APPROVED

Urban Montessori Charter School

Minutes

Executive & Governance Committee Regular Meeting

Date and Time
Monday November 2, 2020 at 1:15 PM

Location
Join Zoom Meeting
https://us02web.zoom.us/j/5102904005?pwd=M1kxU2hXSzRSN1dCL3QwYVEzdkJ3Zz09
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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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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

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 Nov 2, 2020 at 1:20 PM.

B. Record Attendance

C.

Approve Minutes from August 10, 2020 Executive & Governance Committee Meeting.

G. Klein made a motion to approve the minutes from October 5 Executive & Governance Committee Regular Meeting on 10-05-20.
D. Leung seconded the motion.
This item was mistyped on the agenda. The minutes approved were from October 5th.

No public comment.
The committee **VOTED** unanimously to approve the motion.

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

D. Review of Action/Discussion Items

No change needed.

E. Presentations from the Floor

No public comment on items not on the agenda.

II. Executive and Governance

A. BoardOnTrack & Board Training and Development

Christina reported that she had previously shared Board Memo and Report with Krishna related to her 2019-2020 evaluation. We are working on and making progress on improving the timeline for this year. Goal of getting this to her again in June 2021.

Greg updated the committee on Success Plan conversation he had with BoardOnTrack. Priority areas are short/long term succession planning (not that anyone's going anywhere -- just trying to be planful!); further strengthening Academic Oversight Committee's role; and longer term planning. BoardOnTrack plans to join the January Exec Committee meeting. Brianna from BoardOnTrack will help create the goals and associated tasks in BoardOnTrack portal to help organize the work.

Krishna shared that finalizing agendas with chairs is going well. Still getting into that routine, but also generally positive, and also meets ahead of time with FAC leadership, too.

Christina shared that Board recruitment is also a top priority, too. Next steps are to remind the board of the Skills Inventory matrix. And the committee can take up this topic again in January.

No public comment on this item.

B. Discuss BoardOnTrack Charter School CEO Compensation and Turnover presentation

Krishna shared from the presentation that it may be helpful to develop an official salary schedule for the Head of School. Documents are attached to this meeting in BoardOnTrack.

Good data on which CEOs are most successful and what they say helps them, and what keeps them in their role.

It's the Board's role to review Head of School compensation.

Christina shared that it's important to do a full compensation survey. This happens to be Krishna's third year in her role and she remains at her original compensation level. Greg agreed that this is an important topic to work on before we head into 2021-2022 school year.

No public comment on this item.

C. Discuss Renewal Membership Term

Greg and Christina recommend that that Board renew Davis' term on the Board. Davis indicated that he would accept a renewal nomination.

No public comment on this item.

D. Review Board Calendar by Topic

Christina discussed that starting in January, this Committee can review key policies (about one per month) as part of annual review and updating as we build towards 2021-2022.

No public comment on this item.

III. Closed Session

A. Public Employee Performance Evaluation - Head of School

B. Report out of Closed Session

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 2:43 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.