



# Urban Montessori Charter School

## Board Meeting

Published on June 17, 2025 at 3:44 PM PDT

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### Date and Time

Friday June 20, 2025 at 4:15 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.

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

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## Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>4:15 PM</b>
<b>A.</b> Call the Meeting to Order		Amy Ng	
This meeting is being audio-recorded.			
<b>B.</b> Record Attendance		Greg Klein	
<b>C.</b> 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.			
<b>D.</b> 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		4:32 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 <b>may</b> include:				
<div>1. Recent and upcoming events</div> <div>2. Close out of the school year</div> <div>3. Updates on partnership with OUSD</div> <div>4. Other Nonprofit work</div>				
III.	Local Control and Accountability Plan		4:42 PM	
A.	Vote on Local Indicators and review LCAP updates	Vote	Daniel Bissonnette	5 m
This information is included in the next version of the California School Dashboard (to be published in Fall 2025 by the State of California).				
Local Indicator Response is <a href="#">here</a> :				
<a href="https://docs.google.com/document/d/1m003WIJ3fu296dVuNP6rhhSP3IJcextR/edit">https://docs.google.com/document/d/1m003WIJ3fu296dVuNP6rhhSP3IJcextR/edit</a>				

	Purpose	Presenter	Time
Current LCAP can be found <a href="#">here</a>			
<b>B.</b>	Budget for the nonprofit for 2025-2026	Vote	Daniel Bissonnette 5 m
<b>IV.</b>	<b>Family Advisory Council</b>		<b>4:52 PM</b>
<b>A.</b>	Discussion Item - Committee Report	Discuss	Evan Sequoia 5 m
<b>V.</b>	<b>Executive &amp; Governance Committee</b>		<b>4:57 PM</b>
<b>A.</b>	Committee Report, Board Roles, & Calendar	Vote	Amy Ng 5 m
As needed, the Board may also take action to change its officers, as well as committee membership, alternates, and leadership. Current and archival information is <a href="#">here</a> . Please review the Executive and Governance Committee's minutes for more information. <a href="#">Governance Committee Overview</a> .			
Discuss and vote on sixth two-year term (current max per bylaws) for Greg Klein.			
Discuss <a href="#">2025-2026 board officer roles</a> and <a href="#">the 2025-2026 board calendar</a> .			
<b>VI.</b>	<b>Other Business</b>		<b>5:02 PM</b>
<b>A.</b>	Approve Minutes from May 22, 2025 Regular Meeting	Approve Minutes	Greg Klein 1 m
<b>B.</b>	Approve prior committee minutes	Approve Minutes	Greg Klein 1 m
Approve minutes for Executive & Governance Committee Meeting on May 13, 2025			
<b>C.</b>	Approve prior committee minutes	Approve Minutes	Greg Klein 1 m
Approve minutes for Finance Committee Meeting on April 14, 2025			
<b>D.</b>	Approve prior committee minutes	Approve Minutes	Greg Klein 1 m
Approve minutes for Academic Oversight Committee Meeting on March 14, 2025			
<b>E.</b>	Action Item - Vote on General Consent Report	Vote	Amy Ng 3 m

	Purpose	Presenter	Time
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## General Consent Report for June 26, 2025

1. Acceptance of Monthly Finance Committee Report Documents: Year-to-date forecast, presentation from Edtec, cashflow, balance sheet
2. [2025-2026 board officer roles](#)
3. [2025-2026 board calendar](#)

[items may be linked or attached directly here in the agenda, or on BoardOnTrack under this date's Meeting and then "Documents."]

<b>F.</b>	Collect New Business items for Future Meetings	Discuss	Amy Ng	1 m
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## **VII. Closed Session** **5:10 PM**

<b>A.</b>	Closed Session Items	Discuss	Amy Ng	15 m
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1. 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.

## **VIII. Return to Open Session** **5:25 PM**

<b>A.</b>	Report out of any closed session action(s)	Vote	Amy Ng	1 m
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"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.

## **IX. Closing Items** **5:26 PM**

<b>A.</b>	Adjourn Meeting	FYI	Amy Ng	
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# Coversheet

## Approve Minutes from May 22, 2025 Regular Meeting

<b>Section:</b>	VI. Other Business
<b>Item:</b>	A. Approve Minutes from May 22, 2025 Regular Meeting
<b>Purpose:</b>	Approve Minutes
<b>Submitted by:</b>	
<b>Related Material:</b>	Minutes for Board Meeting on May 22, 2025

APPROVED



## Urban Montessori Charter School

### Minutes

#### Board Meeting

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##### Date and Time

Thursday May 22, 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.

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

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#### **Directors Present**

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

#### **Directors Absent**

*None*

#### **Directors who arrived after the meeting opened**

S. Morrill

#### **Guests Present**

D. Bissonnette

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### **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 May 22, 2025 at 5:46 PM.

#### **B. Record Attendance**

#### **C.**

## **Review of Action/Discussion Items**

No changes needed.

