APPROVED

Urban Montessori Charter School

Minutes

May Board Meeting

Date and Time
Thursday May 21, 2020 at 6:15 PM

Location
Virtual Only

PER GOVERNOR NEWSOM'S SHELTER IN PLACE EXECUTIVE ORDER DATED MARCH 19, 2020 (WHICH IS HERE IN ITS ENTIRETY) AND BY ORDER OF THE HEALTH OFFICER OF THE COUNTY OF ALAMEDA DATED MARCH 16, 2020 (WHICH IS HERE IN ITS ENTIRETY): THIS WILL BE A VIRTUAL-ONLY MEETING

Join Zoom Meeting: https://us02web.zoom.us/j/5102904005

Meeting ID: 510 290 4005

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Members: Loren Bentley Tammero, Koren Clark, Olivia Couch, Jan Faraguna, Christina Greenberg, Greg Klein, Davis Leung, Nancy McAfee Flemming, Fred Mooradally, Hae-Sin Thomas, Stacey Wang

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 via http://www.urbanmontessori.org/board_of_directors.

Directors Present
C. Greenberg (remote), D. Leung (remote), G. Klein (remote), H. Thomas (remote), J. Faraguna (remote), L. Bentley Tammero (remote), N. McAfee Flemming (remote), O. Couch (remote)

Directors Absent
F. Mooradally, K. Clark, S. Wang

Directors who arrived after the meeting opened
D. Leung

Directors who left before the meeting adjourned
D. Leung, H. Thomas, N. McAfee Flemming

Guests Present
D. Bissonnette (remote), K. Feeney (remote)

I. Opening Items

A. Call the Meeting to Order

D. Leung called a meeting of the board of directors of Urban Montessori Charter School to order on Thursday May 21, 2020 at 6:16 PM.

B. Record Attendance

C. Review of Action/Discussion Items

No changes.

D. Board and Community Appreciations

Greg appreciated Bryce and Alejandra from the Edtec team.

Krishna appreciated the Operations team.
Daniel appreciated all the staff and family members who have been part of hiring panels.
Davis appreciated Greg.
Hae-Sin appreciated Nancy's husband Curtis for running for Oakland School board!

E. Board Member Comment

None.

F. Presentations from the Floor

No public comment.

II. Head of School Report

A. Head of School Report

Head of School Report link is
here: https://docs.google.com/presentation/d/1R4Ujlefdr00T3zrvrrwLdNcAT28xrhntZd63SqVYOXM/edit#slide=id.g74ba94

Upcoming Events including Memorial Day and 8th grade graduation and "Moving Up" days.

Recently completed Annual site visit with ACOE -- virtually. Presentation to them linked to in HoS
report. https://docs.google.com/presentation/d/1O2fJoGds_QSt_adLUJF2uPErY5HMLx2-iscNWBcj9d8/edit?usp=sharing

Daniel shared how classes are hitting their strides around distance learning, and how there are conversations with teachers about how to do further improvements for next year if distance learning, or some form of it, has to continue. Also talking about how to create better systems across classrooms to aggregate data around contacting families and work outputs, etc.

Krishna shared about how staff is starting pack up classrooms, using new protocols and safety guidelines. Answering questions from staff at yesterday's all staff meeting.

Krishna shared changes on LCAP deadlines. Draft updates and reflections on current year is completed (and in Board folder). Working on Covid Operations document. Will bring updated version for approval in June.

Krishna shared updates on student enrollment for next year. Continuing to make offers to keep enrollment full. Definitely seeing uncertainty from families due to COVID-19 and SIP uncertainties.

Daniel shared staffing updates and appreciated departing Teachers Evan, D'Arcy, Mike, Liz, Kelley, and Ms. Jenny C.

Hae-Sin asked about hiring with COVID-19 uncertainties. Krishna responded that there will be creative deployment of staff if indeed we have to stay distance learning.

Olivia asked about the 10% cuts. Hae-Sin responded about the May Revise.

Jan asked about the ELD and SpEd FTE, and Krishna explained that decisions are still in the air on how to maintain the supports for students and balancing the budget.

Nancy left the meeting at 6:42pm.

