APPROVED

Urban Montessori Charter School

Minutes

RESCHEDULED Executive & Governance Committee Regular Meeting

(This meeting was originally scheduled for March 8th, 2021)

Date and Time
Friday March 12, 2021 at 9:00 AM

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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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 Friday Mar 12, 2021 at 9:02 AM.

B. Record Attendance

C. Approve Minutes from February 8, 2021 Executive & Governance Committee Meeting

D. Leung made a motion to approve the minutes from February 8th, 2021 Executive & Governance Committee Regular Meeting on 02-08-21.
G. Klein seconded the motion.
No discussion or 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.

Krishna joined at this time at 9:05am.

E. Presentations from the Floor

No public comment on non-agendized times.

II. Executive and Governance

A. Updates on In-Person Learning

Greg started and began with updates on Alameda tiering, vaccination access, new legislation, hearing from families wanting an in-person option, other public school systems starting their return to in-person, and acknowledging our own initial and successful return with small groups. Important to do the work now of creating our own in-person option for additional students.

Davis shared that it's important to manage communications and share information with families. Davis wondered if we're potentially creating "new" classrooms, or trying to keep current classroom communities together. Krishna replied that it depends on how many and which staff and families want the in-person return. Classroom changes are possible.

Krishna shared that COVID-19 protocols and safety supplies are in place. Unpacking classrooms is clear work ahead, and further training for staff and families. Need upcoming staff meetings to make more plans together in order to communicate those plans with families. And families will be asked to complete an updated interest survey very soon (possibly in today's Friday email.). Data is needed to then share with staff so everyone can see where the whole community is in terms of wanting different options. Greg shared briefly on the need to start purchasing outdoor furniture solutions, maybe try more than one, and acknowledged this may already be well underway.

Christina G. joined at this time. Parent Hannah shared on this topic. Followed up on her recent letter to the Board on this topic. Concerned that for her students and the need for an option to return. It is time and other schools have an in-person option. School is an important social and academic support, key for her students. It is a risk to the school to not create an in-person option. Deep appreciation for teachers and staff for distance learning so far!

Parent Rebecca shared a statement on this topic. The prior community email didn't speak to reopening, and February's Board agenda didn't specifically name reopening as its own isolated agenda item. Mentioned the reopening plan of phases and being behind. Asked for communication on concrete plans on an in-person option. Need to support students with special needs, and state law requires in-person instruction as much as possible. Deep appreciation for Krishna and all staff and teachers for holding this work.

Parent Rebecca shared on this topic. Youngest daughter is struggling, and social isolation is making a big impact. Thanks all staff for all the work they're doing, everyone is working hard, that's clear. Asked for clearer, and more concrete timeline on an in-person option. Open to working with different teachers, whatever helps gets to her an in-person option. Kids can learn how to do masking and distancing.

Greg and Krishna noted that reopening has been discussed regularly as part of the Head of School's report at board meetings, and all agreed that moving forward, we will pull this out as its own agenda item, as it was here for this morning's meeting.

No further comments.
C. Greenberg arrived at 9:25 AM.

B. Discuss Board Recruitment, including Board member renewal terms

Greg is cultivating one candidate, very strong. Working to convince them! Two folks have politely declined, can't commit right now.

Christina is networking with potential people but no strong interest at this moment.

Greg shared about our collective need to keep reaching out and sourcing candidates.

No public comment on this item.

C. Discuss Anti-Racist Board Practices

Christina shared that she has three self-assessments turned in so far. She will remind the rest of the Board to complete.

No further discussion or public comment on this item.

D. Discuss Upcoming LCAP 2021-2024

Greg shared on the work to date on setting up our LCAP, and the work underway to complete the first step, which is the Annual Update to reflect on 2018-2019 LCAP *and* this year's Learning Continuity and Attendance Plan (estimates). Krishna and her team have already populated nearly all the academic outcomes and financial estimates data, and then the next step is to draft responses to the reflection questions. After that reflection, draft/suggested goals can be created to then workshop with stakeholder groups at upcoming engagements.

Krishna asked the committee to think about the structure of goals and propose a mix of Broad, Maintenance, and Focus goals -- looking for concrete annual wins each year -- and to bring proposals to future meetings. Board and public can track the progress on the reflection questions in the Annual Update using the public LCAP Google Doc.

No public comment on this item.

E. Board Assessment

Greg shared the assessment showing us at Four out of Five overall with full participation. Lots of areas of success and alignment with Krishna. One area of work, already noted above, is recruitment, and then training and orientation. Greg suggested each board member using our email template to outreach to at least one candidate to invite to a conversation.

No public comment on this item.

F. Charter Renewal Updates and Timeline

Krishna shared that Admin met recently with County to begin the process and understand timelines for submission, particularly related to COVID. Good meeting to understand process. Will need to submit in the Fall. Each Committee will regularly agendize and discuss this topic from now on.

Krishna asked Greg to download templates and instructions, to get work populated and the work is planned for and timed out. Also working with Edtec related to the financial work, along with Finance Committee.

Greg mention that renewal is an opportunity to review, update, and consider lottery exemptions/preferences; to investigate/explore non-classroom based options related to distance-learning-only options in the future; and 1-6th grade classroom options in terms of operational flexibility related to enrollment (not additional, unplanned for enrollment).

No further discussion or public comment.

G. Discuss: Diverse Teachers Report

Greg shared latest draft report. The committee agreed that 10% is a reasonable way to measure "roughly represents". Greg will suggest updates on language for the rest of the report for Admin to review. We have done great work to already roughly represent Lead Teachers and students.

No further discussion or public comment.

H. Discuss: Short Term (or Emergency) Succession Plan

Greg shared from the latest coaching session with BoardOnTrack. They reviewed the plan. The short term plan will go to Board for approval. Long term planning centers on the Board supporting Krishna who in turn supports her staff and leaders to have the skills to be ready to promote within the organization if and when the time comes. This is the work all schools should do.

No public comment.

III. Closed Session

A. Public Employee Performance Evaluation - Head of School

The board went into closed session at 10:33am on Public Employee Performance Evaluation - Head of School

B. Report out of Closed Session

Return at 10:46. No action taken.

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 10:47 AM.

Respectfully Submitted,
G. Klein

Documents used during the meeting

- Alameda County School Guidance COVID 19 Reopening 3421.pdf
- Board Assessment Summary.pdf

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.

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