### **D. Board and Community Appreciations**

K. Fortuna appreciated the FAC and admin for the Fun-a-thon. Echoed by L. Butler and D. Bissonnette.

### **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**

Fun-a-Thon update

SBAC on going

Field Day on second to last day of school

Final stages of MOU with OUSD. Labor sending in requests and it should be on the May 28th OUSD board meeting. OUSD is working on setting up application process for current UMCS students.

K. Fortuna asked if registration will be available to non-current UMCS students - yes, including students with no Montessori.

A. Ng asked about staffing situation? Daniel doesn't know which staff will go - the longer negotiations go on, the harder it will be to ensure staff is still available. Right now there seems to be the right number of staff for the number of students.

A. Ng asked if packing and moving is on track. Hard to tell. OUSD staff is supposed to come to assess needs. Some of UMCS furniture/equipment can go to a OUSD warehouse. Tobie is inventoring Montessori materials and Rosi is inventoring non-Montessori materials. Feels like we're on track.

L. Butler asked if any Brookfield families were able to make it to Fun-A-Thon? D. Bissonnette didn't think so.

No public comments on this item.

## **III. Family Advisory Council**

**A. Discussion Item - Committee Report**

Fun-a-Thon was huge and fun and a great celebration.

Also had teacher appreciation on May 7th and luncheon on May 14th.

There isn't really anything coming up. FAC might help with field day.

No public comments on this item.

**IV. Executive & Governance Committee**

**A. Discussion Item - Committee Report**

When we met, spent time talking about Brookfield update as well as HOS end of year goals. Landed on three goals: 1) MOU finalization; 2) around ensuring families feel like they are getting transition support, such as surveying to make sure they knew where they are going and reaching out if they don't; and 3) ensuring that there is a set of activities where the community feel include, now and going forward.

HOS annual review process: we will shift the timeline to accommodate the MOU deadline. Will happen in July.

Draft calendar proposes meeting 4 times a year, starting in July. Officer roles can be evaluated in June or July, and board members can chose not to finish their terms given the changes happening. In June we can review calendar and revisit the bylaws. Board members can either reach out to A. Ng before hand or bring to full board next month.

No public comments on this item.

**V. Other Business**

**A. Approve Minutes from April 24, 2025 Regular Meeting**

L. Butler made a motion to approve the minutes from Board Meeting on 04-24-25.

K. Fortuna seconded the motion.

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

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

S. Morrill arrived at 6:09 PM.

**C. Collect New Business items for Future Meetings**

Calendar of nonprofit board meetings  
nonprofit Bylaws updating  
Officers of the board for next fiscal year

**VI. Closed Session**

**A. Closed Session Items**

At 6:12p, 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.

**VII. Return to Open Session**

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

Returned to open session at 6:47p; no action was 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 6:47 PM.

Respectfully Submitted,  
K. Fortuna

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**Documents used during the meeting**

- UMCS Record Retention Policy.pdf
- UMCS April Finance Committee Meeting 05.15.25.pdf

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# Coversheet

## Approve prior committee minutes

**Section:** VI. Other Business  
**Item:** B. Approve prior committee minutes  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:**  
Minutes for Executive & Governance Committee Meeting on May 13, 2025

APPROVED



## Urban Montessori Charter School

### Minutes

#### Executive & Governance Committee Meeting

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##### Date and Time

Tuesday May 13, 2025 at 3:15 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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Members: Amy Ng (Chair), Greg Klein; Committee Alternate: Sarah Morrill

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#### **Committee Members Present**

A. Ng, G. Klein

#### **Committee Members Absent**

*None*

#### **Guests Present**

D. Bissonnette

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### **I. Opening Items**

#### **A. Call the Meeting to Order**

A. Ng called a meeting of the Executive and Governance Committee of Urban Montessori Charter School to order on Tuesday May 13, 2025 at 3:22 PM.

#### **B. Record Attendance**

#### **C. Review of Action/Discussion Items**

No changes needed.

#### **D. Presentations from the Floor**

No public comments on items not on the agenda.

#### **E.**



### **Approve Minutes from prior Executive & Governance Committee Meeting**

A. Ng made a motion to approve the minutes from Executive & Governance Committee Meeting on 03-13-25.

G. Klein seconded the motion.

There were no public comments. Approved without objection.

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

## **II. Executive and Governance**

### **A. Paths Forward from non-renewal**

Daniel shared about the work next year of updating the elementary training documents; and pursuing a second accreditation for Primary, which is a large project. The committee asked for the work to be framed as goals. Daniel will bring a draft budget in June for the upcoming fiscal year for the nonprofit.

No public comments on this item.

### **B. Head of School Evaluation Process**

Amy shared how she and Daniel connected about goals, including completing an mou, about families having a transition plan, about the school community retaining connection. The committee discussed the timeline for finalizing the evaluation later this spring.

No public comment on this item.

