



Urban Montessori Charter School

Board Meeting

Published on February 24, 2025 at 9:23 AM PST

Date and Time

Thursday February 27, 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		Greg Klein	
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. Update on paths forward and the Board's role 			
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 January 23, 2025 Regular Meeting	Approve Minutes	Amy Ng	1 m
B. Action Item - Vote on General Consent Report	Vote	Amy Ng	3 m
<ol style="list-style-type: none"> 1. Vote to accept monthly Finance Committee Report Documents: Year-to-date forecast, presentation from Edtec, cashflow, balance sheet 2. UMCS Safety Plan [annual review] 3. 2nd Interim Budget <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
<ol style="list-style-type: none"> 1. Public Employee Performance Evaluation - Head of School <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
<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	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 January 23, 2025 Regular Meeting

Section: VI. Other Business
Item: A. Approve Minutes from January 23, 2025 Regular Meeting
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for Board Meeting on January 23, 2025

APPROVED



Urban Montessori Charter School

Minutes

Board Meeting

Date and Time

Thursday January 23, 2025 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, K. Fortuna, L. Butler, S. Morrill

Directors Absent

G. Klein

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 Jan 23, 2025 at 5:33 PM.

B. Record Attendance

C. Review of Action/Discussion Items

No changes needed.

D.

Board and Community Appreciations

L. Butler wants to appreciate Lorri and Desi and everyone working front desk for taking on a lot of extra work.

E. Sequoia wants to appreciate Daniel for handling everything going on.

Daniel would like to appreciate all the families that came out to the Warriors game.

E. Board Member Comment

No board member comments on non-agenda items.

F. Presentations from the Floor

No public comments on items not on the agenda.

II. Head of School Report

A. Head of School Report

NWEA winter testing window just started, going smoothly.

Kindness Week first week of February.

No school on Feb 14, PD Day

Second round of family conferences and observations coming up in February.

UMCS at the Warriors Game - Students got to stand with players during the National Anthem. Great experience for kids.

Planning for UMCS Pathways - Future of UMCS or Public Montessori.

ACOE trustees are not likely bring to revote.

Other option is to become a Montessori school within the district. Lots of conversations are happening, but situation is very delicate and we are working to maintain strong positive relationships with ACOE trustees as they can play a role in that process.

Hopefully more concrete information to share in the coming weeks.

IXL December Data

Still working on logistics, including "grey" data

Growth data varies by subgroup. AA students still lag, but overall growth range from 25-52 points (100 points = 1 school year)

Chronic Absenteeism

Decreases (improvements) over last year's data, but still with gaps for AA students.

Overall, 23% this year v. 30% last year. Since the nonrenewal decision, some students have left school but are still on rolls, so numbers will change. Improvements partly due to revamped independent study program.

A. Ng asks at what point during the school year chronic absenteeism gets recorded for the state dashboard? Not clear. S. Morrill says she believes end of the school year.

A. Ng asks about path forward: what are the biggest questions/issues? D. Bissonnette says figuring out what the reality of moving to OUSD actually is.

K. Fortuna asks what the hurdles are? Biggest is cost. Two teachers/classroom are expensive.

L. Butler asks if two teachers are negotiable? Daniel responded, that ideally, no. S. Morrill asks what the logistics are? Public/private partnership that allows UMCS to operate as a 501c that can fundraise for things like two teachers. Conversations happening around that, including options for the teacher training program, such as training OUSD teachers for free.

L. Butler asks if the negotiations are subject to influence from parent activities. Daniel shared absolutely. Parents want to help us, and its important to have them support positively.

S. Morrill asks what is the best venue for those conversations with families and board? Executive committee might work. Daniel has tried to attend as many parent meetings as possible but it is hard to give updates without a lot of information.

A. Ng asks what has been communicated to families about timeline? Parents have been discussed push for ACOE revote needs to addressed this month. Other options are supporting families as they look at applying for other schools etc.

A. Ng asks what is being done to support families. Meeting last week for collecting questions from families about transferring; will share questions with OUSD, will invite schools to visit

A. Ng asks about staff staying for the rest of the year? Staff has been vocal about staying through the end of the school year.

A. Ng asks in YM&C is supporting re timeline and next steps. Yes, YM&C, Charter Safe, EdTech have been supportive

A. Ng says there will be an item for future meetings about what the board responsibilities are.

No public comments on this item.

III. Academic Oversight Committee

A. Discussion Item - Committee Report

Tabled.

