keene Open Meeting Act, special presentations not mentioned in the agenda may be made at this meeting. However, any such presentation will be for information only.

REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting of the Governing Board may request assistance by contacting UMCS at 4551 Steele Street, Oakland, CA 94619 or info@urbanmontessori.org.

FOR MORE INFORMATION For more information concerning this agenda or for materials relating to this meeting, please contact UMCS at 4551 Steele Street, Oakland, CA 94619 or board@urbanmontessori.org. All materials are available via the Governance Section of our website: <http://www.urbanmontessori.org/governance> or directly via our [BoardOnTrack public portal](#).

Coversheet

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

Section:	III. Finance Committee
Item: financial report	A. Discussion Item - Committee Report, including year to date
Purpose:	Discuss
Submitted by:	
Related Material:	UMCS_October_2022_Forecast.pdf UMCS_October_2022_Cash_Flow.pdf UMCS_November_2022_FC_Presentation.pdf UMCS_October_2022_Balance_Sheet.pdf

Urban Montessori
Income Statement
As of Oct FY2023

	Actual			YTD	Budget							
	Aug	Sep	Oct		Actual YTD	Approved Budget v1	Previous Forecast	Current Forecast	Previous Forecast vs. Current Forecast	Approved Budget v1 vs. Current Forecast	Current Forecast Remaining	% Current Forecast Spent
SUMMARY												
Revenue												
LCFF Entitlement	76,155	345,646	334,968	756,769	3,833,476	3,275,631	3,275,631	-	(557,845)	2,518,862	23%	
Federal Revenue	-	9	11	20	499,411	469,920	469,920	-	(29,491)	469,900	0%	
Other State Revenues	25,292	35,005	43,383	116,335	1,130,345	1,619,954	1,654,034	34,080	523,689	1,537,699	7%	
Local Revenues	-	29	38,102	38,130	59,584	59,584	149,584	90,000	90,000	111,454	25%	
Fundraising and Grants	-	148	12,178	12,326	190,000	190,000	190,000	-	-	177,674	6%	
Total Revenue	101,447	380,836	428,642	923,580	5,712,817	5,615,089	5,739,169	124,080	26,352	4,815,589	16%	
Expenses												
Compensation and Benefits	346,587	377,809	287,191	1,083,193	3,934,949	3,915,378	3,887,750	27,628	47,199	2,804,557	28%	
Books and Supplies	51,006	36,283	26,611	166,242	410,800	393,776	397,324	(3,547)	13,476	231,082	42%	
Services and Other Operating Expenditures	82,793	93,484	70,079	302,709	1,296,489	1,084,164	1,094,887	(10,723)	201,602	792,178	28%	
Depreciation	-	-	-	-	8,986	8,986	8,986	-	-	8,986	0%	
Other Outflows	-	204	5,067	5,272	-	-	-	-	-	(5,272)		
Total Expenses	480,386	507,781	388,949	1,557,416	5,651,224	5,402,304	5,388,947	13,357	262,277	3,831,531	29%	
Operating Income	(378,939)	(126,944)	39,694	(633,835)	61,592	212,785	350,222	137,437	288,630	984,058		
Fund Balance												
Beginning Balance (Audited)					1,236,534	1,468,305	1,468,305					
Operating Income					61,592	212,785	350,222					
Ending Fund Balance					1,298,126	1,681,090	1,818,527					
Fund Balance as a % of Expenses					23%	31%	34%					

Urban Montessori
Income Statement
As of Oct FY2023

	Actual			YTD	Budget							
	Aug	Sep	Oct		Actual YTD	Approved Budget v1	Previous Forecast	Current Forecast	Previous Forecast vs. Current Forecast	Approved Budget v1 vs. Current Forecast	Current Forecast Remaining	% Current Forecast Spent
KEY ASSUMPTIONS												
Enrollment Summary												
K-3					222	184	184	-	(38)			
4-6					128	107	107	-	(21)			
7-8					56	37	37	-	(19)			
Total Enrolled					406	328	328	-	(78)			
ADA %												
K-3					93.0%	93.0%	93.0%	0.0%	0.0%			
4-6					93.0%	93.0%	93.0%	0.0%	0.0%			
7-8					93.0%	93.0%	93.0%	0.0%	0.0%			
Average ADA %					93.0%	93.0%	93.0%	0.0%	0.0%			
ADA												
K-3					206.46	171.12	171.12	-	(35.34)			
4-6					119.04	99.51	99.51	-	(19.53)			
7-8					52.08	34.41	34.41	-	(17.67)			
Total ADA					377.58	305.04	305.04	-	(72.54)			

Urban Montessori
Income Statement
As of Oct FY2023

		Actual			YTD	Budget						
		Aug	Sep	Oct	Actual YTD	Approved Budget v1	Previous Forecast	Current Forecast	Previous Forecast vs. Current Forecast	Approved Budget v1 vs. Current Forecast	Current Forecast Remaining	% Current Forecast Spent
REVENUE												
LCFF Entitlement												
8011	Charter Schools General Purpose Entitlement - State Aid	76,155	76,155	137,078	289,388	1,904,420	1,509,822	1,509,822	-	(394,598)	1,220,434	19%
8012	Education Protection Account Entitlement	-	210,124	-	210,124	858,994	811,037	811,037	-	(47,958)	600,913	26%
8096	Charter Schools in Lieu of Property Taxes	-	59,367	197,890	257,257	1,070,062	954,772	954,772	-	(115,290)	697,515	27%
SUBTOTAL - LCFF Entitlement		76,155	345,646	334,968	756,769	3,833,476	3,275,631	3,275,631	-	(557,845)	2,518,862	23%
Federal Revenue												
8181	Special Education - Entitlement	-	-	-	-	43,625	43,625	43,625	-	-	43,625	0%
8220	Child Nutrition Programs	-	-	-	-	73,080	59,040	59,040	-	(14,040)	59,040	0%
8291	Title I	-	-	-	-	42,645	31,054	31,054	-	(11,591)	31,054	0%
8292	Title II	-	-	-	-	8,381	5,599	5,599	-	(2,782)	5,599	0%
8294	Title IV	-	-	-	-	10,000	8,922	8,922	-	(1,078)	8,922	0%
8297	PY Federal - Not Accrued	-	-	11	11	-	-	-	-	-	(11)	0%
8299	All Other Federal Revenue	-	9	-	9	321,680	321,680	321,680	-	-	321,671	0%
SUBTOTAL - Federal Revenue		-	9	11	20	499,411	469,920	469,920	-	(29,491)	469,900	0%
Other State Revenue												
8381	Special Education - Entitlement (State)	12,655	22,778	22,512	70,600	292,439	272,612	272,612	-	(19,828)	202,012	26%
8382	Special Education Reimbursement (State)	1,580	1,423	1,423	4,426	21,600	18,150	18,150	-	(3,450)	13,724	24%
8520	Child Nutrition - State	-	-	-	-	3,045	2,460	2,460	-	(585)	2,460	0%
8550	Mandated Cost Reimbursements	-	-	-	-	5,798	5,798	5,798	-	-	5,798	0%
8560	State Lottery Revenue	-	-	-	-	89,916	75,509	75,509	-	(14,407)	75,509	0%
8590	All Other State Revenue	253	-	-	253	587,481	1,029,040	1,063,120	34,080	475,639	1,062,867	0%
8593	Expanded Learning Opportunities Program	10,804	10,804	19,448	41,056	130,067	216,386	216,386	-	86,319	175,330	19%
SUBTOTAL - Other State Revenue		25,292	35,005	43,383	116,335	1,130,345	1,619,954	1,654,034	34,080	523,689	1,537,699	7%
Local Revenue												
8676	After School Program Revenue	-	-	-	-	-	-	90,000	90,000	90,000	90,000	0%
8699	All Other Local Revenue	-	(0)	590	589	-	-	-	-	-	(589)	0%
8702	Oakland Measure G1	-	-	-	-	59,584	59,584	59,584	-	-	59,584	0%
8999	Uncategorized Revenue	-	29	37,512	37,541	-	-	-	-	-	(37,541)	0%
SUBTOTAL - Local Revenue		-	29	38,102	38,130	59,584	59,584	149,584	90,000	90,000	111,454	25%
Fundraising and Grants												
8801	Family Fundraising	-	-	12,178	12,178	50,000	50,000	50,000	-	-	37,822	24%
8802	Private Grants	-	148	-	148	25,000	25,000	25,000	-	-	24,852	1%
8803	Training Center	-	-	-	-	100,000	100,000	100,000	-	-	100,000	0%
8814	Field Trips Donations	-	-	-	-	15,000	15,000	15,000	-	-	15,000	0%
SUBTOTAL - Fundraising and Grants		-	148	12,178	12,326	190,000	190,000	190,000	-	-	177,674	6%
TOTAL REVENUE		101,447	380,836	428,642	923,580	5,712,817	5,615,089	5,739,169	124,080	26,352	4,815,589	16%

Urban Montessori
Income Statement
As of Oct FY2023

		Actual			YTD	Budget						
		Aug	Sep	Oct	Actual YTD	Approved Budget v1	Previous Forecast	Current Forecast	Previous Forecast vs. Current Forecast	Approved Budget v1 vs. Current Forecast	Current Forecast Remaining	% Current Forecast Spent
EXPENSES												
Compensation & Benefits												
Certificated Salaries												
1100	Lead Teacher Salaries	82,214	71,339	84,098	244,251	1,072,001	1,045,591	1,045,591	-	26,410	801,341	23%
1148	Special Ed Teacher Salaries	29,891	29,848	29,848	89,586	349,210	394,817	462,243	(67,426)	(113,033)	372,657	19%
1150	Support Teacher Salaries	43,144	59,318	45,121	149,382	656,289	508,604	506,515	2,089	149,774	357,133	29%
1170	Measure G1 Stipends	-	-	-	-	58,000	58,000	58,000	-	-	58,000	0%
1300	Certificated Supervisor & Administrator Salaries	22,279	22,279	22,279	89,117	267,350	267,350	267,350	-	-	178,233	33%
SUBTOTAL - Certificated Salaries		177,527	182,783	181,345	572,335	2,402,850	2,274,363	2,339,699	(65,337)	63,151	1,767,364	24%
Classified Salaries												
2100	Distance Learning Support Staff	5,941	5,941	5,941	17,824	65,354	65,354	65,354	-	-	47,530	27%
2102	Student Support Staff	14,388	18,248	18,215	50,851	231,572	200,065	118,716	81,349	112,857	67,865	43%
2300	Classified Supervisor & Administrator Salaries	9,366	9,366	9,366	37,466	112,398	112,398	112,398	-	-	74,932	33%
2400	Classified Clerical & Office Salaries	17,731	20,901	10,492	60,228	180,411	187,986	187,986	-	(7,576)	127,758	32%
2900	Classified Substitutes	4,558	10,230	8,978	23,765	46,771	23,790	37,092	(13,302)	9,679	13,327	64%
2905	Other Classified - After School	4,456	13,149	11,827	29,432	-	137,570	121,570	16,000	(121,570)	92,138	24%
SUBTOTAL - Classified Salaries		56,440	77,835	64,820	219,567	636,506	727,163	643,117	84,047	(6,610)	423,550	34%
Employee Benefits												
3100	STRS	34,171	37,969	37,048	114,705	425,134	449,899	448,332	1,567	(23,197)	333,626	26%
3300	OASDI-Medicare-Alternative	6,317	7,232	6,599	22,159	94,509	83,576	82,654	923	11,855	60,495	27%
3400	Health & Welfare Benefits	66,267	68,472	(5,846)	134,228	327,692	330,169	323,951	6,218	3,740	189,723	41%
3500	Unemployment Insurance	799	985	338	2,122	11,734	14,138	14,153	(15)	(2,420)	12,032	15%
3600	Workers Comp Insurance	5,064	2,532	2,532	17,723	36,524	36,069	35,845	225	679	18,122	49%
3900	Other Employee Benefits	-	-	354	354	-	-	-	-	-	(354)	-
SUBTOTAL - Employee Benefits		112,619	117,190	41,025	291,291	895,593	913,852	904,934	8,918	(9,342)	613,643	32%
Books & Supplies												
4100	Approved Textbooks & Core Curricula Materials	11,695	-	-	11,695	100,000	25,000	25,000	-	75,000	13,305	47%
4200	Books & Other Reference Materials	1,981	446	71	2,498	1,000	2,428	2,498	(71)	(1,498)	-	100%
4320	Educational Software	-	-	-	-	9,000	9,000	9,000	-	-	9,000	0%
4325	Instructional Materials & Supplies	3,602	2,672	1,481	59,982	7,500	82,500	82,500	-	(75,000)	22,518	73%
4326	Art & Music Supplies	7,864	637	1,520	10,054	5,000	8,534	10,054	(1,520)	(5,054)	-	100%
4330	Office Supplies	479	1,664	755	2,898	5,000	5,000	5,000	-	-	2,102	58%
4335	PE Supplies	393	74	489	956	2,000	2,000	2,000	-	-	1,044	48%
4340	SpEd Materials & Supplies	-	178	572	833	2,000	2,000	2,000	-	-	1,167	42%
4400	Training Center Expenses	-	-	350	350	100,000	100,000	100,000	-	-	99,650	0%
4410	Classroom Furniture, Equipment & Supplies	2,305	9,110	1,957	13,372	10,000	11,415	13,372	(1,957)	(3,372)	-	100%
4420	Computers: individual items less than \$5k	7,227	637	-	7,864	17,500	17,500	17,500	-	-	9,636	45%
4430	Non Classroom Related Furniture, Equipment & Supplies	2,097	283	558	2,938	10,000	10,000	10,000	-	-	7,062	29%
4700	Snacks	2,904	3,459	-	6,363	15,000	15,000	15,000	-	-	8,637	42%
4710	Student Food Services	9,038	16,990	18,351	44,379	121,800	98,400	98,400	-	23,400	54,021	45%
4720	Other Food	1,421	132	508	2,061	5,000	5,000	5,000	-	-	2,939	41%
SUBTOTAL - Books and Supplies		51,006	36,283	26,611	166,242	410,800	393,776	397,324	(3,547)	13,476	231,082	42%
Services & Other Operating Expenses												
5215	Travel - Mileage, Parking, Tolls	-	-	-	-	1,662	1,662	1,662	-	-	1,662	0%
5305	Dues & Membership - Professional	-	120	-	4,558	19,000	19,000	19,000	-	-	14,443	24%
5450	Insurance - Other	12,942	6,471	6,471	40,976	73,330	73,330	73,330	-	-	32,354	56%
5515	Janitorial, Gardening Services & Supplies	9,948	7,212	9,269	33,630	100,000	100,000	100,000	-	-	66,370	34%

