



Urban Montessori Charter School

Regular Board Meeting

Published on June 19, 2023 at 3:55 PM PDT

Date and Time

Thursday June 22, 2023 at 5:30 PM PDT

Location

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

The public may comment and participate [via Zoom](#) if they prefer. The public may also email comments to 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

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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, 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. Review Community Agreements	Discuss	Sarah Morrill	5 m
<ul style="list-style-type: none"> • Welcome Discomfort - give it space and let it land in a place of growth • Learn from silence - listen with intent; Step up AND Step back • Mistakes are for learning! • Be Curious - without judgment • Expect and Accept Non-Closure - keep making steps forward • Recognize your impact - assume positive intent AND be open to your impact varying from your intent 			

- | | Purpose | Presenter | Time |
|---|---------|-----------|------|
| <ul style="list-style-type: none"> • Be Vulnerable and courageous! • Know that it is Possible! • Compassionate feedback • Build Relationships | | | |

Would anyone like to speak about the agreements? Is there an agreement you are focusing on for tonight's meeting?

E.	Board and Community Appreciations	Sarah Morrill	10 m
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Members of the Board and UMCS community may provide appreciations and affirmations during this time.

F.	Board Member Comment	Sarah Morrill	5 m
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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.

G.	Presentations from the Floor	Sarah Morrill	10 m
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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 6:03 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	20 m
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Report topics this meeting **may** include:

1. Recent and upcoming events
2. Professional Development
3. Staffing Updates
4. Enrollment and Application Updates
5. UMCS Local School Wellness Policy update and public reporting

	Purpose	Presenter	Time
III. Local Control and Accountability Plan and Budget for 2023-2024			6:23 PM
A. Report on Local Indicators	Vote	Krishna Feeney	5 m
<p>This information is included in the next version of the California School Dashboard (to be published in Fall 2023 by the State of California), and is included in the development of our LCAP.</p> <p>Local Indicator Response is here: https://docs.google.com/document/d/1RI5Q6lds4rJVckRVxRORXzcKkNG0ntog/edit#heading=h.gjdgxs</p>			
B. Local Control and Accountability Plan 2023-2024	Vote	Krishna Feeney	5 m
<p>2023-2024 LCAP, including the Budget Overview for Parents. An updated Federal Addendum is not required for UMCS at this time. The folder of materials is here: https://drive.google.com/drive/folders/10PktGcZUXCi_tMwLbhaf3K7t0HbsZY9W</p> <p>The LCAP document itself is here: https://docs.google.com/document/d/1Uhtsgz1yG5_Pu03P_1QlcF1iV1ID201q/edit#</p>			
C. Budget for 2023-2024	Vote	Krishna Feeney	5 m
IV. Finance Committee			6:38 PM
A. Discussion Item - Committee Report, including year to date financial report	Discuss	Ann Rhodes	5 m
<p>Most recent year-to-date financial report through May 31, 2023 is available here attached to the agenda or in the "Other files" section of this meeting.</p>			
V. Academic Oversight Committee			6:43 PM
A. Discussion Item - Committee Report	Discuss	Kara Fortuna	5 m
VI. Family Advisory Council			6:48 PM
A. Discussion Item - Committee Report	Discuss	Kara Fortuna	5 m
VII. Executive & Governance Committee			6:53 PM
A. Discussion Item: Committee Updates, including candidates for board service, Form 700, and training	Discuss	Sarah Morrill	5 m

	Purpose	Presenter	Time
Committee updates on Head of School Evaluation process, short Board member job description , and annual Board assessment.			

Regular reminders:

- [Form 700](#) and [related Feb 2023 Training Materials](#)
- Board member recruitment
- Board Clearance process

B.	Board Service - Greg Klein	Vote	Sarah Morrill	5 m
A discussion and vote on a two-year term on the Board of Directors for Greg Klein, July 1, 2023 - June 30, 2025.				

C.	Annual Board Officer Role Organization	Vote	Sarah Morrill	5 m
The board will nominate and elect for 2023-2024 a Chair, Vice-Chair, Treasurer (Finance Chair), Secretary, and also committee chairs, and committee members.				

Proposal for roles as of July 1, 2023 is [here](#).

VIII. Other Business 7:08 PM

A.	Oakland and California Updates	Discuss	Sarah Morrill	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 May 25, 2023 Regular Meeting	Approve Minutes	Sarah Morrill	1 m
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C.	Action Item - Vote on General Consent Report	Vote	Sarah Morrill	3 m
General Consent Report for June 22, 2023				

1. [UMCS Family Handbook](#) [update]
2. [UMCS Employee Handbook](#) [update]
3. [Annual Notices to Families](#) [update]
4. CharterSafe 2023-2024 Renewal

- | | Purpose | Presenter | Time |
|-----|---|-----------|------|
| 5. | Rehabilitation ACT (504) & Special Education Policy [update] | | |
| 6. | UMCS Student Free Speech [update] | | |
| 7. | UMCS Local School Wellness Policy [update] | | |
| 8. | Calendar of Regular Board Meetings 2023-2024 , including Committee Meetings | | |
| 9. | UMCS School Calendar 2023-2024 [update] | | |
| 10. | Education Protection Account Resolution and Spending Plan 2023-2024 | | |

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

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|-----------|---|---------|---------------|-----|
| D. | Discussion and Vote on Edtec renewal contract | Vote | Greg Klein | 5 m |
| | This contract was not reviewed ahead of time at Finance Committee, and is therefore not included on the Consent Report. | | | |
| E. | Collect New Business items for Future Meetings | Discuss | Sarah Morrill | 5 m |
| F. | Community Agreement Reflection | Discuss | Sarah Morrill | 5 m |
| | Are there any reflections on how those present at this meeting observed (or not) our Community Agreements? | | | |

IX. Closed Session 7:32 PM

- | | | | | |
|-----------|---|---------|---------------|------|
| A. | Closed Session Items | Discuss | Sarah Morrill | 15 m |
| | <ol style="list-style-type: none"> 1. Public Employee Performance Evaluation - Head of School 2. Public Employment - 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.

X. Return to Open Session 7:47 PM

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|-----------|--|------|---------------|-----|
| 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 <i>shall</i> take an action at this time. If any votes are taken during any Closed Session, those are reported out publicly at this time on the agenda. | | | |
| B. | Public Employment - Salary Adjustment | Vote | Sarah Morrill | 5 m |
| | A discussion and public vote at a Regular meeting to adjust the compensation of the Head of School. | | | |

	Purpose	Presenter	Time
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XI. Closing Items			7:53 PM
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A. Adjourn Meeting	FYI	Sarah Morrill	2 m
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THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice.

REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY The 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: <https://www.urbanmontessori.org/boardontrackportal>

Coversheet

Head of School Report

Section: II. Head of School Report
Item: A. Head of School Report
Purpose: Discuss
Submitted by:
Related Material: June 2023 HOS Board Report (1).pdf



HOS REPORT

JUNE 22, 2023

UMCS 2022 - 2023 COMMUNITY AGREEMENTS

- ❖ Welcome Discomfort - give it space and let it land in a place of growth
- ❖ Learn from silence - listen with intent; Step up AND Step back
- ❖ Mistakes are for learning!
- ❖ Be Curious - without judgment
- ❖ Expect and Accept Non-Closure - keep making steps forward
- ❖ Recognize your impact - assume positive intent AND be open to your impact varying from your intent
- ❖ Be Vulnerable and courageous!
- ❖ Know that it is Possible!
- ❖ Compassionate feedback
- ❖ Build Relationships



RECENT AND UPCOMING

RECENT AND UPCOMING EVENTS

- School's out!
- Summer 2 - Oakland Montessori Teacher Residency:
 - June 12 - July 14
- Expanded Learning Summer programming:
 - June 12 - July 28
- Staff return August 1
- School Starts August 14!



SUMMER STUFF!

OMTR SUMMER TWO

- ▶ Started June 12
- ▶ Averaging 18 new lessons a day!
- ▶ Making connections and seeing how it all fits together.



OMTR SUMMER TWO

- ▶ Heading to Chicago for the Montessori for Social Justice conference today!



EXPANDED LEARNING!

- Mural painting,
Talent shows,
Tie-dye, Plays,
instrument
building, outdoor
fun and more!





ENROLLMENT UPDATES!

ENROLLMENT

	Returning	Newly Enrolled	Current Enrollment
tk		41	41
k	27	18	45
1	35.5	4	39.5
2	33	9	42
3	24.5	2	26.5
4	42	7	49
5	37.5	7	44.5
6	26	7	33
7	19.5	2	21.5
8	16	2	18
Total	261	99	360

**as of June 22, 2023

TOURS AND ENROLLMENT

- Additionally:
 - We have 25 students in the enrollment process who have not begun or completed paperwork (8 who have requested more time!)
- While our current numbers look promising we have
 - launched a marketing campaign to fill specific enrollment gaps.
 - Budgeting conservatively to account for no-shows and other last minute changes



STAFFING UPDATES

STAFFING UPDATES!

- Fully staffed for lead positions for 23/24 school year.
- Currently hiring for:
 - 3 Support teachers
 - 1 Full time sub
 - 1 Student Support Assistant



LOCAL SCHOOL WELLNESS POLICY

UMCS LOCAL SCHOOL WELLNESS POLICY

- All public schools have a local school wellness policy that we review and update regularly
- We recognize the link between student health and learning and we strive to provide a comprehensive program promoting healthy eating and physical activity for UMCS students.
- The School team and Board have reviewed our wellness policy for re-approval tonight!



QUESTIONS?



LOCAL INDICATORS

Vote for Approval 2022 - 2023

WHAT ARE THE LOCAL INDICATORS?

- The State Board of Education (SBE) approved standards for the local indicators that support a local educational agency (LEA) in measuring and reporting progress within the appropriate priority area. The approved performance standards require an LEA to:
 - Annually measure its progress in meeting the requirements of the specific Local Control Funding Formula (LCFF) priority.
 - Report the results as part of a non-consent item at a regularly scheduled public meeting of the local governing board/body in conjunction with the adoption of the Local Control and Accountability Plan (LCAP).
 - Report results to the public through the Dashboard utilizing the SBE-adopted self-reflection tools for each local indicator.

UMCS LOCAL INDICATORS

1. Appropriately Assigned Teachers, Access to Curriculum-Aligned Instructional Materials, and Safe, Clean and Functional School Facilities (LCFF Priority 1)
 - a. Met
2. Implementation of State Academic Standards (LCFF Priority 2)
 - a. Met
3. Parent and Family Engagement (LCFF Priority 3)
 - a. Met
4. School Climate (LCFF Priority 6)
 - a. Met
5. Access to a Broad Course of Study (LCFF Priority 7)
 - a. Met



LCAP

Vote for Approval June 22, 2023

WHAT IS THE LCAP?

- The Local Control and Accountability Plan (LCAP) is a compliance document that all Local Education Agencies (LEAs) complete in order to share their goals, actions they plan to take towards these goals and resources they allocate to the support of specific student populations.
- It is also used as reflection tool for LEA's to share successes and challenges!
- We have 3 big goals for our school listed in the LCAP and shared last month (and at all committee meetings!)



QUESTIONS?

