



Urban Montessori Charter School

Regular Board Meeting

Published on October 23, 2023 at 10:23 AM PDT

Date and Time

Thursday October 26, 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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Members: Kara Fortuna, Greg Klein, Sarah Morrill (Chair), 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	
This meeting is being audio-recorded.			
B. Record Attendance		Sarah Morrill	1 m
C. Review of Action/Discussion Items	Discuss	Sarah Morrill	1 m
With input from the board, the Chair may decide, based upon a number of factors, to reorder the action/discussion items to best suit the needs of the meeting. No additional action/discussion items will be added at this time.			
D. Board and Community Appreciations		Sarah Morrill	5 m
Members of the Board and UMCS community may provide appreciations and affirmations during this time.			
E. Board Member Comment		Sarah Morrill	5 m

	Purpose	Presenter	Time
<p>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.</p>			
F.	Presentations from the Floor	Sarah Morrill	10 m
<p>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.</p> <p><i>“What if [we] listened to others so deeply that they felt loved, accepted, and safe in [our] presence, no matter what they had to say?” -- Steve Shapiro, Author</i></p>			
G.	Community Agreements Discussion	Discuss Sarah Morrill	15 m
<p>The Board will discuss two agreements and how it might be support us in our public board meetings.</p> <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 			
II.	Head of School Report		6:07 PM
<p>The Head of School and their designees will present topics of interest to the Board and the general public.</p>			
A.	Head of School Report	Discuss Krishna Feeney	10 m
<p>Report topics this meeting may include:</p> <ol style="list-style-type: none"> 1. Recent and upcoming events 2. Ongoing Professional Development and Staff Support 3. Annual Giving Campaign updates 4. Student and Staff Attendance 5. Staffing and Enrollment Updates 			
III.	Student Outcomes		6:17 PM
A.	Discussion of 2022-2023 Student Outcomes	Discuss Daniel Bissonnette	15 m
<p>Presentation and sharing of student outcomes from school year 2022-2023: *SBAC</p>			

	Purpose	Presenter	Time
*ELPAC *Chronic Absence *Suspension			
IV. Executive & Governance Committee			6:32 PM
A. Discussion Item: Committee Report	Discuss	Sarah Morrill	15 m
Brief report summarizing this month's committee meeting.			
Committee report may also include updates on:			
<ul style="list-style-type: none"> • Upcoming Board trainings • Head of School Evaluation process • Board member recruitment (short Board member job description) 			
Reminders:			
<ul style="list-style-type: none"> • Form 700, and September 2023 Brown Act Training slides, and related Feb 2023 Training Materials 			
B. Discussion and votes on Board Members	Vote	Sarah Morrill	10 m
A discussion and vote on a two-year term on the Board of Directors for Kara Fortuna, November 1, 2023 - October 31, 2025.			
A discussion and vote on a two-year term on the Board of Directors for Amy Ng, October 16, 2023 - October 31, 2025.			
C. Board and Committee Officers & Members	Vote	Sarah Morrill	2 m
As needed, the Board may take action to change its officers, as well as committee membership and leadership.			
Current and archival information is here .			
V. Family Advisory Council			6:59 PM
A. Discussion Item - Committee Report	Discuss	Ann Rhodes	5 m
VI. Other Business			7:04 PM
A. Oakland and California Updates	Discuss	Sarah Morrill	5 m

	Purpose	Presenter	Time
Updates and current events related to Oakland USD, Alameda County Office of Education, and California, and potential implications for UMCS.			
B.	Approve Minutes from September 28, 2023 Regular Meeting	Approve Minutes	Sarah Morrill 1 m
C.	Action Item - Vote on General Consent Report General Consent Report for October 26, 2023	Vote	Sarah Morrill 2 m
<p>1. Vote to accept monthly Finance Committee Report Documents: Year-to-date forecast, presentation from Edtec, cashflow, balance sheet</p> <p>2.</p> <p>[items may be linked or attached directly here in the agenda, or on BoardOnTrack under this date's Meeting and then "Documents."]</p>			
D.	Collect New Business items for Future Meetings	Discuss	Sarah Morrill 2 m
VII.	Closed Session		7:14 PM
A.	Closed Session Items	Discuss	Sarah Morrill 15 m
<p>1. Public Employee Performance Evaluation - Head of School</p> <p>"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.</p>			
VIII.	Return to Open Session		7:29 PM
A.	Report out of any closed session action(s)	Vote	Sarah Morrill 1 m
<p>"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.</p>			
IX.	Closing Items		7:30 PM
A.	Adjourn Meeting	FYI	Sarah Morrill

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Coversheet

Discussion and votes on Board Members

Section: IV. Executive & Governance Committee
Item: B. Discussion and votes on Board Members
Purpose: Vote
Submitted by:
Related Material: Amy Ng Resume_10.2023.pdf
Kara Fortuna Resume - UMCS.pdf

Amy Ng

Oakland, CA

PROFESSIONAL EXPERIENCE**SILICON SCHOOLS FUND****Oakland, CA****Director of Strategy and Analysis Apr 2019 – present**

- Lead the organization's new school launch investment strategy, including sourcing, due diligence, and entrepreneur supports. Responsible for grantmaking and cultivating relationships with school leaders and school partner organizations..
- Responsible for the organization's grants management process, accountability and compliance measures, reporting, and funding distribution.
- Own the strategy, roadmap, and management of the organization's data infrastructure, warehouse, and reporting. Deliver exceptional data analysis and insights on our portfolio of schools' academic results and financial health.
- Manage and accountable for the organization's finances, business operations, and systems and structures to maintain a high-functioning and effective organization.
- Support the CEO in the organization's board governance, annual strategic planning and budgeting.

ASPIRE PUBLIC SCHOOLS**Oakland, CA****Director of Operations, Home Office Mar 2016 – Mar 2019**

- Accountable for annual charter renewal and petition strategy and process across the network in partnership with the regional leadership team.
- Responsible for network accountability of state and federal reporting to minimize overall risk.
- Design network wide non-instructional school site teammates' (Business Managers) professional development strategy and career pathway.
- Lead the network's enrollment, recruitment and retention strategies and support services in partnership with the regional leadership team.