Urban Montessori
Income Statement
As of Oct FY2023

		Actual			YTD	Budget						
		Aug	Sep	Oct	Actual YTD	Approved Budget v1	Previous Forecast	Current Forecast	Previous Forecast vs. Current Forecast	Approved Budget v1 vs. Current Forecast	Current Forecast Remaining	% Current Forecast Spent
5520	Security	8,307	668	263	10,804	22,660	22,660	22,660	-	-	11,856	48%
5535	Utilities - All Utilities	7,546	2,521	12,501	22,567	55,105	55,105	55,105	-	-	32,538	41%
5605	Equipment Leases	1,191	931	957	4,011	13,596	13,596	13,596	-	-	9,585	30%
5610	Rent	-	39,358	-	39,358	146,708	146,708	157,431	(10,723)	(10,723)	118,073	25%
5615	Repairs and Maintenance - Building	52	1,530	258	1,865	20,000	20,000	20,000	-	-	18,135	9%
5803	Accounting Fees	-	-	10,500	10,500	23,672	23,672	23,672	-	-	13,172	44%
5805	Administrative Fees	-	-	-	-	6,775	6,775	6,775	-	-	6,775	0%
5809	Banking Fees	111	111	161	494	656	656	656	-	-	162	75%
5812	Business Services	10,167	10,167	10,167	40,667	122,000	122,000	122,000	-	-	81,333	33%
5815	Consultants - Instructional	-	-	-	-	5,000	5,000	5,000	-	-	5,000	0%
5824	District Oversight Fees	-	-	3,942	3,942	39,485	33,739	33,739	-	5,746	29,797	12%
5826	Directors Contingency	-	-	-	-	253,612	32,756	32,756	-	220,856	32,756	0%
5827	Middle School Program expenses (8816 offset)	-	-	-	-	1,918	1,918	1,918	-	-	1,918	0%
5830	Field Trips Expenses	-	-	-	-	50,000	50,000	50,000	-	-	50,000	0%
5833	Fines and Penalties	-	-	-	-	1,000	1,000	1,000	-	-	1,000	0%
5836	Fingerprinting	-	-	-	-	1,692	1,692	1,692	-	-	1,692	0%
5839	Fundraising Expenses	-	-	-	-	11,674	11,674	11,674	-	-	11,674	0%
5845	Legal Fees	-	3,480	5,248	8,728	50,000	50,000	50,000	-	-	41,272	17%
5851	Marketing and Student Recruiting	-	-	-	-	10,000	10,000	10,000	-	-	10,000	0%
5857	Payroll Fees	445	481	490	1,729	6,747	6,747	6,747	-	-	5,019	26%
5860	Printing and Reproduction	-	-	-	-	1,030	1,030	1,030	-	-	1,030	0%
5861	Prior Yr Exp (not accrued)	10,959	3,317	-	14,277	-	14,277	14,277	-	(14,277)	-	100%
5863	Professional Development	3,799	400	7,924	19,573	69,000	69,000	69,000	-	-	49,427	28%
5869	Special Education Contract Instructors	-	9,200	600	9,800	90,000	90,000	90,000	-	-	80,200	11%
5875	Staff Recruiting	75	-	-	75	4,000	4,000	4,000	-	-	3,925	2%
5878	Student Assessment	-	241	341	1,115	13,000	13,000	13,000	-	-	11,885	9%
5880	Student Health Services	1,557	917	-	2,474	6,000	6,000	6,000	-	-	3,526	41%
5881	Student Information System	12,327	2,297	907	16,358	25,000	25,000	25,000	-	-	8,642	65%
5884	Substitutes	-	-	-	-	15,450	15,450	15,450	-	-	15,450	0%
5887	Technology Services	1,766	2,358	-	10,136	13,000	13,000	13,000	-	-	2,864	78%
5910	Communications - Internet / Website Fees	569	569	-	1,707	8,652	8,652	8,652	-	-	6,945	20%
5915	Postage and Delivery	42	113	82	313	3,395	3,395	3,395	-	-	3,082	9%
5920	Communications - Telephone & Fax	989	1,022	-	3,053	11,670	11,670	11,670	-	-	8,617	26%
SUBTOTAL - Services & Other Operating Exp.		82,793	93,484	70,079	302,709	1,296,489	1,084,164	1,094,887	(10,723)	201,602	792,178	28%
Capital Outlay & Depreciation												
6900	Depreciation	-	-	-	-	8,986	8,986	8,986	-	-	8,986	0%
SUBTOTAL - Capital Outlay & Depreciation		-	-	-	-	8,986	8,986	8,986	-	-	8,986	0%
Other Outflows												
7999	Uncategorized Expense	-	204	5,067	5,272	-	-	-	-	-	(5,272)	
SUBTOTAL - Other Outflows		-	204	5,067	5,272	-	-	-	-	-	(5,272)	
TOTAL EXPENSES		480,386	507,781	388,949	1,557,416	5,651,224	5,402,304	5,388,947	13,357	262,277	3,831,531	29%

**Urban Montessori
Monthly Cash Forecast
As of Oct FY2023**

	2022-23													Forecast	Remaining Balance
	Actuals & Forecast														
	Jul Actuals	Aug Actuals	Sep Actuals	Oct Actuals	Nov Forecast	Dec Forecast	Jan Forecast	Feb Forecast	Mar Forecast	Apr Forecast	May Forecast	Jun Forecast			
Beginning Cash	1,082,292	1,285,136	983,498	1,034,787	1,130,594	910,541	902,027	1,005,522	868,653	764,986	1,374,401	1,301,834			
REVENUE															
LCFF Entitlement	-	76,155	345,646	334,968	137,079	216,235	426,359	216,235	213,580	449,417	197,906	197,906	3,275,631	464,147	
Federal Revenue	-	-	9	-	17,298	86,324	5,904	17,298	86,324	27,717	17,298	86,324	469,920	125,425	
Other State Revenue	12,655	25,292	35,005	19,448	56,879	184,491	137,826	66,478	49,646	537,851	199,699	148,072	1,654,034	180,692	
Other Local Revenue	-	-	29	91,250	-	-	-	-	-	-	-	59,584	149,584	(1,279)	
Fundraising & Grants	-	-	148	-	17,482	17,482	25,815	25,815	25,815	25,815	25,815	25,815	190,000	-	
TOTAL REVENUE	12,655	101,447	380,836	445,666	228,737	504,531	595,903	325,825	375,366	1,040,799	440,717	517,701	5,739,169	768,985	
EXPENSES															
Certificated Salaries	30,679	177,527	182,783	181,345	187,166	210,104	223,574	196,942	196,942	196,942	254,942	227,210	2,339,699	73,542	
Classified Salaries	20,471	56,440	77,835	64,820	69,781	65,107	65,107	65,107	65,107	65,107	65,107	61,698	643,117	(98,573)	
Employee Benefits	20,456	110,111	117,190	41,025	78,890	80,394	88,745	78,472	78,472	74,376	85,961	53,057	904,934	(2,216)	
Books & Supplies	52,343	51,006	36,283	26,611	53,979	26,174	26,174	26,174	26,174	26,174	34,061	28,855	397,324	(16,683)	
Services & Other Operating Expenses	56,353	85,301	93,484	70,079	77,140	116,714	76,092	83,283	112,769	69,217	73,644	114,528	1,094,887	66,282	
Capital Outlay & Depreciation	-	-	-	-	1,123	1,123	1,123	1,123	1,123	1,123	1,123	1,123	8,986	-	
Other Outflows	-	-	204	5,067	(5,272)	-	-	-	-	-	-	-	-	-	
TOTAL EXPENSES	180,301	480,386	507,781	388,949	462,808	499,617	480,816	451,101	480,587	432,939	514,839	486,471	5,388,947	22,352	
Operating Cash Inflow (Outflow)	(167,646)	(378,939)	(126,944)	56,717	(234,071)	4,914	115,087	(125,276)	(105,222)	607,860	(74,122)	31,229	350,222	746,633	
Revenues - Prior Year Accruals	255,068	88,128	163,050	40,600	43,905	-	-	-	13,147	13,147	13,147	13,147	-	-	
Accounts Receivable - Current Year	(2,800)	(1,250)	800	500	3,000	-	-	-	-	-	-	-	-	-	
Other Assets	8,932	-	-	-	-	-	-	-	-	-	-	-	-	-	
Fixed Assets	-	-	-	-	1,123	1,123	1,123	1,123	1,123	1,123	1,123	1,123	-	-	
Expenses - Prior Year Accruals	172,028	(8,680)	(8,680)	-	(28,516)	(21,170)	(19,334)	(19,334)	(19,334)	(19,334)	(19,334)	(19,334)	-	-	
Accounts Payable - Current Year	(24,096)	(9,167)	13,152	(11,491)	(12,111)	-	-	-	-	-	-	-	-	-	
Summerholdback for Teachers	(38,642)	8,269	9,911	9,481	6,618	6,618	6,618	6,618	6,618	6,618	6,618	(6,115)	-	-	
Ending Cash	1,285,136	983,498	1,034,787	1,130,594	910,541	902,027	1,005,522	868,653	764,986	1,374,401	1,301,834	1,321,885			

Urban Montessori Finance Committee Update

JOSH KEMP

NOVEMBER 16, 2022



Contents



1. **2022-23 Financial Update**
 - A. Current Forecast
 - B. Enrollment Tracker

2. **Exhibits**
 - A. Current 2022-23 Forecast
 - B. 2022-23 Cash Flow
 - C. Yearly Enrollment Comparison

2022-23 Forecast Update

Actuals through 10/31/2022





2022-23 Forecast Update

Afterschool program will continue to be adjusted throughout the year

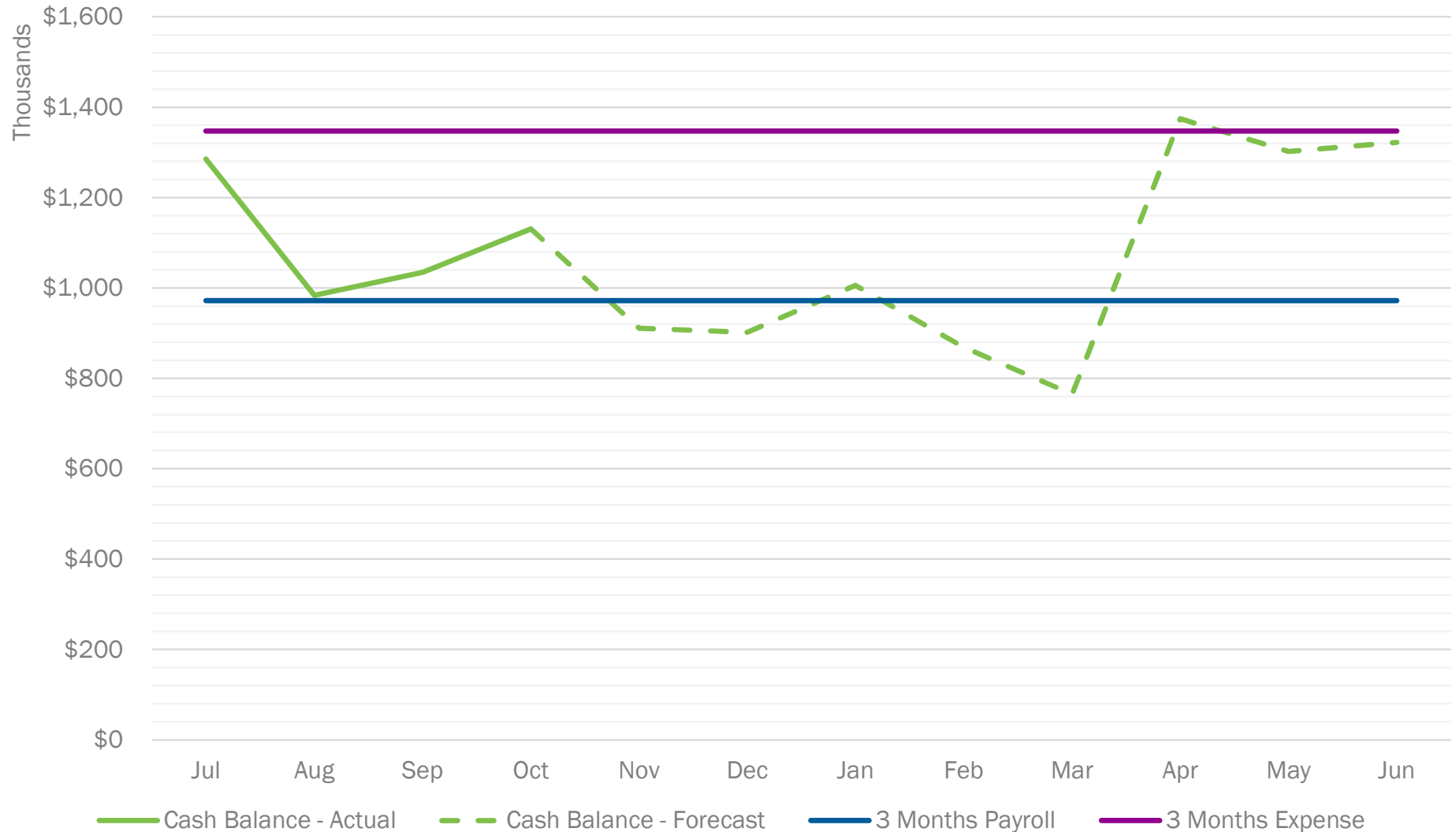


Budget Comparison

		2022-23	2022-23	Variance
		Previous Forecast	Current Forecast	
Revenue	LCFF Entitlement	3,275,631	3,275,631	-
	Federal Revenue	469,920	469,920	-
	Other State Revenues	1,619,954	1,654,034	34,080
	Local Revenues	59,584	149,584	90,000
	Fundraising and Grants	190,000	190,000	-
	Total Revenue	5,615,089	5,739,169	124,080
Expenses	Compensation and Benefits	3,915,378	3,887,750	27,628
	Books and Supplies	393,776	397,324	(3,547)
	Services and Other Operating	1,084,164	1,094,887	(10,723)
	Depreciation	8,986	8,986	-
	Other Outflows	-	-	-
	Total Expenses	5,402,304	5,388,947	13,357
	Operating Income	212,785	350,222	137,437
	Beginning Balance (Audited)	1,468,305	1,468,305	-
	Operating Income	212,785	350,222	137,437
Ending Fund Balance (incl. Depreciation)		1,681,090	1,818,527	137,437
Ending Fund Balance as % of Expenses		31.1%	33.7%	2.6%