Coversheet

Budget for 2023-2024

Section: III. Local Control and Accountability Plan and Budget for 2023-2024
Item: C. Budget for 2023-2024
Purpose: Vote
Submitted by:
Related Material: UMCS FY24 Budget for Board Approval.pdf

**Urban Montessori
Multi-year Projection
As of May FY2023**

	Year 2 2023-24	Year 3 2024-25	Year 4 2025-26
SUMMARY			
Revenue			
LCFF Entitlement	3,918,738	4,453,474	4,969,271
Federal Revenue	341,638	264,398	287,489
Other State Revenues	903,476	846,729	724,065
Local Revenues	231,349	217,209	221,165
Fundraising and Grants	190,000	65,000	65,000
Total Revenue	5,585,200	5,846,809	6,266,989
Expenses			
Compensation and Benefits	4,189,306	4,395,485	4,595,047
Books and Supplies	347,193	340,971	360,285
Services and Other Operating Expenditures	1,012,211	1,032,814	1,140,322
Depreciation	8,986	8,986	3,645
Other Outflows	-	-	-
Total Expenses	5,557,696	5,778,255	6,099,299
Operating Income	27,504	68,554	167,690
Fund Balance			
Beginning Balance (Unaudited)	1,564,376	1,591,880	1,660,434
Audit Adjustment			
Beginning Balance (Audited)	1,564,376	1,591,880	1,660,434
Operating Income	27,504	68,554	167,690
Ending Fund Balance	1,591,880	1,660,434	1,828,124
Total Revenue Per ADA	16,501	15,911	15,724
Total Expenses Per ADA	16,420	15,725	15,303
Operating Income Per ADA	81	187	421
Fund Balance as a % of Expenses	29%	29%	30%

**Urban Montessori
Multi-year Projection
As of May FY2023**

	Year 2 2023-24	Year 3 2024-25	Year 4 2025-26
Key Assumptions			
Enrollment Breakdown			
TK	30	44	44
K	48	44	44
1	42	42	42
2	41	41	41
3	39	41	41
4	42	36	42
5	35	41	41
6	38	41	41
7	26	35	44
8	21	28	44
Total Enrolled	362	393	424
ADA %			
K-3	93.5%	93.5%	94.0%
4-6	93.5%	93.5%	94.0%
7-8	93.5%	93.5%	94.0%
Average ADA %	93.5%	93.5%	94.0%
ADA			
K-3	187	198	199
4-6	108	110	117
7-8	44	59	83
Total ADA	338	367	399
Demographic Information			
CALPADS Enrollment (for unduplicated % calc)	362	393	424
# Unduplicated (CALPADS)	124	135	146
# Free & Reduced Lunch (CALPADS)	98	106	114
# ELL (CALPADS)	49	53	57
New Students	36	31	31
School Information			
FTE's	48.6	49.6	50.6
Teachers	30	31	32
Certificated Pay Increases	3%	3%	3%
Classified Pay Increases	3%	3%	3%
# of school days	-	-	-
Default Expense Inflation Rate	3%	3%	3%

Urban Montessori
Multi-year Projection
As of May FY2023

	Year 2	Year 3	Year 4
	2023-24	2024-25	2025-26
REVENUE			
LCFF Entitlement			
8011 Charter Schools General Purpose Entitlement - State Aid	1,885,376	2,204,362	2,490,589
8012 Education Protection Account Entitlement	973,922	1,098,966	1,231,193
8096 Charter Schools in Lieu of Property Taxes	1,059,439	1,150,146	1,247,489
SUBTOTAL - LCFF Entitlement	3,918,738	4,453,474	4,969,271
Federal Revenue			
8181 Special Education - Entitlement	40,750	45,250	49,125
8220 Child Nutrition Programs	154,476	172,736	191,952
8291 Title I	31,880	31,880	31,880
8292 Title II	5,610	5,610	5,610
8294 Title IV	8,922	8,922	8,922
8297 PY Federal - Not Accrued	-	-	-
8299 All Other Federal Revenue	100,000	-	-
SUBTOTAL - Federal Revenue	341,638	264,398	287,489
Other State Revenue			
8319 Other State Apportionments - Prior Years	-	-	-
8381 Special Education - Entitlement (State)	300,119	325,814	353,390
8382 Special Education Reimbursement (State)	18,150	18,150	18,150
8520 Child Nutrition - State	72,089	80,610	12,797
8550 Mandated Cost Reimbursements	5,880	6,983	7,831
8560 State Lottery Revenue	83,786	90,960	98,658
8590 All Other State Revenue	235,944	115,944	15,944
8593 Expanded Learning Opportunities Program	187,508	208,268	217,295
SUBTOTAL - Other State Revenue	903,476	846,729	724,065
Local Revenue			
8676 After School Program Revenue	153,765	157,625	161,581
8699 All Other Local Revenue	-	-	-
8702 Oakland Measure G1	77,584	59,584	59,584
SUBTOTAL - Local Revenue	231,349	217,209	221,165
Fundraising and Grants			
8801 Family Fundraising	50,000	50,000	50,000
8802 Private Grants	125,000	-	-
8814 Field Trips Donations	15,000	15,000	15,000
SUBTOTAL - Fundraising and Grants	190,000	65,000	65,000
TOTAL REVENUE	5,585,200	5,846,809	6,266,989

Urban Montessori
Multi-year Projection
As of May FY2023

	Year 2	Year 3	Year 4
	2023-24	2024-25	2025-26
EXPENSES			
Compensation & Benefits			
Certificated Salaries			
1100 Lead Teacher Salaries	978,256	1,007,604	1,037,832
1148 Special Ed Teacher Salaries	430,908	443,835	457,150
1150 Support Teacher Salaries	548,905	615,039	677,740
1170 Measure G1 Stipends	58,000	58,000	58,000
1300 Certificated Supervisor & Administrator Salaries	398,100	410,043	422,344
SUBTOTAL - Certificated Salaries	2,414,169	2,534,521	2,653,066
Classified Salaries			
2102 Student Support Staff	246,335	253,725	261,336
2300 Classified Supervisor & Administrator Salaries	112,398	115,770	119,243
2400 Classified Clerical & Office Salaries	236,531	243,627	250,936
2900 Classified Substitutes	22,512	23,187	23,883
2905 Other Classified - After School	200,840	206,865	213,071
SUBTOTAL - Classified Salaries	818,616	843,174	868,470
Employee Benefits			
3100 STRS	463,076	486,455	509,500
3300 OASDI-Medicare-Alternative	96,990	100,487	104,010
3400 Health & Welfare Benefits	343,787	367,200	394,197
3500 Unemployment Insurance	13,820	23,058	23,485
3600 Workers Comp Insurance	38,848	40,590	42,318
SUBTOTAL - Employee Benefits	956,521	1,017,789	1,073,511
Books & Supplies			
4100 Approved Textbooks & Core Curricula Materials	15,000	15,450	10,000
4200 Books & Other Reference Materials	3,103	3,196	1,000
4320 Educational Software	9,270	9,548	5,000
4325 Instructional Materials & Supplies	10,000	10,300	10,000
4326 Art & Music Supplies	7,000	7,210	5,000
4330 Office Supplies	6,695	6,896	4,000
4335 PE Supplies	2,060	2,122	2,000
4340 SpEd Materials & Supplies	2,060	2,122	5,000
4400 Training Center Expenses	30,000	-	-
4410 Classroom Furniture, Equipment & Supplies	7,000	7,210	15,000
4420 Computers: individual items less than \$5k	17,620	14,244	14,671
4430 Non Classroom Related Furniture, Equipment & Supplies	2,500	2,575	2,000
4700 Snacks	23,767	24,480	25,215
4710 Student Food Services	205,968	230,314	255,936
4720 Other Food	5,150	5,305	5,464
SUBTOTAL - Books and Supplies	347,193	340,971	360,285
Services & Other Operating Expenses			
5215 Travel - Mileage, Parking, Tolls	1,712	1,763	1,816
5305 Dues & Membership - Professional	12,360	12,731	13,113
5450 Insurance - Other	75,530	77,796	80,130
5515 Janitorial, Gardening Services & Supplies	103,000	106,090	109,273

Urban Montessori
Multi-year Projection
As of May FY2023

	Year 2	Year 3	Year 4
	2023-24	2024-25	2025-26
5520 Security	10,000	10,300	10,609
5535 Utilities - All Utilities	77,358	79,679	82,069
5605 Equipment Leases	14,004	14,424	14,857
5610 Rent	162,154	167,019	172,029
5615 Repairs and Maintenance - Building	20,600	21,218	21,855
5803 Accounting Fees	24,382	25,113	25,867
5805 Administrative Fees	6,978	7,187	7,403
5809 Banking Fees	2,060	2,122	2,185
5812 Business Services	133,000	137,500	142,000
5815 Consultants - Instructional	5,150	5,305	5,464
5820 Consultants - Non Instructional - Custom 1	18,075	-	-
5824 District Oversight Fees	39,187	44,535	49,693
5826 Directors Contingency	39,187	44,535	49,693
5827 Middle School Program expenses (8816 offset)	1,976	2,035	2,096
5830 Field Trips Expenses	5,000	5,150	1,000
5833 Fines and Penalties	1,030	1,061	1,093
5836 Fingerprinting	1,743	1,795	1,849
5839 Fundraising Expenses	12,024	12,385	12,757
5845 Legal Fees	30,000	30,900	25,000
5851 Marketing and Student Recruiting	10,000	10,300	10,609
5857 Payroll Fees	6,950	7,158	7,373
5860 Printing and Reproduction	1,061	1,093	1,126
5861 Prior Yr Exp (not accrued)	-	-	-
5863 Professional Development	56,370	58,061	59,803
5869 Special Education Contract Instructors	50,300	51,809	125,000
5875 Staff Recruiting	4,120	4,244	4,371
5878 Student Assessment	8,500	8,755	9,018
5880 Student Health Services	6,180	6,365	6,556
5881 Student Information System	25,750	26,523	27,318
5884 Substitutes	-	-	8,000
5887 Technology Services	13,390	13,792	14,205
5910 Communications - Internet / Website Fees	17,564	18,090	18,633
5915 Postage and Delivery	3,497	3,602	3,710
5920 Communications - Telephone & Fax	12,020	12,381	12,752
SUBTOTAL - Services & Other Operating Exp.	1,012,211	1,032,814	1,140,322
Depreciation Expense			
6900 Depreciation	8,986	8,986	3,645
SUBTOTAL - Depreciation Expense	8,986	8,986	3,645
Other Outflows			
SUBTOTAL - Other Outflows	-	-	-
TOTAL EXPENSES	5,557,696	5,778,255	6,099,299

Coversheet

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

Section: IV. Finance Committee
Item: A. Discussion Item - Committee Report, including year to date financial report
Purpose: Discuss
Submitted by:
Related Material: UMCS_May_FY23_Cash_Flow.pdf
UMCS_May_FY23_Balance_Sheet.pdf
UMCS_May_FY23_Financials.pdf
UMCS FY24 Budget Board Presentation.pdf

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

	2022-23													Remaining Balance
	Actuals & Forecast													
	Jul Actuals	Aug Actuals	Sep Actuals	Oct Actuals	Nov Actuals	Dec Actuals	Jan Actuals	Feb Actuals	Mar Actuals	Apr Actuals	May Actuals	Jun Forecast	Forecast	
Beginning Cash	1,082,292	1,285,136	983,498	1,034,787	1,130,594	1,117,607	1,036,586	1,432,812	1,182,838	1,169,667	2,174,826	1,920,039		
REVENUE														
LCFF Entitlement	-	76,155	345,646	334,968	137,078	216,234	426,358	137,078	254,323	531,188	96,029	156,010	3,183,158	472,090
Federal Revenue	-	-	3,791	11	-	18,384	64,170	66,295	7,410	14,280	12,319	67,786	456,342	201,895
Other State Revenue	12,655	25,292	35,005	43,383	52,816	57,535	144,389	19,448	91,750	627,176	60,532	66,440	1,377,070	140,649
Other Local Revenue	-	-	-	38,102	34,187	26,035	17,818	18,719	23,748	23,947	25,127	59,584	219,176	(48,090)
Fundraising & Grants	-	-	177	12,178	202	3,564	135,773	4,353	9,617	4,378	3,640	16,120	190,000	-
TOTAL REVENUE	12,655	101,447	384,618	428,642	224,283	321,752	788,508	245,892	386,847	1,200,969	197,647	365,941	5,425,745	766,544
EXPENSES														
Certificated Salaries	30,679	183,469	188,725	187,287	190,126	189,981	214,272	203,709	192,945	183,171	192,625	336,679	2,293,669	-
Classified Salaries	20,471	50,499	71,894	58,879	62,054	55,413	51,022	58,437	56,862	49,292	53,085	48,299	636,207	-
Employee Benefits	20,456	112,619	117,190	40,671	56,607	63,631	73,078	66,552	56,359	58,625	61,576	160,326	887,689	-
Books & Supplies	52,343	51,006	36,283	29,181	9,312	19,678	3,907	44,837	29,676	33,202	58,039	79,986	447,012	(438)
Services & Other Operating Expenses	56,353	82,793	93,484	72,930	89,446	56,996	68,855	119,338	89,915	70,804	77,965	197,084	1,101,412	25,448
Capital Outlay & Depreciation	-	-	-	-	-	4,483	747	747	747	747	747	767	8,986	-
Other Outflows	-	-	204	-	-	-	-	-	-	12,898	9,124	(22,227)	-	-
TOTAL EXPENSES	180,301	480,386	507,781	388,949	407,544	390,183	411,881	493,621	426,504	408,740	453,162	800,914	5,374,975	25,010
Operating Cash Inflow (Outflow)	(167,646)	(378,939)	(123,163)	39,694	(183,262)	(68,431)	376,627	(247,728)	(39,657)	792,229	(255,514)	(434,973)	50,770	741,534
Revenues - Prior Year Accruals	255,068	88,128	170,287	57,303	-	26,337	(8,856)	-	2,243	30,295	2,243	24,501	-	-
Accounts Receivable - Current Year	(2,800)	(1,250)	800	500	250	-	(500)	500	-	-	-	2,750	-	-
Other Assets	8,932	-	-	-	-	-	-	-	-	(12,000)	-	-	-	-
Fixed Assets	-	-	-	-	-	4,483	747	747	747	747	747	767	-	-
Expenses - Prior Year Accruals	172,028	(8,680)	(19,699)	(15,624)	(15,624)	(15,624)	(12,895)	(15,624)	(15,625)	(15,624)	(15,624)	(32,404)	-	-
Accounts Payable - Current Year	(24,096)	(9,167)	13,152	(11,491)	43,840	(36,990)	(8,024)	2,498	30,014	(35,652)	4,111	(11,909)	-	-
Summerholdback for Teachers	(38,642)	8,269	9,911	9,481	9,370	9,204	9,408	9,633	9,107	8,684	9,250	(6,053)	-	-
Other Liabilities	-	-	-	15,944	132,439	-	39,720	-	-	236,479	-	-	-	-
Ending Cash	1,285,136	983,498	1,034,787	1,130,594	1,117,607	1,036,586	1,432,812	1,182,838	1,169,667	2,174,826	1,920,039	1,462,718		

