

APPROVED



## Urban Montessori Charter School

### Minutes

#### Executive & Governance Committee Regular Meeting

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##### **Date and Time**

Tuesday January 18, 2022 at 1:15 PM

##### **Location**

4551 Steele Street, Oakland, CA 94619. Signage on campus will direct you to the correct room, generally the Sun Room.

The public may comment and participate [via Zoom](#) if they prefer. The public may also email comments to [christinag@urbanmontessori.org](mailto:christinag@urbanmontessori.org) to be shared during the meeting. Please make that intention clear in your email.

<https://us02web.zoom.us/j/82592855160?pwd=cG02OTRoUVdrdngwOTI2WFBrOTBzQT09>

Meeting ID: 825 9285 5160; Passcode 510 842 1181

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Additional teleconference location: 1623 Sunhill Ct, Martinez, CA 94553; 3385 Herrier Street, Oakland, CA

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The public can find documents related to this agenda either linked directly on the agenda or under "Other files" after selecting the meeting in BoardOnTrack prior to viewing the agenda. Downloading the "packet" may not include all of the "Other files" that are still otherwise available to the public.

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](#).

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#### **Committee Members Present**

D. Leung (remote), G. Klein

#### **Committee Members Absent**

C. Greenberg

#### **Guests Present**

K. Feeney

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### **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 Tuesday Jan 18, 2022 at 1:15 PM.

#### **B. Record Attendance**

#### **C.**

### **Approve Minutes from prior Executive & Governance Committee Meeting**

D. Leung made a motion to approve the minutes from Executive & Governance Committee Regular Meeting on 11-15-21.

G. Klein seconded the motion.

No discussion, questions, 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.

### **E. Presentations from the Floor**

Greg commented that the work is on track to submit a material revision to our charter to update our enrollment modeling for this year and the next two years. Likely will call a special meeting in mid February for the Board's approval.

## **II. Executive and Governance**

### **A. Discussion of COVID-19 Vaccine Requirement**

Krishna shared OUSD is considering pushing back their enforcement until this coming summer. UMCS is supporting the final (fewer than ten) students to comply with the mandate one way or another.

Greg asked about any changes for adults / employees. Krishna shared no updates at this time.

No other discussion or public comments.

### **B. 2021-2022 Head of School Evaluation Process**

Krishna shared that an upcoming Wednesday afterschool PD meeting, the google form survey for HoS feedback can be shared with staff.

Krishna will begin her BoardOnTrack self-evaluation survey in February.

Next listening session with Exec Committee is in March.

No other discussion or public comments.

### **C. Board Membership and Recruitment**

Greg shared that he has reached out to a new parent and prospective board member.

Greg shared that the 2021-2022 Board Assessment will open up next in February for Board members to assess our work as a board.

No other discussion or public comments.

### **III. Updates on School Policies**

#### **A. Discuss updates to school policies**

Greg shared updates to the policy regarding access rapid tests.

Krishna shared about including information about the rapid tests via the USPS.

No other discussion or public comments.

### **IV. Closed Session**

#### **A. Closed Session Items**

At 1:39pm, Greg announced that the committee would go into closed session on Public Employee Performance Evaluation - Head of School.

#### **B. Report out of Closed Session**

At 1:51pm, the committee returned to open session. Greg shared that no actions were taken.

### **V. 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 1:51 PM.

Respectfully Submitted,  
G. Klein

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### **Documents used during the meeting**

*None*

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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.

**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](mailto: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](mailto: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](#).