2022-23 Monthly Cash Flow Projection

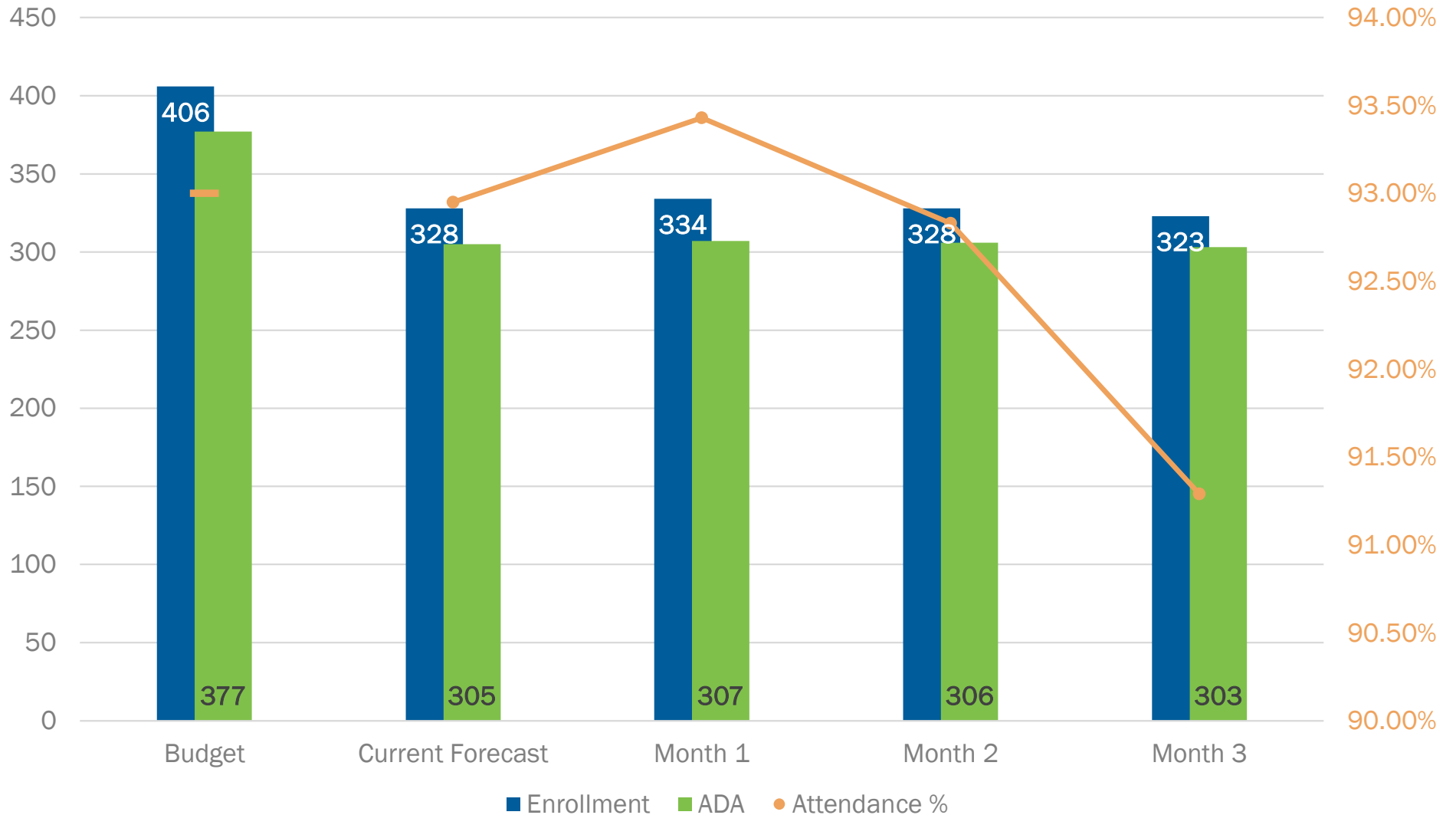
Large cash bump in April due to hold harmless protection from FY22





Enrollment & Attendance

Enrollment and attendance fall slightly in month 3



Urban Montessori
Balance Sheet
As of Oct FY2023

	Jun FY2022	Oct FY2023
ASSETS		
Cash Balance	1,082,292	1,130,594
Accounts Receivable	723,278	151,460
Prepays	17,458	8,526
Fixed Assets, Net	30,626	30,626
TOTAL ASSETS	1,853,654	1,321,205
LIABILITIES & EQUITY		
Accounts Payable	103,057	200,739
Due to Others	102,400	102,400
Deferred Revenue	132,544	148,488
Current Loans and Other Payables	47,348	35,108
Beginning Net Assets	1,422,465	1,468,305
Net Income (Loss) to Date	45,841	(633,835)
TOTAL LIABILITIES & EQUITY	1,853,654	1,321,205

Coversheet

Discussion Item - Committee Report

Section: IV. Academic Oversight Committee
Item: A. Discussion Item - Committee Report
Purpose: Discuss
Submitted by:
Related Material: Fall 2022 NWEA UMCS.pdf

Fall 2022 NWEA MAP Data

November 2022

Percent High Achievement Slides

These two slides show the percentage of student in each grade the performed at high achievement during Fall 2022 testing. (High achievement is defined as 50th percentile in achievement or higher).

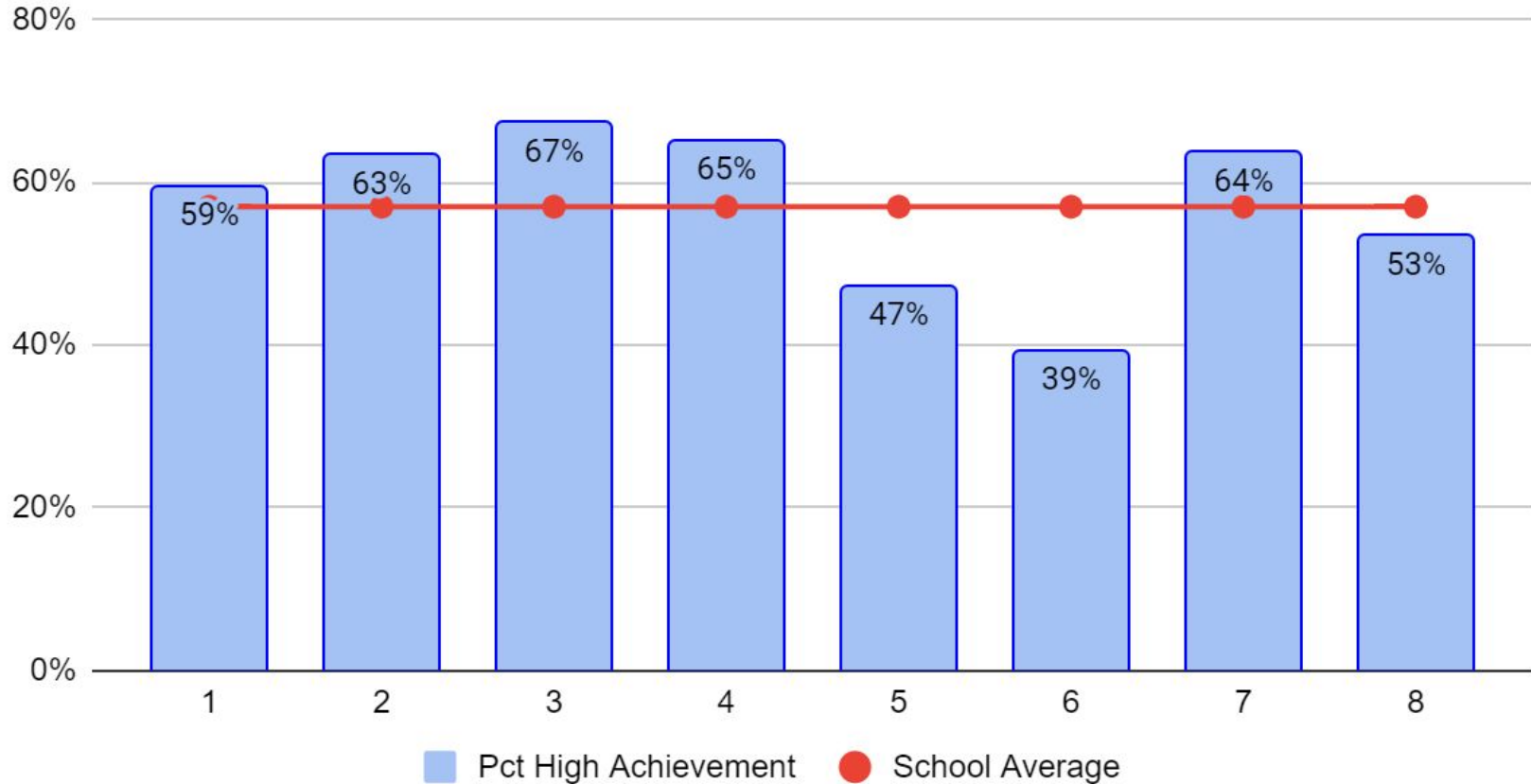
The solid red line across the middle is the entire school average.

Average National Percentile

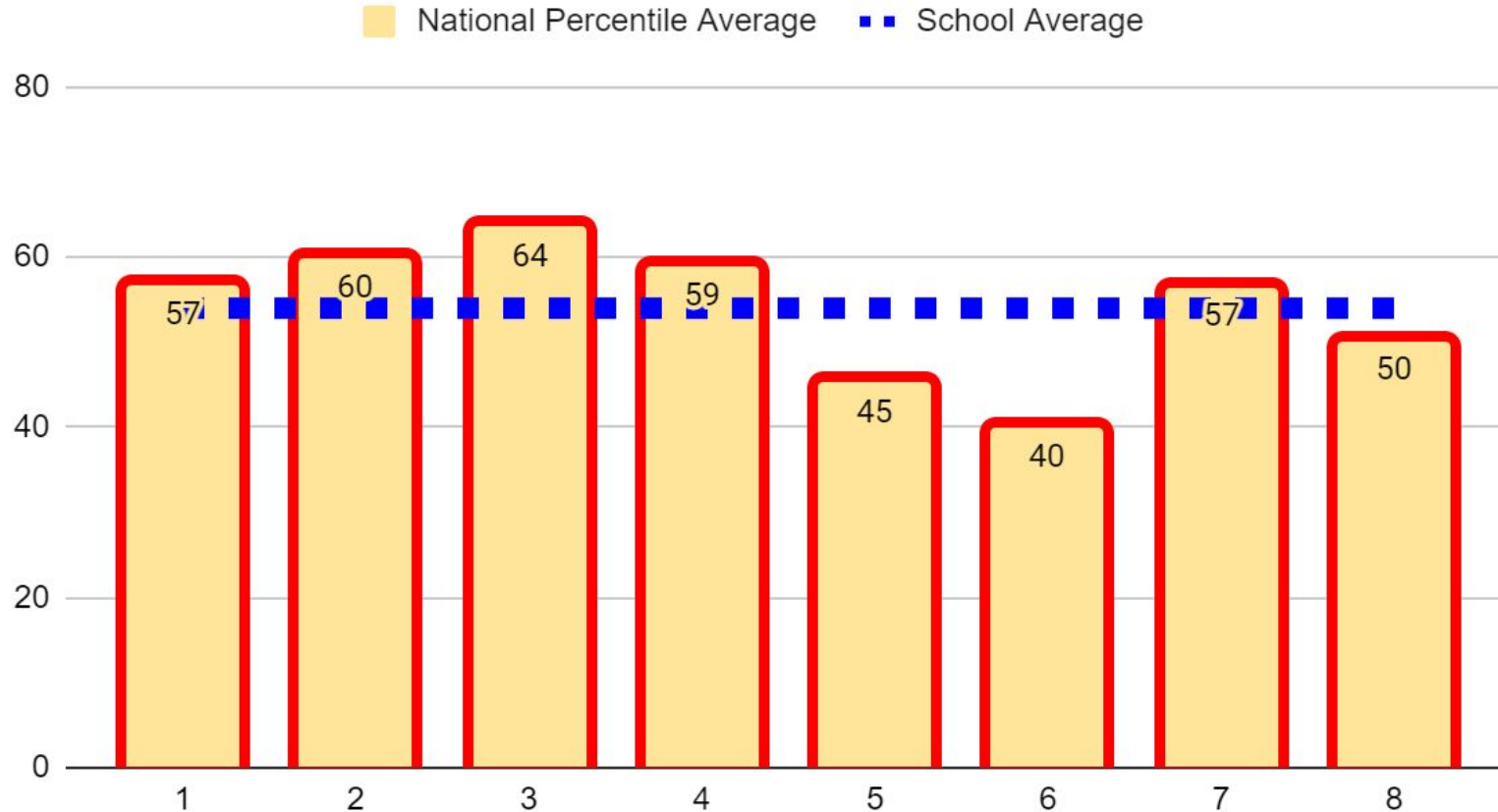
The average national percentile is an achievement metric from 1 (lowest) to 99 (highest). 50th percentile is considered high achievement. The blue dot line is the school average.

As with the previous slides, reading scores were relatively consistent throughout the school. Math scores were skewed more positively at the earlier grades in the school.

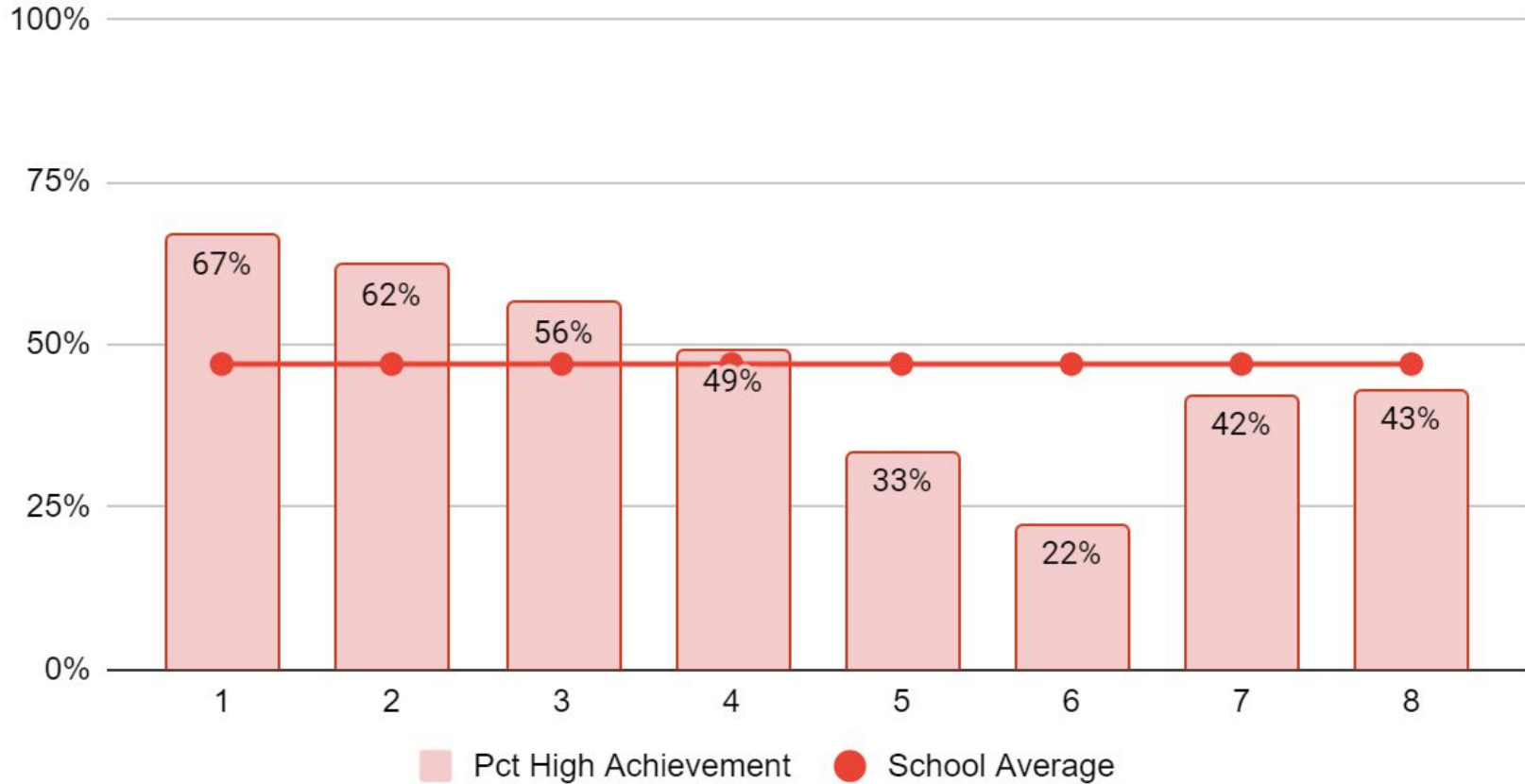
Percent High Achieving By Grade: Reading



