APPROVED

Urban Montessori Charter School

Minutes

Executive & Governance Committee Regular Meeting

Date and Time
Monday February 8, 2021 at 12:15 PM

Location
Join Zoom Meeting
https://us02web.zoom.us/j/5102904005?pwd=M1kxU2hXSzRSN1dCL3QwYVEzdkJ3Zz09
Meeting ID: 510 290 4005
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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 JUNE 5, 2020 (Revised June 18, 2020, July 15, 2020, and August 20, 2020) (WHICH IS HERE IN ITS ENTIRETY):
THIS WILL BE A VIRTUAL-ONLY MEETING

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Both Meeting ID and Passcode are both: 510 290 4005

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Important Notice: Due to increased demand, dial-in by phone audio conferencing capabilities may be unavailable. During this time, Zoom strongly recommends using computer audio capabilities (or via phone with the Zoom app) while on wifi.

If you have any trouble getting on the Zoom, please text 510-290-4005 for support.

Members: Christina Greenberg (Chair), Greg Klein, Davis Leung

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 on our BoardOnTrack public portal and is also accessible via the UMCS School Calendar.

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

Committee Members Absent
None

Committee Members who arrived after the meeting opened
C. Greenberg

Guests Present
K. Feeney (remote)

I. Opening Items

A. Call the Meeting to Order

G. Klein called a meeting of the Executive and Governance Committee of Urban Montessori Charter School to order on Monday Feb 8, 2021 at 12:29 PM.

B. Record Attendance

C. Approve Minutes from January 11, 2021 Executive & Governance Committee Meeting

D. Leung made a motion to approve the minutes from Executive & Governance Committee Regular Meeting on 01-11-21.
G. Klein seconded the motion.
no public comment.
The committee **VOTED** unanimously to approve the motion.

Roll Call	
D. Leung	Aye
G. Klein	Aye
C. Greenberg	Absent

D. Review of Action/Discussion Items

No changes needed.

E. Presentations from the Floor

There were no public comments on non-agendized items.

II. Executive and Governance

A. BoardOnTrack & Board Training and Development

C. Greenberg arrived at 12:32 PM.
Greg shared that 4 of 9 board members + Krishna have completed the 2020-2021 Board assessment, and we just sent reminders out. Greg will follow up with individuals a week before this month's Board meeting.

Greg shared the draft UMCS Succession Planning Guide & Template received from BoardOnTrack. Will socialize with Board this week on the Google Doc and will draft will go public at the upcoming Board meeting.

Christina asked Krishna about job description versus roles and responsibilities doc. Krishna responded that job description still works as is. And roles and responsibilities doc continues to help with internal communications with staff, clarifying the daily and weekly work.

No public comment.

B. Discuss Board Recruitment, including Board member renewal terms

Greg mentioned his latest updates on outreach to two different potential candidates.

Christina will draft template language to share with board and staff to support initial outreach to potential candidates. Krishna shared that it's helpful to have members who help the Board better represent the diversity of students; who already acknowledge their personal work to being more anti-racist; familiarity with public education; data analysis skills.

No public comment.

C. Discuss Anti-Racist Board Practices

Christina reported that some members had trouble accessing either the form or the rubric. Christina will re-share, and ask members to complete prior to the February meeting.

Greg shared the city-wide change.org petition currently up related to teacher diversity. Shared the draft report template in response to the petition. Will share at the committee report at the February meeting, and recommend coming back to the Board in March for a vote about the over all goal around representation.

No public comment.

D. Discuss DRAFT: School Plan for Student Achievement

Krishna and staff continue to edit and add to the latest draft document. More budget info still to complete between now and the Board meeting in a few weeks. Krishna's not expecting major shifts or changes from the latest draft.

No public comment.

E. Discuss Panorama Survey Results

Krishna shared latest Panorama SEL and Climate Culture reports for students, staff, and families. Much improved staff response rates. More work to do across all surveys to further increase response rates.

Krishna will connect with Panorama coaching around facilitator guides/questions that are helpful when further socializing the data with stakeholder groups, such as other Committees, the FAC, and school leadership team and staff.

Christina emphasized to circle back and communicate with stakeholders on how their engagement in the survey and follow-up was helpful to the school.

No public comment.

III. Closed Session

A. Public Employee Performance Evaluation - Head of School

Tabled. The Committee did not go into closed session on this topic.

B. Report out of Closed Session

IV. 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 1:42 PM.

Respectfully Submitted,
G. Klein

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 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.

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 Governing 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 Governance Section of our website: http://www.urbanmontessori.org/governance or directly via our BoardOnTrack public portal.