Olivia asked about sharing FTE with other schools. Hae-Sin commented about supporting highest needs students. Krishna agreed.

Krishna shared about negotiating the facilities use agreement. Hae-Sin asked why we don't yet know, and Krishna said OUSD hasn't offered the 100% final FUA for a final site. Hae-Sin shared that the ambiguity is not acceptable, and it's time for a clear response from OUSD staff. If move to Tilden, Krishna has been in conversation with PCSD regarding Prop 51 if we end up getting a long term lease. Unlikely at Santa Fe.

Hae-Sin asked about renewal criteria and if ACOE mentioned anything about that. Krishna responded, No. Greg shared how it mirrored a lot of questions from the CDE COVID-19 report.

Loren shared about differences coming out of classrooms during distance learning. Commented that it's important to leverage opportunities to even out the experience across Levels. Daniel responded that Levels collaborated for some continuity, but by design, even within a single classroom, individual students are getting different supports -- even the number of daily/weekly contacts.

Hae-Sin asked about data being presented around distance learning. Krishna responded that they have data and will share more.

Parent Jeremy asked about what online resources would continue over the summer. Daniel responded that the Google Classrooms will remain available. ST Math -- if your student was already using it prior to closure, then yes will remain. Not sure if ST Math will remain free for all the other students who recently started during SIP. Christina shared about ST Math in support of EL students. Greg shared about the need for the school to share free resources for the summer.

Jan asked about devices over the summer. Krishna not yet responded, but likely for returning students.

Parent Anna asked about parents picking up materials from classrooms. Krishna responded yes, working on a schedule.

Loren asked about how parent engagement will work with the COVID-19 report. Krishna would like input from FAC, take input online, and have it come up with Committees and also June Board Meeting.

Olivia asked about the need for surveying, and could help with data collection. Krishna responded about surveys went out, along with Panorama survey coming soon as well. Hae-Sin responded that the COVID-19 report is a compliance report, and that we need to survey and engage parents about restart and August.

Jan commented about surveying new to the school families, and help people feel welcome and excited, and committed. Krishna responded that FAC would be very welcome to host welcome events. New families are being invited to virtual school events.

Olivia gave an extra celebration for her Teacher, Teacher Mike! Krishna hopes to bring him back one day!

Daniel shared that Board will be invited to celebrate departing staff.

Loren requested communication updates on facilities to the FAC by the end of the next week regarding facilities. Krishna responded that the individual Board members can reach out and support now. And then families later if needed.

No additional public comment.
N. McAfee Flemming left.

III. Finance Committee

A. Information Item - Committee Report, including year to date financial report

Greg shared the latest report on year to date financials, including the updated operating forecasted deficit of $9,000. Adjustments included SB740 revenue and updated custodial cost expectations.

Jan asked about custodial support. Ms. Krishna explained smaller monthly custodial overages adding up across the entire fiscal year.

Olivia asked about PPE funding and will send information about any public sources of such revenue.

Greg shared the latest Cash Flow forecast through the end of year, including the PPP Loan.

Olivia asked about utilities and sharing at Brann. Krishna responded about paying all of the Brann utilities, and have all cost data, and will ask for rent credit at Brann or first payment at future site.

No public comment.

B. Information Item - Budgeting and LCAP for 2020-2021, including facilities

Greg shared slide 6 in the presentation that showed our thinking prior to the Governor's May revise. Slide 7 shared some of the old assumptions that go with slide 6.

Latest thinking is after the Revise, which is a 10% cut from January proposal, or 7.7% cut year over year. State is doing cash deferrals at the end of this fiscal year, next fiscal year, and the following fiscal year.

State reduced STRS employer contribution rate.
State cut all new January proposed grants related to public education.
State revise calls for and asks for new Federal funding, but doesn't count on that funding.

Current budget still has a deficit that needs to be eliminated prior to adoption, factoring in the latest information from the May Revise.

School has made the healthcare change from "Platinum" to "Gold" plan, Krishna shared that staff was well consulted, and there is an option for employees to pay the difference if they choose to.

Field trip donation revenue and expenses now match.

Greg asked if any FTE have been adjusted yet in the draft budget. Krishna responded that staff have been notified about flat pay as opposed to COLA or pay cuts. Possibility still of position reductions, cuts -- but no such changes are in the draft budget. Looking first at any other possible alternatives.