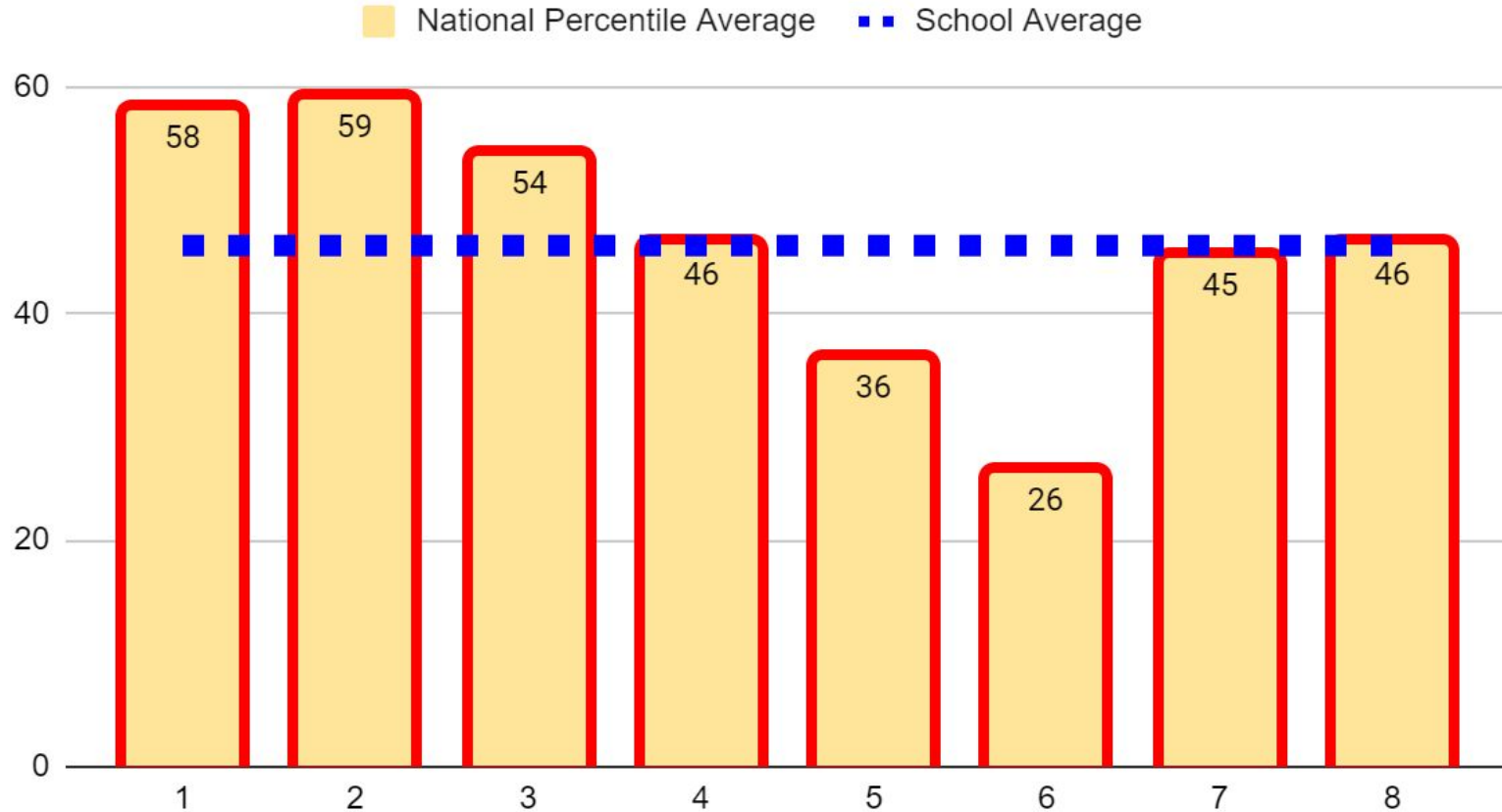
Average National Percentile by Grade: Reading



Percent High Achieving By Grade: Math



Average National Percentile by Grade: Math



Growth Data: Fall to Fall

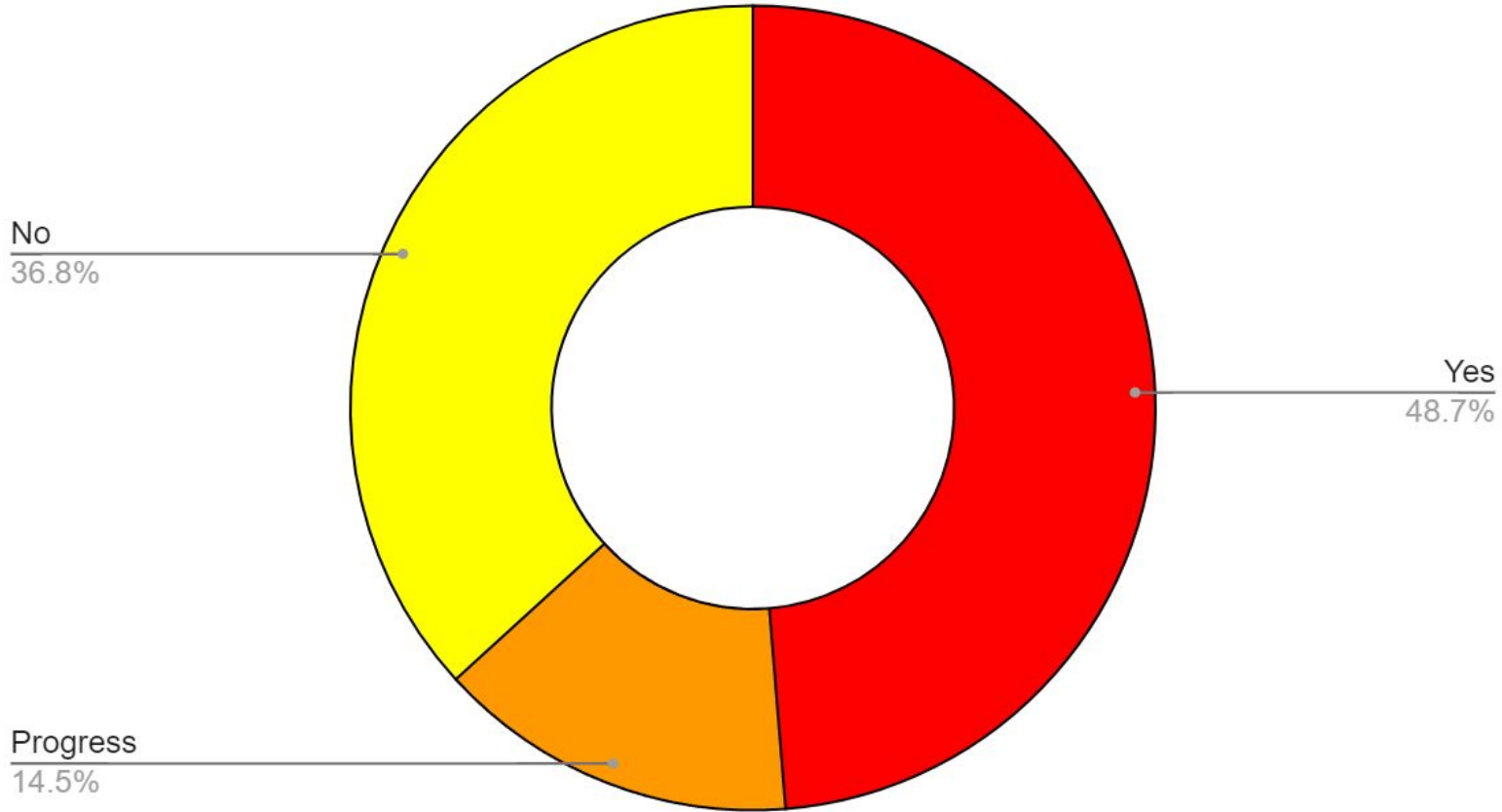
Three groups are captured:

Yes = Student met growth status from Fall 2021 to Fall 2022

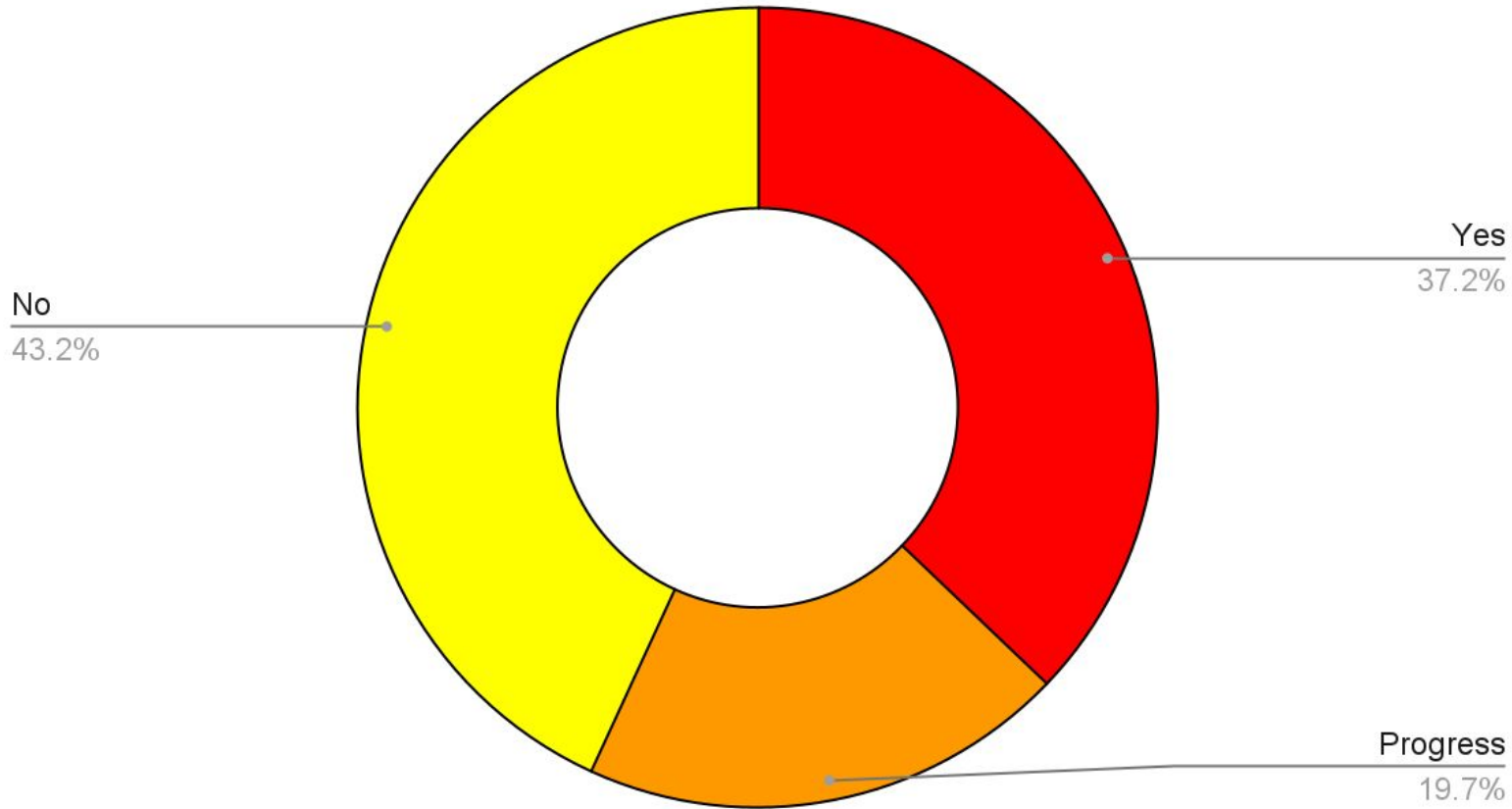
Progress = Student score was inside the margin of error; thus, the status is different than yes or no.

No = Student did not meet growth status from Fall 2021 to Fall 2022 and the performance was outside the margin of error.