Operations Manager, Home Office Feb 2014 – Feb 2016

- Support annual charter renewal and petition process across the network in collaboration with regional leadership teams and school site leaders.
- Designed and led annual internal audits across all school sites to prepare for state audits, resulting in zero audit findings.
- Responsible for network accountability of state and federal reporting to minimize overall risk.
- Launched SchoolMint, enrollment software for the network to improve efficiency, data quality, and student and family enrollment experience.
- Support school site Office/Business Managers in their day to day operations.
- Responsible for Home Office Operations support to all teammates, students, and families.

AMAZON.COM**Seattle, WA****Senior Product Manager, Vendor Central Vendor Experience Sept 2013 – Jan 2014**

- Product owner of defining the end-to-end user experience of a centralized and streamlined EU Vendor platform for Pan-European vendors to manage their Amazon business. Currently defining requirements with cross-functional teams, designing roadmap, and driving towards delivery.
- Product owner of building a new self-service program for small businesses to distribute products easier and faster on Amazon. Focus is on improving customer experience, expanding product selection, and improving internal buyer effectiveness.

Senior Product Manager, Global Vendor Services Apr 2012 – Sept 2013

- Manage two global vendor services, Amazon Retail Analytics (ARA) and Amazon Vine Reviews (AVR), to help vendors drive sales on Amazon. Responsible for defining strategy, driving requirements, managing engineering team, moderating online communities, and improving operations. Total service revenue grew 50% YOY.
- Launched three top five most frequently used consumer trend reports with actionable insights to drive business growth.

Product Manager, Global Vendor Services Jan 2011-Mar 2012

- Designed and launched self-service sign up workflow for vendors to enroll products in AVR resulting in 55% YOY increase in enrollment and 193% increase in service revenue.
- Led the rebranding of ARA and AVR services by developing, executing, and evaluating marketing and promotional initiatives to drive sales. Engaged vendor managers across NA Retail to drive service awareness, resulting in incremental \$2MM in service revenue.
- Own building \$50MM annual operation planning forecasts for both ARA and AVR.

Business Analyst II, Competitive Strategy and Negotiations Jun 2010- Jan 2011

- Developed a tiering prototype giving each vendor a score based on their operational and financial performance relative to their peers. The pilot resulted in \$200K increase in vendor marketing spend and 200bps of margin improvement.
- Designed reports exposing unprofitable products that rendered a poor customer buying experience due to Minimum Advertised Price policies. The reporting led to improvements for 90% of affected products and reduced \$4MM in inventory.

Financial Analyst II, Worldwide Digital Finance Apr 2008-May 2010

- Pioneered a multi-variant international pricing model for Kindle content launched in 150+ countries.
- Designed and managed the Kindle demand planning forecast for senior leadership to provide visibility into customer demand, inventory planning, and production. Collaborated with supply and product management teams to report on inventory availability, resulting in no out of stocks in FY2009.
- Developed a repeatable framework to pay over 500 global Kindle publishers. Supervised audits conducted by fellow financial analyst.
- Developed quarterly Kindle reporting for Investor and Public Relations, featured in the New York Times and Wall St. Journal.

Financial Analyst, Worldwide Digital Finance Apr 2007- Mar 2008

- Created and managed the Weekly Business Review process focused on key financial, operational, and customer experience metrics, resulting in 60% time savings for business groups. Led more than 50 weekly review meetings with senior executives.
- Revised and prepared streamlined monthly financials worth \$100MM+ for the Instant Video, MP3, Kindle eReader, and eBooks business groups that drove senior management's review and decision making process.
- Developed training materials and led Oracle Cognos training sessions for finance director, manager, and colleagues.

EDUCATION

UNIVERSITY OF WASHINGTON

Seattle, WA

Bachelor of Arts degree in Business Administration –Finance Concentration, June 2006

- Annual Dean's List 2002-2003, 2006
- Interned at Merrill Lynch –Global Wealth Management (2004,2005), ABC Affiliate KOMO TV (2004, 2005), Amazon (2006-2007)

EDUCATION PIONEERS

Oakland, CA

Visiting Fellow, June 2018

ADDITIONAL INFORMATION

- **Languages:** Fluent in Chinese, Mandarin and Cantonese dialects, while actively improving the ability to read and write.
- **Community:**
 - *Board Member* of **Education First**- nonprofit org. that provides college scholarships to disadvantaged students. 2011-2019
 - *Board Member* of **Ethiopia Reads**- nonprofit org. that exposes children to the power of books. 2011-2015
 - *Treasurer* of the Nightingale Guild of **Seattle Children's Hospital Guild Association**. 2010-2012
 - *Mentor* of **Big Brothers Big Sisters** of Puget Sound (BBBSPG) and **UW Education Opportunity Program** 2006-2012
 - *Miss Chinese Seattle pageant winner* and *ambassador* for **Greater Seattle Chinese Chamber of Commerce**. 2005-2007
- **Interesting facts:** I am a first-generation high school and college graduate of Chinese heritage. I am a sister (eldest), a mother of two boys and a wife, who resides with my family in Oakland. My passion for education largely stems from experiencing firsthand the educational inequities in the public system for students with learning differences.

Kara Fortuna

ph: [REDACTED] [REDACTED]

Work Experience

Tim Kelley Consulting

Historic Preservation Associate/Project Manager/San Francisco, CA/2009-present

- Manages a three person Historic Preservation consultancy. I am the primary point of contact for new and existing clients; I project manage approximately 80-100 individual projects per year, overseeing freelance consultants, assigning projects, monitoring project turnaround and delivery; I assist in researching and drafting historic preservation reports including Historic Resource Evaluations, Historic Context Statements, local, state and national register nominations, and California DPR forms; I edit all reports before they are published.

Wachovia Bank/World Savings Bank

Problem Resolution Specialist II - Office of the President/Oakland, CA/2006-2008

- Researched, resolved & responded to customer correspondence addressed to Wachovia's Office of the President. Created and edited template letters to be used by departments throughout the company.

Eden I&R

Program Specialist - Development & Marketing/Hayward, CA/2005-2006

- Researched, composed & submitted grant applications to private and public foundations. Created annual fundraising letters designed to solicit donations from individuals; tracked incoming donations & generated thank you letters/receipts. Produced quarterly agency newsletters & yearly annual reports; worked with staff on gathering articles & statistics to complete publications.

National AIDS Marathon Training Program

Program Representative/Oakland, CA/2004-2005

- Served as primary contact person for AIDS Marathon participants. Provided support during the six-month training program & off site at destination marathons. Conducted recruitment & orientation presentations on a regular basis.