Urban Montessori
Balance Sheet
As of May FY2023

	Jun FY2022	May FY2023
ASSETS		
Cash Balance	1,082,292	1,920,039
Accounts Receivable	754,600	134,052
Prepays	17,458	20,526
Fixed Assets, Net	30,626	22,406
TOTAL ASSETS	1,884,976	2,097,023
LIABILITIES & EQUITY		
Accounts Payable	103,057	92,622
Due to Others	102,400	102,400
Deferred Revenue	118,565	543,147
Current Loans and Other Payables	47,348	101,039
Beginning Net Assets	1,422,465	1,513,606
Net Income (Loss) to Date	91,142	(255,790)
TOTAL LIABILITIES & EQUITY	1,884,976	2,097,023

Urban Montessori
Income Statement
As of May FY2023

	Actual			YTD	Budget						
	Mar	Apr	May		Actual YTD	Approved Budget v1	Previous Forecast	Current Forecast	Previous Forecast vs. Current Forecast	Approved Budget v1 vs. Current Forecast	Current Forecast Remaining
SUMMARY											
Revenue											
LCFF Entitlement	254,323	531,188	96,029	2,555,057	3,833,476	3,183,158	3,183,158	-	(650,318)	628,101	80%
Federal Revenue	7,410	14,280	12,319	186,660	499,411	456,342	456,342	-	(43,069)	269,682	41%
Other State Revenues	91,750	627,176	60,532	1,169,981	1,130,345	1,377,070	1,377,070	-	246,724	207,088	85%
Local Revenues	23,748	23,947	25,127	207,682	59,584	219,176	219,176	-	159,592	11,494	95%
Fundraising and Grants	9,617	4,378	3,640	173,880	190,000	190,000	190,000	-	-	16,120	92%
Total Revenue	386,847	1,200,969	197,647	4,293,261	5,712,817	5,425,745	5,425,745	-	(287,071)	1,132,485	79%
Expenses											
Compensation and Benefits	306,166	291,088	307,286	3,272,260	3,934,949	3,817,565	3,817,565	-	117,384	545,305	86%
Books and Supplies	29,676	33,202	58,039	367,465	410,800	447,012	447,012	-	(36,212)	79,548	82%
Services and Other Operating Expenditures	89,915	70,804	77,965	878,880	1,296,489	1,101,412	1,101,412	-	195,077	222,532	80%
Depreciation	747	747	747	8,219	8,986	8,986	8,986	-	-	767	91%
Other Outflows	-	12,898	9,124	22,227	-	-	-	-	-	(22,227)	
Total Expenses	426,504	408,740	453,162	4,549,051	5,651,224	5,374,975	5,374,975	-	276,249	825,924	85%
Operating Income	(39,657)	792,229	(255,514)	(255,790)	61,592	50,770	50,770	(0)	(10,822)	306,560	
Fund Balance											
Beginning Balance (Audited)					1,236,534	1,513,606	1,513,606				
Operating Income					61,592	50,770	50,770				
Ending Fund Balance					1,298,126	1,564,376	1,564,376				
Fund Balance as a % of Expenses					23%	29%	29%				

Urban Montessori
Income Statement
As of May FY2023

	Actual			YTD	Budget							
	Mar	Apr	May		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	181	181	-	(41)			
4-6					128	106	106	-	(22)			
7-8					56	36	36	-	(20)			
Total Enrolled					406	323	323	-	(83)			
ADA %												
K-3					93.0%	91.5%	91.5%	0.0%	-1.5%			
4-6					93.0%	91.3%	91.3%	0.0%	-1.7%			
7-8					93.0%	94.3%	94.3%	0.0%	1.3%			
Average ADA %					93.0%	91.7%	91.7%	0.0%	-1.3%			
ADA												
K-3					206.46	165.55	165.55	-	(40.91)			
4-6					119.04	96.73	96.73	-	(22.31)			
7-8					52.08	33.93	33.93	-	(18.15)			
Total ADA					377.58	296.21	296.21	-	(81.37)			

Urban Montessori
Income Statement
As of May FY2023

	Actual			YTD	Budget						
	Mar	Apr	May	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	96,011	96,029	96,029	1,125,769	1,904,420	1,468,464	2,017,575	549,111	113,155	891,806	56%
8012 Education Protection Account Entitlement	-	205,830	-	626,078	858,994	787,560	238,448	(549,111)	(620,546)	(387,630)	263%
8096 Charter Schools in Lieu of Property Taxes	158,312	229,329	-	803,210	1,070,062	927,134	927,134	-	(142,927)	123,924	87%
SUBTOTAL - LCFF Entitlement	254,323	531,188	96,029	2,555,057	3,833,476	3,183,158	3,183,158	(0)	(650,318)	628,101	80%
Federal Revenue											
8181 Special Education - Entitlement	-	-	-	-	43,625	50,649	50,649	-	7,024	50,649	0%
8220 Child Nutrition Programs	7,410	12,320	11,304	73,342	73,080	133,819	133,819	-	60,739	60,477	55%
8291 Title I	-	-	-	31,880	42,645	31,880	31,880	-	(10,765)	-	100%
8292 Title II	-	-	-	5,610	8,381	5,610	5,610	-	(2,771)	-	100%
8294 Title IV	-	1,960	-	8,922	10,000	8,922	8,922	-	(1,078)	-	100%
8297 PY Federal - Not Accrued	-	-	1,015	4,797	-	3,782	3,782	-	3,782	(1,015)	127%
8299 All Other Federal Revenue	-	-	-	62,109	321,680	221,680	221,680	-	(100,000)	159,571	28%
SUBTOTAL - Federal Revenue	7,410	14,280	12,319	186,660	499,411	456,342	456,342	-	(43,069)	269,682	41%
Other State Revenue											
8319 Other State Apportionments - Prior Years	290	4,294	577	5,395	-	4,818	4,818	-	4,818	(577)	112%
8381 Special Education - Entitlement (State)	63,914	31,911	31,911	265,872	292,439	308,484	308,484	-	16,045	42,612	86%
8382 Special Education Reimbursement (State)	3,444	1,722	1,722	17,403	21,600	19,970	19,970	-	(1,630)	2,567	87%
8520 Child Nutrition - State	4,622	7,579	6,861	37,546	3,045	62,449	62,449	-	59,404	24,902	60%
8550 Mandated Cost Reimbursements	-	-	-	5,798	5,798	5,798	5,798	-	-	(0)	100%
8560 State Lottery Revenue	-	27,434	-	50,696	89,916	73,323	73,323	-	(16,593)	22,627	69%
8590 All Other State Revenue	-	534,775	-	610,021	587,481	685,842	685,842	-	98,361	75,821	89%
8593 Expanded Learning Opportunities Program	19,480	19,461	19,461	177,250	130,067	216,386	216,386	-	86,319	39,136	82%
SUBTOTAL - Other State Revenue	91,750	627,176	60,532	1,169,981	1,130,345	1,377,070	1,377,070	-	246,724	207,088	85%
Local Revenue											
8676 After School Program Revenue	23,748	23,947	25,127	198,090	-	150,000	150,000	-	150,000	(48,090)	132%
8699 All Other Local Revenue	-	-	-	9,592	-	9,592	9,592	-	9,592	0	100%
8702 Oakland Measure G1	-	-	-	-	59,584	59,584	59,584	-	-	59,584	0%
SUBTOTAL - Local Revenue	23,748	23,947	25,127	207,682	59,584	219,176	219,176	-	159,592	11,494	95%
Fundraising and Grants											
8801 Family Fundraising	125	1,015	496	26,157	50,000	50,000	50,000	-	-	23,843	52%
8802 Private Grants	1,000	2,500	2,779	138,004	25,000	125,000	125,000	-	100,000	(13,004)	110%
8803 Training Center	-	-	-	-	100,000	-	-	-	(100,000)	-	-
8812 Other Fundraising (Movie Night, Apparel, etc)	8,492	863	364	9,719	-	-	-	-	-	(9,719)	-
8814 Field Trips Donations	-	-	-	-	15,000	15,000	15,000	-	-	15,000	0%
SUBTOTAL - Fundraising and Grants	9,617	4,378	3,640	173,880	190,000	190,000	190,000	-	-	16,120	92%
TOTAL REVENUE	386,847	1,200,969	197,647	4,293,261	5,712,817	5,425,745	5,425,745	(0)	(287,071)	1,132,485	79%

Urban Montessori
Income Statement
As of May FY2023

	Actual			YTD	Budget							
	Mar	Apr	May	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	80,051	79,930	75,589	863,967	1,072,001	1,048,745	1,048,745	-	23,256	184,778	82%
1148	Special Ed Teacher Salaries	29,848	29,848	29,848	302,518	349,210	342,587	342,587	-	6,623	40,068	88%
1150	Support Teacher Salaries	60,768	51,114	64,909	545,432	656,289	576,987	576,987	-	79,303	31,554	95%
1170	Measure G1 Stipends	-	-	-	-	58,000	58,000	58,000	-	-	58,000	0%
1300	Certificated Supervisor & Administrator Salaries	22,279	22,279	22,279	245,071	267,350	267,350	267,350	-	-	22,279	92%
	SUBTOTAL - Certificated Salaries	192,945	183,171	192,625	1,956,989	2,402,850	2,293,669	2,293,669	-	109,182	336,679	85%
Classified Salaries												
2100	Distance Learning Support Staff	-	-	-	-	65,354	-	-	-	65,354	-	
2102	Student Support Staff	15,646	14,064	13,750	177,678	231,572	173,212	173,212	-	58,361	(4,467)	103%
2300	Classified Supervisor & Administrator Salaries	9,366	9,366	9,366	103,031	112,398	112,398	112,398	-	-	9,366	92%
2400	Classified Clerical & Office Salaries	13,761	13,703	14,152	151,023	180,411	164,911	164,911	-	15,500	13,888	92%
2900	Classified Substitutes	5,169	4,307	6,037	51,573	46,771	59,866	59,866	-	(13,095)	8,293	86%
2905	Other Classified - After School	12,920	7,851	9,780	104,602	-	125,820	125,820	-	(125,820)	21,218	83%
	SUBTOTAL - Classified Salaries	56,862	49,292	53,085	587,908	636,506	636,207	636,207	-	299	48,299	92%
Employee Benefits												
3100	STRS	38,129	36,263	38,068	375,934	425,134	437,466	437,466	-	(12,331)	61,532	86%
3300	OASDI-Medicare-Alternative	6,537	5,799	6,237	67,401	94,509	82,131	82,131	-	12,378	14,730	82%
3400	Health & Welfare Benefits	8,844	16,516	17,240	246,007	327,692	317,527	317,527	-	10,164	71,520	77%
3500	Unemployment Insurance	317	48	30	7,640	11,734	15,357	15,357	-	(3,623)	7,717	50%
3600	Workers Comp Insurance	2,531	-	-	30,381	36,524	35,208	35,208	-	1,316	4,827	86%
	SUBTOTAL - Employee Benefits	56,359	58,625	61,576	727,363	895,593	887,689	887,689	-	7,903	160,326	82%
Books & Supplies												
4100	Approved Textbooks & Core Curricula Materials	-	-	30	30	100,000	25,000	25,000	-	75,000	24,970	0%
4200	Books & Other Reference Materials	-	-	-	3,012	1,000	3,012	3,012	-	(2,012)	-	100%
4320	Educational Software	-	-	-	6,944	9,000	9,000	9,000	-	-	2,056	77%
4325	Instructional Materials & Supplies	1,759	16	433	63,846	7,500	82,500	82,500	-	(75,000)	18,654	77%
4326	Art & Music Supplies	637	33	554	13,389	5,000	13,000	13,000	-	(8,000)	(389)	103%
4330	Office Supplies	722	894	334	6,699	5,000	6,500	6,500	-	(1,500)	(199)	103%
4335	PE Supplies	149	-	-	1,417	2,000	2,000	2,000	-	-	583	71%
4340	SpEd Materials & Supplies	9	56	175	2,184	2,000	2,000	2,000	-	-	(184)	109%
4400	Training Center Expenses	-	-	-	350	100,000	50,000	50,000	-	50,000	49,650	1%
4410	Classroom Furniture, Equipment & Supplies	83	405	427	18,858	10,000	20,000	20,000	-	(10,000)	1,142	94%
4420	Computers: individual items less than \$5k	7,987	50	11,003	28,505	17,500	17,500	17,500	-	-	(11,005)	163%
4430	Non Classroom Related Furniture, Equipment & Supplies	170	416	31,578	37,902	10,000	10,000	10,000	-	-	(27,902)	379%
4700	Snacks	2,069	483	-	16,395	15,000	23,075	23,075	-	(8,075)	6,680	71%
4710	Student Food Services	15,301	30,548	13,346	163,026	121,800	178,425	178,425	-	(56,625)	15,399	91%
4720	Other Food	791	300	160	4,909	5,000	5,000	5,000	-	-	91	98%
	SUBTOTAL - Books and Supplies	29,676	33,202	58,039	367,465	410,800	447,012	447,012	-	(36,212)	79,548	82%
Services & Other Operating Expenses												
5215	Travel - Mileage, Parking, Tolls	-	-	-	55	1,662	1,662	1,662	-	-	1,607	3%
5305	Dues & Membership - Professional	(6,875)	1,200	14,950	15,225	19,000	275	275	-	18,725	(14,950)	5542%
5450	Insurance - Other	6,470	-	-	73,330	73,330	73,330	73,330	-	-	-	100%
5515	Janitorial, Gardening Services & Supplies	9,638	11,752	9,677	94,563	100,000	100,000	100,000	-	-	5,437	95%
5520	Security	1,625	117	874	15,644	22,660	22,660	22,660	-	-	7,016	69%

