



Urban Montessori Charter School

Executive & Governance Committee Regular Meeting

Published on January 6, 2023 at 10:00 AM PST

Date and Time

Monday January 9, 2023 at 1:15 PM PST

Location

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

The public may comment and participate [via Zoom](#) if they prefer. The public may also email comments to sarahm@urbanmontessori.org to be shared 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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Additional teleconference locations:

2600 Tenth Street, Berkeley CA 94710

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.

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If you have any trouble getting on the Zoom, please text 510-290-4005 for support.

Members: Sarah Morrill (Chair), Greg Klein

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

Agenda

	Purpose	Presenter	Time
I. Opening Items			1:15 PM
A. Call the Meeting to Order		Sarah Morrill	
B. Record Attendance		Greg Klein	1 m
C. Approve Minutes from prior Executive & Governance Committee Meeting	Approve Minutes	Greg Klein	1 m
Approve minutes for Executive & Governance Committee Regular Meeting on November 14, 2022			
D. Review of Action/Discussion Items	Discuss	Sarah Morrill	1 m

With input from the committee, the committee chair may decide, based upon a number of factors, to reorder the action/discussion items to best suit the needs of the meeting. No additional action/discussion items will be added at this time.

	Purpose	Presenter	Time
E. Presentations from the Floor		Sarah Morrill	5 m

PRESENTATIONS ON NON-AGENDA ITEMS – Any person wishing to speak to any item not on the agenda will be granted three minutes to make a presentation. Speakers required translation will be granted double time. Comments should refer to matters within the jurisdiction of this committee.

II. Executive and Governance 1:23 PM

A. Board Goals - Retreat Debrief & Next Step Planning	Discuss	Sarah Morrill	20 m
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Review the content from the retreat
 Discuss next steps for upcoming board meeting, committees, & admin team

B. 2022-2023 Head of School Evaluation Process	Discuss	Sarah Morrill	10 m
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Determine next steps for mid year listening session(s)
 Set time for Krishna & Sarah 1:1 on goals

C. Board Membership, Recruitment, and Training	Discuss	Sarah Morrill	5 m
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Discussion on status of Board members, recent recruitment, and training.

D. Participation in Diverse Charter Schools Coalition communities of practice	Discuss	Sarah Morrill	5 m
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Updates on Board and Admin participation in Diverse Charter Schools Coalition's communities of practice

<https://diversecharters.org/communities-of-practice/>

III. Updates on School Policies and Required Documents 2:03 PM

A. Discuss updates to school policies	Discuss	Greg Klein	4 m
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Discussion on any needed updates to school policies

IV. Closed Session 2:07 PM

A. Closed Session Items	Discuss	Sarah Morrill	10 m
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Public Employee Performance Evaluation - Head of School

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

	Purpose	Presenter	Time
B. Report out of Closed Session	Vote	Sarah Morrill	2 m

"Return to Open Session" is always agendized ahead of time as a "Vote" item. It is not meant to indicate the the Board *shall* take an action at this time. If any votes are taken during any Closed Session, those are reported out publicly at this time on the agenda.

V. Closing Items 2:19 PM

A. Adjourn Meeting	Discuss	Sarah Morrill	1 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.

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

Coversheet

Approve Minutes from prior Executive & Governance Committee Meeting

Section: I. Opening Items
Item: C. Approve Minutes from prior Executive & Governance Committee Meeting
Meeting:
Purpose: Approve Minutes
Submitted by:
Related Material:
Minutes for Executive & Governance Committee Regular Meeting on November 14, 2022

APPROVED



Urban Montessori Charter School

Minutes

Executive & Governance Committee Regular Meeting

Date and Time

Monday November 14, 2022 at 1:15 PM

Location

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Additional teleconference locations: 1623 Sunhill Ct, Martinez, CA 94553; 3921 Enos Ave, Oakland, 94619

Committee Members Present

D. Leung (remote), G. Klein, S. Morrill

Committee Members Absent

None

Guests Present

K. Feeney

I. Opening Items

A. Call the Meeting to Order

S. Morrill called a meeting of the Executive and Governance Committee of Urban Montessori Charter School to order on Monday Nov 14, 2022 at 1:19 PM.

B. Record Attendance

C. Approve Minutes from prior Executive & Governance Committee Meeting

S. Morrill made a motion to approve the minutes from Executive & Governance Committee Regular Meeting on 10-17-22.

D. Leung seconded the motion.

No questions or public comments on this item.

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

Roll Call

D. Leung Aye

S. Morrill Aye

G. Klein Aye

D. Review of Action/Discussion Items

No changes needed.

E. Presentations from the Floor

No public comments on items not on the agenda.

II. Executive and Governance

A. Board Goals - Retreat Planning

Retreat work moved from October to December meeting. Greg will follow up checking for in-person attendance for that meeting. Sarah and Krishna are connecting later this week on prepping that agenda.

No public comments on this item.

B. 2022-2023 Head of School Evaluation Process

Sarah and Krishna discussed clarifying which goals are school wide, public-facing goals, and which are individual professional growth goals that remain confidential. Sarah and Krishna will follow up at their 1:1 meeting to work further together.

Parent Icy asked about the parent survey. Greg responded that yes the survey are a part of the data that informs the Boards support and evaluation of the Head of School.

No other public comments on this item.

C. Board Membership, Recruitment, and Training

Ann Rhodes has joined the Board and the Finance Committee as of 11/1/2022, our second Family Advisory Council representative.

No public comments on this item.

D. Participation in Diverse Charter Schools Coalition communities of practice

Greg had a 1:1 with the cohort's facilitator as part of the welcoming process. The next session is tomorrow. Sarah, Greg, and Krishna are undecided about attending the in-person component in Kansas City in January.

No public comments on this item.

III. Updates on School Policies and Required Documents

A. Discuss updates to school policies

Greg shared from a recent webinar on laws that are changing that apply to schools. Krishna will review and delegate to staff and board committees on where our local policies need to be adjusted.

Parent Icy asked where to find that document and Greg shared that it is attached to the agenda in BoardOnTrack as a PDF.

No other public comments on this item.

IV. Closed Session

A. Closed Session Items

At 2:08pm, Sarah announced going into Closed Session on Public Employee Performance Evaluation - Head of School.

No public comments on this item.

B. Report out of Closed Session

At 2:35pm, the committee returned to open session and Sarah reported that no actions were taken.

V. 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 2:35 PM.

Respectfully Submitted,
G. Klein

Documents used during the meeting

None

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