Alameda County Public Health Department

Specialist Clerk (Temporary)/Oakland, CA/2002 – 2004

- Assisted in planning events including monthly board meetings & annual conferences; maintained countywide resource directory database; general clerical duties including scheduling meetings, writing letters, proofreading & recording minutes.

Zengine

Editor/Writer, Marketing/Merchandising/Berkeley, CA/1999-2001

- Edited user manuals for Zengine's tool-based software applications, based on existing tools, design specifications for new tools & products in development. Created customized manuals for individual client training sessions; Oversaw content writers team, led team meetings & advised individual team members. Proofread & edited all content created by the content team; Built & maintained company resource library to provide employees with industry news & relevant articles, studies & surveys; Researched, wrote & edited product descriptions for e-commerce clients. Researched & selected products to be featured in regularly updated buyers' guides & product reviews. Edited guides & reviews. Managed merchandising campaigns, including strategic product placement & targeted e-mail marketing campaigns, resulting in increased site traffic & sales.

InPhoto Surveillance

Editor/Oakland, CA/1998-1999

- Wrote training & instructional material for the editorial department; developed, created & edited marketing material targeted toward specific demographic groups; proofread & edited surveillance reports for accuracy, continuity, content & grammar; improved the content & quality of reports through correspondence & personal meetings with investigators and their supervisors.

Volunteer Experience

Urban Montessori Charter School

- Family Advisory Council Member, 2018-present
- Family Advisory Council President, 2020-2021
- Family Advisory Council Board Member, 2021-2023
- Fundraising Co-Chair. 2020-present

Education

University of California, Santa Cruz
BA, Literature, 1996

University of California, Berkeley Extension
Certificate, Cultural Landscape Preservation, 2015

Coversheet

Approve Minutes from September 28, 2023 Regular Meeting

Section: VI. Other Business
Item: B. Approve Minutes from September 28, 2023 Regular Meeting
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for Regular Board Meeting on September 28, 2023

APPROVED



Urban Montessori Charter School

Minutes

Regular Board Meeting

Date and Time

Thursday September 28, 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.

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Directors Present

G. Klein, K. Fortuna, S. Morrill

Directors Absent

A. Rhodes, D. Williams

I. Opening Items

A. Call the Meeting to Order

S. Morrill called a meeting of the board of directors of Urban Montessori Charter School to order on Thursday Sep 28, 2023 at 5:35 PM.

B. Record Attendance

C. Review of Action/Discussion Items

[Please note, there was a brief audio issue with our Zoom recording, and there are TWO audio files that together are a recording of the meeting.]

Sarah tabled the community agreements discussion, and the discussion about the Effective School Board Framework.

D. Board and Community Appreciations

Greg appreciated Krishna and Daniel for attending the Montessori conference they are currently at.

Sarah appreciated Teacher Lisa for her work to lead the school while Daniel and Krishna are away.

Sarah and Greg appreciated those who attended and hosted the Campus Workday and the Family Education Night.

E. Board Member Comment

No board comments on items not on the agenda.

F. Presentations from the Floor

No public comments on items not on the agenda.

G. Community Agreements Discussion

Tabled.

II. Head of School Report

A. Head of School Report

Sarah invited the Board to review the Head of Schools report, which is in "Other Files" for this meeting on BoardOnTrack. The report shared recent and upcoming events, information about how teachers visited other Montessori schools on the recent PD Day (including a fun photo of staff that included former UMCS teacher Teacher Emily!), about the recent Family Education Night, upcoming PD on Child and Lesson Study, and enrollment and staffing updates.

No questions or public comments on that item.

III. Family Advisory Council

A. Discussion Item - Committee Report

Kara shared that the FAC had their first meeting on Zoom last week. Marcela went over Fall plans, including a Gratitude Festival. First campus workday was last Saturday, with a leader volunteering to organize events throughout the year. The FAC launched the first fundraiser of the year, a direct giving campaign. Looking for a coffee morning volunteer. Sarah asked and Kara responded that the post of all the ways to volunteer which was shared at the beginning of the year was re-linked in the recent post about the Annual Giving Campaign. Sarah asked and Kara responded that Parent Leader Sara has volunteered to lead Campus Workdays. The Board discussed the need for parents to volunteer to organize various activities, and being in good enough coordination with school staff to be sure decision-making is clear. Sarah shared a goal of helping parent leaders get the clearance they need and any limits, and then be able to drive work

forward, like around coffees, workdays, and other volunteering. Kara shared how the school has shifted out of "start up" mode, with school staff more in the lead, and that it's important to fully clarify how parent leaders still lead and "own" many of the school's events.

No public comments on this item.

IV. Executive & Governance Committee

A. Discussion Item: Committee Report

Sarah and Greg shared about upcoming Board training opportunities on Brown Act and Conflict of Interest laws. For the Head of School evaluation process, Sarah shared that Krishna has adopted goals, and those get discussed in Closed Session. Greg asked and Sarah said she would follow up with Board candidate Amy.

Greg shared that he will be unable to attend the October Board meeting, and so the Effective School Board Framework (ESBF) work can move forward then without him, or can be pushed to November.

Sarah acknowledged that Board member Donald emailed the Board resigning his position, citing not being able to meet the time commitments of volunteering. Greg commented that it would be great to reach out to see if any other options are there to support Donald finishing his term (February), and also that part of the ESBF work is right-size the time it takes to volunteer effectively on the board. [On October 3, 2023 Donald rescinded his resignation and plans to complete his current term through the end of February 2024, and recruit a new board member for consideration. Donald remains in good standing on the board and his committees.]

No public comments on this item.

B. Board and Committee Officers & Members

Given the possibility of having four current board members, the Board discussed how to address the Academic Committee potentially having only one board member, and also the desire to center Academic monitoring as part of the full board's work. Sarah commented that she would love to see work of the Academic committee being central to work of the full board's meetings. Greg shared that he would review our Charter and Bylaws on what may be required related to the committee meeting.

No public comments on this item.

V. Other Business

A.

Oakland and California Updates

Greg shared about this recent Oaklandside.org article <https://oaklandside.org/2023/09/28/ousd-school-board-cox-academy-american-indian-public-charter/> that covered OUSD and EFC agreeing on a lease to allow state money for facilities improvements, as well as OUSD passing a resolution related to American Indian Model Schools (AIMS) needing to improve specific governance areas stemming from concerns. Greg shared that there was a candidate forum tonight for the District Five election and encouraged people to vote.

No public comments on this item.