IV. Family Advisory Council

A. Discussion Item - Committee Report

There's a lot going on. FAC has mostly become #saveUMCS. Families and FAC leaders continue to have may questions, are looking to soon meet with Daniel. Daniel shared about ongoing efforts to build community, including free movie night, spontaneous acts of kindness during kindness week. Fundraising has largely been tabled.

A. Ng asks if the parent community knows best path to ask questions. Daniel says FAC, mostly Marcela, has been meeting consistently with him. Lana shared that she plans to also meet with Marcela to help share out information.

S. Morrill asks if the the FAC is still being updated? Only a few questions were submitted recently. FAC leadership has shrunk and hasn't really restructured since.

No public comments on this item.

V. Executive & Governance Committee

A. Committee Report

Tabled.

VI. Other Business

A. Approve Minutes from December 5, 2024 Regular Meeting

K. Fortuna made a motion to approve the minutes from Board Meeting on 12-05-24.

E. Sequoia seconded the motion.

No public comments on this item. Approved unanimously without objection.

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

B. Action Item - Vote on General Consent Report

E. Sequoia made a motion to approve the general consent report.

L. Butler seconded the motion.

No comments on this item. Approved unanimously without objection.

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

C. Collect New Business items for Future Meetings

A. Ng asks if the timing still feels right for an update on the paths forward and if winding down, what the board's role is in those.

VII. Closed Session

A. Closed Session Items

At 6:16p, 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)

Returned from closed session at 7:03p. No action were taken.

IX. 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 7:04 PM.

Respectfully Submitted,
K. Fortuna

Documents used during the meeting

None

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

Action Item - Vote on General Consent Report

Section: VI. Other Business
Item: B. Action Item - Vote on General Consent Report
Purpose: Vote
Submitted by:
Related Material: UMCS 2nd Interim MYP.pdf

**Urban Montessori
Multi-year Projection
As of Jan FY2025**

	Year 1 2024-25	Year 2 2025-26	Assumptions
SUMMARY			
Revenue			
LCFF Entitlement	3,632,351	-	
Federal Revenue	210,317	-	
Other State Revenues	1,143,380	-	
Local Revenues	280,000	-	
Fundraising and Grants	30,000	-	
Total Revenue	5,296,048	-	
Expenses			
Compensation and Benefits	4,147,168	91,697	
Books and Supplies	339,656	-	
Services and Other Operating Expenditures	1,374,045	212,100	
Depreciation	9,284	3,095	
Other Outflows & Amortization	-	-	
Total Expenses	5,870,153	306,892	
Net Income	(574,105)	(306,892)	
Fund Balance			
Beginning Balance (Unaudited)	1,684,906	1,115,999	
Audit Adjustment	5,198		
Beginning Balance (Audited)	1,690,104	1,115,999	
Net Income	(574,105)	(306,892)	
Ending Fund Balance	1,115,999	809,107	
Total Revenue Per ADA	17,465		
Total Expenses Per ADA	19,359		
Net Income Per ADA	(1,893)		
Fund Balance as a % of Expenses	19%		

Key Assumptions

Enrollment Breakdown

TK	41
K	60
1	46
2	41
3	39
4	26
5	43
6	18
7	17
8	14
Total Enrolled	345

ADA %

K-3	88.0%
4-6	87.0%
7-8	89.3%
Average ADA %	87.9%

ADA

K-3	200
4-6	76
7-8	28
Total ADA	303

REVENUE

LCFF Entitlement

8011	Charter Schools General Purpose Entitlement - State Aid	1,952,270	-
8012	Education Protection Account Entitlement	559,121	-
8096	Charter Schools in Lieu of Property Taxes	1,120,959	-
	SUBTOTAL - LCFF Entitlement	3,632,351	-

Federal Revenue

8181	Special Education - Entitlement	48,580	-
8220	Child Nutrition Programs	111,201	-
8291	Title I	34,372	-
8292	Title II	6,164	-