Urban Montessori
Income Statement
As of May FY2023

		Actual			YTD	Budget						
		Mar	Apr	May	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
5535	Utilities - All Utilities	10,017	9,245	5,623	71,648	55,105	75,105	75,105	-	(20,000)	3,457	95%
5605	Equipment Leases	931	931	-	10,801	13,596	13,596	13,596	-	-	2,795	79%
5610	Rent	-	-	-	118,073	146,708	157,431	157,431	-	(10,723)	39,358	75%
5615	Repairs and Maintenance - Building	16,828	11,313	3,484	43,260	20,000	45,000	45,000	-	(25,000)	1,740	96%
5803	Accounting Fees	4,180	1,628	2,415	23,343	23,672	23,672	23,672	-	-	329	99%
5805	Administrative Fees	354	354	-	1,062	6,775	6,775	6,775	-	-	5,713	16%
5809	Banking Fees	111	86	86	1,207	656	2,000	2,000	-	(1,344)	793	60%
5812	Business Services	10,167	10,167	10,167	111,833	122,000	122,000	122,000	-	-	10,167	92%
5815	Consultants - Instructional	2,050	-	-	2,750	5,000	5,000	5,000	-	-	2,250	55%
5820	Consultants - Non Instructional - Custom 1	18,060	-	13,060	31,480	-	18,420	18,420	-	(18,420)	(13,060)	171%
5824	District Oversight Fees	-	5,340	-	15,027	39,485	31,832	31,832	-	7,653	16,805	47%
5826	Directors Contingency	-	-	-	-	253,612	-	-	-	253,612	-	-
5827	Middle School Program expenses (8816 offset)	-	-	500	618	1,918	1,918	1,918	-	-	1,300	32%
5830	Field Trips Expenses	998	-	-	1,148	50,000	25,000	25,000	-	25,000	23,852	5%
5833	Fines and Penalties	1	-	414	415	1,000	1,000	1,000	-	-	585	41%
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	839	187	306	12,790	50,000	50,000	50,000	-	-	37,210	26%
5851	Marketing and Student Recruiting	-	-	14,750	15,800	10,000	16,050	16,050	-	(6,050)	250	98%
5857	Payroll Fees	519	485	478	5,456	6,747	6,747	6,747	-	-	1,291	81%
5860	Printing and Reproduction	-	-	-	211	1,030	1,030	1,030	-	-	819	20%
5861	Prior Yr Exp (not accrued)	(1,833)	-	-	12,593	-	14,427	14,427	-	(14,427)	1,833	87%
5863	Professional Development	199	-	184	31,606	69,000	69,000	69,000	-	-	37,394	46%
5869	Special Education Contract Instructors	11,265	16,855	-	85,795	90,000	110,000	110,000	-	(20,000)	24,205	78%
5875	Staff Recruiting	-	-	-	3,075	4,000	4,000	4,000	-	-	925	77%
5878	Student Assessment	440	-	-	13,157	13,000	14,000	14,000	-	(1,000)	843	94%
5880	Student Health Services	-	291	171	3,838	6,000	6,000	6,000	-	-	2,162	64%
5881	Student Information System	827	827	827	25,426	25,000	25,000	25,000	-	-	(426)	102%
5884	Substitutes	-	-	-	-	15,450	-	-	-	15,450	-	-
5887	Technology Services	226	-	-	11,650	13,000	13,000	13,000	-	-	1,350	90%
5910	Communications - Internet / Website Fees	609	-	-	15,487	8,652	17,052	17,052	-	(8,400)	1,565	91%
5915	Postage and Delivery	204	26	-	1,342	3,395	3,395	3,395	-	-	2,053	40%
5920	Communications - Telephone & Fax	2,064	-	-	9,171	11,670	11,670	11,670	-	-	2,499	79%
SUBTOTAL - Services & Other Operating Exp.		89,915	70,804	77,965	878,880	1,296,489	1,101,412	1,101,412	-	195,077	222,532	80%
Capital Outlay & Depreciation												
6900	Depreciation	747	747	747	8,219	8,986	8,986	8,986	-	-	767	91%
SUBTOTAL - Capital Outlay & Depreciation		747	747	747	8,219	8,986	8,986	8,986	-	-	767	91%
Other Outflows												
7999	Uncategorized Expense	-	12,898	9,124	22,227	-	-	-	-	-	(22,227)	-
SUBTOTAL - Other Outflows		-	12,898	9,124	22,227	-	-	-	-	-	(22,227)	-
TOTAL EXPENSES		426,504	408,740	453,162	4,549,051	5,651,224	5,374,975	5,374,975	-	276,249	825,924	85%

Urban Montessori Board Meeting

JOSH KEMP AND EBONI WILLIAMS
JUNE 22, 2023





Contents

- 1. State Budget Updates**
 - A. May Revise
 - B. Senate Budget
 - C. Possible Revenue Impacts

- 2. 2023-24 Budgeting**
 - A. FY24 Budget Draft
 - B. FY24 Budget Metrics and Revenues

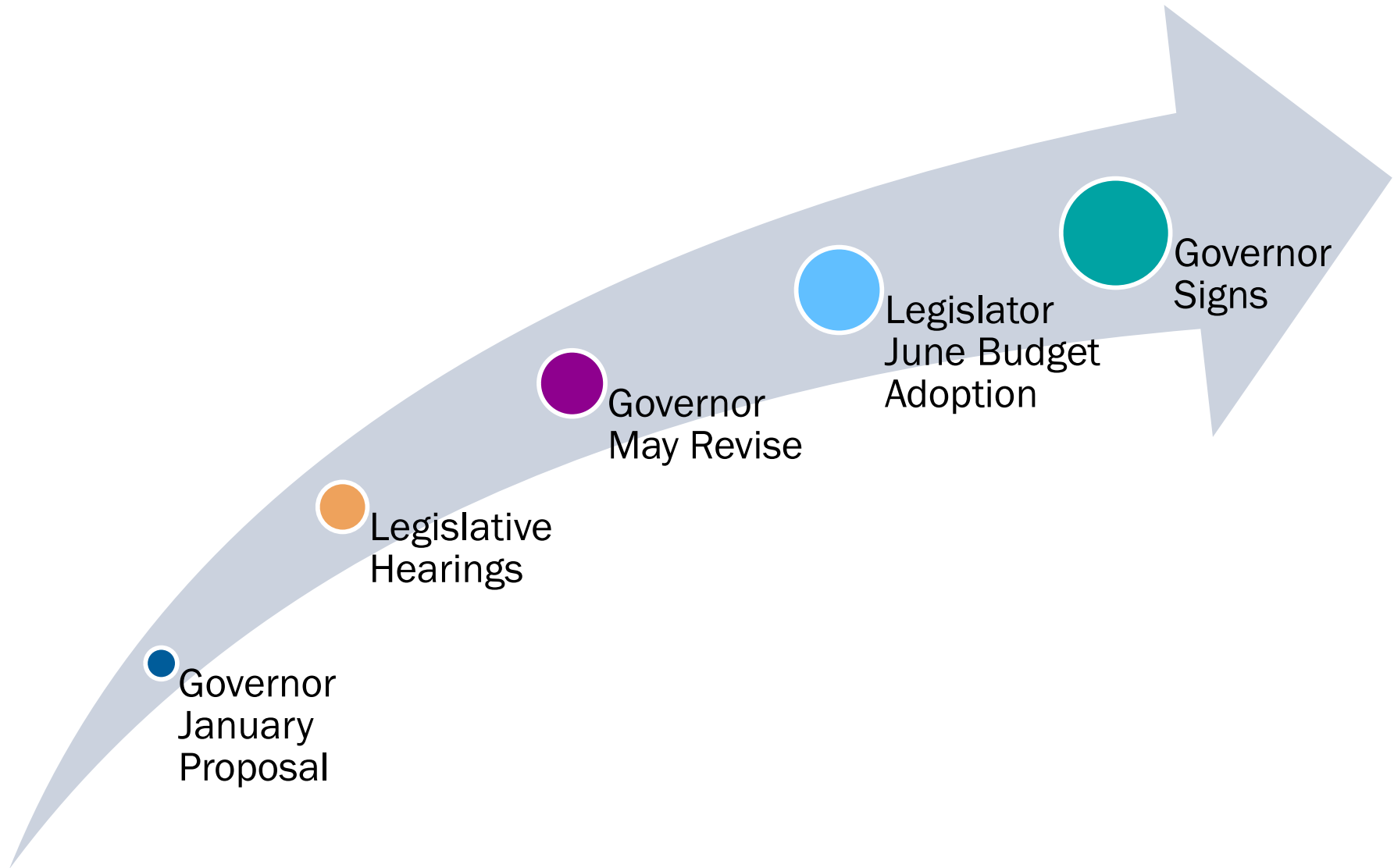
- 3. Exhibits**
 - A. FY24 Budget Draft
 - B. FY24 Revenue Assumptions
 - C. FY24 May Revise Proposal
 - D. One-Time Funding Proposed Adjustments

