



Urban Montessori Charter School

Board Meeting

Published on January 20, 2025 at 2:36 PM PST

Date and Time

Thursday January 23, 2025 at 5:30 PM PST

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

+16699009128,,82592855160# US (San Jose)

+12532158782,,82592855160# US (Tacoma)

Dial by your location

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

Meeting ID: 825 9285 5160

Find your local number: <https://us02web.zoom.us/j/82592855160?pwd=cG02OTRoUVdrdngwOTI2WFBrOTBzQT09>

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 "Documents" after selecting the meeting in BoardOnTrack and prior to viewing the agenda. Downloading the "packet" may not include all of the "Documents" that are still otherwise available to the public via the Meeting on BoardOnTrack.

Members: Lana Butler, Kara Fortuna, Greg Klein, Sarah Morrill, Amy Ng (Chair), Evan Sequoia

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](#). The board uses [Robert's Rules of Order](#).

Each year by April 1, and when first joining or leaving the board, board members complete and file a [Form 700](#). Board members annually train on the CA [Brown Act, Conflict of Interest, and the Public Records Act](#).

Agenda

	Purpose	Presenter	Time
I. Opening Items			5:30 PM
A. Call the Meeting to Order		Amy Ng	
This meeting is being audio-recorded.			
B. Record Attendance		Amy Ng	
C. Review of Action/Discussion Items	Discuss	Amy Ng	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		Amy Ng	5 m

	Purpose	Presenter	Time
Members of the Board and UMCS community may provide appreciations and affirmations during this time.			
E.	Board Member Comment	Amy Ng	1 m
Any board member wishing to speak to an issue regarding UMCS that does not pertain to an agenda item may do so at this time. No further discussion or action will take place following each board member's comments.			
F.	Presentations from the Floor	Amy Ng	10 m
PRESENTATIONS ON NON-AGENDA ITEMS – Any person wishing to speak to any item not on the agenda will be granted three minutes to make a presentation. Speakers requiring translation shall have double time. Comments should refer to matters within the jurisdiction of this committee.			
<i>“What if [we] listened to others so deeply that they felt loved, accepted, and safe in [our] presence, no matter what they had to say?” -- Steve Shapiro, Author</i>			
II.	Head of School Report		5:47 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 Daniel Bissonnette	10 m
Report topics this meeting may include:			
<ol style="list-style-type: none"> 1. Recent and upcoming events 2. Ongoing Professional Development and Staff Support 3. Staffing and Enrollment Updates 4. ACOE Charter Renewal Staff Report 			
III.	Academic Oversight Committee		5:57 PM
A.	Discussion Item - Committee Report	Discuss Kara Fortuna	5 m
IV.	Family Advisory Council		6:02 PM
A.	Discussion Item - Committee Report	Discuss Evan Sequoia	5 m
V.	Executive & Governance Committee		6:07 PM

	Purpose	Presenter	Time
A. Committee Report	Vote	Amy Ng	5 m
<p>If needed, the Board may take action during this agenda item to change its officers, as well as committee membership, alternates, and leadership. Current and archival information is here. Please review the Executive and Governance Committee's minutes for more information. Governance Committee Overview.</p>			
VI. Other Business			6:12 PM
A. Approve Minutes from December 5, 2024 Regular Meeting	Approve Minutes	Amy Ng	1 m
B. Action Item - Vote on General Consent Report	Vote	Amy Ng	3 m
<p>1. Vote to accept monthly Finance Committee Report Documents: Year-to-date forecast, presentation from Edtec, cashflow, balance sheet</p> <p>2. UMCS School Accountability Report Card</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>			
C. Collect New Business items for Future Meetings	Discuss	Amy Ng	1 m
VII. Closed Session			6:17 PM
A. Closed Session Items	Discuss	Amy Ng	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			6:32 PM
A. Report out of any closed session action(s)	Vote	Amy Ng	1 m

	Purpose	Presenter	Time
"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.			

IX. Closing Items			6:33 PM
--------------------------	--	--	----------------

A. Adjourn Meeting	Vote	Amy Ng
--------------------	------	--------

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 Board’s presiding officer reserves the right to impose reasonable time limits on public testimony to ensure that the agenda is completed.

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 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 BoardOnTrack portal of our website: <https://www.urbanmontessori.org/boardontrackportal>.

Coversheet

Approve Minutes from December 5, 2024 Regular Meeting

Section: VI. Other Business
Item: A. Approve Minutes from December 5, 2024 Regular Meeting
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for Board Meeting on December 5, 2024



Urban Montessori Charter School

Minutes

Board Meeting

Date and Time

Thursday December 5, 2024 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

One tap mobile

+16699009128,,82592855160# US (San Jose)

+12532158782,,82592855160# US (Tacoma)

Dial by your location

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

Meeting ID: 825 9285 5160

Find your local number: <https://us02web.zoom.us/j/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 "Documents" after selecting the meeting in BoardOnTrack and prior to viewing the agenda. Downloading the "packet" may not include all of the "Documents" that are still otherwise available to the public via the Meeting on BoardOnTrack.