Fall to Fall Growth Reading: School



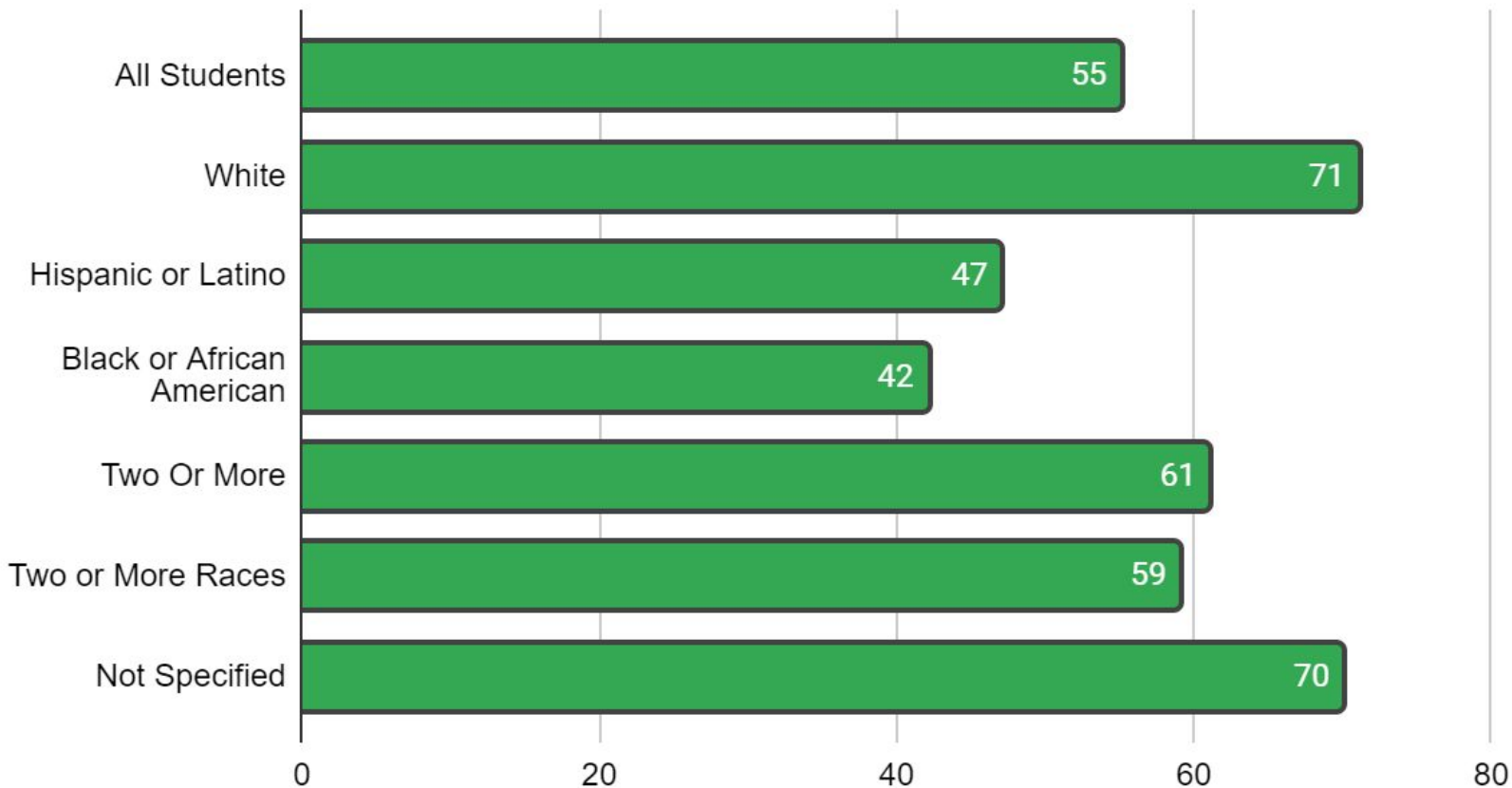
Fall to Fall Growth Math: School



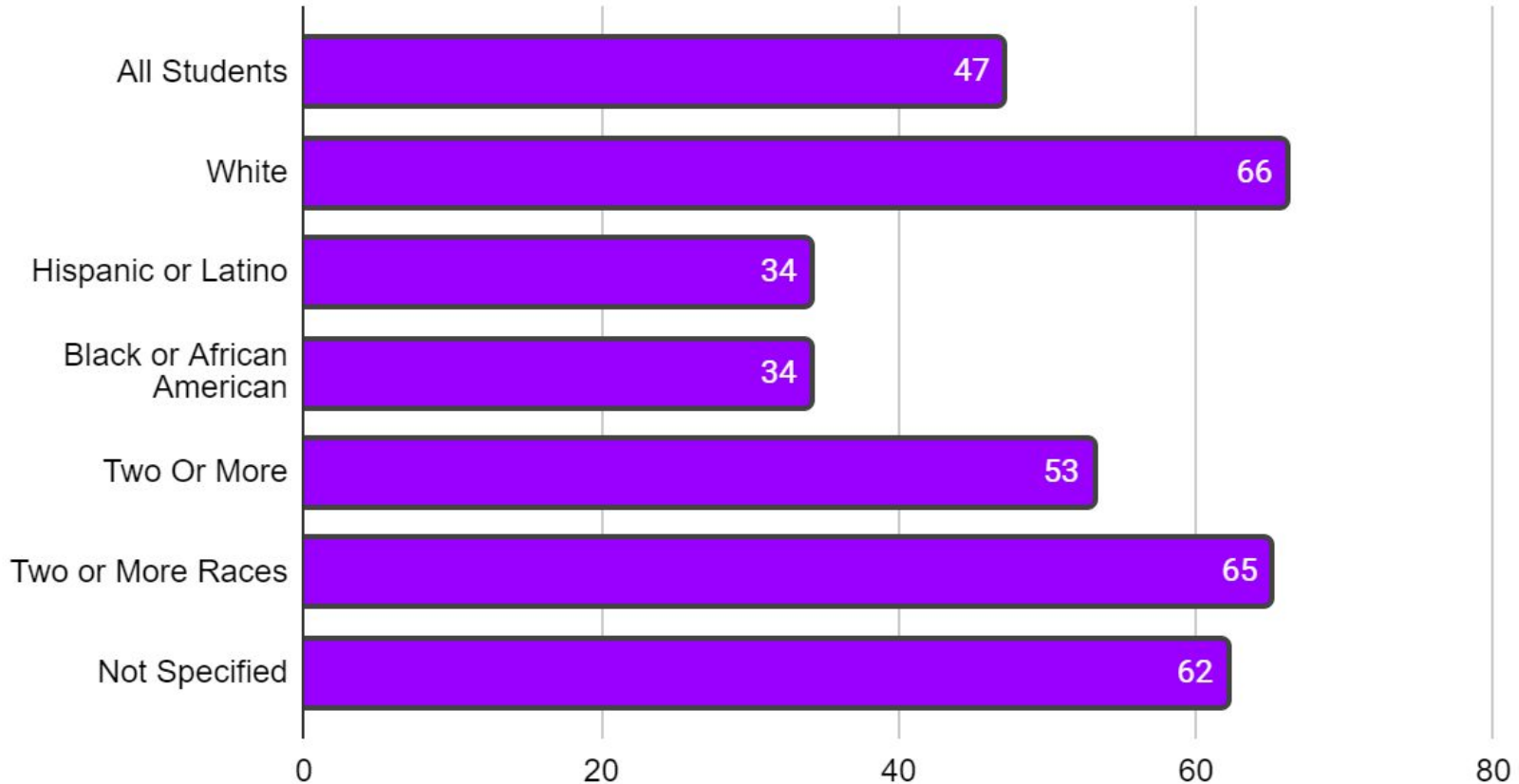
National Percentile by Ethnicity

These two slides show the average national percentile by ethnicity during Fall 2022-2023 testing. (High achievement is defined as 50th percentile in achievement or higher).