B. Approve Minutes from August 24, 2023 Regular Meeting

K. Fortuna made a motion to approve the minutes from Regular Board Meeting on 08-24-23.

S. Morrill seconded the motion.

No public comments on this item.

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

C. Action Item - Vote on General Consent Report

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

K. Fortuna seconded the motion.

Sarah shared that this month was the first month of moving from a Finance Committee report out during the meeting, to having the materials be included as an item in the Consent Report. Folks can still ask questions on this item here at this time, and are also encouraged to attend Finance Committee Meetings, and review those minutes, as well. The board **VOTED** unanimously to approve the motion.

D. Collect New Business items for Future Meetings

Greg shared that he thinks the board needs to make a short-term plan on growing the board's membership, and in connection to the Effective School Board Framework.

VI. Closed Session

A. Closed Session Items

6:08pm, Sarah announced that the board would go into closed session on Public Employee Performance Evaluation - Head of School. There were no public comments on this item.

VII. Return to Open Session

A.

Report out of any closed session action(s)

At 6:43pm, the Board returned to open session and Sarah announced that no actions were taken.

VIII. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:43 PM.

Respectfully Submitted,
G. Klein

Documents used during the meeting

- Finance_Committee_Presentation_09.21.23.pdf
- UMCS_August_Balance_Sheet_09.21.23.pdf
- UMCS_2022-23_UAR.pdf
- UMCS_August_Cash_Flow_09.21.23.pdf
- UMCS_August_Forecast_09.21.23.pdf

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Coversheet

Action Item - Vote on General Consent Report

Section: VI. Other Business
Item: C. Action Item - Vote on General Consent Report
Purpose: Vote
Submitted by:
Related Material: UMCS_September_Balance_Sheet_10.19.23.pdf
UMCS_September_Cash_Flow_10.19.23.pdf
UMCS_September_Forecast_10.19.23.pdf
UMCS_Finance_Committee_Presentation_10.19.23.pdf

Urban Montessori
Balance Sheet
As of Sep FY2024

	Jun FY2023	Sep FY2024
ASSETS		
Cash Balance	2,043,051	1,700,386
Accounts Receivable	648,146	161,771
Other Assets	121,334	41,570
Fixed Assets, Net	21,659	21,659
TOTAL ASSETS	2,834,189	1,925,386
LIABILITIES & EQUITY		
Accounts Payable	129,672	88,404
Due to Others	102,400	102,400
Deferred Revenue	874,827	874,827
Current Loans and Other Payables	87,368	17,702
Long-Term Loans and Other Liabilities	30,542	30,542
Beginning Net Assets	1,513,606	1,609,822
Net Income (Loss) to Date	95,774	(798,311)
TOTAL LIABILITIES & EQUITY	2,834,189	1,925,386

**Urban Montessori
Monthly Cash Forecast
As of Sep FY2024**

	2023-24													Forecast	Remaining Balance
	Actuals & Forecast														
	Jul Actuals	Aug Actuals	Sep Actuals	Oct Forecast	Nov Forecast	Dec Forecast	Jan Forecast	Feb Forecast	Mar Forecast	Apr Forecast	May Forecast	Jun Forecast			
Beginning Cash	2,043,051	2,225,516	1,796,887	1,700,386	1,804,200	1,690,989	1,520,455	1,604,965	1,505,761	1,376,388	1,630,358	1,516,070			
REVENUE															
LCFF Entitlement	-	77,375	256,559	484,194	218,912	218,912	444,375	218,912	261,087	601,688	266,950	266,950	3,782,296	466,382	
Federal Revenue	-	-	-	-	22,105	79,460	10,859	22,105	79,460	10,859	22,105	121,840	470,356	101,565	
Other State Revenue	15,942	25,349	38,103	44,681	52,937	173,244	52,937	71,265	163,250	48,823	67,151	163,250	1,112,877	195,944	
Other Local Revenue	11,044	8,544	35,218	12,814	12,814	12,814	12,814	12,814	12,814	12,814	12,814	80,814	221,765	(16,364)	
Fundraising & Grants	250	29	500	26,580	26,580	26,580	18,247	18,247	18,247	18,247	18,247	18,247	190,000	-	
TOTAL REVENUE	27,236	111,297	330,380	568,269	333,347	511,009	539,231	343,342	534,858	692,431	387,267	651,101	5,777,294	747,527	
EXPENSES															
Certificated Salaries	57,371	220,979	194,928	192,411	192,411	205,969	192,411	192,411	192,411	192,411	250,411	200,774	2,237,833	(47,067)	
Classified Salaries	29,500	60,864	72,076	70,249	79,811	79,811	79,811	79,811	79,811	79,811	79,811	77,197	868,559	-	
Employee Benefits	33,661	107,906	52,359	75,690	80,643	83,351	86,343	81,356	81,356	77,091	88,675	52,904	891,097	(10,238)	
Books & Supplies	4,171	21,809	18,048	37,932	31,872	30,475	31,571	31,211	32,186	31,998	31,854	29,155	368,658	36,376	
Services & Other Operating Expenses	144,025	135,189	112,751	70,648	67,718	116,796	70,481	63,654	113,327	63,046	56,700	124,600	1,292,642	153,708	
Capital Outlay & Depreciation	-	-	-	996	996	996	996	996	996	996	996	996	8,964	-	
Other Outflows	-	80	1,507	(1,587)	-	-	-	-	-	-	-	-	-	-	
TOTAL EXPENSES	268,728	546,827	451,668	446,338	453,451	517,398	461,613	449,439	500,086	445,352	508,448	485,625	5,667,753	132,780	
Operating Cash Inflow (Outflow)	(241,493)	(435,530)	(121,289)	121,930	(120,104)	(6,389)	77,618	(106,096)	34,771	247,079	(121,180)	165,475	109,540	614,748	
Revenues - Prior Year Accruals	477,382	-	7,992	43,252	-	-	-	-	-	-	-	-	-	-	
Accounts Receivable - Current Year	-	1,000	-	2,750	-	-	-	-	-	-	-	-	-	-	
Other Assets	79,764	-	-	-	-	-	-	-	-	-	-	-	30,100	-	
Fixed Assets	-	-	-	996	996	996	996	996	996	996	996	996	996	-	
Expenses - Prior Year Accruals	(15,625)	-	-	(52,069)	1,736	1,736	1,736	1,736	1,736	1,736	1,736	1,736	1,736	-	
Accounts Payable - Current Year	(39,223)	(1,911)	9,141	(17,204)	-	-	-	-	-	-	-	-	-	-	
Summerholdback for Teachers	(78,340)	7,812	7,654	4,160	4,160	4,160	4,160	4,160	4,160	4,160	4,160	(1,307)	-	-	
Other Liabilities	-	-	-	-	-	(171,036)	-	-	(171,036)	-	-	(201,578)	-	-	
Ending Cash	2,225,516	1,796,887	1,700,386	1,804,200	1,690,989	1,520,455	1,604,965	1,505,761	1,376,388	1,630,358	1,516,070	1,511,492			

