APPROVED

# Urban Montessori Charter School

## Minutes

### Finance Committee Regular Meeting

**Date and Time**
Thursday October 21, 2021 at 3:00 PM

**Location**
The committee will meet at school 4551 Steele Street, Oakland, CA 94611

The public may comment and participate via Zoom if they prefer. The public may also email comments to staceyw@urbanmontessori.org to be shared during the meeting.

Meeting ID: 510 290 4005; Passcode 5102904005

One tap mobile
+16699006833,,5102904005# US (San Jose)
+13462487799,,5102904005# US (Houston)

Dial by your location
- +1 669 900 6833 US (San Jose)
- +1 346 248 7799 US (Houston)
- +1 253 215 8782 US (Tacoma)
- +1 312 626 6799 US (Chicago)
- +1 929 436 2866 US (New York)
- +1 301 715 8592 US (Germantown)

Meeting ID: 510 290 4005
Find your local number: https://us02web.zoom.us/u/kb8IDmVDDD

Additional teleconference locations: 1623 Sunhill Ct, Martinez, CA 94553; 331 Ramona Ave, El Cerrito, CA 94530

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: Stacey Wang (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 on our BoardOnTrack public portal and also through the UMCS School Calendar.

---

**Committee Members Present**
D. Leung (remote), G. Klein, S. Wang (remote)

**Committee Members Absent**
*None*

**Guests Present**
B. Fleming (remote), K. Feeney

---

## I. Opening Items

### A. Call the Meeting to Order

S. Wang called a meeting of the Finance Committee of Urban Montessori Charter School to order on Thursday Oct 21, 2021 at 3:04 PM.

### B. Record Attendance

### C. Approve Minutes from prior Finance Committee Meeting

D. Leung made a motion to approve the minutes from Finance Committee Regular Meeting on 09-16-21.
S. Wang seconded the motion.
No questions or public comment.
The committee **VOTED** unanimously to approve the motion.

**Roll Call**
S. Wang Aye
G. Klein Aye
D. Leung Aye

### D. Review of Action/Discussion Items

No changes needed.

### E. Presentations from the Floor

No public comments on items not on the agenda.

## II. Finance

### A. Discussion Item: Monthly Fiscal Report

Bryce from Edtec shared the monthly report.

Operating income decreased in the latest forecast to ($193,000). Increase in state's allocation for special education students coupled with increase Student Support Assistant salary and benefits. Also now included fencing improvements costs. Tracking multiple new state revenues that support reducing and possible elimination of this one-time deficit.

Ending fund balance remains at about 28% and cash should continue to increase over the next few months.

Davis asked how cash might look early next fiscal year. Bryce shared that should remain solid assuming current enrollment projections.

Stacey asked about enrolling additional students this year supporting finances. Bryce responded that there is still time, and families may be looking after Winter Break. Greg added or after kids are vaccinated.

Krishna shared that attendance is preliminarily at 97%, but needs to confirm that all absences are included in the preliminary report.

Readathon is currently at about $21,000.

Bryce shared updates on State Funding, including Expanded Learning Opportunities (ELO), which is about $91,000 for UMCS. Greg asked Not in the latest forecast. Funding

supports extended school day and year opportunities for students. Need to start planning in January.

Bryce shared about the Educator Effectiveness Grant. Entitlements just released, approximately $80,000. Requires an opportunity for public input into the plan at a first board meeting prior to final adoption at a subsequent board meeting. About $16,000 in revenue is in the forecast, but not the rest.

Bryce shared about the TK expansion planning grant. Likely to receive $55,000 later this year to support planning. These resources are also not in the current forecast.

No other questions or public comments.

**B. Discuss long term budget and enrollment planning and scenarios**

Greg shared recent financial context from nearby local school systems related to long-term budget forecasts. Greg and Bryce worked on similar long-term budget planning for UMCS removing all one-time funding and modeling. Hoping to bring a high-level draft to a future committee meeting. For now, the modeling accounts for very conservative enrollment and attendance numbers, removes all one-time funding, lowers fundraising expectations, and still comes out structurally balanced and positive.

No other questions or public comments.

**C. ESSER III Expenditure Plan**

Bryce shared about the ESSER III planning process and the draft plan. Aligned plan to ESSER II spending and prior Expanded Learning Opportunity grant plans. Krishna shared that we worked to keep the plan simple and in plain language, and it's unclear exactly how these plans will be audited. Beyond 2024, we are using that long-term financial modeling to understand how one-time revenue may be able to be replaced with recurring revenue due to natural enrollment increases and improved structural efficiencies.

Committee recommended approval of the plan by the Board.

No other questions or public comments.

**D. LCAP Supplement & Presentation Requirement**

Bryce shared earlier on this topic. At this time, he additionally shared that the state shared a draft template just yesterday.

No other questions or public comment.

### E. Contracts, invoices, and payments above $15,000

Krishna shared that there are none at this time.

No questions or public comments.

### F. Educator Effectiveness Plan

Bryce shared earlier on this topic. At this time, he additionally shared a blank plan template that can be populated for the Board meeting to solicit public input.

No other questions or public comments.

### G. Long Term Lease and Potential Facilities Investments

Krishna shared that she continues to discuss with OUSD about multi-year leasing beyond June 30, 2022. Greg asked if those discussions were in addition to Prop 39 and Krishna responded yes. Davis asked and Krishna responded that the most hopeful scenario is a multi-year deal, but preparing for multiple scenarios.

No other questions or public comments.

## III. Closed Session

### A. Closed Session Items

Stacey announced the committee going into closed session on Public Employee Performance Evaluation - Head of School at 4:01pm.

There was no public comment on this item.

### B. Report out of Closed Session

The committee returned to open session at 4:16pm. No actions were taken.

## IV. Closing Items

### A. New Business

No new items at this time.

### B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 4:17 PM.

Respectfully Submitted,
G. Klein

**Documents used during the meeting**

- 21-2212 President's Report - September 22 2021.pdf
- State-intervenes-to-address-S-F-school-16510787.pdf
- Screen Shot 2021-09-14 at 3.50.56 PM.png
- Educator Effectiveness Plan overview.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.

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.