Average National Percentile by Ethnicity: Reading

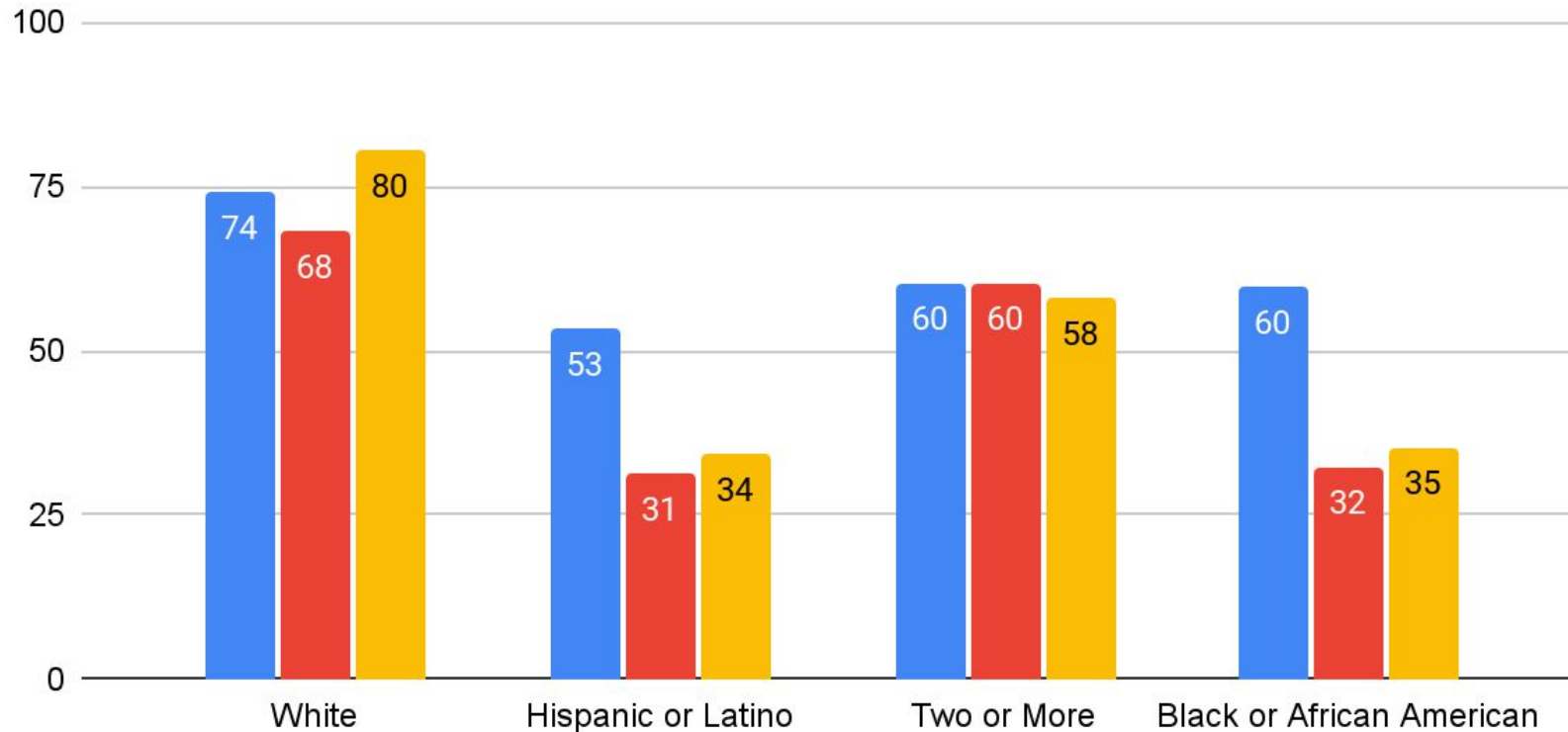


Average National Percentile by Ethnicity: Math

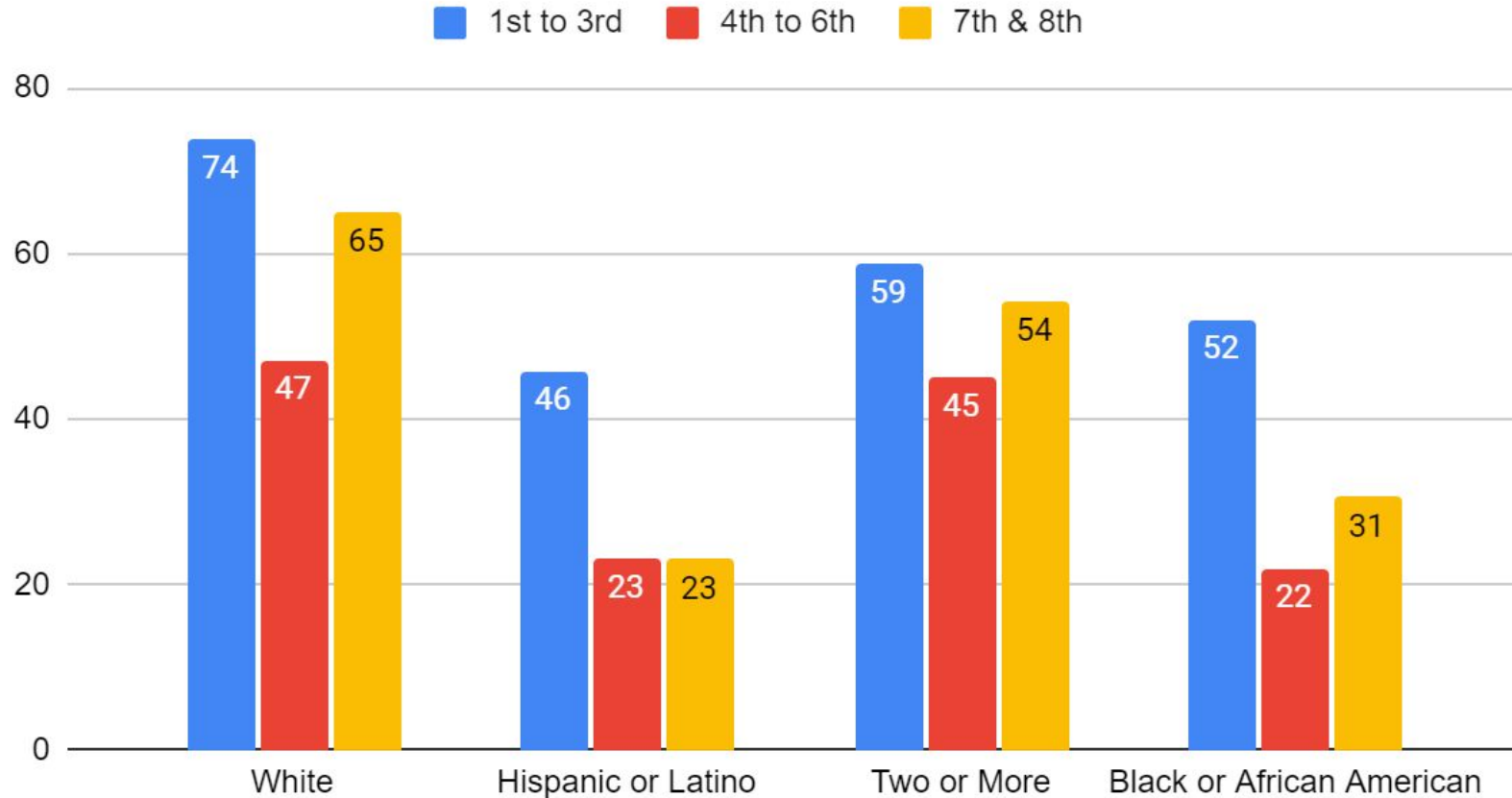


Ethnicity by School Group: Reading

1st to 3rd 4th to 6th 7th & 8th

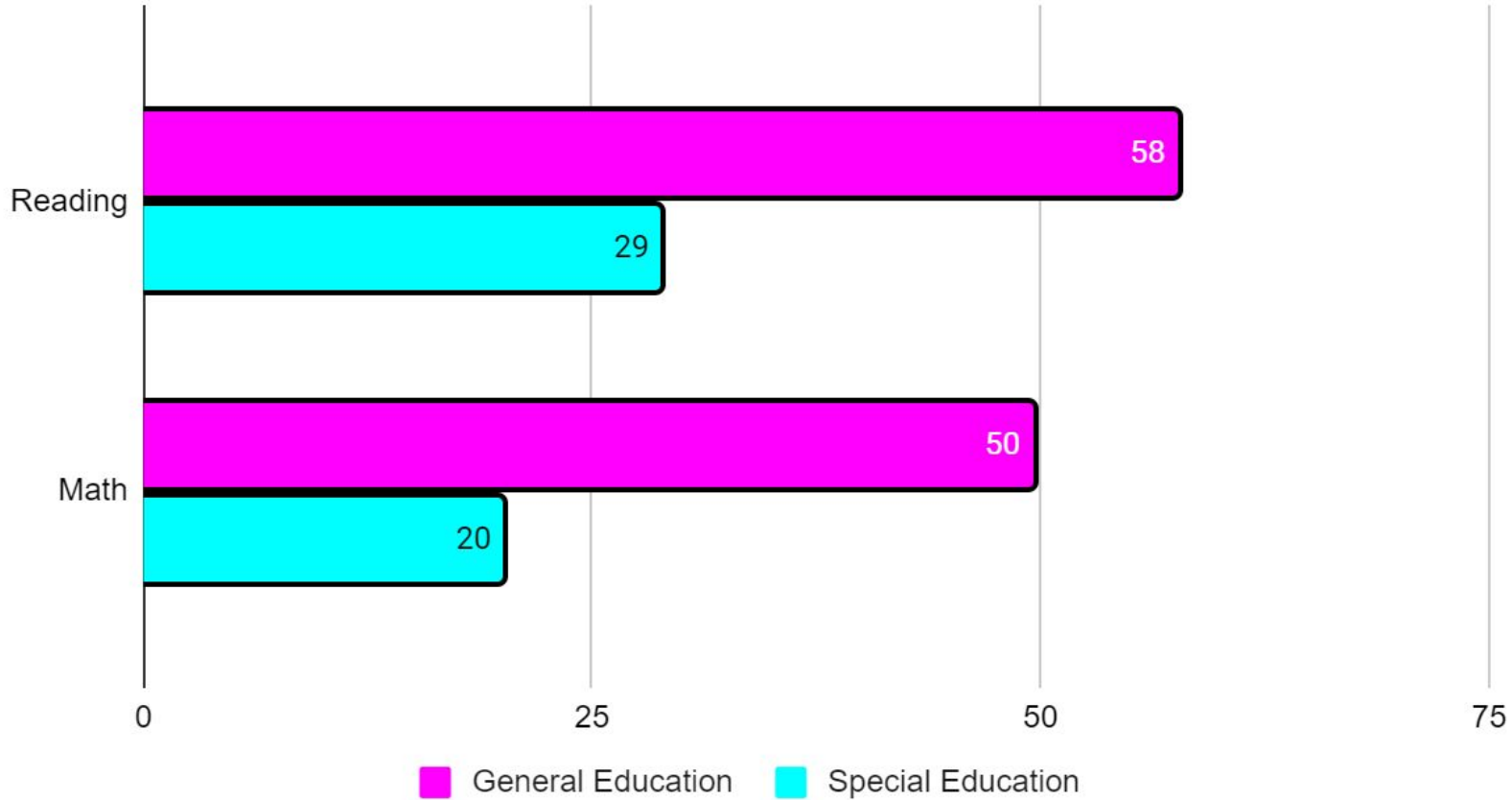


Ethnicity by School Group: Math



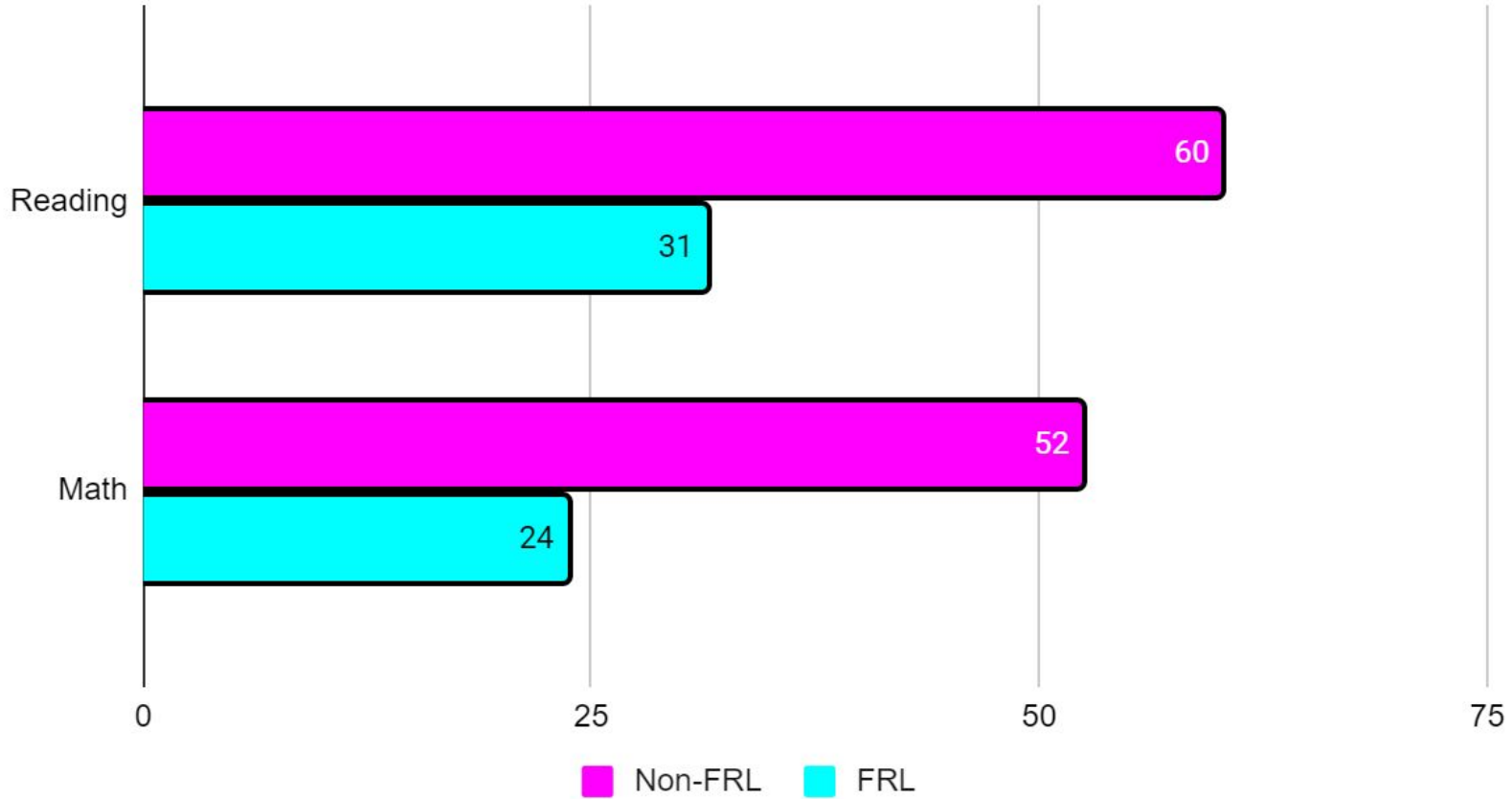
General Education Versus Special Education