State Budget Updates



State Budget Process

Budget is expected to be delayed while Governor negotiates



May Revise Summary

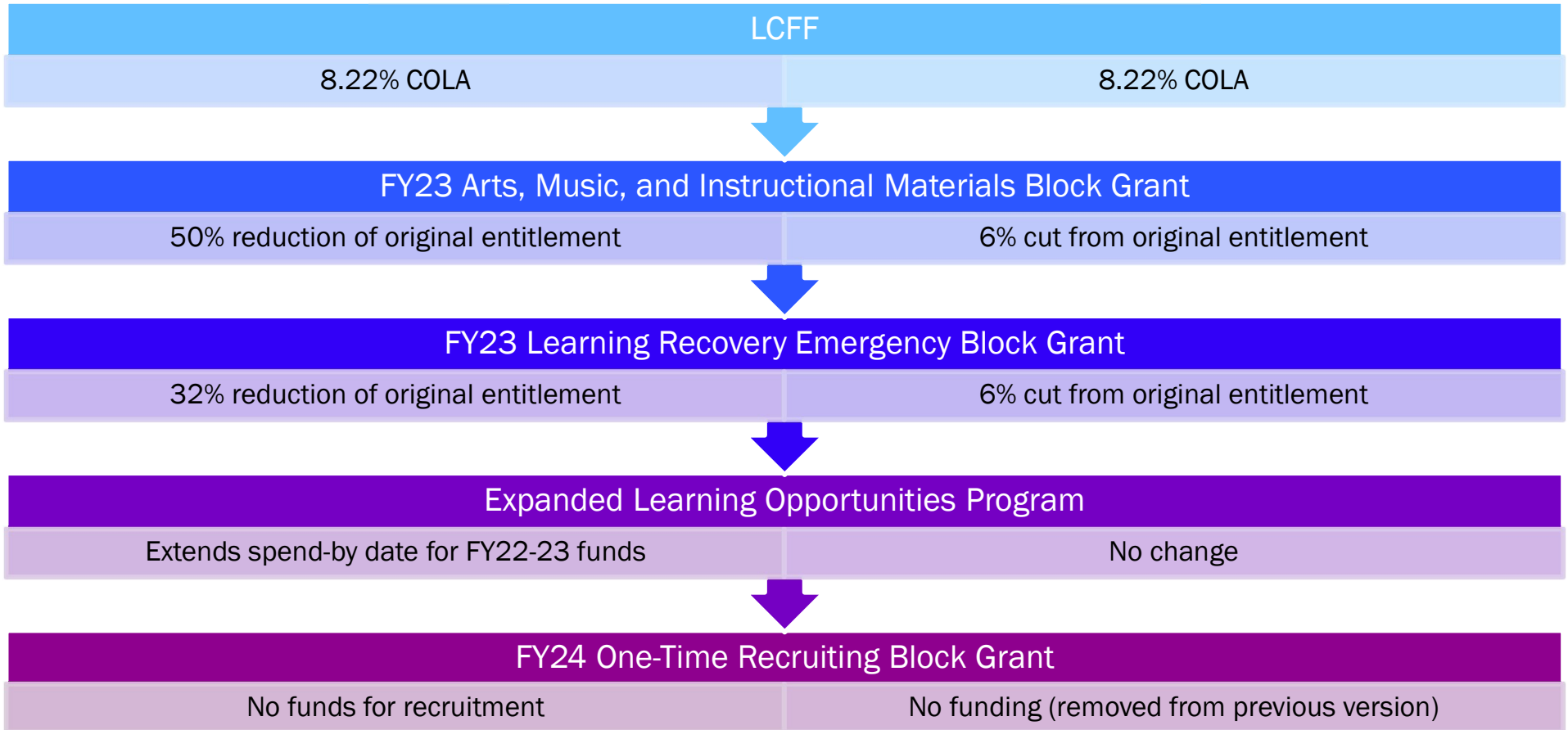
Immaterially higher COLA

Further claw backs to FY23 one-time funding

Extends ELOP spending timeline for FY22 & FY23 funds

	May Revise	January Proposal
LCFF COLA	8.22%	8.13%
Arts, Music, Instruc Block Grant	\$1.8B	\$2.3B
Learning Recovery Block Grant	\$5.4B	\$7.9B
ELOP	\$4B	\$4B

Budget Proposal – Governor vs. Legislature

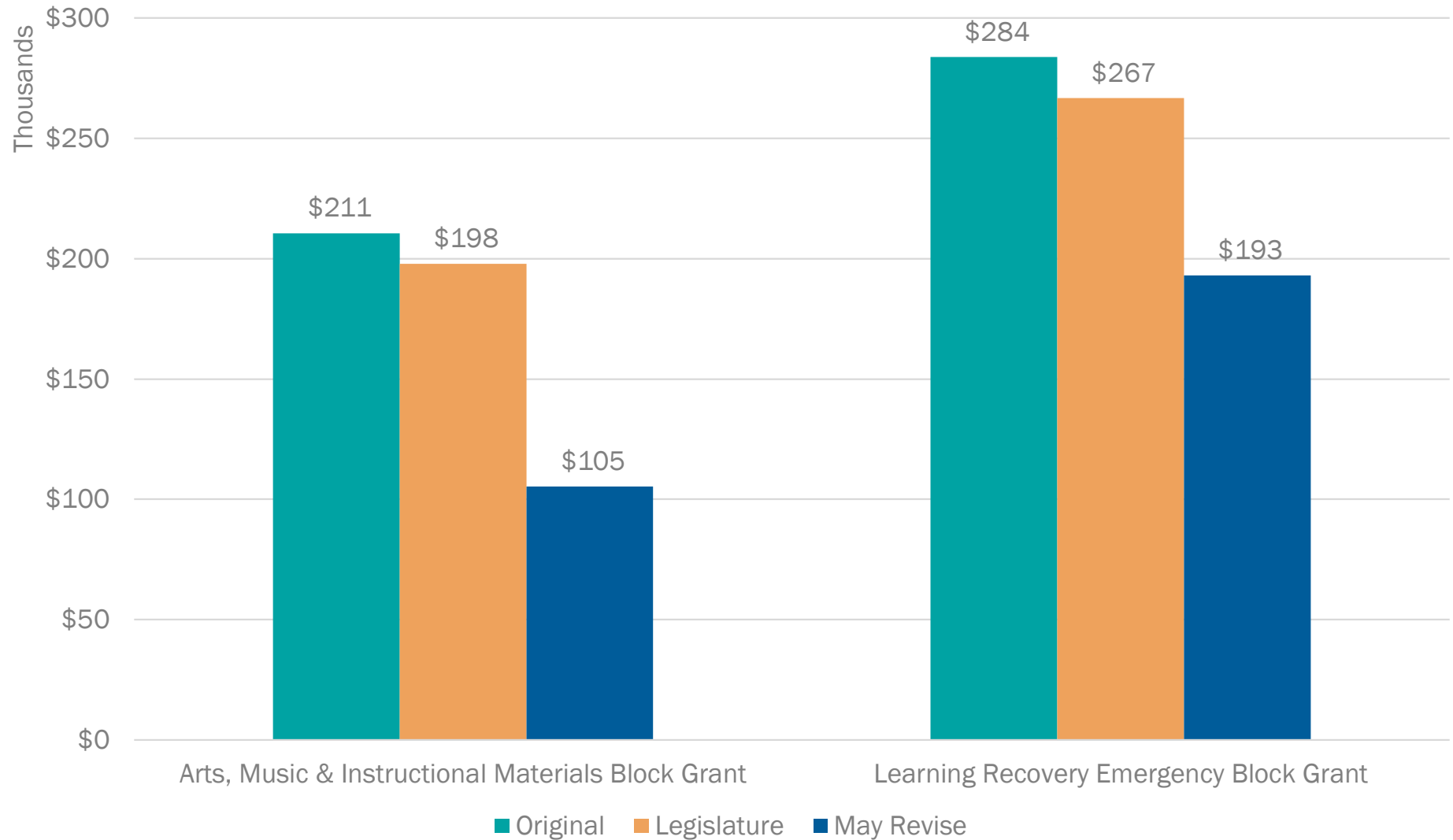


Legislative plans call for less cuts to one-time funding



Funding Loss Estimates

Loss of \$196k .vs. \$30k between proposals



Budgeting



Budget Summary



		2022-23	2023-24	2024-25	2025-26
		Current Forecast	Projected Budget	Projected Budget	Projected Budget
Revenue	LCFF Entitlement	3,183,158	3,918,738	4,453,474	4,969,271
	Federal Revenue	456,342	341,638	264,398	287,489
	Other State Revenues	1,377,070	903,476	846,729	724,065
	Local Revenues	219,176	231,349	217,209	221,165
	Fundraising and Grants	190,000	190,000	65,000	65,000
	Total Revenue	5,425,745	5,585,200	5,846,809	6,266,989
Expenses	Compensation and Benefits	3,817,565	4,189,306	4,395,485	4,595,047
	Books and Supplies	447,012	347,193	340,971	360,285
	Services and Other Operating Expenditures	1,101,412	1,012,211	1,032,814	1,140,322
	Depreciation	8,986	8,986	8,986	3,645
	Other Outflows	-	-	-	-
	Total Expenses	5,374,975	5,557,696	5,778,255	6,099,299
	Operating Income	50,770	27,504	68,554	167,690
	Beginning Balance (Audited)	1,513,606	1,564,376	1,591,880	1,660,434
	Operating Income	50,770	27,504	68,554	167,690
Ending Fund Balance (incl. Depreciation)		1,564,376	1,591,880	1,660,434	1,828,124
Ending Fund Balance as % of Expenses		29.1%	28.6%	28.7%	30.0%

Key Metrics

	FY21	FY22	FY23	FY24	FY25	FY26
Ending Fund Balance	1,422,465	1,513,606	1,564,376	1,569,476	1,688,882	1,884,846
Total Revenues per ADA	13,935	14,218	18,317	16,501	15,911	15,724
Total Expenses per ADA	10,929	13,929	18,146	16,420	15,725	15,303
Operating Income per ADA	3,005	288	171	81	187	421
Fund Balance as a % of Expenses	35%	34%	29%	29%	29%	30%

Revenue Assumptions

Revenue Drivers	2022-23	2023-24	2024-25	2025-26
Enrollment	323	362	393	424
ADA	296	338	367	399
Unduplicated Count	112	124	135	146

Funding Sources	2022-23	2023-24	2024-25	2025-26
LCFF				
Rate Per ADA	\$10,746	\$11,577	\$12,120	\$12,468
Federal Revenue				
Title I	\$31,880	\$31,880	\$31,880	\$31,880
Title II	\$5,610	\$5,610	\$5,610	\$5,610
ESSER III	\$221,680	\$100,000	\$0	\$0
Other State Revenues				
SPED Per ADA	\$820	\$887	\$913	\$940
Learning Recovery Block Grant	\$9,433	\$75,000	\$100,000	\$0
Arts, Music, and Instructional	\$65,560	\$145,000	\$0	\$0
Hold Harmless	\$534,775	\$0	\$0	\$0
ELO-P	\$216,386	\$187,508	\$208,268	\$217,295
Local Revenue/ Fundraising				
After School Revenue	\$150,000	\$153,765	\$157,625	\$161,581
Fundraising	\$190,000	\$190,000	\$65,000	\$65,000

Coversheet

Approve Minutes from May 25, 2023 Regular Meeting

Section: VIII. Other Business
Item: B. Approve Minutes from May 25, 2023 Regular Meeting
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for Regular Board Meeting on May 25, 2023

APPROVED



Urban Montessori Charter School

Minutes

Regular Board Meeting

Date and Time

Thursday May 25, 2023 at 5:30 PM

Location

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

The public may comment and participate [via Zoom](#) if they prefer. The public may also email comments to 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

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Meeting ID: 825 9285 5160

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

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, 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](#).

Directors Present

A. Rhodes, D. Williams (remote), G. Klein, K. Fortuna, S. Morrill

Directors Absent

None

Directors who arrived after the meeting opened

S. Morrill

Guests Present

D. Bissonnette, K. Feeney

I. Opening Items

A. Call the Meeting to Order

G. Klein called a meeting of the board of directors of Urban Montessori Charter School to order on Thursday May 25, 2023 at 5:38 PM.

B. Record Attendance

G. Klein made a motion to allow Donald to fully participate remotely in the meeting due to extenuating child care circumstances.

A. Rhodes seconded the motion.

Greg explained that Donald's camera must stay on and declare the names of any 18 year olds or older with him. There were none.

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

Roll Call

- K. Fortuna Aye
- S. Morrill Absent
- A. Rhodes Aye
- D. Williams Abstain
- G. Klein Aye

C. Review of Action/Discussion Items

No changes needed.

D. Review Community Agreements

Greg reviewed the community agreements. Greg offered Learn from Silence as one he wanted to focus on tonight.

E. Board and Community Appreciations

- Greg appreciated staff and admin for work on LCAP.
- Ann appreciated the community for recent listening and board meeting sessions.
- Donald appreciated the school community.
- Daniel appreciated the Sunflower crane-folding students.
- Kara appreciated middle school students planning for graduation/
- Kara appreciated Ms. Jess for the upper elementary upcoming dance.
- Greg appreciated the leaders who put on the Parents Night Out.
- Krishna appreciated Greg for attending tonight on his birthday.
- Loren appreciated Krishna, Daniel, and Melody for leadership, and Sarah for her thoughtful communication.

