APPROVED

Urban Montessori Charter School

Minutes

Regular Board Meeting

Date and Time
Thursday June 24, 2021 at 6:15 PM

Location
Join Zoom Meeting
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PER GOVERNOR NEWSOM'S EXECUTIVE ORDER N-08-21 DATED JUNE 11, 2021 (WHICH IS HERE IN ITS ENTIRETY): THIS WILL BE A VIRTUAL-ONLY MEETING.

Members: Loren Bentley Tammero, Olivia Couch, Jan Faraguna, Christina Greenberg, Greg Klein, Davis Leung, 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 on our BoardOnTrack public portal and also through the UMCS School Calendar.

Directors Present
C. Greenberg (remote), G. Klein (remote), H. Thomas (remote), J. Faraguna (remote), L. Bentley Tammero (remote), S. Wang (remote)

Directors Absent
D. Leung, O. Couch

Guests Present
K. Feeney (remote)

I. Opening Items

A. Call the Meeting to Order

L. Bentley Tammero called a meeting of the board of directors of Urban Montessori Charter School to order on Thursday Jun 24, 2021 at 6:18 PM.

B. Record Attendance

C. Review of Action/Discussion Items

No changes needed.

D. Board and Community Appreciations

Greg appreciated summer program teachers and students. And also Krishna and her team for all their work prepping all of the documents for the Board's consideration at tonight's meeting.

E. Board Member Comment

No board member comment on items not on the agenda.

F.

Presentations from the Floor

No public comment on items not on the agenda.

II. Head of School Report

A. Head of School Report

Krishna shared her Head of School report, which is in the Documents section of this meeting.

Steele Street is getting re-paved. Good news but also many new logistics to be considered during the summer program!

Upcoming events include:

- Summer School Ends July 2nd
- New Family Picnic: July 17
- Staff Return: August 2
- School starts for students: August 16

Krishna reiterated that the school is planning for full in-person instruction in the Fall, and shared draft arrival/dismissal procedures.

Krishna shared that the state is considering a pause on most charter renewals, and an extension of two years on most charter terms.

Krishna shared updates on student enrollment and the Governor's proposal related to expanding transitional kindergarten.

Krishna shared about some new work to, over time, balance and lower class sizes. Will be multiple years of enrollment work and planning, and need to align with facility planning. Krishna invited others to participate if interested in helping think through those models.

Krishna shared about goals for the upcoming school year, including the four LCAP goals, and also additional proposed goals related to School-Home communications, student work portfolios, improved community and staff feedback cycles with decision-making, and strengthening anti-racist / anti-biased capacity across herself, staff, and community.

Krishna shared staffing updates related to teachers. Congratulations to Mr. Nate for stepping up into Amethyst! Mr. Nate and Mr. Bagaason are enrolled in additional summer Montessori training! Interviewing teacher candidates next week.

Loren asked how and when it would be decided to open or close classrooms in different levels? Krishna responded that staffing is a major limiting factor -- not easy to find trained teachers. Greg shared that the enrollment modeling work was about trying to answer that same question. Trying to get it ready to bring to the Board by August for further review.

Jan asked about the additional goals. Krishna shared that she wanted to be transparent about her own growth and development as the school's leader.

Hae-Sin stepped away at 6:30pm.

Loren asked about the school portfolios being physical or digital? Krishna responded about the need to engage with teachers to that figure out together.

No other questions or public comment on this item.

III. LCAP and Budget for 2021-2022

A. Report on Local Indicators

S. Wang made a motion to accept the Report on Local Indicators.
J. Faraguna seconded the motion.
Krishna shared that Local Indicators in the past were done in November prior to the CA Dashboard gets published. This year, the state wanted LEAs to review the Local Indicators as part of the LCAP reflection.

Greg shared about the process Krishna and her team did to reflect on the Local Indicators.

No public comment or questions.

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

Roll Call

C. Greenberg	Aye
H. Thomas	Absent
L. Bentley Tammero	Aye
J. Faraguna	Aye
D. Leung	Absent
G. Klein	Aye
O. Couch	Absent
S. Wang	Aye

B. Local Control and Accountability Plan 2021-2024, including Federal Addendum

C. Greenberg made a motion to approve the LCAP.

G. Klein seconded the motion.
Krishna shared the final version of the LCAP.

No questions or public comment on this item.
The board **VOTED** unanimously to approve the motion.

Roll Call	
G. Klein	Aye
L. Bentley Tammero	Aye
H. Thomas	Absent
D. Leung	Absent
J. Faraguna	Aye
C. Greenberg	Aye
O. Couch	Absent
S. Wang	Aye

C. Budget 2021-2022

S. Wang made a motion to approve the 2021-2022 budget.
C. Greenberg seconded the motion.
Krishna shared the final budget. Will likely seek to re-approve in August, as we are still pending final state budget information. Greg shared that finance committee reviewed and recommended it.