## **III. Updates on School Policies and Required Documents**

### **A. Review of Board Policies**

Daniel shared and recommended for approval by the Board the retention policy. Greg shared about meeting four times next fiscal year and retaining board members and officers as much as possible for next year. Amy plans to discuss with the full board at the upcoming board meeting.

No public comment on this item.

## **IV. Closed Session**

### **A. Closed Session Items**

At 4:35p, Amy shared that the committee would go into closed session on Public Employee Performance Evaluation - Head of School. There were no public comments on this item.

### **B. Report out of Closed Session**

At 5:05p, the committee returned to open session. 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 5:06 PM.

Respectfully Submitted,  
G. Klein

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## Documents used during the meeting

*None*

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## Approve prior committee minutes

<b>Section:</b>	VI. Other Business
<b>Item:</b>	C. Approve prior committee minutes
<b>Purpose:</b>	Approve Minutes
<b>Submitted by:</b>	
<b>Related Material:</b>	Minutes for Finance Committee Meeting on April 14, 2025

APPROVED



## Urban Montessori Charter School

### Minutes

#### Finance Committee Meeting

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##### Date and Time

Monday April 14, 2025 at 3:30 PM

##### Location

4551 Steele Street, Oakland, CA 94619. Ring the front bell or call/text 510-898-8396 for entry. Signage on campus will direct you to the correct room, generally the Head of School's Office.

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If you have any trouble getting on the Zoom, please text 510-898-8396 for support.

Members: Evan Sequoia (Chair), Ann Rhodes; Committee Alternates: Greg Klein

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#### **Committee Members Present**

E. Sequoia, L. Butler

#### **Committee Members Absent**

*None*

#### **Guests Present**

A. Wong, D. Bissonnette

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### **I. Opening Items**

#### **A. Call the Meeting to Order**

E. Sequoia called a meeting of the Finance Committee of Urban Montessori Charter School to order on Monday Apr 14, 2025 at 3:30 PM.

#### **B. Record Attendance**

#### **C. Vote on Minutes from prior Finance Committee Meeting**

E. Sequoia made a motion to approve the minutes from 3/17/25 Finance Committee Meeting on 03-17-25.

L. Butler seconded the motion.

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

**D. Review of Action/Discussion Items**

**E. There were no reviews of action or discussion items**

**F. Presentations from the Floor**

**G. There were no presentations from the floor**

**II. 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 4:15 PM.

Respectfully Submitted,  
E. Sequoia

**B. Meeting adjourned successfully**

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# Coversheet

## Approve prior committee minutes

<b>Section:</b>	VI. Other Business
<b>Item:</b>	D. Approve prior committee minutes
<b>Purpose:</b>	Approve Minutes
<b>Submitted by:</b>	
<b>Related Material:</b>	Minutes for Academic Oversight Committee Meeting on March 14, 2025

APPROVED



## Urban Montessori Charter School

### Minutes

#### Academic Oversight Committee Meeting

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##### Date and Time

Friday March 14, 2025 at 2:15 PM

##### 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 [karaf@urbanmontessori.org](mailto:karaf@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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Meeting ID: 825 9285 5160

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



Additional teleconference location: 494 Juana Ave San Leandro, CA 94577

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The public can find documents related to this agenda either linked directly on the agenda or under "Documents" after selecting the meeting in BoardOnTrack prior to viewing the agenda. Downloading the "packet" may not include all of the "Documents" that are still otherwise available to the public.

Members: Kara Fortuna (Chair), Greg Klein; Committee Alternate: Lana Butler

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#### **Committee Members Present**

G. Klein, K. Fortuna

#### **Committee Members Absent**

S. Morrill

#### **Guests Present**

T. Garcia

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### **I. Opening Items**

#### **A. Call the Meeting to Order**

G. Klein called a meeting of the Academic Oversight Committee of Urban Montessori Charter School to order on Friday Mar 14, 2025 at 2:16 PM.

#### **B. Record Attendance**

#### **C. Review of Action/Discussion Items**

No changes needed.

#### **D. Presentations from the Floor**

No public comments on items not on the agenda.

#### **E.**

### **Vote on Minutes from Prior Meeting**

K. Fortuna made a motion to approve the minutes from Academic Oversight Committee Meeting on 11-22-24.

G. Klein seconded the motion.

No public comments. Approved without objection.

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

## **II. Academic Oversight**

### **A. Instructional Updates**

Started IXL tutoring/after school support for about 15 students so far, 4 days a week. 3-4th graders are two days a week, and 5-8th are two days a week. March IXL window opened this week through next week. Tobie shared Student Success Plans and how those are progress monitored.

Tobie then shared Winter NWEA Map data. The presentation is in the "Documents" of this meeting. The committee discussed the next steps on how to share with families and what further inquiry staff can go do to ask students on what worked for them to earn their growth.

No public comments on this item.

## **III. Closing Items**

### **A. Topics for next meeting**

None.

### **B. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 2:59 PM.

Respectfully Submitted,

G. Klein

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### **Documents used during the meeting**

*None*

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**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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