APPROVED

Urban Montessori Charter School

Minutes

Finance Committee Regular Meeting

Date and Time
Thursday March 17, 2022 at 3:00 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 greg@urbanmontessori.org to be shared by the 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 locations: 1623 Sunhill Ct, Martinez, CA 94553; 3125 School Street Oakland, CA 94602

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.

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Members: Greg Klein (Chair), Davis Leung, Maru Salazar

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

Committee Members Absent
M. Salazar

Guests Present
B. Fleming (remote), J. Kemp (remote), K. Feeney

I. Opening Items

A. Call the Meeting to Order

G. Klein called a meeting of the Finance Committee of Urban Montessori Charter School to order on Thursday Mar 17, 2022 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 02-17-22.
G. Klein seconded the motion.
No questions. No public comments.
The committee **VOTED** unanimously to approve the motion.

Roll Call

D. Leung	Aye
M. Salazar	Absent
G. Klein	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

Josh shared the monthly fiscal report through end of February 2022.Increases in special education assessment and technology costs, along with savings mostly related to Student Support Assistant position that has yet to be filled. Forecast overall changed slightly by a decrease of $19k, and a 25% fund balance at end of the year.

Cash looks fine, but dips just below three month's payroll at the very end of the fiscal year. Could improve depending on timing of filling the SSA position.

No public comments on this item.

B. Updates from the State related to fiscal matters

Josh shared that SB579 passed the Senate. Would increase revenue by over $400k, but not yet law and not in our forecast. Bryce shared that other legislative pathways are also possible. Governor will release his revised budget in May, and the state should adopt its budget in June.

No public comments on this item.

C. Expanded Learning Opportunity Program

Krishna shared about posting a position to help support and lead our ELOP and the planning to get it more up and running. There's work to survey families, hiring other staff, setting up fee schedule with free option for qualifying families. Eventually will need to

offer 30 additional intersession days and extended school hours. Greg asked, and Josh shared that no audit guide has been released yet for the program. Greg asked how the committee can help, and Krishna shared that ops team can now start helping phone screen some roles, but the committee might be able to help with that for this particular role. Greg offered support in connecting with FAC and gathering ideas from students and families.

No public comments on this item.

D. 2021-2022 LCAP Review to inform 2022-2023 LCAP Development

Krishna is collecting data and information from students, teachers, staff, parents, and parent leadership groups about what's working well and what investments educational partners want for next year. Krishna is also working with her team to further update and assess progress to date on this year's LCAP. Next year's LCAP will be need to be adopted in June.

No other questions or public comments on this item.

E. Montessori Training Center

Greg shared that Krishna and Daniel had made progress on planning for a Training Center. They met with Embracing Equity and also National Center for Montessori in the Public Sector. Next steps are to review materials from NCMPS related to licensing instructional materials from them, and their support in credential accreditation.

No other discussion or public comments.

F. Contracts, invoices, and payments above $15,000

Tabled.

G. Fiscal Management / Control Policy

Greg shared the current Fiscal Management / Control Policy and the committee discussed a few areas where current practice could better align to the policy, and where the policy could be further clarified moving forward. Krishna will do a further review, resolve feedback, and bring the updated policy to the Board for approval when it's ready. The policy requires the board approve the annual tax returns, and so that was also reviewed.

No other discussion or public comments on this item.

III. Closed Session

A. Closed Session Items

Greg tabled this item. The committee did not go into Closed Session. There was no public comment on this item.

B. Report out of Closed Session

N/A

IV. Closing Items

A. New Business

No new items collected.

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 4:04 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.

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