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

Roll Call	
J. Faraguna	Aye
C. Greenberg	Aye
O. Couch	Absent
G. Klein	Aye
S. Wang	Aye
D. Leung	Absent
H. Thomas	Absent
L. Bentley Tammero	Aye

IV. Finance Committee

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

Stacey shared the Finance Committee's report, which is in the Documents section of this meeting.

Operating income increased due to COVID-19 related one-time funding. Fund balance currently forecasted at 32% of expenses.

Cash on hand still not at our goal of three months' worth, but improved, and hovering around two months' worth.

Stacey further reviewed the assumptions in the budget that was approved, including a full implementation of the salary schedule. Stacey shared how various sources of one-time COVID-19 relief funding can be strategically recognized across multiple fiscal years.

Greg shared that much of next year's fundraising goal has already been secured.

Jan asked about the staffing footprint changes. Krishna shared about the Operations Manager's retirement, adding a full-time substitute.

No other questions or public comments.

V. Academic Oversight Committee

A. Discussion Item - Committee Report

Hae-Sin re-joined at 6:56pm.

The Academic Committee did not meet since May Regular Board meeting.

No questions or public comment on this item.

VI. Family Advisory Council

A. Committee Report

Loren shared the FAC report.

Community of Color Listening Session was led by Dr. Rogers-Ard, Tuesday, Jun 1, 4:00pm - 5:00pm, virtual meeting. Kara, FAC President, shared more details of the feedback.

- Attended by 7 community members
- Strengths identified:
    - Ability to pivot/adapt to challenges
    - Being open to change and/or learning;
    - Providing spaces like this listening session.
- Specific areas of needed growth identified are:
    - Clarity of communication from both our school administration and the FAC;
    - Need consistent translation services at meetings and events;

    - Making space in current committees and groups for diverse membership and leadership.

Jan asked about the goal of the session. Kara clarified that the messaging was about inviting families of color to share their experience of the school. Jan asked about translation needs, and Kara responded using school records when possible, surveying families, and that Spanish/English is the main languages needing translation back and forth.

Loren asked about learning from other schools in the area with multiple languages. Christina shared translation resources.

FAC Future Planning

- FAC-hosted Family picnic on campus July 17, 12pm - 2pm
- Elections and Recruitment
    - The two FAC Board seats will both be up for election this fall
    - Recruiting new FAC members
    - First meeting of 2021-2022 school year in late August
    - Elections planned for September

Greg asked if the next listening session was calendared. Kara said it was not.
Jan asked for further clarification. Kara explained that they want to the next action to be directly something asked from the attendees, which isn't necessarily another listening session as the immediate next action to take.

Hae-Sin encouraged us all to adopt procedures and systems that collect data, report progress, and make this work a part of our structure and processes, and work to ensure that this is not a one-off. Kara agreed.

Jan commented that each Board Committee could take up and embed this work into their structures.

Greg asked about the location for July 17th and Krishna responded that it will be on campus. Jan asked about doing a mailing -- something other than only emailing, to support with communications.

No other questions or public comments.

VII. Executive & Governance Committee

A.

Discussion Item: Committee Updates, including candidates for board service, Form 700, and training

Christina shared the Executive and Governance Committee's report, including wrapping up this year's Head of School evaluation.

Greg shared that the committee discussed recruiting new board members, conducted annual reviews many of the documents on tonight's General Consent Report, and discussed a proposal for organizing the Board officer roles and committees for the upcoming year.

No questions or public comments on this item.

B. Annual Board Officer Role Organization

G. Klein made a motion to to approve Board officers, committee chairs, and committee members for 2021-2022.
L. Bentley Tammero seconded the motion.
The board discussed a proposal for officers, committee chairs, and committee members, which is here:
https://docs.google.com/spreadsheets/d/12LGUmAROmj8evotJebmycaEtIofljOahz3LFBm5XQeQ/edit#gid=1322048

The motion includes the following for 2021-2022:
Chair: Davis
Vice-Chair: Jan
Treasurer/Finance Chair: Stacey, with members Davis and Greg
Secretary: Greg
Academic Chair: Hae-Sin, with members Jan and Loren
Executive/Governance Chair: Christina, with members Davis and Greg

Hae-Sin commented that Academic Committee may need to revisit its schedule.
The board **VOTED** unanimously to approve the motion.

Roll Call	
H. Thomas	Aye
S. Wang	Aye
D. Leung	Absent
C. Greenberg	Aye
G. Klein	Aye
J. Faraguna	Aye
O. Couch	Absent
L. Bentley Tammero	Aye

VIII. Other Business

A. Oakland and California Updates

Hae-Sin shared that a major update is still the Governor's Trailer Bill, particularly related to charter term extensions and renewals.

