APPROVED

Urban Montessori Charter School

Minutes

Executive and Governance Committee Meeting

Date and Time
Monday June 8, 2020 at 1:15 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

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Committee Members: Christina Greenberg, Greg Klein, Davis Leung

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Committee Members Present
C. Greenberg (remote), D. Leung (remote), G. Klein (remote)

Committee Members Absent
None

Guests Present
K. Feeney (remote)

I. Opening Items

A. Call the Meeting to Order

C. Greenberg called a meeting of the Executive and Governance Committee of Urban Montessori Charter School to order on Monday Jun 8, 2020 at 1:19 PM.

B. Record Attendance

C. Approve Minutes

D. Leung made a motion to approve the minutes from Executive and Governance Committee Meeting on 05-11-20.
G. Klein seconded the motion.
The committee **VOTED** to approve the motion.

Roll Call

C. Greenberg	Aye
D. Leung	Aye

Roll Call

K. Feeney	Abstain
G. Klein	Aye

D. Review of Action/Discussion Items

No changes.

E. Presentations from the Floor

No presentations on non agenda items.

II. Executive and Governance

A. Discuss Board and Committee Membership and Terms 2020-2021

Davis proposed that Executive Committee stay the same for next year.
Davis proposed that Finance Committee stay the same for next year.
Davis proposed that Academic Committee move to three members with Hae-Sin as the Chair. Davis to seek Jan's renewal and membership, plus discuss a third member.

Davis reports that Koren is completing her term at the end of June. Thank you, Koren!
Christina reports that she would accept a nomination for a renewal term. Great news!
Davis needs to check-in more with Stacey about her return from Leave.

Greg recommends Davis continue as chair. Krishna recommended Greg remain as Secretary for now. Focus needs to be on reinvigorating Academic Committee.

No public comment on this item.

B. Discuss steps to complete remaining Epicenter deliverables needed by the County

Greg will review and elevate the items coming back to the Board to help Krishna identify her next steps. Krishna will check on the Enrollment deliverable. Then we will ask County about the June 1st deadline matching up with the LCAP deadline.

No public comment on this item.

C. BoardOnTrack

Greg shared the latest updates on current status of board member skills inventorying, and reminded that members need to complete their portions of the Head of School evaluation report.

No public comment on this item.

D. Discuss Strategic Planning support opportunity and contract

Krishna shared about a strategic planning partnership via a partner of Edtec. Medium and Longer term planning, and it costs $10,000. Called and spoke with FORWARD by Friday. 8 week program, and it sounded strong, but hard to invest dollars in a tight budget. Krishna shared that strategic planning is an area of growth, and Christina shared that it might open up new fundraising, or if it opens up new enrollment opportunities, the investment could financially pay off sooner rather than later. Possibility to join a future cohort. Christina shared that staff really has to prioritize the time to do it well. Greg shared that it's never a bad time to get a strategic plan in order, particularly in the context of renewal, COVID, and potential to manage payment for the program over multiple fiscal years.

No public comment on this item.

E. Discussion of recommendations for June 2020 approvals

Krishna shared the COVID-19 Operations Report, it is ready for June approval.

Greg shared the UMCS Board Bylaws and UMCS Board Book, they are ready for June re-approval for next year.

Discussion and review of UMCS Family Handbook 2020-2021 - Krishna shared that this may be ready in time for June approval, but given so many changes and unknowns due to COVID, they may need to wait until August for approval.

Discussion and review of UMCS Employee Handbook 2020-2021 - Krishna shared that this may be ready in time for June approval, but given so many changes and unknowns due to COVID, they may need to wait until August for approval.

Discussion and review of Calendar of Regular Board and Committee Meetings 2020-2021 - Greg shared the draft calendar of meetings. Davis suggested that Finance committee meet on Thursdays instead of Fridays.

Discussion and review Possible of Daily Schedules for 2020-2021 - Krishna shared that this may be ready in time for June approval, but given so many changes and unknowns due to COVID, they may need to wait until August for approval.

III. Closed Session

A. Public Employee Performance Evaluation - Head of School

Christina announced that the committee was going into Closed Session around the Public Employee Performance Evaluation - Head of School

B. Report out of Closed Session

No action taken.

IV. Closing Items

A. Adjourn Meeting

G. Klein made a motion to Adjourn.
D. Leung seconded the motion.
The committee **VOTED** to approve the motion.

Roll Call

G. Klein	Aye
C. Greenberg	Aye
K. Feeney	Abstain
D. Leung	Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 2:46 PM.

Respectfully Submitted,
G. Klein

Documents used during the meeting

- Board Officers and Committees.xlsx
- covid19report.docx
- DRAFT Calendar of Regular and Committee Meetings 2020-2021.docx
- UMCS Board Bylaws.docx
- UMCS Board Book.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.

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.

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