APPROVED

Urban Montessori Charter School

Minutes

Regular Board Meeting

Date and Time
Thursday May 26, 2022 at 6:15 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 board@urbanmontessori.org to be shared by the Board's Secretary 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; 5701 Oak Grove Ave, Oakland, CA 94618; 3921 Enos Ave Oakland, 94619; 3385 Herrier Street Oakland, CA 94602

This meeting will be audio recorded. 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.

Members: Jan Faraguna, Kara Fortuna, Christina Greenberg, Greg Klein, Davis Leung, Sarah Morrill, Maru Salazar, Donald Williams

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
D. Leung (remote), D. Williams, G. Klein, J. Faraguna (remote), K. Fortuna, S. Morrill (remote)

Directors Absent
C. Greenberg, M. Salazar

Guests Present
K. Feeney

I. Opening Items

A. Call the Meeting to Order

D. Leung called a meeting of the board of directors of Urban Montessori Charter School to order on Thursday May 26, 2022 at 6:20 PM.

B. Record Attendance

C. Review of Action/Discussion Items

No changes needed.

D. Board and Community Appreciations

Greg shared an appreciation for the staff of Children's Hospital and for teachers and schools for all they do to keep children as safe as possible.

Daniel appreciated parent Phoenix for her attendance at recent Level Transitions meetings.

Daniel reiterated appreciations for Krishna for her tremendous work and longevity, from himself and staff members.

Phoenix appreciated Daniel for the Level Transition meetings.

E. Board Member Comment

Sarah appreciated last month's conversation on school culture data, and that it could be brought back to a future Academic Oversight committee.

F. Presentations from the Floor

No public comments 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 "other files" of this meeting on BoardOnTrack.

Last Free COVID testing is this Friday, 3-3:30pm -- over 100 folks signed up. Last day of school is next week on June 3rd. Wed-Friday next week are minimum days.

Daniel held placement meetings, and families have received letters letting them know what classroom their child will be in next year (kids changing Levels). Parent events for each transition finished up earlier tonight. Primary to LE, LE to UE, and UE to MS.

Staff are finalizing progress reports and will be passing on student work portfolios to students transitioning to a new Level. Last day for teachers is June 7th.

New in-house Montessori Training program -- Oakland Montessori Teacher Residency -- begins on June 21st, and goes for five weeks.

Krishna gave enrollment updates. Looking strong overall and folks can still apply, particularly for TK and 2nd grade.

Melody Washington joined Admin as the new Director of Expanded Learning. We have sad farewells coming up for four teachers moving on from UMCS.

Daniel shared about the Oakland Montessori Teacher Residency, which will enroll 8 current staff members, all staff of the Global Majority, to start training this summer.

Krishna shared about the LCAP and a public hearing time for any person to weigh-in and comment. The Budget Overview for Parents is now available, and all the major updates have been made in the text field.

Greg commented appreciation for the incoming and outgoing staff, and reminded Board and public that LCAP will also be on all the June committee agendas and the document is available online for comment at any time.

Sarah appreciated the work of the Oakland Training Center. She asked about enrollment acceptance rate. Krishna will bring back more information.

Students shared a presentation advocating for updates to the school's Dress Code policy. They shared how this work got started, including a student petition and then worked with Admin, who charged students with gathering data and suggesting updates. The major data is that students want to wear sandals, head coverings, spaghetti straps, and graphic t's and hoodies. Parents were also surveyed, and the majority of respondents said it could use some updating. Proposals are based on what students and parents have shared.

Greg asked if teachers were surveyed and if proposals were crafted by Level. Students responded that teachers will be surveyed later and that they are crafting a school-wide policy proposal.

Jan asked if they considered proposing a Trial Period of updates to the clothing policy. Students thought that might work.

Sarah commented that it would be good to know ahead of time how to know if the trial period went well or not.

Davis echoed the Board's appreciation for this work and asked what prompted the student leaders to take up this work, which was talking about it at school.

Greg asked exactly what the students hoped the Board would do. Students responded that they wanted us to consider and adopt the proposed language. The Board discussed the Executive and Governance committee taking up this item, including students, and incorporating staff input.

Anna reminded the meeting about the original purpose of the clothing policy to support an inclusive school environment, and asked how the students are incorporating that spirit. Students responded that that was important and would stay.

Jan asked about the teacher training and how it working with funding and fees. Krishna responded that it's free for current employees and potentially to new hires if timing worked out. Working out exact commitment language from participating staff in terms of service to the school community.

Kara asked if training was offered to non-UMCS employees. Krishna responded that yes, but teacher residents have to be employed at a school with a designated coach. One school is already likely for cohort II in Summer 2023.

No other public comments or questions.

III. Finance Committee

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

Greg shared that Finance committee was unable to meet in May.

Greg shared the year to date financials through the end of April. Annual operating one-time deficit forecast remains at about $200k, which might improve by about $30k if the Governor's May Revise provision for 2022-2023 is enacted into law. Still forecasting over a 25% ending fund balance and cash dips at the end of the fiscal year but remains healthy enough.