F. Board Member Comment

None

G. Presentations from the Floor

None

II. Head of School Report

A. Head of School Report

Ms. Feeney shared upcoming events on the school calendar, including 6th and 8th grade promotion.

Mr. Daniel shared that students transitioning up a Level to new classrooms will find out their new placements on Friday and get to visit their new classrooms next week.

Mr. Daniel shared high-level Spring NWEA academic data in reading and math. Academic Committee has yet to be able to meet and review any of the most recent data. [There are slides in this month's Head of School report in "Other Documents" on BoardOnTrack.] The majority of students score average or above in reading. About half of the grade levels score at the national average in reading and math. Over half of students either made progress on their growth goals or hit their growth goals in reading and math. Greg asked for the committee to look at percentage of students who scored above the national average combined with that grade level's percentage of students who did not but still hit their growth goal, as a way to identify remaining students/trends where achievement is low *and* we aren't seeing accelerated growth. Loren asked about the rise in Middle School scores compared to 6th grade and Mr. Daniel shared that the typical instruction in Middle School more closely aligns with the way NWEA assesses, compared with how upper elementary Montessori instruction and pedagogy normally assesses.

Ms. Feeney shared recent enrollment data which puts the school just a few students over our expected budgeted number for the following year. Ms. Feeney shared recent staffing updates, including 42 of 47 staff members invited to return next year; four staff members shared they are leaving; and three positions were added for next year. For hiring, two candidates are in process for a Lower Elementary Lead Teacher position; and offers going out soon for the middle school Humanities position and PE position. Also hiring for Student Support Assistant, two Support Teachers, and one substitute, with many applications for these roles.

Loren asked about family surveys, and was hoping to be able to respond per teacher particularly in middle school. Ms. Feeney responded that the survey will likely change and begin anew with fresh longitudinal data after the school goes through renewal.

No other public comments.

B. PUBLIC HEARING: 2023-2024 Local Control and Accountability Plan (LCAP)

Greg opened the public hearing at 6:08pm. Ms. Feeney shared an overview of the LCAP process, the school's three goals, and some of the actions and resources associated with different goals. The first goal is about student academic outcomes. The second goal is about teacher training, coaching, and prepared environments. The third goal is to build family-wide and community-wide engagement. Ms. Feeney invited participants to share their ideas on the goals and associated actions and investments, and invited folks to share now and also to comment on the document itself. Ms. Feeney also shared with the Board Local Indicators reflection sharing that UMCS has met all the Local Indicators.

Greg appreciated the team's work to get the LCAP ready and that our first goal is focused on the student's academic outcomes. Greg asked what the next steps are. Ms. Feeney

responded that the school will continue to incorporate any feedback up until the June Board meeting, where it gets voted on for approval.

No public comments and Greg closed the public hearing at 6:17pm.

III. Finance Committee

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

Greg shared that the current forecasted operating income is now at approximately \$50,000. Ending fund balance forecast at over \$1.5M, and Ann shared that we have strong cash on hand through the end of the fiscal year. Fundraising goal is on track for the year.

Greg shared a draft multiyear budget, that shows modest operating incomes for the next few years. In general, slight enrollment increases offset the loss of recent one-time revenues. Fundraising is forecasted to decrease starting in FY 2024-2025. Greg shared brief updates from the state's process to adopt its own budget, including the possibility of the state taking back money previously approved for schools, money that schools were allowed to have spent by this time. The committee also reviewed the required spending plan related to Arts & Music grant -- which is the same money the state may decide to take back from schools even though schools were told to spend the resources.

Greg also shared that the committee reviewed last year's audit.

No public comments on this item.

IV. Academic Oversight Committee

A. Discussion Item - Committee Report

Tabled, the committee did not meet this month. No public comments on this item.

V. Family Advisory Council

A. Discussion Item - Committee Report

Kara shared the report, including that the final FAC Zoom meeting will be at the end of the month. The recent Parents Night Out raised over \$1,000. FAC and Admin are meeting after school is out to lay out a calendar of events for the upcoming school year, including Buddy Families and a Book Club. Parent Deb "thumbs upped" Buddy Families.

Greg asked about any upcoming Fundraising meetings and Kara said she would soon schedule.

No other public comments on this item.

VI. Executive & Governance Committee

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

S. Morrill arrived at 6:32 PM.

Greg shared the committee's report, including board recruitment. Greg met with one candidate recently, who may attend an upcoming board meeting. The committee also reviewed the Head of School evaluation process. The committee reviewed and recommended for re-approval the Public Records Act Policy and the Uniform Complaint Procedure Policy, on General Consent Report.

No public comment on this item.

B. Board and Committee Officers and Members

No changes needed. No public comment on this item.

C. Board Calendar for 2023-2024

The board discussed the draft Board Calendar. The March and June meetings were suggested to be moved up to avoid Spring Break and to ensure time in June for turning in required items after the Board votes. Greg asked that committees review again during the June cycle of meetings and update prior to the June Board Meeting.

No public comments on this item.

D. School Year Calendar Revisit

Sarah shared that OUSD shared its calendar, and UMCS will align its Winter Break to match.

December 22 will be a Minimum Day and the last day of school of 2023. Students return after Winter Break on Tuesday January 9th. Monday, January 8th, will be a Staff PD Day. There will not be AfterCare on December 22nd 2023 or the very last day of school of the school year.

Greg flagged that the calendar for next year does not currently show that the last three days of school are Minimum Days, which this current year is. Krishna will review with Staff and bring updates if needed.

No public comments on this item.

VII. Other Business

A.

Oakland and California Updates

Sarah shared that OEA ended their strike, and Greg shared that 90% of OEA voters voted to approve the tentative agreement. Greg shared that OUSD Board Director Davis published a personal account of his take on the recent strike that is available on social media for anyone to read. Krishna shared that there will be a Special Election in November for the District 5 Board seat. Greg shared that Oaklandside reported that OUSD's attendance decreased by 4% because of the strike.

No public comments on this item.

B. Approve Minutes from April 27, 2023 Regular Meeting

K. Fortuna made a motion to approve the minutes from Regular Board Meeting on 04-27-23.

S. Morrill seconded the motion.

No public comment on this item.

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

Roll Call

S. Morrill Aye

A. Rhodes Aye

K. Fortuna Aye

G. Klein Aye

D. Williams Aye

C. Approve Minutes from May 15, 2023 Special Meeting

K. Fortuna made a motion to approve the minutes from Special Board Meeting on 05-15-23.

S. Morrill seconded the motion.

No public comment on this item.

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

Roll Call

K. Fortuna Aye

A. Rhodes Aye

S. Morrill Aye

D. Williams Aye

G. Klein Aye

D. Action Item - Vote on General Consent Report

G. Klein made a motion to approve the General Consent Report.

K. Fortuna seconded the motion.

No public comment on this item.

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

Roll Call

A. Rhodes Aye
G. Klein Aye
K. Fortuna Aye
D. Williams Aye
S. Morrill Aye

E. Collect New Business items for Future Meetings

No new items.

F. Community Agreement Reflection

Greg shared the school's finances discussed tonight give him confidence to Know that It Is Possible.

No public comments on this item.

VIII. Closed Session

A. Closed Session Items

At 6:49pm, Greg 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.

At 6:54pm, Ms. Feeney left the closed session.

At 7:07pm, Donald left the closed session.

IX. Return to Open Session

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

At 7:46pm, the Board returned to open session. 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 7:46 PM.

Respectfully Submitted,
G. Klein

Documents used during the meeting

- UMCS_April_2023_Balance_Sheet.pdf
 - UMCS_FY24_Budget_Draft_April_Finance_Committee.pdf
 - UMCS_April_2023_Cash_Flow.pdf
 - UMCS_April_2023_Financials.pdf
 - UMCS_April_2023_Finance_Committee_Presentation.pdf
 - Urban Montessori Rpt2022.pdf
 - UMCS_Public_Records_Act_Policy.pdf
 - UMCS AMIMBG Expenditure Plan.pdf
 - UMCS Uniform Complaint Policy.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: <https://www.urbanmontessori.org/boardontrackportal>

Coversheet

Action Item - Vote on General Consent Report

Section: VIII. Other Business
Item: C. Action Item - Vote on General Consent Report
Purpose: Vote
Submitted by:
Related Material: Summary of Changes to MOC 2023- 2024.pdf
Urban Montessori.1336.CharterSAFEProposal2324.05-30-2023.pdf
UMCSEPA resolution FY23-24.pdf



2023-2024 Material Changes to Memorandum of Coverage (MOC)

Please refer to the 2023-2024 Memorandum of Coverage for a complete description of all coverages.

General Definitions

Added Definition:

6. CHILDHOOD SEXUAL ASSAULT means any actual, attempted, or alleged act or threat, by one or more persons of wrongful conduct or wrongful act(s) involving sexual or obscene conduct against, to, or with a minor or with an actively enrolled student of a **NAMED MEMBER**. Wrongful conduct and acts, whether actual or simulated, include but are not limited to, sexual conduct or misconduct as defined in the California Code of Civil Procedure 340.1(d) or any amendments thereto, including any future amendments enforced retroactively.

Impact:

None. This was moved to General Definitions to accommodate for addition of a new coverage section.

Added Definitions:

16. EMPLOYMENT PRACTICES CLAIM MEANS:

- a. A written demand against a **COVERED PARTY** for **DAMAGES** or other relief;
- b. A civil, judicial, administrative, regulatory or arbitration proceeding or a formal governmental investigation against a **COVERED PARTY** seeking **DAMAGES** or other relief, commenced by the service of a complaint or similar pleading, including any appeal therefrom;
- c. A civil proceeding against a **COVERED PARTY** before the Equal Employment Opportunity Commission or any similar federal, state, or local governmental body, commenced by the filing of a notice of charges, investigative order, or similar document; or
- d. A criminal proceeding brought for an **EMPLOYMENT PRACTICES WRONGFUL ACT** in a court within the **TERRITORY** against a **COVERED PARTY**, commenced by a return of an indictment or similar document, or receipt or filing of a notice of charges.

17. EMPLOYMENT PRACTICES WRONGFUL ACT means any actual or alleged

- a. Violation of any common or statutory federal, state, or local law prohibiting any kind of employment-related discrimination;
- b. Harassment, including any type of sexual or gender harassment as well as racial, religious, sexual orientation, pregnancy, disability, age, or national origin-based harassment, or unlawful workplace harassment, including workplace harassment by any non-employee;
- c. Abusive or hostile work environment;
- d. Wrongful discharge or termination of employment, whether actual or constructive;
- e. Breach of an actual or implied employment contract;
- f. Wrongful deprivation of a career opportunity, wrongful failure, or refusal to employ or promote, or wrongful demotion;
- g. Employment-related defamation, libel, slander, disparagement, false imprisonment, misrepresentation, malicious prosecution, or invasion of privacy;
- h. Wrongful failure or refusal to adopt or enforce workplace or employment practices, policies, or procedures, solely as respects employment-related discrimination or harassment;
- i. Wrongful discipline;

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- j. Employment-related wrongful infliction of emotional distress, mental anguish, or humiliation;
- k. **RETALIATION**;
- l. Negligent evaluation; or
- m. Negligent hiring or negligent supervision of others in connection with a. through l. above, but only if employment-related and claimed by or on behalf of any **EMPLOYEE** and only if committed or allegedly committed by a **COVERED PARTY** in their capacity as such.

35. RETALIATION means any actual or alleged response of any **COVERED PARTY** to:

- a. The disclosure or threat of disclosure by an **EMPLOYEE** to a superior or to any governmental agency of any act by any **COVERED PARTY** where such act is alleged to be a violation of any federal, state, or local law, whether common or statutory, or any rule or regulation promulgated thereunder;
- b. The actual or attempted exercise by an **EMPLOYEE** of any right that such **EMPLOYEE** has under law, including rights under any worker's compensation law, the Family and Medical Leave Act, the Americans with Disabilities Act or any other law relating to employee rights;
- c. The filing of any **CLAIM** under the Federal False Claims Act or any similar federal, state, or local "whistleblower" law or "whistleblower" provision of any law; or
- d. Any legally protected **EMPLOYEE** work stoppage or slowdown.

Impact:

Employment practices liability (EPLI) has been moved from being fully insured to self-insured under the MOC (Section V). This will provide CharterSAFE with more flexibility in claims management.

Section 1 General Liability Section – Definitions

Added Definition:

- f. Mental health services provided by an **EMPLOYEE** or **VOLUNTEER** licensed to provide such services.