Performance General Education vs Special Education



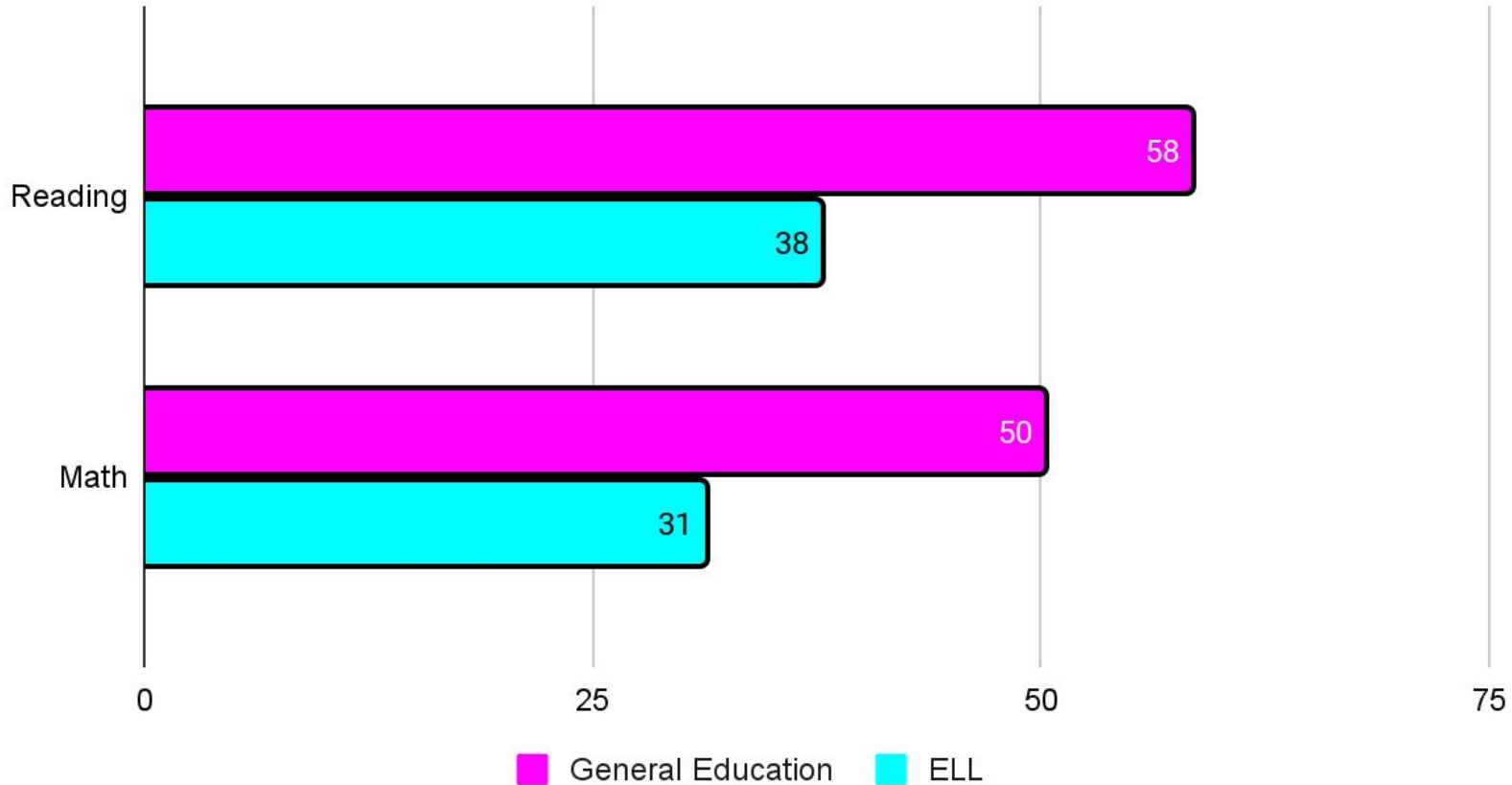
Non-FRL Versus FRL

Non-FRL vs FRL



Non-ELL Versus ELL

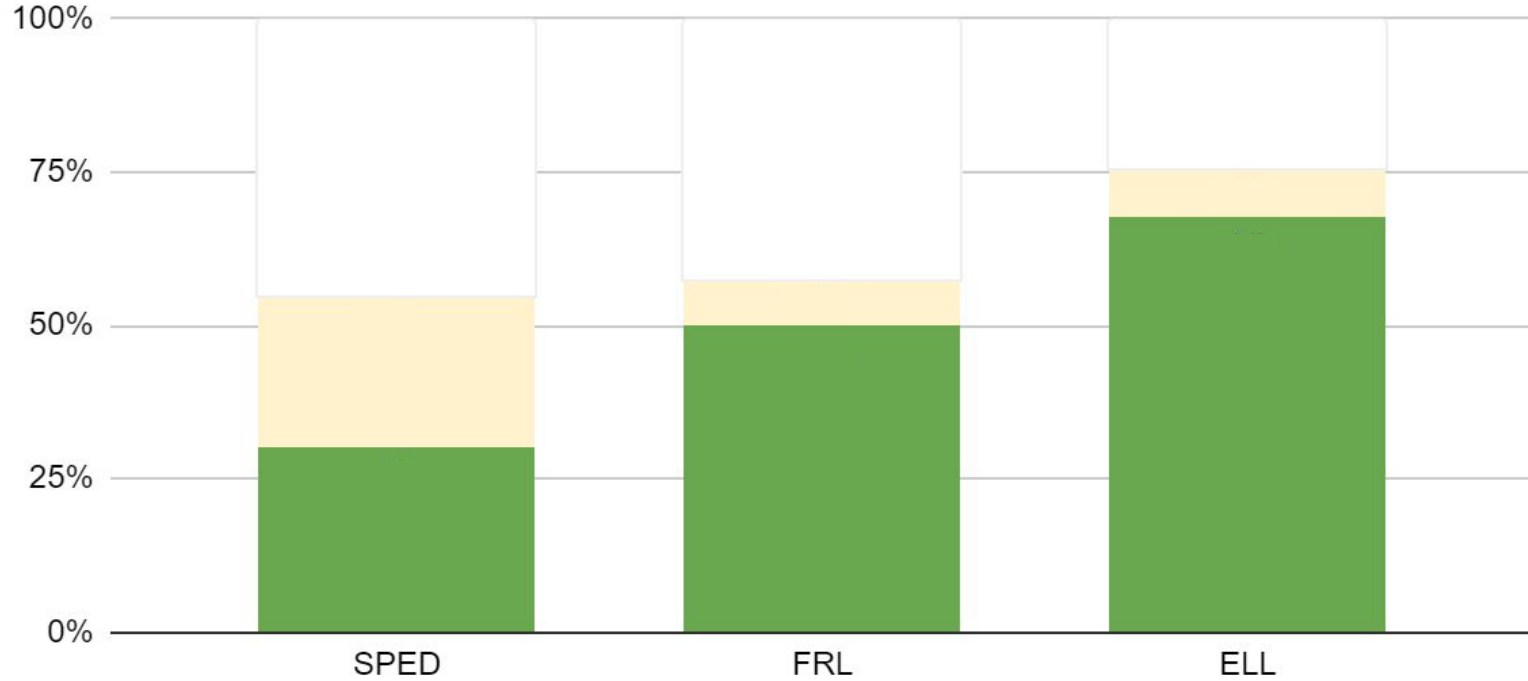
Performance Non-ELL vs ELL



Growth Statuses for Subgroups

Subgroup Growth Status Fall to Fall: Reading

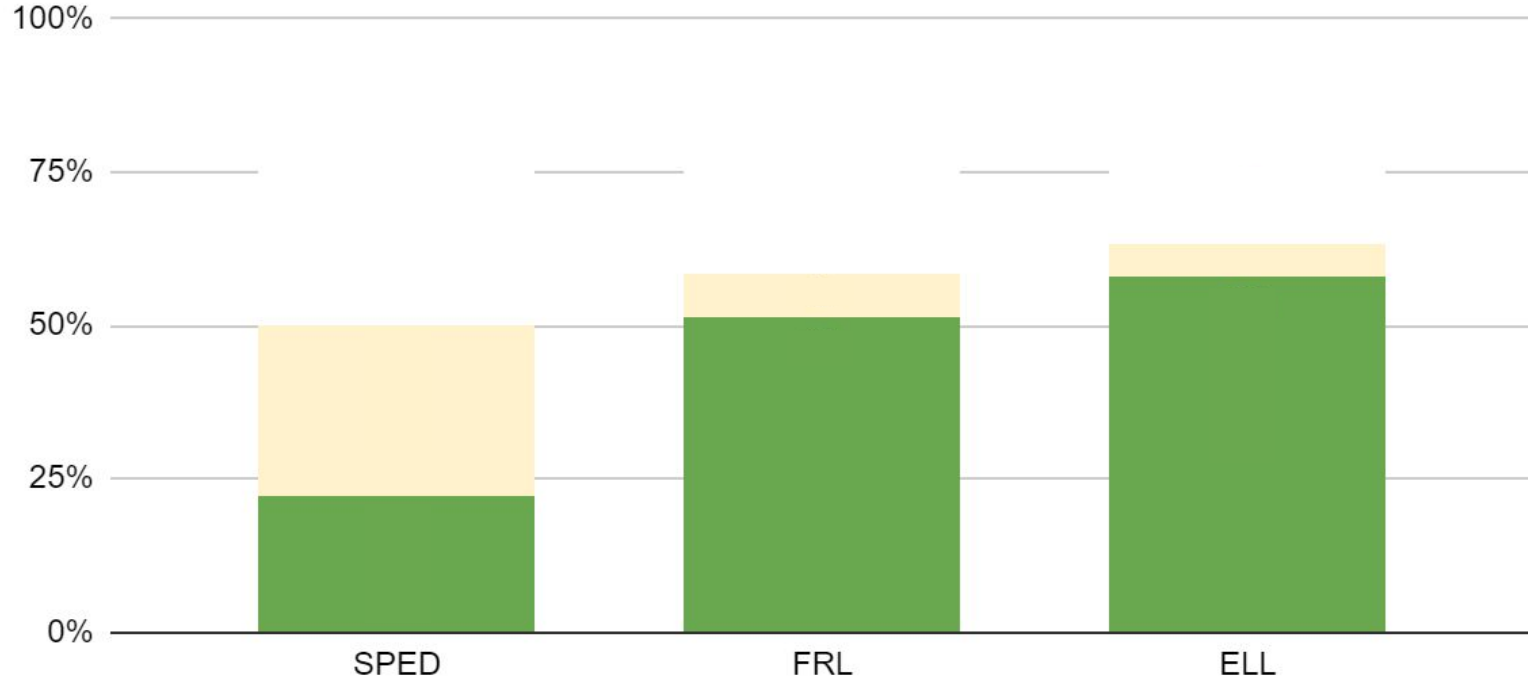
No Progress Yes



Absences

Subgroup Growth Status Fall to Fall: Math

No Progress Yes



Absences

CA-Smarter Balanced Assessment Consortia Projections

NWEA tracks projected score performance on state exams. Scores are divided into 4 categories to determine performance:

Exceeded

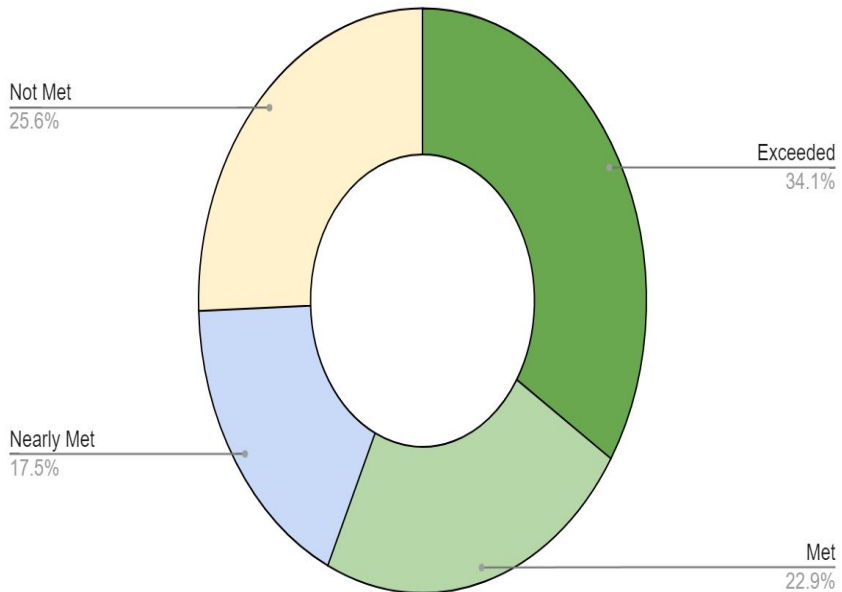
Met

Nearly Met

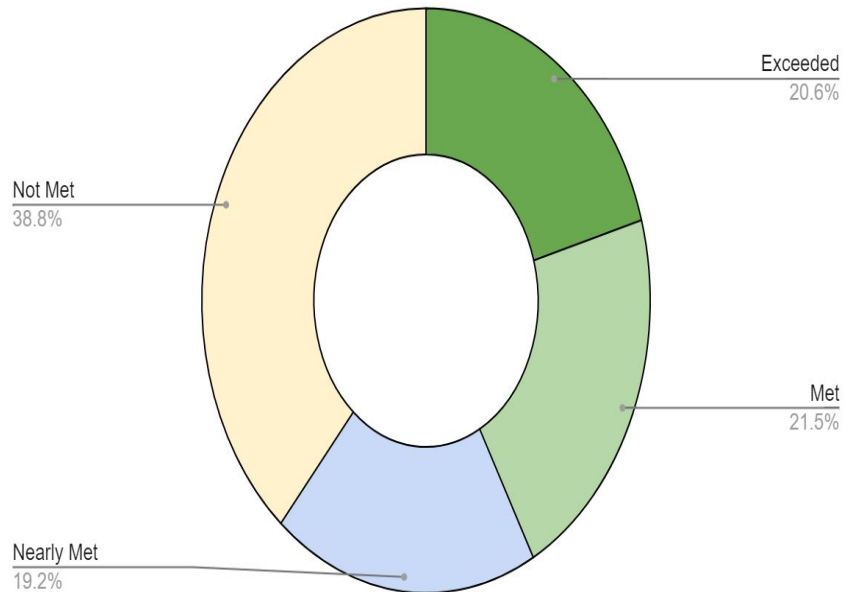
Not Met

How students would perform on the state exam

Projection on State Exam Performance: Reading



Projection on State Exam Performance: Math



Coversheet


Discussion Item - Committee Report

Section:	V. Family Advisory Council
Item:	A. Discussion Item - Committee Report
Purpose:	Discuss
Submitted by:	
Related Material:	2022-12-1 FAC Board Report.pptx.pdf



FAC Report

Regular UMCS Board Meeting
December 1, 2022



FAC Meetings/Events

- Recent:
 - FAC Elections happened: The new FAC President and VP are Marcela Bumpus and Jillian Greenacre!
- Upcoming:
 - Morning Coffee: December 2, 8:15am
 - FAC Meeting: December 2, 6pm (online)

FAC Goals and Objectives 2022-2023

- BiMonthly Coffee and Meetings
 - FAC Fridays: Dec/Feb/April/June. AM Coffee, PM Meeting
- Upcoming Events (some dates tentative)
 - Friday Dec. 9th: 4:30-6pm Staff Yoga & Sound Bath Healing @ Left Coast Yoga
 - Friday Mar. 17th: Clothing, book and toy swap at pickup
 - Saturday Mar. 18th: Campus work day
 - Friday May 12th: End of year student talent showcase?
 - Saturday May 13th: Move-a-Thon and Arts Festival
- Looking Ahead to 23-24
 - REcurring cultural exchange, Fall Festival, Winter Celebration, Spring Parade

Coversheet

Approve Minutes from October 27, 2022 Regular Meeting

Section: VII. Other Business
Item: B. Approve Minutes from October 27, 2022 Regular Meeting
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for Regular Board Meeting on October 27, 2022

APPROVED



Urban Montessori Charter School

Minutes

Regular Board Meeting

Date and Time

Thursday October 27, 2022 at 5:30 PM

Location

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

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

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

Meeting ID: 825 9285 5160; Passcode 510 842 1181

One tap mobile

+16699009128,,82592855160# US (San Jose)

+12532158782,,82592855160# US (Tacoma)

Dial by your location

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

Meeting ID: 825 9285 5160

Find your local number: <https://us02web.zoom.us/j/82592855160>

Additional teleconference locations: 1623 Sunhill Ct, Martinez, CA 94553; 3921 Enos Ave Oakland, 94619; 2927 75th Avenue, Oakland, CA 94605

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: Kara Fortuna, Greg Klein, Davis Leung, Sarah Morrill, Donald Williams

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, K. Fortuna, S. Morrill

Directors Absent

D. Williams

Guests Present

D. Bissonnette, K. Feeney

I. Opening Items

A. Call the Meeting to Order

S. Morrill called a meeting of the board of directors of Urban Montessori Charter School to order on Thursday Oct 27, 2022 at 5:39 PM.

B. Record Attendance

C. Review of Action/Discussion Items

No changes in the order of the agenda, but Sarah shared that the Retreat section of the agenda will likely be shorter than expected due to absences.

D. Board and Community Appreciations

- Kara - thank you to parents who stepped into leadership roles! Anne Rhodes, Board; Jillian Greenacre and Marcela Bumpus for President role
- Ms. Chen - appreciates first-year teachers and Krishna and Daniel
- Sarah - Krishna and Daniel for subbing! And teachers for opening classrooms up for observation. Krishna for sending out the ABAR and Land Acknowledgement work
- Davis - Daniel and Krishna for all the work through difficult COVID times.
- Krishna - Davis for his service.

E. Board Member Comment

No comments on items not on the agenda.

F. Presentations from the Floor

No public comments on items not on the agenda.

II. Head of School Report

A. Head of School Report

Krishna shared the HoS report, starting with upcoming calendar dates. Classroom observations are the week of 11/6, and conferences are the week of 11/14. Conference week has minimum days, and will be in person or zoom. The classroom observations are returning to the school for the first time since before the pandemic!

Krishna shared that she and Daniel walk through each classroom at least once per week and note down a variety of in-the-moment data points, like how many students are engaging with Montessori materials. This data is discussed with Lead teachers as part of weekly coaching meetings.

Daniel shared about coaching meetings for support teachers that happen every other week. Coaching includes classroom overview and recess supervision. Upcoming topics include the Nautilus classroom culture system and supporting student independence.

Krishna shared that it's always Enrollment Season, and applications open in November for 2023-2024.

- Tours start in Nov- in person & zoom
- Enrollment outreach & marketing - focusing on Head Start programs, creating new enrollment material/media
- Rethinking approaches because enrollment down overall in Alameda County

Kara asked about parent support for the tours?

- Yes, likely, they are on calendar and if FAC can look and see if they are available. Ideally a mix of new people and people who have been here for awhile.

Kara and Sarah shared their excitement on the data collection and support for teachers.

No other questions or public comments on this item.

III. Finance Committee

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

Davis shared the committee's report. Reviewed Budget presentation slides including revenue changes and recognizing most current enrollment. Operating income now forecasted at just over \$200,000 for this school year. Ending Fund Balance as a percent of expenses now forecasted at 31.1% at the end of this school year. Cash on hand is forecasted at above three month's of expenses by the end of the school year.

Ms. Chen asked about revenue declining. Davis shared that revenue per student is increased year over year, and Krishna shared there are fewer students than previously forecasted. Sarah explained that the base funding is shared across the school, it's not all spent student by student. Ms. Chen about additional reading materials. Krishna responded that yes the school has purchased additional materials and supported staff with salary increases, including for staff that support directly with reading.

No other questions or public comments on this item.

IV. Academic Oversight Committee

A. Discussion Item - Committee Report

Did not meet in October, did not have quorum.

No questions or public comments on this item.

V. Family Advisory Council

A. Discussion Item - Committee Report

Kara shared the FAC report. Held elections! Anne Rhodes is joining the Board as the second FAC rep. Marcela Bumpus and Jillian Greenacre are co-presidents.

The Campus Workday and library cleanup went well!

Room parents are coming together again through a facilitated meeting with Emily Taylor.

The Readathon raised over \$11,000 and more than 30% of students participated directly in fundraising.

No questions or public comments on this item.

VI. Executive & Governance Committee

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

Sarah shared the committee's report. The committee discussed the retreat (starting later this meeting!), and the Head of School Evaluation process. Greg and Sarah attending the DCSC board community of practice. Sarah reminded board members, as we always do, to be sure Forms 700 are turned in and to seek annual Brown act training if not already complete yet.

No questions or public comments on this item.

B. Board and Committee Officers and Members

S. Morrill made a motion to nominate Ann Rhodes to the board as FAC representative, starting November 1, 2022.

K. Fortuna seconded the motion.

No questions or public comments on this item.

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

Roll Call

S. Morrill Aye

D. Williams Absent

G. Klein Absent

K. Fortuna Aye

D. Leung Aye

D. Leung made a motion to Nominate Ann Rhodes to Finance Committee.

K. Fortuna seconded the motion.

No questions or public comments on this item.

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

Roll Call

D. Williams Absent
G. Klein Absent
K. Fortuna Aye
S. Morrill Aye
D. Leung Aye

C. Retreat: Board Intros, History, Current State

Sarah shared an overview of the vision for the retreat, including discussing:

- what is the board's role in the school's work?
- how can we as a board support the vision of the school?
- how do we add value to the school community?

Sarah talked about the need to share history, the current state, and where are we going in the future. Likely to dig in more on these topics at the December Board meeting.

No questions or public comments on this item.

VII. Other Business

A. Oakland and California Updates

Sarah shared that Oakland has an important election coming up! Please vote! The outcomes of elections always impact UMCS.

No other public comments on this item.

B. Approve Minutes from September 22, 2022 Regular Meeting

D. Leung made a motion to approve the minutes from Regular Board Meeting on 09-22-22.

K. Fortuna seconded the motion.

No questions or public comments on this item.

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

Roll Call

D. Leung Aye
G. Klein Absent
K. Fortuna Aye
S. Morrill Aye
D. Williams Absent

C. Action Item - Vote on General Consent Report

D. Leung made a motion to approve the consent report.

S. Morrill seconded the motion.

No questions or public comments on this item.

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

Roll Call

D. Leung Aye
S. Morrill Aye
K. Fortuna Aye
G. Klein Absent
D. Williams Absent

D.

Collect New Business items for Future Meetings

Sarah wondered about bringing to the board the community agreements staff created, for review and potentially to adopt and use as a board.

Ms. Chen asked about school goals and Krishna shared that she will follow up with Ms. Chen and share those directly from the LCAP.

VIII. Closed Session

A. Closed Session Items

At 6:28pm, Sarah announced that the board would go into closed session on Public Employee Performance Evaluation - Head of School.

There were no public comments on this item.

IX. Return to Open Session

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

The Board returned at 6:53pm, and Sarah reported that there were no actions 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 6:54 PM.

Respectfully Submitted,
S. Morrill

Documents used during the meeting

- October 2022 HOS Board Report.pdf
- PMAI Contract - Urban Montessori 22-23 updated 10.20.22 (1).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.

FOR MORE INFORMATION For more information concerning this agenda or for materials relating to this meeting, please contact UMCS at 4551 Steele Street, Oakland, CA 94619 or board@urbanmontessori.org. All materials are available via the Governance Section of our website: <http://www.urbanmontessori.org/governance> or directly via our [BoardOnTrack public portal](#).