No questions or public comments on the current year to date financials.

Greg shared updates from the Governor's May Revise proposal, including increased COLA, increased base funding, and increased one-time funding. Latest draft budget now includes an operating income of just over $313k. This includes $168k in budgeted revenue in fundraising and grants, so without any of that, it's closer to $145k, with additional expenses still to include in the draft budget.

Jan asked about enrollment, and Krishna responded that it is budgeted on 407 and we may be able to enroll a few additional students over that.

Sarah asked about increases in compensation and benefits, and Krishna responded that it is both increases in compensation and additional staffing.

Greg shared that if the full May Revise is adopted, there could actually be more revenue in the budget, but for now we are not assuming it all. Have to match one-time revenues with one-time spending.

No other questions or public comments on this item.

IV. Academic Oversight Committee

A.

Discussion Item - Committee Report

Jan shared the committee report, where they discussed SBAC testing which was going well. State shortened the assessments. Daniel shared that the completion rate is looking good.

Jan shared that staff are working on having student portfolios available for families starting next school year. Level Transition meetings occurred. Daniel shared a student portfolio.

The committee reviewed the Homeless Student Policy and the Grading/Promotion policy.

No questions or public comments.

V. Family Advisory Council

A. Discussion Item - Committee Report

Kara shared about the recent MOVEathon, and that attendees had a lot of fun, and the bake sale was big. Kara and Site met and are planning for next year, including talking about family fundraising and any changes there. The last Morning Coffee of the year happened earlier in May. There will be new FAC elections in the Fall. Greg appreciated teachers, Krishna, Kara, and Sita for all their work to bring the MOVEathon to the finish line.

No other questions or public comments.

VI. Executive & Governance Committee

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

Greg shared the committee's report.

For the Head of School evaluation process, board members and direct reports are currently finalizing their surveys on BoardOnTrack. Looking to vote on the evaluation in June.

The committee discussed the Board's annual assessment. Higher marks for finance, board meetings, and school leader support. More work to do on board recruitment, composition, and on-boarding.

Sarah collected annual Brown Act, Conflict of Interest, and Fair Political Practices Commission training materials from Young, Minney & Corr. All board members received training materials directly from the YM&C lawyers.

The committee recommended the Board meetings shift to 5:30pm. The committee discussed the LCAP for next year. And lastly, that Sarah has picked up the staff exit survey work and is working to systematize it.

Greg shared a draft proposal for Board Officer roles and Committee memberships for the Board's consideration in June for the 2022-2023 fiscal year.

No questions or public comments.

B. Board and committee officers and members

No changes needed. Tabled.

VII. Other Business

A. Oakland and California Updates

Greg shared that it was recently the last day of school for Oakland USD students. OUSD hired a new Director of the Office of Charter Schools, Kelly Krag-Arnold. The OUSD Board will soon decide if and when they will seek a Measure N renewal from Oakland voters. And there is an election currently going on now through June 7th.

Sarah asked about charter school facility related legislation. Greg shared that there are multiple bills related to charter-run schools in the legislature right now. The Board wasn't quite sure which bill number it was, but that it was something to do with schools in private facilities.

No questions or public comments on this item.

B. Approve Minutes from April 28, 2022 Regular Meeting

D. Leung made a motion to approve the minutes from Regular Board Meeting on 04-28-22.
S. Morrill seconded the motion.
No questions or public comments.
The board **VOTED** unanimously to approve the motion.

Roll Call	
S. Morrill	Aye
D. Williams	Aye
K. Fortuna	Aye
J. Faraguna	Aye
D. Leung	Aye
M. Salazar	Absent
G. Klein	Aye
C. Greenberg	Absent

C.

Action Item - Vote on General Consent Report

D. Leung made a motion to approve the General Consent Report.
K. Fortuna seconded the motion.
No discussion or public comment.
The board **VOTED** unanimously to approve the motion.

Roll Call	
K. Fortuna	Aye
G. Klein	Aye
S. Morrill	Aye
D. Williams	Aye
D. Leung	Aye
J. Faraguna	Aye
M. Salazar	Absent
C. Greenberg	Absent

D. Collect New Business items for Future Meetings

None.

VIII. Closed Session

A. Closed Session Items

The Board went into closed session at 7:48pm on Public Employee Performance Evaluation - Head of School. No public comments on this item.

IX. Return to Open Session

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

The Board returned to Open Session at 8:02. No actions taken.

X. 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 8:02 PM.

Respectfully Submitted,
G. Klein

Documents used during the meeting

- UMCS - FY22 April Financials Cash Flow.pdf

- UMCS - FY22 April Financials.pdf
- UMCS- FY22 April Financials Balance Sheet.pdf
- UMCS - FY23 Budget Draft as of 05.13.22.pdf
- UMCS- FY22 April Finance Committee Presentation.pdf
- Board Assessment Report.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.

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