Impact:

Provides clarity regarding coverage for professional mental health services, including school psychologists.

Section IV Childhood Sexual Assault

Revised insuring agreement:

- 4. Subject to all other MOC limitations, terms and conditions, with respect to any incident, **CLAIM**, or **SUIT** for **CHILDHOOD SEXUAL ASSAULT**, **CCS JPA** will indemnify the **EMPLOYEE**, **VOLUNTEER**, the **CHARTERING AUTHORITY**, any lender qualifying as an **ADDITIONAL COVERED PARTY**, or official for all reasonable **DEFENSE COSTS** to the extent such **DEFENSE COSTS** are incurred prior to the date on which the **EMPLOYEE**, **VOLUNTEER**, **CHARTERING AUTHORITY**, or official is criminally charged, or, by either agreement, admission, settlement or adjudication of a **CLAIM**, it is determined that the **EMPLOYEE**, **VOLUNTEER**, **CHARTERING AUTHORITY**, or official committed an act of **CHILDHOOD SEXUAL ASSAULT**. This coverage is included in the **CHILDHOOD SEXUAL ASSAULT LIABILITY AGGREGATE LIMIT**.
- 5. The **AGGREGATE LIMIT** shown in the SCHEDULE OF LIMITS, subject to the terms and conditions of this MOC, establishes the most **CCS JPA** shall pay for the **COVERAGE PERIOD**, regardless of the number of **COVERED PARTIES**, any lender qualifying as an **ADDITIONAL COVERED PARTY**, or **CHARTERING AUTHORITY**, incidents, **CLAIMS**, and **SUITS** and incidents, **CLAIMS**, and **SUITS**, whether or not arising out of the same or related **CHILDHOOD SEXUAL ASSAULT**.

Impact:

Clarifies the duty to defend an alleged perpetrator up until they are criminally charged. The aggregate limit is clarified to apply to all covered parties for all CSA claims for the coverage period.

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Section V Employment Practices Liability

Added coverage:

Newly added Section V for Employment Practices Liability and Third-Party Liability Employment Practices Liability and Third-Party Liability.

Please refer to section V. of the MOC for complete insuring agreement, exclusions, conditions, and definitions language regarding EPL coverage.

Impact: Employment practices liability (EPLI) has been moved from being fully insured to self-insured under the MOC. It is a claim-made coverage form with a retroactive date shown on your Schedule of Limits page along with reporting requirements. This will provide CharterSAFE and our members with more flexibility in claims management.

Section VII Auto Liability & Physical Damage

Added Exclusion:

c. Motorcycles whether configured as two or three-wheeled vehicles.

Impact:

Clarifies coverage does not extend to motorcycles or three-wheeled vehicles. This exclusion also extends to all-terrain vehicles.

Section XI Student Accident

Language Change:

Please note that the deductible has been changed from \$500 to \$2500 and shall apply on a per injury basis for the listed high-risk activities

Impact:

General liability and student accident deductibles are increased from \$500 to \$2500 for all high-risk activities. Increase deductible is to encourage members to assess the risk of activities and plan risk management to help mitigate injuries.

High Risk Activities include:

- Water depths greater than two feet (including but not limited to scuba diving, sailing, fishing, swimming, dunk tanks)
- Height more than six feet (including but not limited to ziplining, rock climbing, bungee jumping, high rope courses)
- Jumping and/or inflatable devices (including but not limited to trampolines, bounce houses, hamster balls, zorb balls, slide, mazes, and obstacle courses) (except mini-trampolines)
- Activities involving animals (including but not limited to horse-back riding) (except horse-back riding when part of special education programs).
- Weapons of any kind (including but not limited to airsoft and paintball guns, shooting range, etc.)
- Fire (including but not limited to fireworks)
- Carnival rides

New Employment Practices Liability Endorsement – applicable to Section V

Added:

Named Member Choice of Counsel

Impact:

This endorsement allows the Named Member to elect counsel to defend them subject of certain qualifications and conditions that are outlined in the endorsement at a cost of 200% of member deductible.

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CharterSAFE

BE SAFE • FEEL SAFE

2023-2024 Membership Proposal

Prepared for:

Urban Montessori

Coverage Effective:

July 01, 2023 at 12:01 AM - July 01, 2024 at 12:00 AM

California Charter Schools Joint Powers Authority
P.O. Box 969, Weimar, CA 95736
Phone: 888.901.0004
www.chartersafe.org

Issued: May 30, 2023 at 8:47 am

DISCLOSURE: This proposal is an outline of the coverages proposed by California Charter Schools Joint Powers Authority (CCSJPA) based on the information provided by the Named Member. It does not include all of the terms, coverages, exclusions, limitation and conditions of the actual contracts. The policies themselves must be read for those details. Policy forms for your reference will be made available upon request to CCSJPA. As set forth in this document, CCSJPA DBA CharterSAFE shall be referred to as CharterSAFE.

Dear Krishna,

CharterSAFE is pleased to present your membership renewal for the 2023-2024 year. Your membership includes the following:



For a more detailed listing of our member services, please contact Egan Yu at eyu@chartersafe.org.

All of CharterSAFE's coverage placements are with insurance companies that have a financial rating with A.M. Best of A- (Excellent), financial size category VII (\$50M policyholder surplus minimum) or higher or are placed with a California joint powers authority in good standing.

REQUIRED SIGNATURES:

To bind coverage, you must login to the CharterSAFE web portal at www.chartersafe.org and complete and sign the following:

1. Member renewal acceptance

We look forward to working with you in the 2023-2024 year!

Thank you,

The CharterSAFE Team

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MEMBER CONTRIBUTION SUMMARY

Urban Montessori

Coverage Effective: July 01, 2023 at 12:01 AM - July 01, 2024 at 12:00 AM

Your CharterSAFE Insurance Program includes the following coverages:

Liability & Property Package Member Contribution

\$73,119.00

Core Liability Program

- Directors & Officers Liability
- Employment Practices Liability
- Fiduciary Liability
- General Liability
- Employee Benefits Liability
- Educator's Legal Liability
- Childhood Sexual Assault Liability
- Law Enforcement Liability
- Automobile Liability & Physical Damage

Crime

- Property
- Student & Volunteer Accident

Additional Program Coverages

- Pollution Liability and First Party Remediation
- Terrorism Liability and Property
- Cyber Liability
- Deadly Weapons Protection

Workers' Compensation & Employer's Liability Member Contribution

\$43,830.00

Total Member Contribution

\$116,949.00

<p>Member can choose one of two payment options when accepting the proposal online</p>	<p>Payment in Full - \$116,949.00</p> <p>Installment Plan</p> <ul style="list-style-type: none"> • Deposit (25%) - Due Now - \$29,237.00 • 9 Monthly Installments - \$9,746.00
--	--

Refer to the CharterSAFE Invoice for details and instructions on payment by ACH Debits

Invoices shall become delinquent thirty (30) calendar days from installment due date. CharterSAFE membership, including insurance coverage, is subject to cancellation for any invoice over sixty (60) days past due.

Proposal Acceptance: Go to www.chartersafe.org and sign on to complete the renewal acceptance.

By signing online, I, representing the Named Member in this proposal, acknowledge that I have read the complete proposal and agree to the terms outlined within.

DISCLOSURE: This proposal is an outline of the coverages proposed by California Charter Schools Joint Powers Authority (CCSJPA) based on the information provided by the Named Member. It does not include all of the terms, coverages, exclusions, limitation and conditions of the actual contracts. The policies themselves must be read for those details. Policy forms for your reference will be made available upon request to CCSJPA. As set forth in this document, CCSJPA DBA CharterSAFE shall be referred to as CharterSAFE.

EXPOSURES & LOCATIONS

Mailing Address

4551 Steele Street
Oakland, CA 94619

Member contributions are calculated based on the following exposures:

Students/Employees/Payroll

Location Address(es)	Students	Employees	Payroll
Urban Montessori Charter School 4551 Steele Street Oakland, CA 94619	386	50	\$3,980,000.00
Total:	386	50	\$3,980,000.00

Vehicles

None scheduled.

Property Values

Location Address(es)	Building Value	Content Value	Electronic Data Processing (EDP)	Total Insured Value (TIV)
Urban Montessori Charter School 4551 Steele Street Oakland, CA 94619	\$0.00	\$1,200,000.00	\$250,000.00	\$1,450,000.00
Total:	\$0.00	\$1,200,000.00	\$250,000.00	\$1,450,000.00

CORE LIABILITY PROGRAM

Core Liability Program Coverage Limits: **\$55,000,000** Per Member Aggregate

Directors & Officers, Employment Practices, and Fiduciary Liability

Directors & Officers Liability Retroactive Date: 07/12/2012
Employment Practices Liability Retroactive Date: 07/12/2012
Fiduciary Liability Retroactive Date: 07/01/2012

Coverages	Limits	Deductibles
Directors & Officers and Company Liability	\$5,000,000 per claim and member aggregate	\$15,000.00 per claim
Employment Practices Liability	\$5,000,000 per claim and member aggregate	\$15,000.00 per claim
Fiduciary Liability	\$1,000,000 per claim and member aggregate	\$0

Reporting: Claims must be reported to CharterSAFE as soon as you are made aware of a claim and **not to exceed sixty (60) days after policy expiration**. Coverage is provided on a claims-made basis.

General Liability

Coverages	Limits	Deductibles
Bodily Injury and Property Damage	\$5,000,000 per occurrence and member aggregate	\$2,500 per occurrence for bodily injury arising out of participation in a school sponsored <i>High-Risk Activity</i> *
Premises Medical Payment	\$10,000 per person \$50,000 per occurrence	\$0
Products and Completed Operations	\$5,000,000 per occurrence and member aggregate	\$0
Fire Legal/Damage to Premises Rented Sublimit	\$1,000,000 per occurrence	\$0

*A list of *High-Risk Activities* is available at www.chartersafe.org or you may contact Egan Yu at eyu@chartersafe.org / (310) 984-6611.

Employee Benefits Liability

Coverages	Limits	Deductibles
Employee Benefits Liability	\$5,000,000 per occurrence and member aggregate	\$0

Educator's Legal Liability

Coverages	Limits	Deductibles
Educator's Legal Liability	\$5,000,000 per occurrence and member aggregate	\$2,500 per occurrence
Special Education Program Legal Expense Coverage - Reimbursement Sublimit	\$50,000 per occurrence/ aggregate reimbursement sublimit \$5,000,000 CharterSAFE Members' Combined Annual Aggregate	\$7,500 per occurrence

Childhood Sexual Assault Liability

Childhood Sexual Assault Liability Retroactive Date: **07/01/2021**

Coverages	Limits	Deductibles
Childhood Sexual Assault Liability	\$5,000,000 per claim and member aggregate	\$0 if school completes training mandate* \$100,000 if school does not complete training mandate*
Reporting:	Claims must be reported immediately to CharterSAFE and to not exceed sixty (60) days after policy expiration. Coverage is provided on a claims-made basis.	
*Training Mandate	Childhood Sexual Assault Prevention Training by CharterSAFE is available under the CharterSAFE Learning Center and is REQUIRED to be completed by 90% or more of staff no later than September 30th . If coverage begins after July 1, the training must be completed no later than ninety (90) days from when coverage begins. New employees are required to complete the training within six (6) weeks of employment.	

Law Enforcement Activities Liability

Coverages	Limits	Deductibles
Law Enforcement Activities Liability	\$5,000,000 per occurrence and member aggregate	\$0

Automobile

Coverages	Limits	Deductibles
Auto Liability, including autos scheduled with CharterSAFE, non-owned autos, and hired autos	\$5,000,000 per occurrence and member aggregate	\$0
Auto Physical Damage*	\$2,000,000 per occurrence and member aggregate	\$500 per occurrence for Hired Auto Physical Damage
*Auto Physical Damage described herein for hired automobiles is secondary to any/all rental coverage offered by the rental company(ies). CharterSAFE strongly advises our members to purchase auto physical damage when renting vehicles.		

Excess Liability - SELF

Coverage Provided by:	Schools Excess Liability Fund (SELF)
Coverage:	Excess Liability with separate Memorandum of Coverage with separate terms, conditions, and exclusions.
Limits:	\$50,000,000 per occurrence/ claim and member aggregate as outlined by the SELF Memorandum of Coverage. This coverage is excess of the \$5M limits above to total a limit of \$55M.