Daniel applied for a new grant, and working on a second one. Krishna is in touch with a third funder -- all are opportunities above what is in the latest draft budget for private grants.

Greg shared that budget deficits compound over time in the multiyear budget, and need to be addressed now structurally. If the state changes their adopted budget mid fiscal year, then so might we.

Current draft budget maintains two teachers in every classroom.

Olivia asked about teacher feedback on working in partnerships in running distance learning. Krishna responded that teachers work loads are full and a lot. And she added that as like all years, teachers are asked about their classroom teams and making adjustments for the next year. In general, the work load for teachers is as high or higher than prior to SIP.

No other questions or public comment.

C. Action Item - discuss and vote on Paycheck Protection Program Loan Resolution

D. Leung made a motion to Approve the Paycheck Protection Program Loan Resolution.
H. Thomas seconded the motion.
Greg explained and shared the resolution.

No other questions or public comment.
The board **VOTED** unanimously to approve the motion.

Roll Call	
G. Klein	Aye
H. Thomas	Aye
C. Greenberg	Aye
O. Couch	Aye
N. McAfee Flemming	Absent
F. Mooradally	Absent
J. Faraguna	Aye
D. Leung	Aye
L. Bentley Tammero	Aye
K. Clark	Absent
S. Wang	Absent

D. Action Item - discuss and vote on Facilities Use Agreement for 2020-2021

Greg shared the latest draft FUA. Still not finalized. The Board discussed timing of final approval and may need to call a Special Meeting. Hae-Sin asked about our legal counsel and Krishna clarified about updated counsel to avoid prior counsel's conflict of interest. Loren asked move reimbursement clause, and Krishna thought it was unlikely, but still working on that. Loren asked about utilities at a possible shared campus, and Krishna responded that if that's the case, the costs will be shared. Hae-Sin recommended that we schedule a special meeting once we get a finalized Facilities Use Agreement. Olivia clarified on how to find the file. Loren agreed on recommendation to call a special meeting to take action. Greg clarified about clauses referring to either campus address, and Krishna clarified that it's one agreement that works regardless of final site. For now, action on this item was tabled.

No public comment.

IV. Academic Oversight Committee

A. Committee report

Jan shared that the committee wasn't able to meet in May. Jan shared ideas with Daniel and Krishna regarding surveying students and families and planning around next year. Krishna shared her thanks!

Loren asked about how we're assessing what students are actually learning. Jan shared about the importance baseline assessment early in the new year to inform additional supports, intervention, and instruction. Even including remote administration of assessments if need be.

Greg shared the importance of creating a Distance Assessing regime is important. Loren reinforced how critical it will be. Krishna responded that the School Leadership Team is talking about it and thinking about validity issues to make it really work.

Hae-Sin commented that there is no testing this year and virtually guaranteed that testing won't happen next year. So how to we get our own data to see that it bolsters our renewal cause. Hae-Sin shared about thinking about using the building for diagnostic assessing. Need internal data to share narrative around all the work teachers are doing to support students.

Olivia commented about the need for assessments for social and emotional needs. Daniel shared about the possibility of assessment in executive functioning, an assessment much of the staff is trained in.

Greg shared about additional Distance Learning surveying options, and Krishna responded that families, students, and staff will all be able to take it.

Loren asked about end of year parent/teacher conferences. Krishna responded that there will be narrative progress reporting, and started conversation about potential pre-conferences with families when school restarts.

Hae-Sin mentioned some of the asynchronous learning nationally is showing up with less engagement, and more data around higher engagement with synchronous learning.

Parent Josh asked about additional parental support for distance learning, in particular if Distance Learning is to continue on into next year. Krishna agreed and would love to plan for parent support opportunities.

Dana Wellhausen agreed with this sentiment in the Zoom chat.

Parent Jeremy agreed that it's important for synchronous learning, seeing other kids, getting lessons from students. The ST Math data is helpful. Weekly spelling is helpful. His student likes to work virtually sometimes with other students and the teacher.

V. Family Advisory Council

A. Committee Report

Loren shared that the FAC met earlier today. They discussed their support for parent engagement around LCAP and COVID-19 report.

