



## Urban Montessori Charter School

### Executive & Governance Committee Meeting

Published on February 7, 2025 at 3:45 PM PST

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#### Date and Time

Tuesday February 11, 2025 at 3:15 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 [amyn@urbanmontessori.org](mailto:amyn@urbanmontessori.org) to be shared during the meeting. Please make that intention clear in your email. Please make that intention clear in your email.

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Members: Amy Ng (Chair), Greg Klein; Committee Alternate: Sarah Morrill

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
<b>I. Opening Items</b>			<b>3:15 PM</b>
<b>A.</b> Call the Meeting to Order		Amy Ng	
<b>B.</b> Record Attendance		Greg Klein	1 m
<b>C.</b> Review of Action/Discussion Items	Discuss	Amy Ng	1 m
With input from the committee, the committee chair may decide, based upon a number of factors, to reorder the action/discussion items to best suit the needs of the meeting. No additional action/discussion items will be added at this time.			
<b>D.</b> Presentations from the Floor		Amy Ng	5 m
PRESENTATIONS ON NON-AGENDA ITEMS – Any person wishing to speak to any item not on the agenda will be granted three minutes to make a presentation. Speakers required translation will be granted double time. Comments should refer to matters within the jurisdiction of this committee.			
<b>E.</b> Approve Minutes from prior Executive & Governance Committee Meeting	Approve Minutes	Amy Ng	1 m

	Purpose	Presenter	Time
Approve minutes for Executive & Governance Committee Meeting on October 8, 2024			
<b>II. Executive and Governance</b>			<b>3:23 PM</b>
<b>A.</b> Paths Forward from non-renewal update on the paths forward and what the board's role is in those	Discuss	Amy Ng	25 m
<b>B.</b> Head of School Evaluation Process Discuss timeline of process for HoS evaluation for 2024-2025	Discuss	Amy Ng	5 m
<b>III. Updates on School Policies and Required Documents</b>			<b>3:53 PM</b>
<b>A.</b> Review of Board Policies The committee may monitor, review, or suggest updates to school policies.  1.	Discuss	Daniel Bissonnette	10 m
<b>IV. Closed Session</b>			<b>4:03 PM</b>
<b>A.</b> Closed Session Items 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.	Discuss	Amy Ng	10 m
<b>B.</b> Report out of Closed Session  "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.	Vote	Amy Ng	1 m
<b>V. Closing Items</b>			<b>4:14 PM</b>
<b>A.</b> Adjourn Meeting	Discuss	Amy Ng	

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**REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY** The Governing Board's presiding officer reserves the right to impose reasonable time limits on public testimony to ensure that the agenda is completed.

**SPECIAL PRESENTATIONS MAY BE MADE** Notice is hereby given that, consistent with the requirements of the Bagley-Keene Open Meeting Act, special presentations not mentioned in the agenda may be made at this meeting. However, any such presentation will be for information only.

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# Coversheet

## Approve Minutes from prior Executive & Governance Committee Meeting

**Section:** I. Opening Items  
**Item:** E. Approve Minutes from prior Executive & Governance Committee Meeting  
**Meeting:**  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:**  
Minutes for Executive & Governance Committee Meeting on October 8, 2024

APPROVED



## Urban Montessori Charter School

### Minutes

#### Executive & Governance Committee Meeting

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##### **Date and Time**

Tuesday October 8, 2024 at 3:15 PM

##### **Location**

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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 Oct 8, 2024 at 3:16 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.**

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

A. Ng made a motion to approve the minutes from Executive & Governance Committee Meeting on 09-10-24.

G. Klein seconded the motion.

No questions or public comments on this item. Adopted without objection.

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

## **II. Executive and Governance**

### **A. Effective School Boards Framework Implementation**

The committee discussed updates to two-day training opportunities, draft interim goals, and what information to bring to the upcoming board meeting.

No public comments on this item.

### **B. Board Membership, Recruitment, and Training**

Greg is meeting with incoming board member Lana later this week to answer questions.

No other discussion or public comments on this item.

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

With Daniel, the committee discussed how it will gather feedback to provide Daniel on his performance. Daniel will bring ideas to the Board's meeting on the questions he'd like asked, to whom, and when.

No other discussion or public comments on this item.

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

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

Tabled.

### **B. Review Charter Support**

Daniel shared that ACOE acknowledged that the charter submission received, that Tuesday November 12th is the initial public hearing, with a site visit on November 19th, and the summary of findings will be published on Monday November 25th, and the determination hearing will be Tuesday December 10th. Amy asked and Daniel shared that findings can be addressed before and during the decision hearing.

No other questions or public comments on this item.

## **IV. Closed Session**



**A. Closed Session Items**

Tabled.

**B. Report out of Closed Session**

The committee did not go into closed session.

**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 4:40 PM.

Respectfully Submitted,  
G. Klein

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**Documents used during the meeting**

*None*

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