8294	Title IV	10,000	-
	SUBTOTAL - Federal Revenue	210,317	-
Other State Revenue			
8381	Special Education - Entitlement (State	285,420	-
8382	Special Education Reimbursement (State	24,171	-
8520	Child Nutrition - State	90,983	-
8550	Mandated Cost Reimbursements	6,384	-
8560	State Lottery Revenue	78,909	-
8590	All Other State Revenue	442,471	-
8591	Prop 28 Arts & Music in Schools	56,352	-
8593	Expanded Learning Opportunities Program	158,690	-
	SUBTOTAL - Other State Revenue	1,143,380	-
Local Revenue			
8676	After School Program Revenue	230,000	-
8702	Oakland Measure G1	50,000	-
	SUBTOTAL - Local Revenue	280,000	-
Fundraising and Grants			
8801	Family Fundraising	30,000	-
8802	Private Grants	-	-
	SUBTOTAL - Fundraising and Grants	30,000	-
TOTAL REVENUE		5,296,048	-
EXPENSES			
Compensation & Benefits			
Certificated Salaries			
1100	Lead Teacher Salaries	846,049	-
1148	Special Education Salaries	298,818	-
1150	Support Teacher Salaries	546,098	-
1170	Measure G1 Stipends	50,000	-
1300	Certificated Supervisor & Administrator Salaries	520,030	-
	SUBTOTAL - Certificated Salaries	2,260,996	-
Classified Salaries			
2102	Student Support Staff	363,144	-
2300	Classified Supervisor & Administrator Salaries	216,317	-
2400	Classified Clerical & Office Salaries	219,967	75,353
2905	Other Classified - After School	209,689	-

SUBTOTAL - Classified Salaries		1,009,117	75,353
Employee Benefits			
3100	STRS	314,424	-
3300	OASDI-Medicare-Alternative	148,099	5,764
3400	Health & Welfare Benefits	311,879	7,144
3500	Unemployment Insurance	16,139	270
3600	Workers Comp Insurance	39,297	906
3900	Other Employee Benefits	47,217	2,261
SUBTOTAL - Employee Benefits		877,056	16,344
Books & Supplies			
4100	Approved Textbooks & Core Curricula Materials	20,600	-
4200	Books & Other Reference Materials	3,196	-
4320	Educational Software	9,548	-
4325	Instructional Materials & Supplies	25,750	-
4326	Art & Music Supplies	7,210	-
4330	Office Supplies	6,896	-
4335	PE Supplies	2,200	-
4340	SpEd Materials & Supplies	2,753	-
4400	Training Center Expenses	5,000	-
4410	Classroom Furniture, Equipment & Supplies	17,510	-
4420	Computers: individual items less than \$5k	14,244	-
4430	Non Classroom Related Furniture, Equipment & Supplies	3,081	-
4700	Snacks	14,180	-
4710	Student Food Services	202,184	-
4720	Other Food	5,305	-
SUBTOTAL - Books and Supplies		339,656	-
Services & Other Operating Expenses			
5215	Travel - Mileage, Parking, Tolls	4,387	-
5305	Dues & Membership - Professional	31,049	-
5450	Insurance - Other	77,364	-
5515	Janitorial, Gardening Services & Supplies	106,090	-
5520	Security	10,300	-
5535	Utilities - All Utilities	79,679	5,000
5605	Equipment Leases	14,424	-
5610	Rent	148,323	10,000
5615	Repairs and Maintenance - Building	50,000	-
5803	Accounting Fees	26,880	30,000
5805	Administrative Fees	7,187	-
5809	Banking Fees	2,122	2,000
5812	Business Services	123,750	127,800

5815	Consultants - Instructional	27,855	-
5820	Consultants - Non Instructional - Custom 1	20,600	-
5824	District Oversight Fees	36,324	-
5827	Middle School Program expenses	2,035	-
5830	Field Trips Expenses	5,150	-
5833	Fines and Penalties	1,061	-
5836	Fingerprinting	1,795	-
5839	Fundraising Expenses	12,385	-
5845	Legal Fees	31,960	30,000
5851	Marketing and Student Recruiting	30,000	-
5857	Payroll Fees	29,799	600
5860	Printing and Reproduction	1,093	500
5861	Prior Yr Exp (not accrued	1,664	-
5863	Professional Development	73,511	-
5869	Special Education Contract Instructors	267,500	-
5872	Special Education Encroachment	13,924	-
5875	Staff Recruiting	1,250	-
5878	Student Assessment	16,755	-
5880	Student Health Services	6,365	-
5881	Student Information System	33,599	-
5884	Substitutes	30,000	-
5887	Technology Services	13,792	5,000
5910	Communications - Internet / Website Fees	18,090	600
5915	Postage and Delivery	3,602	100
5920	Communications - Telephone & Fax	12,381	500
	SUBTOTAL - Services & Other Operating Exp.	1,374,045	212,100
Depreciation Expense			
6900	Depreciation	9,284	3,095
	SUBTOTAL - Depreciation Expense	9,284	3,095
Other Outflows & Amortization			
	SUBTOTAL - Other Outflows & Amortization	-	-
	TOTAL EXPENSES	5,870,153	306,892