CharterSAFE is a single member of SELF, a not-for-profit scholastic JPA in California, for excess liability coverage. Please note that SELF is a separate entity from CharterSAFE and carries a separate Memorandum of Coverage with different terms, conditions, and exclusions. You can access SELF JPA's information at www.selfjpa.org.

Employment Practices Liability coverage within the SELF layer includes ONLY these three types: wrongful termination, discrimination, and/or sexual harassment.

CRIME

Coverages	Limits	Deductibles
Money and Securities Forgery or Alteration Employee Dishonesty Computer and Funds Transfer Fraud	\$1,000,000 per occurrence and member aggregate	\$2,500 per occurrence

PROPERTY

Perils Include: Direct Physical Loss subject to all the terms, conditions, and exclusions established in the applicable policy(ies)

Valuation: Replacement Cost as scheduled with CharterSAFE, see "Exposures & Locations" section

Coverages	Limits	Deductibles
Property	As scheduled with CharterSAFE subject to the maximum limit of \$75,000,000 per occurrence. See "Exposures & Locations" section for scheduled limits.	\$1,000 per occurrence for all other covered perils Causes of Loss: 1. Water Damage: \$2,500 per occurrence 2. Wildfire: \$10,000 per occurrence
Boiler & Machinery / Equipment Breakdown	As scheduled with CharterSAFE subject to the maximum limit of \$75,000,000 per occurrence. See "Exposures & Locations" section for scheduled limits.	\$1,000 per occurrence
Business Interruption	\$10,000,000 per occurrence	\$1,000 per occurrence
Extra Expense	\$10,000,000 per occurrence	\$1,000 per occurrence

PLEASE NOTE:

Renovation and construction projects valued over \$200,000 in hard and soft costs are not covered unless specifically endorsed onto the policy. If you have a renovation/construction project valued over \$200,000 in hard and soft costs, please contact your CharterSAFE Representative: Egan Yu at eyu@chartersafe.org. CharterSAFE is able to endorse builder's risk coverage for renovation projects up to \$10,000,000 onto your policy. Additional member contribution would apply.

If you are interested in a separate policy for flood and/or earthquake coverage, please contact Kiki Goldsmith (kiki_goldsmith@ajg.com/ 949-349-9842).

STUDENT AND VOLUNTEER ACCIDENT

Coverages	Limits	Deductibles
Student Accident	\$50,000 per injury/accident 104 Week benefit period	\$2,500 per injury/accident for <i>High-Risk Activities</i> *
Volunteer Accident	\$25,000 per injury/accident 104 Week benefit period	\$2,500 per injury/accident for <i>High-Risk Activities</i> *

*A list of *High-Risk Activities* is available at www.chartersafe.org or you may contact Egan Yu at eyu@chartersafe.org / (310) 984-6611.

Terms & Conditions:

- Coverage is provided on an excess basis but would become primary should the student or volunteer not have health insurance.
- Claim submission deadline: Ninety (90) days after the date of incident.

Optional Catastrophic Student Accident Coverage:

If interested in obtaining higher limits with or without sports included, please contact:

Gallagher
18201 Von Karman Avenue, Suite #200
Irvine, CA 92612

Kiki Goldsmith
Client Service Executive
kiki_goldsmith@ajg.com
949-349-9842

ADDITIONAL PROGRAM COVERAGES

Pollution Liability and First Party Remediation

Coverages	Limits	Deductibles
Pollution Liability and First Party Remediation	\$1,000,000 per pollution condition or indoor environmental condition and aggregate \$5,000,000 CharterSAFE Members' Combined Annual Aggregate	\$10,000 per pollution condition

Reporting: Claim must be reported to CharterSAFE within sixty (60) days after policy expiration.
Coverage is provided on a claims-made basis.

Terrorism Liability

Coverages	Limits	Deductibles
Terrorism Liability	\$5,000,000 per occurrence and CharterSAFE Members' Combined Annual Aggregate	\$0

Reporting: Claim must be reported to CharterSAFE within sixty (60) days after policy expiration.
Coverage is provided on a claims-made basis.

Terrorism Property

Coverages	Limits	Deductibles
Terrorism Property	As scheduled with CharterSAFE subject to the maximum limit of \$20,000,000 per occurrence See "Exposures & Locations" section for schedule limits	\$1,000 per occurrence

Cyber Liability

Coverages	Limits	Deductibles
Cyber Liability	\$1,000,000 per claim \$5,000,000 CharterSAFE Members' Combined Annual Aggregate	\$10,000 per claim
Ransomware Sublimits (inclusive with Cyber Liability Coverages)	Qualification Level 1 \$1,000,000 ransom payment sublimit* \$1,000,000 ransomware limit Qualification Level 2 \$250,000 ransom payment sublimit* \$1,000,000 ransomware limit Qualification Level 3 \$50,000 ransom payment sublimit* \$250,000 ransomware limit	

Reporting: Claim must be reported to CharterSAFE within sixty (60) days after policy expiration.
Coverage is provided on a claims-made basis.

***Requirement for Coverage to be in effect:**

Qualification Level 1 - submitted cyber application and have implemented (1) MFA for all remote systems access by faculty, staff, and contractors; (2) backup data is stored in a cloud or offline using separate credentials; (3) implemented an EDR tool or MDR service.

Qualification Level 2 - submitted cyber application and have implemented (1) MFA for all remote systems access by faculty, staff, and contractors; (2) backup data is stored in a cloud of offline using separate credentials.

Qualification Level 3 - Members who did not submit a cyber application and/or do not meet the security requirements.

Deadly Weapons Protection

Coverages	Limits	Deductibles
Deadly Weapons Protection	\$500,000 per occurrence of a Deadly Weapon Event \$2,500,000 CharterSAFE Members' Combined Annual Aggregate	\$0

WORKERS' COMPENSATION & EMPLOYER'S LIABILITY

Coverages	Limits	Deductibles
Workers' Compensation	Statutory	\$0
Employer's Liability	\$5,000,000 per Accident \$5,000,000 by Disease per Employee \$5,000,000 by Disease Policy Limit	\$0

Auditable:

The estimated payroll figure will be audited at the end of each coverage period. CharterSAFE will request copies of the 941 Federal Quarterly Reporting Forms on a quarterly basis to verify the payroll figure. If the estimated payroll figure has been overestimated, a refund will be issued. If the estimated payroll figure has been underestimated, an invoice for the additional amount due will be issued.

Urban Montessori Charter School
RESOLUTION REGARDING THE EDUCATION PROTECTION ACCOUNT

WHEREAS, the voters approved Proposition 30 on November 6, 2012 and extended it via Proposition 55 on November 8, 2016;

WHEREAS, Proposition 30 added Article XIII, Section 36 to the California Constitution effective November 7, 2012;

WHEREAS, the provisions of Article XIII, Section 36(e) create in the state General Fund an Education Protection Account to receive and disburse the revenues derived from the incremental increases in taxes imposed by Article XIII, Section 36(f);

WHEREAS, before June 30th of each year, the Director of Finance shall estimate the total amount of additional revenues, less refunds that will be derived from the incremental increases in tax rates made pursuant to Article XIII, Section 36(f) that will be available for transfer into the Education Protection Account during the next fiscal year;

WHEREAS, if the sum determined by the State Controller is positive, the State Controller shall transfer the amount calculated into the Education Protection Account within ten days preceding the end of the fiscal year;

WHEREAS, all monies in the Education Protection Account are hereby continuously appropriated for the support of school districts, county offices of education, charter schools and community college districts;

WHEREAS, monies deposited in the Education Protection Account shall not be used to pay any costs incurred by the Legislature, the Governor or any agency of state government;

WHEREAS, a community college district, county office of education, school district, or charter school shall have the sole authority to determine how the monies received from the Education Protection Account are spent in the school or schools within its jurisdiction;

WHEREAS, the governing board of the Urban Montessori Charter School shall make the spending determinations with respect to monies received from the Education Protection Account in open session of a public meeting of the governing board;

WHEREAS, the monies received from the Education Protection Account shall not be used for salaries or benefits for administrators or any other administrative cost;

WHEREAS, each community college district, county office of education, school district and charter school shall annually publish on its Internet website an accounting of how much money was received from the Education Protection Account and how that money was spent;

WHEREAS, the annual independent financial and compliance audit required of community college districts, county offices of education, school districts and charter schools shall ascertain and verify whether the funds provided from the Education Protection Account have been properly disbursed and expended as required by Article XIII, Section 36 of the California Constitution;

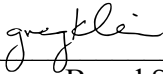
WHEREAS, expenses incurred by community college districts, county offices of education, school districts and charter schools to comply with the additional audit requirements of Article XIII, Section 36 may be paid with funding from the Education Protection Act and shall not be considered administrative costs for purposes of Article XIII, Section 36.

NOW, THEREFORE, IT IS HEREBY RESOLVED:

1. The monies received from the Education Protection Account shall be spent as required by Article XIII, Section 36 and the spending determinations on how the money will be spent shall be made in open session of a public meeting of the governing board of Urban Montessori Charter School;

2. In compliance with Article XIII, Section 36(e), with the California Constitution, the governing board of Urban Montessori Charter School has determined to spend the monies received from the Education Protection Act as attached.

DATED: June 22, 2023



Board Secretary or Chairperson

	Object Codes	Urban Montessori Charter School
Amount Available for this Fiscal Year		
Education Protection Account	8012	\$967,735
Expenditures		
Certificated Salaries	1000s	
Teacher Salaries	1100	\$967,735
Administrator Salaries	1300	\$0
Classified Salaries	2000s	\$0
Employee Benefits	3000s	\$0
Books and Supplies	4000s	\$0
Services and Other Operating Expenses	5000s	\$0
Capital Outlay	6000s	\$0
Total Expenditures		\$967,735
*Estimated EPA Spending based on FCMAT LCFF assumptions per the		
May Revision to the Governor's Proposed State Budget.		

Coversheet

Discussion and Vote on Edtec renewal contract

Section: VIII. Other Business
Item: D. Discussion and Vote on Edtec renewal contract
Purpose: Vote
Submitted by:
Related Material: UMCS-EdTec Services Renewal Proposal-05.11.2023.pdf



EdTec Back Office & CALPADS Services Renewal Proposal Memo for Urban Montessori Charter School

EdTec is honored to be a key support partner to Urban Montessori Charter School (UMCS) since 2012 and we look forward to continuing our role in supporting the organization's on-going success and impact.

Current Back Office Service Contract & CALPADS Service Contract Overview

- **Contract Term:** Back Office Service Term of July 1, 2020 through June 30, 2023
CALPADS Service Term of July 1, 2022 through June 30, 2023 (auto-renew)
- **Service Scope:** Back Office Service per Statement of Work #2
CALPADS Service per Statement of Work #3
- **Service Pricing:** \$122,000 for Back Office Service for 2022-23 school fiscal year
\$9,923 for CALPADS Service for 2022-23 school fiscal year

Back Office Service Contract Renewal Proposal

Based on the success of our current partnership, we propose a continuation of the current service level. As laid out in the current Back Office Statement of Work #2, EdTec will continue to provide support in budgeting and financial tracking, as well as accounting, accounts payable and receivable, payroll, reporting, audit assistance, attendance reporting support, and other operational activities as outlined.

We are proposing a multi-year renewal agreement, and we have outlined 2-year and 3-year service renewal options in the below table, for your consideration.

Back-Office Service Renewal Pricing	<i>Current Year</i>	2023-24	2024-25	2025-26
Projected ADA	296	359	367	399
Total Projected LCFF	\$3,293,725	\$4,158,433	\$4,432,980	\$4,947,814
Back-Office Service Pricing	<i>\$122,000</i>			
2-Year Renewal Service Pricing	-	\$135,000	\$140,000	<i>\$145,000</i>
CY & 2-Year Renewal Pricing as % of LCFF Rev.	<i>3.70%</i>	3.25%	3.16%	<i>2.93%</i>
Renewal Discount for 3-Year Renewal Term	-	\$(2,000)	\$(2,500)	\$(3,000)
3-Year Renewal Discounted Service Pricing	-	\$133,000	\$137,500	\$142,000
CY & 2-Year Renewal Pricing as % of LCFF Rev.	<i>3.70%</i>	3.20%	3.10%	2.87%

CALPADS Service Contract Renewal Proposal

We propose a 1-year CALPADS Service renewal at the price of **\$10,400 in 2023-24**.

May 11, 2023

EdTec Services Renewal Proposal Memo
for Urban Montessori Charter School

Next Steps

Thank you for your partnership and for your consideration of EdTec's proposal. We look forward to your feedback and to discussing next steps.

- The EdTec Team