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	Actual			YTD	Budget							
	Jul	Aug	Sep		Actual YTD	Approved Budget v1	Previous Forecast	Current Forecast	Previous Forecast vs. Current Forecast	Approved Budget v1 vs. Current Forecast	Current Forecast Remaining	% Current Forecast Spent
SUMMARY												
Revenue												
LCFF Entitlement	-	77,375	256,559	333,934	3,918,738	3,782,296	3,782,296	-	(136,442)	3,448,362	9%	
Federal Revenue	-	-	-	-	341,638	471,783	470,356	(1,427)	128,718	470,356	0%	
Other State Revenues	15,942	25,349	38,103	79,394	903,476	1,107,059	1,112,877	5,818	209,401	1,033,483	7%	
Local Revenues	11,044	8,544	35,218	54,805	231,349	221,765	221,765	-	(9,584)	166,960	25%	
Fundraising and Grants	250	29	500	779	190,000	190,000	190,000	-	-	189,221	0%	
Total Revenue	27,236	111,297	330,380	468,912	5,585,200	5,772,903	5,777,294	4,391	192,093	5,308,382	8%	
Expenses												
Compensation and Benefits	120,532	389,749	319,362	829,644	4,189,306	4,096,926	3,997,489	99,437	191,817	3,167,845	21%	
Books and Supplies	4,171	21,809	18,048	44,028	347,193	368,658	368,658	-	(21,465)	324,630	12%	
Services and Other Operating Expenditures	144,025	135,189	112,751	391,964	1,012,211	1,189,391	1,292,642	(103,251)	(280,431)	900,678	30%	
Depreciation	-	-	-	-	8,986	8,964	8,964	-	22	8,964	0%	
Other Outflows	-	80	1,507	1,587	-	-	-	-	-	(1,587)		
Total Expenses	268,728	546,827	451,668	1,267,224	5,557,696	5,663,940	5,667,753	(3,814)	(110,057)	4,400,530	22%	
Operating Income	(241,493)	(435,530)	(121,289)	(798,311)	27,504	108,963	109,540	577	82,036	907,852		
Fund Balance												
Beginning Balance (Audited)					1,564,376	1,609,822	1,609,822					
Operating Income					27,504	108,963	109,540					
Ending Fund Balance					1,591,880	1,718,785	1,719,362					
Fund Balance as a % of Expenses					29%	30%	30%					

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	Actual			YTD	Budget							
	Jul	Aug	Sep		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					200	191	191	-	(9)			
4-6					115	120	120	-	5			
7-8					47	36	36	-	(11)			
Total Enrolled					362	347	347	-	(15)			
ADA %												
K-3					93.5%	93.5%	93.5%	0.0%	0.0%			
4-6					93.5%	93.5%	93.5%	0.0%	0.0%			
7-8					93.5%	93.5%	93.5%	0.0%	0.0%			
Average ADA %					93.5%	93.5%	93.5%	0.0%	0.0%			
ADA												
K-3					187.00	178.59	178.59	-	(8.41)			
4-6					107.53	112.20	112.20	-	4.67			
7-8					43.95	33.66	33.66	-	(10.29)			
Total ADA					338.48	324.45	324.45	-	(14.03)			

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		Actual			YTD	Budget						
		Jul	Aug	Sep	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	-	77,375	77,375	154,750	1,885,376	1,758,373	1,829,283	70,910	(56,093)	1,674,533	8%
8012	Education Protection Account Entitlement	-	-	-	-	973,922	933,554	862,644	(70,910)	(111,279)	862,644	0%
8096	Charter Schools in Lieu of Property Taxes	-	-	179,184	179,184	1,059,439	1,090,369	1,090,369	-	30,930	911,185	16%
SUBTOTAL - LCFF Entitlement		-	77,375	256,559	333,934	3,918,738	3,782,296	3,782,296	0	(136,442)	3,448,362	9%
Federal Revenue												
8181	Special Education - Entitlement	-	-	-	-	40,750	42,380	42,380	-	1,630	42,380	0%
8220	Child Nutrition Programs	-	-	-	-	154,476	108,588	108,588	-	(45,888)	108,588	0%
8291	Title I	-	-	-	-	31,880	31,880	29,582	(2,298)	(2,298)	29,582	0%
8292	Title II	-	-	-	-	5,610	5,610	5,403	(207)	(207)	5,403	0%
8294	Title IV	-	-	-	-	8,922	8,922	10,000	1,078	1,078	10,000	0%
8299	All Other Federal Revenue	-	-	-	-	100,000	274,403	274,403	-	174,403	274,403	0%
SUBTOTAL - Federal Revenue		-	-	-	-	341,638	471,783	470,356	(1,427)	128,718	470,356	0%
Other State Revenue												
8381	Special Education - Entitlement (State)	15,942	15,942	28,696	60,580	300,119	287,917	287,917	-	(12,202)	227,337	21%
8382	Special Education Reimbursement (State)	-	1,198	1,198	2,396	18,150	18,150	23,968	5,818	5,818	21,572	10%
8520	Child Nutrition - State	-	-	-	-	72,089	88,845	88,845	-	16,756	88,845	0%
8550	Mandated Cost Reimbursements	-	-	-	-	5,880	5,880	5,880	-	-	5,880	0%
8560	State Lottery Revenue	-	-	-	-	83,786	84,380	84,380	-	594	84,380	0%
8590	All Other State Revenue	-	-	-	-	235,944	457,709	457,709	-	221,765	457,709	0%
8593	Expanded Learning Opportunities Program	-	8,209	8,209	16,418	187,508	164,178	164,178	-	(23,330)	147,760	10%
SUBTOTAL - Other State Revenue		15,942	25,349	38,103	79,394	903,476	1,107,059	1,112,877	5,818	209,401	1,033,483	7%
Local Revenue												
8676	After School Program Revenue	2,422	8,544	27,203	38,169	153,765	153,765	153,765	-	-	115,596	25%
8702	Oakland Measure G1	-	-	-	-	77,584	68,000	68,000	-	(9,584)	68,000	0%
8999	Uncategorized Revenue	8,622	-	8,015	16,637	-	-	-	-	-	(16,637)	0%
SUBTOTAL - Local Revenue		11,044	8,544	35,218	54,805	231,349	221,765	221,765	-	(9,584)	166,960	25%
Fundraising and Grants												
8801	Family Fundraising	-	-	500	500	50,000	50,000	50,000	-	-	49,500	1%
8802	Private Grants	250	-	-	250	125,000	125,000	125,000	-	-	124,750	0%
8812	Other Fundraising (Movie Night, Apparel, etc)	-	29	-	29	-	-	-	-	-	(29)	0%
8814	Field Trips Donations	-	-	-	-	15,000	15,000	15,000	-	-	15,000	0%
SUBTOTAL - Fundraising and Grants		250	29	500	779	190,000	190,000	190,000	-	-	189,221	0%
TOTAL REVENUE		27,236	111,297	330,380	468,912	5,585,200	5,772,903	5,777,294	4,391	192,093	5,308,382	8%