Hae-Sin shared that OUSD staff were to recently report recommendations related to the Blueprint process, but that will now happen in September. OUSD is proposing to use some one-time dollars to pay off the loan to the state. OUSD is facing ongoing structural deficits that may require cuts after one-time dollars are all invested.

No questions or public comments on this item.

B. Approve Minutes from May 27, 2021 Regular Meeting

J. Faraguna made a motion to approve the minutes from Regular Board Meeting on 05-27-21.
H. Thomas seconded the motion.
No questions or public comment.
The board **VOTED** unanimously to approve the motion.

Roll Call

D. Leung	Absent
H. Thomas	Aye
C. Greenberg	Aye
J. Faraguna	Aye
O. Couch	Absent
G. Klein	Aye
S. Wang	Aye
L. Bentley Tammero	Aye

C. California Commission on Teacher Credentialing

L. Bentley Tammero made a motion to approve the Declaration of Need for Fully Qualified Educators.
G. Klein seconded the motion.
Krishna shared about the Declaration of Need, and it being a new policy and process for charter-run schools. Traditional public school systems have used this process in the past and still do. Krishna shared that she is being conservative in estimating the number of need at five and this was reviewed at Finance Committee.

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

Roll Call

C. Greenberg	Aye
L. Bentley Tammero	Aye
O. Couch	Absent
G. Klein	Aye
J. Faraguna	Aye

Roll Call

H. Thomas	Aye
S. Wang	Aye
D. Leung	Absent

D. Action Item - Vote on General Consent Report

J. Faraguna made a motion to approve the General Consent Report.
L. Bentley Tammero seconded the motion.
Greg asked Krishna to clarify a date typo in the Annual Notices to Families.

No questions or public comment. No individual items pulled by Board members.
The board **VOTED** unanimously to approve the motion.

Roll Call

G. Klein	Aye
H. Thomas	Aye
O. Couch	Absent
S. Wang	Aye
J. Faraguna	Aye
L. Bentley Tammero	Aye
C. Greenberg	Aye
D. Leung	Absent

E. Collect New Business items for Future Meetings

Greg reiterated Jan's suggestion that Committees review the full listening session feedback report for further committee-level work.

No other public comments.

IX. Closed Session

A. Closed Session Items

At 7:40 pm the Board went into closed session on Public Employee Performance Evaluation - Head of School

and

Conference with Labor Negotiator (Government Code section 54957.6)
Agency Negotiator: Davis Leung, Board Chair
Unrepresented Employee: Krishna Feeney, Head of School

Krishna left the closed session at 8:03pm.

X. Return to Open Session

A. Report out of any closed session action(s)

The returned to open session at 9:01pm. No actions taken in Closed Session.

B. Final Open Session Vote - Compensation for Head of School

H. Thomas made a motion to approve a one-time performance bonus of $5,000 for the Head of School in recognition of all Krishna accomplished this school year.
C. Greenberg seconded the motion.
No questions or public comment.
The board **VOTED** unanimously to approve the motion.

Roll Call

S. Wang	Aye
G. Klein	Aye
O. Couch	Absent
D. Leung	Absent
H. Thomas	Aye
L. Bentley Tammero	Aye
C. Greenberg	Aye
J. Faraguna	Aye

G. Klein made a motion to compensate the Head of School for summer program work at a total of $6644.44.
L. Bentley Tammero seconded the motion.
Greg shared that $6,644.44 is thirteen days of work at Krishna's daily rate. No questions or public comment.
The board **VOTED** unanimously to approve the motion.

Roll Call

S. Wang	Aye
G. Klein	Aye
D. Leung	Absent
H. Thomas	Aye
J. Faraguna	Aye
L. Bentley Tammero	Aye
C. Greenberg	Aye
O. Couch	Absent

C. Greenberg made a motion to adjust the Head of School 2021-2022 salary to $150,000.
S. Wang seconded the motion.
Prior to making her motion, Christina referenced the public compensation study [in public Documents of this meeting] and encouraged Krishna to continue the ongoing work to regularly review and adjust all staff salary schedules. No other comments or public comments.
The board **VOTED** unanimously to approve the motion.

Roll Call

D. Leung	Absent

Roll Call

G. Klein	Aye
C. Greenberg	Aye
O. Couch	Absent
H. Thomas	Aye
S. Wang	Aye
J. Faraguna	Aye
L. Bentley Tammero	Aye

XI. 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 9:05 PM.

Respectfully Submitted,
G. Klein

Documents used during the meeting

- cia-21-03.pdf
- cl500.pdf
- Urban Montessori.1336.CharterSAFEProposal2122.06-15-2021[36].pdf

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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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