Coversheet

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:
2022_09_22_board_meeting_minutes.pdf
PMAI_Contract_-_Urban_Montessori_22-23_updated_10.20.22.pdf

APPROVED



Urban Montessori Charter School

Minutes

Regular Board Meeting

Date and Time

Thursday September 22, 2022 at 5:30 PM

Location

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

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

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

Meeting ID: 825 9285 5160; Passcode 510 842 1181

One tap mobile

+16699009128,,82592855160# US (San Jose)

+12532158782,,82592855160# US (Tacoma)

Dial by your location

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

Meeting ID: 825 9285 5160

Find your local number: <https://us02web.zoom.us/j/82592855160>

Additional teleconference locations: 1623 Sunhill Ct, Martinez, CA 94553; 350 W 40th St, New York, NY 10018

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: Kara Fortuna, Greg Klein, Davis Leung, Sarah Morrill, Donald Williams

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, K. Fortuna, S. Morrill (remote)

Directors Absent

D. Williams

Guests Present

D. Bissonnette, K. Feeney

I. Opening Items

A. Call the Meeting to Order

S. Morrill called a meeting of the board of directors of Urban Montessori Charter School to order on Thursday Sep 22, 2022 at 5:31 PM.

B. Record Attendance

C. Review of Action/Discussion Items

No changes needed.

D. Board and Community Appreciations

Greg wished recent Happy Birthdays to staff including Krishna, Daniel, and Buck. Davis appreciated Krishna and Daniel for their work in the MS classrooms teaching.

Sarah appreciated staff and admin team for Back to School night in-person.

Greg appreciated Teacher Tobie for a great Back to School night presentation.

Daniel appreciated the staff shifting positions midyear to support students.

E. Board Member Comment

No comments on items not on the agenda.

F. Presentations from the Floor

No comments on items not on the agenda.

II. Head of School Report

A. Head of School Report

Krishna shared the Head of School Report. Upcoming calendar items include no school 9/23 for PD, and 10/10 for Indigenous Peoples Day. NWEA Testing begins next week.

Daniel shared Instructional Updates, and appreciated Anna for all her MS support. Earlier this week, the school contracted with an data analyst to support with data around attendance, NWEA, SBAC, and DIBELS.

Coaching conversations have continued, included using data collection and observations as tracked in Transparent Classroom. Looking at disaggregated data.

Daniel shared data from a recent school site visit from Public Montessori in Action, showing year over year increases in work engagement for this time of year, and year over year increases in the amount of Montessori materials being used.

Daniel shared about the upcoming PD day, including staff community building, finalizing ABAR and Land Acknowledgement statements, Affinity Groups, Curriculum planning, Data Review, and more.

Krishna shared midyear staffing updates. Teacher Lisa will be the Amethyst English and History. Ms. Sandra will be the Leopard Lily Lead. Teacher Stef will be the Support Teacher for Leopard Lily. We are hiring for California Poppy Support Teacher. Ms. Shani supporting in the interim.

Greg appreciated the observational data year over year showing higher levels of engagement and use of materials. Greg asked if the staff have seen this sort of evidence of their progress. Daniel shared that it gets discussed individually through coaching sessions.

Greg appreciated the updates related to Middle School staffing. Greg asked about any feedback or messages from families on any of the changes. Krishna shared only a few positive comments so far wishing staff well.

Sarah asked about NWEA schedule. Krishna clarified that it will be a Fall and Spring administration.

No other questions or public comments.

III. Finance Committee

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

Greg shared the 2021-2022 unaudited actuals, ended with a \$46k operating income. The recent hold harmless state budget law supported this. Audit process underway right now. Ended last year well above our 20% of expenses ending fund balance.

For this year, through end of August, showing a current-year operating income of just over \$488k. Again, this is mostly due to recent increases in state funding. Cash flow looks strong throughout the year. Greg shared that the forecasted operating income will decrease as Edtec more tightly aligns with actual enrollment. The forecasted operating income, though, should stay about at the forecasted level of fundraising and grants, which is the main goal of the Finance Committee to continue to operate our school model on public dollars.

Davis asked about spreading one-time monies across multiple years. And Greg responded that some spreading could still occur, which would effectively lower this year's operating income further and save for future years.

No other questions or public comments.

IV. Academic Oversight Committee

A. Discussion Item - Committee Report

Kara shared the committee's report. Look at aggregate SBAC data from the spring, but without Oakland comparison data and there was no data the prior year. Used time to makes plans about how and when to look at various data sets through the year and discussed the work of the new data analysis support.

Davis rhetorically asked how closely we believe NWEA aligns to success at UMCS? Kara responded about looking at multiple data points this year, including Transparent Classroom. Sarah shared that part of our work this year to look at any of the multiple data points and define for each what level or status is the progress and achievement we want to see.

No other questions or public comments.

V. Family Advisory Council

A. Discussion Item - Committee Report

Kara shared that about 20 families joined the first FAC meeting of the year. Families shared about what's needed and how they want to volunteer. Nominations should go out this week for elections. READathon launched this week with book swaps coming next week after school. Also had the first Morning Coffee of the year. Goal of having the second FAC rep join in October.

Anna shared that there's an upcoming weekend work day at the school. Lots of families interested in helping with the library and the first library work day is also planned.

No other questions or public comments.

VI. Executive & Governance Committee

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

Sarah shared the committee's report. Working with Krishna to finalize this year's evaluation process, similar to recent years. Sarah and Greg are joining a Community of Practice with the Diverse Charter Schools Coalition on Equity in Governance. Krishna is joining a different Community of Practice as well. Sarah also shared about trying to plan a Board retreat, but will need to embed parts of a Board retreat over the next few board meetings.

No questions or public comments.

B. Board and Committee Officers and Members

No discussion, no changes. No public comment.

VII. Other Business

A. Oakland and California Updates

Greg shared about OUSD's positive unaudited actuals and enrollment being hire than budgeted.

Sarah reminded about the September 29th forum at Castlemont High hear from candidates on the November ballot.

No questions or public comments.

B. Approve Minutes from August 22, 2022 Regular Meeting

D. Leung made a motion to approve the minutes from Regular Board Meeting on 08-22-22.

S. Morrill seconded the motion.

No discussion or public comment.

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

Roll Call

D. Williams Absent

G. Klein Aye

K. Fortuna Aye

S. Morrill Aye

D. Leung Aye

C. Action Item - Vote on General Consent Report

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

G. Klein seconded the motion.

No discussion or public comment.

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

Roll Call

K. Fortuna Aye

G. Klein Aye

D. Williams Absent

S. Morrill Aye

D. Leung Aye

D. Collect New Business items for Future Meetings

No new items.

VIII. Closed Session

A. Closed Session Items

At 6:17pm the Board went into Closed Session on Public Employee Performance Evaluation - Head of School. There were no public comments on this item.

IX. Return to Open Session

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

The Board returned to Open Session at 6:29pm. 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 6:30 PM.

Respectfully Submitted,
S. Morrill

Documents used during the meeting

- September 2022 HOS Board Report (1).pdf
- UMCS_August_2022_Forecast.pdf
- UMCS_September_2022_FC_Presentation.pdf
- UMCS_August_2022_Unaudited_Actuals.pdf
- UMCS Safe Return to In-Person Instruction and Continuity of Services Plan.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.

FOR MORE INFORMATION For more information concerning this agenda or for materials relating to this meeting, please contact UMCS at 4551 Steele Street, Oakland, CA 94619 or board@urbanmontessori.org. All materials are available via the Governance Section of our website: <http://www.urbanmontessori.org/governance> or directly via our [BoardOnTrack public portal](#).



School Support 2022-23 Urban Montessori School, Oakland, CA

Revised 10.20.22

Summary: Urban Montessori School and Public Montessori in Action International agree to partner for professional development, Montessori coaching, and leadership support.

What	When	Cost	
		<i>Virtual</i>	<i>Live</i>
On- site Professional Development - Full Day PD session with the whole staff tailored to the needs of the community.	August 10th		\$1200
School Observations and Site Visits - Onsite visits for observations and professional development support. <i>5 onsite visits during the school year</i>	Aug/Dec/May	--	8000
Professional Development - PD sessions across the school year to support strong Montessori practice tailored to the needs of the community. <i>2 three-hour virtual sessions</i>	TBD Fall/Winter/Spring	\$2,000	<-
Leadership Support - On-going calls to provide guidance, tools and resources, including creation and use of systems to support school goals. <i>17 hours of virtual support</i>	August 2022 - June 2023	\$2,400	<-
Stewards Forum - Participation in facilitated, online gathering to support and further implementation of the Nautilus Approach within a community of practice. <i>16 virtual sessions, 1 hour each</i>	August 2022 - June 2023	\$1,200	<-
Adolescent Forum- Team participation in facilitated, online gathering to support and further implementation of the Montessori Adolescent program within a community of practice. <i>10 virtual sessions, 1 hour each</i>	August 2022 - June 2023 6pE	\$1,200	<-
Summer:			
Leadership Virtual Retreat - Opportunity to process Year End Reflections, End of year assessment data, PD survey results and plan forward into the new year. <i>½ day</i>	June 28th 9-12:30p	\$600	<-
Logistics:			



<i>Travel Accommodations to be handled by the school</i>		--	\$2,500
Total			\$19,100

Urban Montessori School may schedule additional coaching or PD supports as needed at \$150/hr.

Terms and conditions: Synchronous services will be scheduled in coordination with Urban Montessori School and Public Montessori in Action International. Payment is due in two installments: \$7,450 on August 10, 2022 (payment has been received) and the remaining \$11,650 on January 10, 2023 for remaining services. PMAI will invoice for the first installment upon receipt of the signed contract.

Signed:

 Elizabeth Slade, *Public Montessori in Action International*

 10/22/22
 Date

 Krishna Feeney, *Urban Montessori School*

 Date

Coversheet

Board Retreat - Part 1

Section: IX. Return to Open Session
Item: B. Board Retreat - Part 1
Purpose:
Submitted by:
Related Material: Board _Retreat_ Deck .pdf

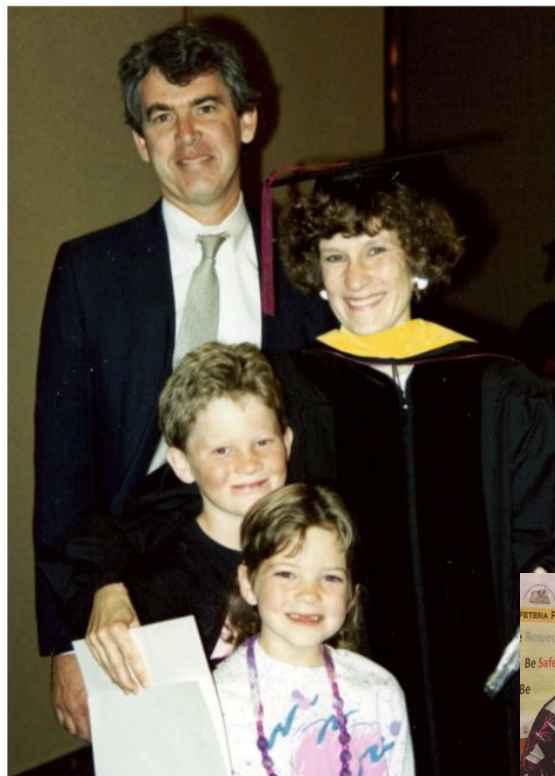
Board Retreat

December 1st 2022

Board Intros!

Each board member will share a slide with some information about themselves and why they choose board service.

Sarah





Kara





Davis





Donald





Ann





Greg



NGLC in OAKLAND



NEXT GENERATION
LEARNING CHALLENGES



Where have we been?

Board members received narrative around historical context of UMCS. Board members will each share *one* take away and any questions.



Some history – certainly not *all!*

- Opened our doors in Fall 2012, at Brann St. campus, started K-2.
- Three Heads of School in first three years, with our third Head serving for three school years.
- In Fall 2017, in first year of current charter term, we had two Interim Co-Heads, and grew to the Mountain Campus (split). (GK chair)
- Krishna was hired in the Spring 2018, and her first year we were at Brann + Pleasant; first 8th grade promotion (GK and then HT chair)
- KF Y2: 2019-2020; split campus, COVID began ~March 2020 (DL chair)
- KF Y3: 2020-2021; mostly virtual; all one campus at Steele St. (DL chair)
- KF Y4: 2021-2022; return to in-person instruction, and all one campus with all ten grades ← first time in school's history (DL chair)
- KF Y5: 2022-2023; current year! (SM chair)

Where are we now?



Krishna: Story of Self

- My professional history
- What brought me to UMCS
- What keeps me at UMCS



Daniel: Story of Self

- My professional history
- What brought me to UMCS
- What keeps me at UMCS



Story of Now

3 Strengths	3 Challenges	3 Opportunities
Teacher/Staff Diversity	Academic Achievement Gap	Teacher/leadership Pipeline
Financial Management and Stability	Attendance	Renewal!
School/classroom Environments	Facilities	Extended Learning

Where are we going?

If we were wildly successful in progress towards our vision, what would be true and how would we know?

Visioning Work - 6 Themes

- We have security in our facilities that allows us to continually invest in preparing all environments. (facilities)
- Our Anti-Biased/Anti-Racist Commitment and Land Acknowledgement are integrated into all the facets of our work with with students, staff, and families. (ABAR)
- We are a community institution where all families, especially families of the global majority, feel connected, involved, and have access to resources. (community)
- With a full complement of diverse students at every grade level with a healthy waitlist because we are a model Public Montessori program and we share our story broadly. (public narrative/enrollment)
- We have clear, compelling, rigorous whole child growth data that demonstrates all students are thriving. (instruction)
- The community of the global majority, with a commitment to Oakland students and families, have pathways to viable careers in public Montessori education that are typically denied to them through other avenues. (training center)



Goals & The Board Role

Brainstorm

5 min per–

- What are possible ways to measure if we have achieved this?
- What are possible board roles in supporting progress towards towards these outcomes?

Break into two groups

Community, Public Narrative, & Instruction: Kara, Anne, Greg
Facilities, ABAR, Staff PAtHways: Sarah, Donald, Davis



Chalk Talk / Gallery Walk

Walk around to the posters

Add your thoughts, respond to others in “chalk”



Next Steps

- Krishna & Daniel finalize metrics
- Board provides feedback on goals
- Committees identify and define roles and get feedback from the rest of the board/ HOS on those priorities.



Closing Word!

What is one word that is top of mind for you right now leaving this “retreat”?

We have security in our facilities that allows us to continually invest in preparing all environments. (facilities)

Our Anti-Biased/Anti-Racist Commitment and Land Acknowledgement are integrated into all the facets of our work with with students, staff, and families. (ABAR)

We are a community institution where all families, especially families of the global majority, feel connected, involved, and have access to resources. (community)

With a full complement of diverse students at every grade level with a healthy waitlist because we are a model Public Montessori program and we share our story broadly. (public narrative/enrollment)

We have clear, compelling, rigorous whole child growth data that demonstrates all students are thriving. (instruction)

The community of the global majority, with a commitment to Oakland students and families, have pathways to viable careers in public Montessori education that are typically denied to them through other avenues. (training center)