Members: Lana Butler, Kara Fortuna, Greg Klein, Sarah Morrill, Amy Ng (Chair), Evan Sequoia

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](#). The board uses [Robert's Rules of Order](#).

Each year by April 1, and when first joining or leaving the board, board members complete and file a [Form 700](#). Board members annually train on the CA [Brown Act](#), [Conflict of Interest](#), and the [Public Records Act](#).

Directors Present

A. Ng, E. Sequoia, G. Klein, K. Fortuna, L. Butler

Directors Absent

S. Morrill

Guests Present

D. Bissonnette

I. Opening Items

A. Call the Meeting to Order

A. Ng called a meeting of the board of directors of Urban Montessori Charter School to order on Thursday Dec 5, 2024 at 5:32 PM.

B. Record Attendance

C. Review of Action/Discussion Items

No changes needed.

D.

Board and Community Appreciations

Greg, Kara, and Daniel appreciated Lana.

Amy appreciated Lana, Evan, and Daniel.

Daniel appreciated Amy and Greg.

Greg appreciated the community.

Daniel appreciated Cohort II teachers in training.

Lana seconded all the appreciations.

E. Board Member Comment

No board member comments on items not on the agenda.

F. Presentations from the Floor

No public comments on items not on the agenda.

II. Head of School Report

A. Head of School Report

Daniel shared the Head of School report, which is part of the packet of files for this meeting, starting with today's Tsunami Warning that occurred earlier today. Daniel shared recent and upcoming events. Daniel shared updates on Public Montessori In Oakland (PMIO), including recently completing the second part of MACTE accreditation. Daniel shared about the initial public hearing, and about ACOE's annual and renewal visit that occurred the week after the public hearing. Lana asked and Daniel answered that the community would know the result of the vote right then in the moment as the County Board votes. Kara asked and Daniel shared about the upcoming parts of MACTE accreditation process. Amy asked and Daniel shared about the areas where County Board member may ask questions at the determination hearing. Amy asked and Daniel about being in email contact with one Trustee. Lana asked and Daniel shared that two years from now we would aim to seek a five year renewal.

No other questions or public comments on this item.

III. Academic Oversight Committee

A. Discussion Item - Committee Report

Kara shared the committee's report, including learning about the prior PD day and how teachers used IXL data to inform student goals, with new rounds of assessing in December and January. Greg shared about discussing draft Interim Goals.

No questions or public comments on this item.

IV. Family Advisory Council

A. Discussion Item - Committee Report

Evan shared the report from the FAC. The FAC in December is focusing on is Teacher Appreciation Luncheon and Staff Party -- all the information was shared via ParentSquare -- and a Game Night; and supporting a student/family with a recent medical diagnosis. Lana shared about a New Parkway Theater fundraiser in February and a March auction; and also about local sports teams fundraisers.

No questions or public comments on this item.

V. Executive & Governance Committee

A. Committee Report

The committee did not meet because it conflicted with the initial public hearing.

Greg facilitated a discussion of the draft interim goals, draft guardrails, and draft monitoring calendar, and upcoming training opportunities, and also reviewing parts of the 2024 CA School Dashboard. The board discussed working on the draft guardrails between now and the next board meeting.

There were no public comments on this item.

VI. Other Business

A. Approve Minutes from October 24, 2024 Regular Meeting

A. Ng made a motion to approve the minutes from Board Meeting on 10-24-24.

K. Fortuna seconded the motion.

Approved without objection.

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

B. Action Item - Vote on General Consent Report

G. Klein made a motion to approve the general consent report.

E. Sequoia seconded the motion.

Approved without objection.

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

C. Collect New Business items for Future Meetings

Lana shared about the need to discuss morning traffic and also want clarification on administrative roles.

D.

Discussion to approve Non Public School contract

G. Klein made a motion to a Non Public School Contract and transportation for a total not exceeding \$200,000 a year for one case, as required by law.

A. Ng seconded the motion.

Daniel shared his request for approval a Non Public School Contract and transportation for a total not exceeding \$200,000 a year for one case, as required by law. The board discussed briefly how these sorts of situations arise and are handled in general.

Approved without objection.

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

VII. Closed Session

A. Closed Session Items

At 7:02p Amy shared that the Board would go into Closed Session on Public Employee Performance Evaluation - Head of School. There were no public comments on this item.

VIII. Return to Open Session

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

The board returned to open session at 7:49p. No actions were taken.

IX. Closing Items

A. Adjourn Meeting

A. Ng made a motion to adjourn.

G. Klein seconded the motion.

Adjourned without objection.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:50 PM.

Respectfully Submitted,

G. Klein

Documents used during the meeting

- UMCS_Finance_Committee_Presentation_11.21.24.pdf
- UMCS_October_2024-25_Balance_Sheet.pdf
- UMCS_October_2024-25_Cash_Flow.pdf
- UMCS_October_2024-25_MYP.pdf

- UMCS_October_2024-25_Financials.pdf
- UMCS FY25 1st Interim Alt Form.xls

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 Board's presiding officer reserves the right to impose reasonable time limits on public testimony to ensure that the agenda is completed.

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 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 BoardOnTrack portal of our website: <https://www.urbanmontessori.org/boardontrackportal>.