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	Actual			YTD	Budget							
	Jul	Aug	Sep		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	8,115	91,179	94,233	193,527	978,256	998,701	922,843	75,858	55,413	729,316	21%
1148	Special Education Salaries	1,600	45,550	28,700	75,850	430,908	426,383	426,383	-	4,525	350,533	18%
1150	Support Teacher Salaries	14,203	42,942	38,671	95,815	548,905	447,618	432,507	15,111	116,398	336,692	22%
1170	Measure G1 Stipends	-	-	-	-	58,000	58,000	58,000	-	-	58,000	0%
1300	Certificated Supervisor & Administrator Salaries	33,453	41,308	33,325	108,086	398,100	398,100	398,100	-	-	290,014	27%
	SUBTOTAL - Certificated Salaries	57,371	220,979	194,928	473,278	2,414,169	2,328,802	2,237,833	90,969	176,336	1,764,555	21%
Classified Salaries												
2102	Student Support Staff	-	14,372	15,340	29,712	246,335	255,818	245,711	10,107	624	215,999	12%
2300	Classified Supervisor & Administrator Salaries	9,366	9,366	9,366	28,099	112,398	112,398	112,398	-	-	84,299	25%
2400	Classified Clerical & Office Salaries	14,220	21,380	20,840	56,440	236,531	241,551	241,551	-	(5,020)	185,111	23%
2900	Classified Substitutes	-	3,436	4,267	7,703	22,512	34,540	34,540	-	(12,028)	26,837	22%
2905	Other Classified - After School	5,914	12,311	22,262	40,486	200,840	210,327	234,359	(24,032)	(33,519)	193,873	17%
	SUBTOTAL - Classified Salaries	29,500	60,864	72,076	162,440	818,616	854,635	868,559	(13,924)	(49,943)	706,119	19%
Employee Benefits												
3100	STRS	10,320	38,884	39,232	88,436	463,076	455,628	436,322	19,306	26,754	347,886	20%
3300	OASDI-Medicare-Alternative	3,298	7,026	7,403	17,726	96,990	95,633	96,006	(373)	984	78,279	18%
3400	Health & Welfare Benefits	5,399	57,834	1,486	64,720	343,787	310,154	307,190	2,964	36,596	242,471	21%
3500	Unemployment Insurance	35	510	586	1,131	13,820	13,820	14,250	(430)	(430)	13,118	8%
3600	Workers Comp Insurance	14,609	3,652	3,652	21,913	38,848	38,255	37,330	926	1,519	15,417	59%
	SUBTOTAL - Employee Benefits	33,661	107,906	52,359	193,926	956,521	913,490	891,097	22,392	65,424	697,171	22%
Books & Supplies												
4100	Approved Textbooks & Core Curricula Materials	-	7,552	-	7,552	15,000	20,000	20,000	-	(5,000)	12,448	38%
4200	Books & Other Reference Materials	-	(84)	37	(47)	3,103	3,103	3,103	-	-	3,149	-2%
4320	Educational Software	-	-	-	-	9,270	9,270	9,270	-	-	9,270	0%
4325	Instructional Materials & Supplies	878	5,828	980	7,686	10,000	25,000	25,000	-	(15,000)	17,314	31%
4326	Art & Music Supplies	-	220	49	269	7,000	7,000	7,000	-	-	6,731	4%
4330	Office Supplies	26	658	357	1,041	6,695	6,695	6,695	-	-	5,654	16%
4335	PE Supplies	-	-	192	192	2,060	2,060	2,060	-	-	1,868	9%
4340	SpEd Materials & Supplies	661	1,059	-	1,720	2,060	2,060	2,060	-	-	340	83%
4400	Training Center Expenses	-	-	-	-	30,000	30,000	30,000	-	-	30,000	0%
4410	Classroom Furniture, Equipment & Supplies	167	1,347	678	2,192	7,000	17,000	17,000	-	(10,000)	14,808	13%
4420	Computers: individual items less than \$5k	10	1,044	905	1,959	17,620	17,620	17,620	-	-	15,661	11%
4430	Non Classroom Related Furniture, Equipment & Supplies	435	-	-	435	2,500	2,500	2,500	-	-	2,065	17%
4700	Snacks	-	711	1,441	2,152	23,767	23,767	23,767	-	-	21,615	9%
4710	Student Food Services	1,994	2,808	13,408	18,210	205,968	197,433	197,433	-	8,535	179,223	9%
4720	Other Food	-	666	-	666	5,150	5,150	5,150	-	-	4,484	13%
	SUBTOTAL - Books and Supplies	4,171	21,809	18,048	44,028	347,193	368,658	368,658	-	(21,465)	324,630	12%
Services & Other Operating Expenses												
5215	Travel - Mileage, Parking, Tolls	-	-	-	-	1,712	1,712	1,712	-	-	1,712	0%
5305	Dues & Membership - Professional	16,920	-	2,379	19,299	12,360	12,360	20,000	(7,640)	(7,640)	701	96%
5450	Insurance - Other	24,374	6,094	6,093	36,561	75,530	75,530	73,119	2,411	2,411	36,558	50%
5515	Janitorial, Gardening Services & Supplies	7,124	11,241	7,364	25,729	103,000	103,000	103,000	-	-	77,271	25%
5520	Security	434	3,246	927	4,608	10,000	10,000	10,000	-	-	5,392	46%
5535	Utilities - All Utilities	4,275	4,634	4,375	13,284	77,358	77,358	77,358	-	-	64,074	17%