Working to brainstorm and map out how the FAC can facilitate communication around Fall 2020. There's what the state decides, what school administration thinks is possible, and then what individual families think what is safe and possible.

Olivia added that guidance from school on summer resources and schedule could be good, and even coaching for families who want it.

Greg shared guidance from the state and county on reopening.

Olivia asked if Konstella will continue over summer and Krishna said they will until classes change in early August into the new classes.

Loren asked if we can have a place on the website with relevant documents linked? Krishna said we could add to the school website, and start with the school leadership team, and then invite broadly families to join a task force. This work is coming soon on the SLT agenda.

Loren shared that the FAC can help people respond to invitation and surveys.

Jan commented that she liked FAC being a part of decision-making around reopening and on facilitating communication.
D. Leung left.
D. Leung arrived.

VI. Executive & Governance Committee

A. Committee Updates, including candidates for board service, Form 700, and training

Committee discussed Board on Track. This was the first time that we used BOT. We are using both the "old system" with Google Drive, while simultaneously using BOT right now.

All Board members, please set up your account. Also, please do your self assessment.

Krishna has completed the self reflection. The next step is to share that with Board members via the BoardOnTrack system. Reminder that terms are coming to and end for 3 members as of June 30, 2020.

B. Discuss and vote on committee members and committee chairs as needed.

We will vote in June for the next fiscal year to determine roles for the next year. We can also do so now.

Hae-sin has said that it has been a tough year for her and it has been a tough year for academic committee. Do we need to set a standard for attendance. HST doesn't believe that Academic committee is currently run well, and it is hard for her to commit time to something that isn't run well.

Board members please think about their service and what service they think they can accomplish and if there are any other members that should serve on committees or the board.

VII. Other Business

A. Oakland and California Updates

A document has been added to the folder talking about lower to the age to vote for school board.

Hae-Sin commented that there are 4 open seats that are up for re-election this year. It is so important to have a strong board. We need stronger board members, and we need as a community to engage on this matter. We as citizens of Oakland should be aware of where this money is going. How does this money get dispersed and where is it going?
H. Thomas left.

B. Approve Minutes

G. Klein made a motion to approve the minutes from April 23, 2020.
D. Leung seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

G. Klein	Aye
H. Thomas	Absent
O. Couch	Aye
C. Greenberg	Aye
S. Wang	Absent
K. Clark	Absent

Roll Call

D. Leung	Aye
F. Mooradally	Absent
L. Bentley Tammero	Aye
J. Faraguna	Aye
N. McAfee Flemming	Absent

C. General Consent Report

On approval of the school calendar. The last day has been moved one day later to accommodate professional develop and the number of days for teacher to work.
C. Greenberg made a motion to To approve the General Consent Report.
L. Bentley Tammero seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

D. Leung	Aye
K. Clark	Absent
J. Faraguna	Aye
G. Klein	Aye
O. Couch	Aye
F. Mooradally	Absent
C. Greenberg	Aye
N. McAfee Flemming	Absent
S. Wang	Absent
H. Thomas	Absent
L. Bentley Tammero	Aye

D. Collect New Business items for Future Meetings

VIII. Closing Items

A. Adjourn Meeting

List for June adoption is in the folder. Please review relevant items for your committee.
G. Klein made a motion to adjourn.
C. Greenberg seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

G. Klein	Aye
H. Thomas	Absent
S. Wang	Absent
O. Couch	Aye
N. McAfee Flemming	Absent
K. Clark	Absent
C. Greenberg	Aye
F. Mooradally	Absent

Roll Call

J. Faraguna	Aye
L. Bentley Tammero	Aye
D. Leung	Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:19 PM.

Respectfully Submitted,
G. Klein

Documents used during the meeting

- UMCS-April Financials-20200515 (post-Revise).pdf
- UMCS-April Financials Slides.pdf
- UMCS-MYP-20200515 (post-Revise).pdf
- FullBudgetSummary.pdf
- PPP Resolution.pdf
- For adoption in June 2020.pdf
- DRAFT Calendar of Regular and Committee Meetings 2020-2021.pdf
- Minutes of UMCS Regular Meeting 04.23.2020.docx

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.

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