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	Actual			YTD	Budget							
	Jul	Aug	Sep		Actual YTD	Approved Budget v1	Previous Forecast	Current Forecast	Previous	Approved	Current Forecast Remaining	% Current Forecast Spent
									Forecast vs. Current Forecast	Budget v1 vs. Current Forecast		
5605 Equipment Leases	-	1,979	931	2,910	14,004	14,004	14,004	-	-	11,094	21%	
5610 Rent	-	-	39,559	39,559	162,154	162,154	158,237	3,917	3,917	118,678	25%	
5615 Repairs and Maintenance - Building	13,696	19,388	10,523	43,607	20,600	50,600	100,000	(49,400)	(79,400)	56,393	44%	
5803 Accounting Fees	-	-	3,150	3,150	24,382	24,382	24,382	-	-	21,232	13%	
5805 Administrative Fees	-	-	-	-	6,978	6,978	6,978	-	-	6,978	0%	
5809 Banking Fees	87	111	85	282	2,060	2,060	2,060	-	-	1,778	14%	
5812 Business Services	10,917	10,917	11,417	33,250	133,000	133,000	133,000	-	-	99,750	25%	
5815 Consultants - Instructional	-	-	-	-	5,150	20,150	20,150	-	(15,000)	20,150	0%	
5820 Consultants - Non Instructional - Custom 1	5,000	8,315	3,405	16,720	18,075	18,075	38,075	(20,000)	(20,000)	21,355	44%	
5824 District Oversight Fees	-	-	-	-	39,187	37,823	37,823	-	1,364	37,823	0%	
5826 Directors Contingency	-	-	-	-	39,187	57,823	57,823	-	(18,636)	57,823	0%	
5827 Middle School Program expenses (8816 offset)	-	-	-	-	1,976	1,976	1,976	-	-	1,976	0%	
5830 Field Trips Expenses	-	-	-	-	5,000	5,000	5,000	-	-	5,000	0%	
5833 Fines and Penalties	-	-	-	-	1,030	1,030	1,030	-	-	1,030	0%	
5836 Fingerprinting	-	-	-	-	1,743	1,743	1,743	-	-	1,743	0%	
5839 Fundraising Expenses	-	73	-	73	12,024	12,024	12,024	-	-	11,951	1%	
5845 Legal Fees	4,902	8,457	-	13,359	30,000	30,000	30,000	-	-	16,642	45%	
5851 Marketing and Student Recruiting	8,526	5,079	5,079	18,685	10,000	10,000	18,685	(8,685)	(8,685)	-	100%	
5857 Payroll Fees	433	473	551	1,458	6,950	6,950	6,950	-	-	5,492	21%	
5860 Printing and Reproduction	442	-	-	442	1,061	1,061	1,061	-	-	619	42%	
5861 Prior Yr Exp (not accrued)	-	24,059	(205)	23,854	-	-	23,854	(23,854)	(23,854)	-	100%	
5863 Professional Development	31,698	23,930	3,817	59,445	56,370	71,370	71,370	-	(15,000)	11,925	83%	
5869 Special Education Contract Instructors	-	-	3,900	3,900	50,300	140,300	140,300	-	(90,000)	136,400	3%	
5872 Special Education Encroachment	-	-	-	-	-	9,909	9,909	-	(9,909)	9,909	0%	
5875 Staff Recruiting	-	-	-	-	4,120	4,120	4,120	-	-	4,120	0%	
5878 Student Assessment	29	-	4,307	4,336	8,500	8,500	8,500	-	-	4,164	51%	
5880 Student Health Services	125	1,812	237	2,173	6,180	6,180	6,180	-	-	4,007	35%	
5881 Student Information System	13,167	2,410	867	16,444	25,750	25,750	25,750	-	-	9,306	64%	
5887 Technology Services	186	1,263	2,281	3,729	13,390	13,390	13,390	-	-	9,661	28%	
5910 Communications - Internet / Website Fees	609	609	609	1,828	17,564	17,564	17,564	-	-	15,736	10%	
5915 Postage and Delivery	48	66	50	165	3,497	3,497	3,497	-	-	3,332	5%	
5920 Communications - Telephone & Fax	1,033	1,033	1,049	3,115	12,020	12,020	12,020	-	-	8,905	26%	
SUBTOTAL - Services & Other Operating Exp.	144,025	135,189	112,751	391,964	1,012,211	1,189,391	1,292,642	(103,251)	(280,431)	900,678	30%	
Capital Outlay & Depreciation												
6900 Depreciation	-	-	-	-	8,986	8,964	8,964	-	22	8,964	0%	
SUBTOTAL - Capital Outlay & Depreciation	-	-	-	-	8,986	8,964	8,964	-	22	8,964	0%	
Other Outflows												
7999 Uncategorized Expense	-	80	1,507	1,587	-	-	-	-	-	(1,587)		
SUBTOTAL - Other Outflows	-	80	1,507	1,587	-	-	-	-	-	(1,587)		
TOTAL EXPENSES	268,728	546,827	451,668	1,267,224	5,557,696	5,663,940	5,667,753	(3,814)	(110,057)	4,400,530	22%	

Urban Montessori Finance Committee Update

EBONI WILLIAMS AND JOSH KEMP
OCTOBER 19, 2023





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2023-24 Forecast Update

Actuals through 9/30/2023





2023-24 Forecast Update

Expense increases due to repairs, HR consulting, marketing



Forecast Comparison

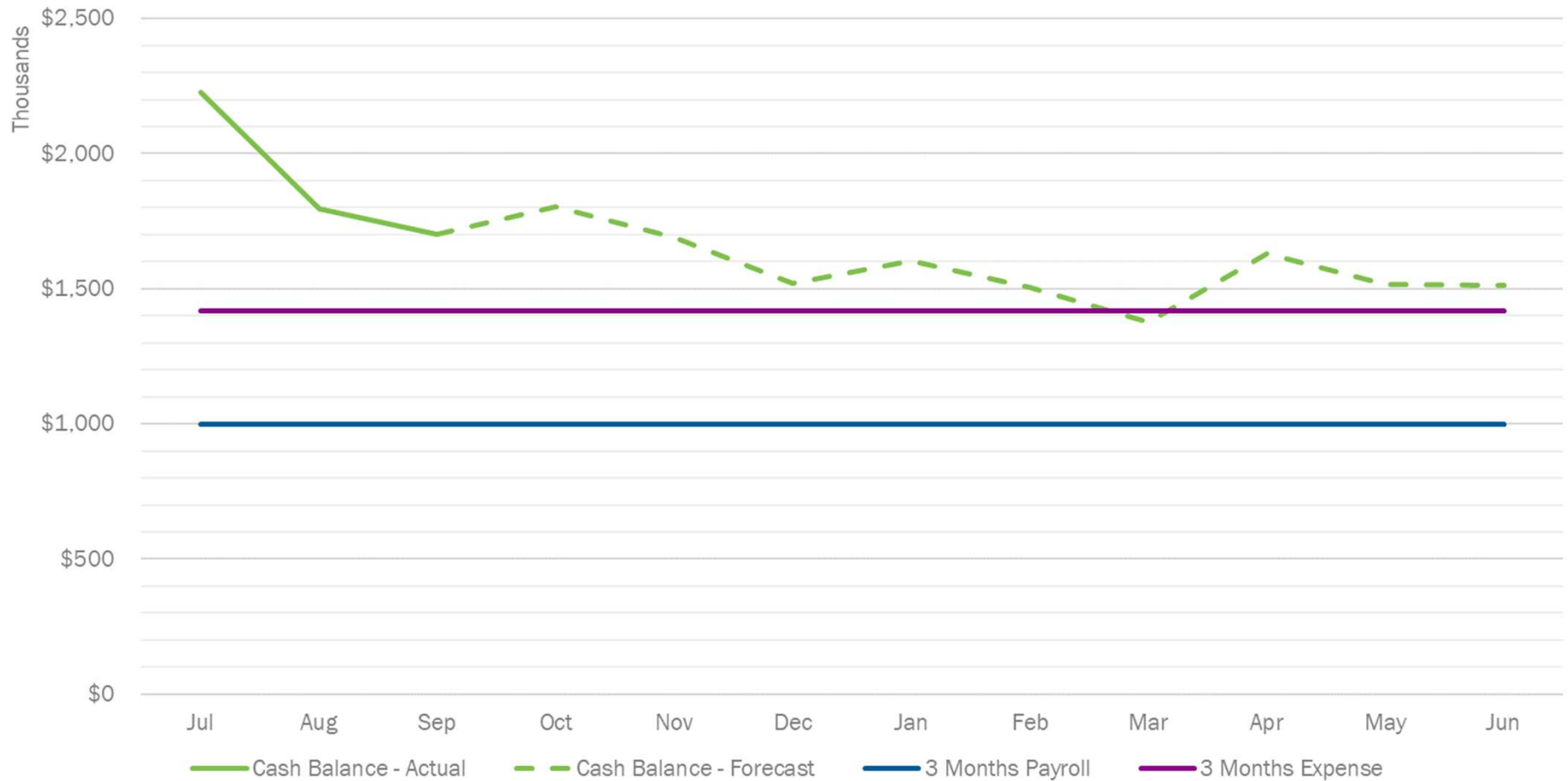


		2023-24	2023-24	Variance
		Previous Forecast	Current Forecast	
Revenue	LCFF Entitlement	3,782,296	3,782,296	0
	Federal Revenue	471,783	470,356	(1,427)
	Other State Revenues	1,107,059	1,112,877	5,818
	Local Revenues	221,765	221,765	-
	Fundraising and Grants	190,000	190,000	-
	Total Revenue	5,772,903	5,777,294	4,391
Expenses	Compensation and Benefits	4,096,926	3,997,489	99,437
	Books and Supplies	368,658	368,658	-
	Services and Other Operating	1,189,391	1,292,642	(103,251)
	Depreciation	8,964	8,964	-
	Other Outflows	-	-	-
	Total Expenses	5,663,940	5,667,753	(3,814)
	Operating Income	108,963	109,540	577
	Beginning Balance (Audited)	1,609,822	1,609,822	-
	Operating Income	108,963	109,540	577
	Ending Fund Balance (incl. Depreciation)	1,718,785	1,719,362	577
	Ending Fund Balance as % of Expenses	30.3%	30.3%	0.0%



2023-24 Monthly Cash Flow Projection

Cash is steady with decrease forecasted due to deferred revenue



Multiyear Projections



Forecast Summary



		2023-24	2024-25	2025-26	2026-27
		Current Forecast	Projected Budget	Projected Budget	Projected Budget
Revenue	LCFF Entitlement	3,782,296	4,229,802	4,612,109	4,796,759
	Federal Revenue	470,356	211,248	275,452	286,147
	Other State Revenues	1,112,877	884,538	713,557	703,332
	Local Revenues	221,765	280,000	285,773	291,691
	Fundraising and Grants	190,000	65,000	65,000	65,000
	Total Revenue	5,777,294	5,670,587	5,951,891	6,142,929
Expenses	Compensation and Benefits	3,997,489	4,230,521	4,424,464	4,563,673
	Books and Supplies	368,658	363,080	345,798	358,037
	Services and Other Operating Expenditures	1,292,642	1,236,364	1,308,445	1,349,864
	Depreciation	8,964	8,964	3,735	-
	Other Outflows	-	-	-	-
	Total Expenses	5,667,753	5,838,930	6,082,442	6,271,574
	Operating Income	109,540	(168,343)	(130,551)	(128,646)
	Beginning Balance (Audited)	1,609,822	1,719,362	1,551,019	1,420,469
	Operating Income	109,540	(168,343)	(130,551)	(128,646)
Ending Fund Balance (incl. Depreciation)		1,719,362	1,551,019	1,420,469	1,291,823
Ending Fund Balance as % of Expenses		30.3%	26.6%	23.4%	20.6%

Key Metrics



Sustainability driven by enrollment and attendance

	FY24	FY25	FY26	FY27
Ending Fund Balance	1,719,362	1,551,019	1,420,469	1,291,823
Total Revenues per ADA	17,806	16,306	16,174	16,568
Total Expenses per ADA	17,469	16,790	16,528	16,915
Operating Income per ADA	338	(484)	(355)	(347)
Fund Balance as a % of Expenses	30%	27%	23%	21%

Opportunities and Uncertainties

Biggest risk/reward is enrollment and attendance

