APPROVED

Urban Montessori Charter School

Minutes

Regular Board Meeting

Date and Time
Thursday February 23, 2023 at 5:30 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:

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: Kara Fortuna, Greg Klein, Sarah Morrill, Ann Rhodes, 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
A. Rhodes, D. Williams, G. Klein, K. Fortuna, S. Morrill

Directors Absent
None

Directors who left before the meeting adjourned
D. Williams

Guests Present
D. Bissonnette

I. Opening Items

A. Call the Meeting to Order

S. Morrill called a meeting of the board of directors of Urban Montessori Charter School to order on Thursday Feb 23, 2023 at 5:42 PM.

B. Record Attendance

C. Review of Action/Discussion Items

No changes needed.

D. Board and Community Appreciations

Daniel thanked families for attending classroom observations this week.
Sarah appreciated teachers for welcoming families for observations.
Donald appreciated afterschool program staff for their work with the kids.
Greg appreciated the Board for strong in-person meeting attendance.

E. Board Member Comment

Donald commented that it he would like to add an item to the next meeting on school drop off and pick up procedures.

F. Presentations from the Floor

No public comments on items not on the agenda.

II. Head of School Report

A. Head of School Report

Daniel shared the Head of School report. Daniel shared about recent and upcoming events, including 5th and 7th grade physical fitness testing, classroom observations, family conferences, and state testing starting in March. At the February in-service day staff work on material making, curricular alignment, prepared for conferences, and community. Enrollment tours continue, and we are still enrolling and accepting applications for after the lottery, which will run March 8th. Daniel shared applications numbers of about 343 as of a few days ago, increased from last year. Sarah asked about marketing materials, and Daniel shared that they are being reordered. Donald asked about creating yard signs. Daniel shared that Krishna has nearly finished 1:1 check-ins with staff, including plans for next year. 1 staff member is not planning to return, and four are undecided, including one lead teacher. Daniel shared about expanding the Admin team to include a Montessori Coach and a Director of Student Services, and hiring is underway for those. Sarah clarified that the Director of Student Services will greatly support with Special Education. Daniel shared the latest draft LCAP, which is posted as part of the agenda. Greg asked about looking at Intent to Return data along with application numbers and Daniel shared that they have and anticipate having very few spots available in multiple grades. Teachers are training this weekend as part of the Training Center.

No other comments, questions, or public comments on this item.

B. Discuss and Vote on 2023-2024 School Calendar

G. Klein made a motion to approve the calendar.
K. Fortuna seconded the motion.
Prior to voting the board discussed the draft school calendar, and how and where it aligns with OUSD's calendar, and what we know of the OUSD calendar as of this date.

No public comments on this item.

The board **VOTED** unanimously to approve the motion.

Roll Call

G. Klein Aye
D. Williams Aye
A. Rhodes Aye
S. Morrill Aye
K. Fortuna Aye

III. Finance Committee

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

Greg shared the committee report, and stated that the committee did not meet in February. Operating income is now forecasted at just under $50,000, cash on hand forecast remains strong through the end of the fiscal year, and the forecasted ending fund balance remains above 28% of expenses. Greg shared the first look at draft budgets for the next two years, each of which show modest operating incomes as we begin the budgeting process this spring.

Greg commented that tonight's General Consent Report includes a renewal contract for Public Montessori in Action for the following school year.

Ann asked about fundraising, and Greg shared that we're currently just under $40,000 from the forecasted goal as of the end of January, against the $190,000 goal.

No questions or public comments on this item.

B. Contract above $15,000 to Edgility Consulting on Compensation Review

S. Morrill made a motion to approve the contract with Edgility.
D. Williams seconded the motion.
Greg shared that because the committee did not meet, this item did not get reviewed ahead of time and did not get recommended to the General Consent Report. Greg presented the purpose of this contract and engaging the organization in a comprehensive compensation review. Goal of creating and ensuring competitive compensation packages, and also high transparency across the organization about what is included in total compensation for roles. Donald commented that the Board should seek to compensate teachers as much as possible and is responsible. The Board agreed and Greg commented that this process helps everyone share a common understanding of all the numbers so that things are clear and transparent.

No questions or public comments on this item.
The board **VOTED** unanimously to approve the motion.

Roll Call

S. Morrill Aye

Roll Call

K. Fortuna Aye
A. Rhodes Aye
D. Williams Aye
G. Klein Aye

IV. Academic Oversight Committee

A. Discussion Item - Committee Report

Kara shared the committee's report, including Daniel sharing about upcoming SBACs and teachers working prepare students. The committee reviewed attendance and chronic absence rates, by major subgroups. The committee followed up on Board retreat goals, including a dashboard of student performance. The committee discussed efforts to outreach to 6th grade families, which have begun. Greg shared the committee could review ousddata.org and that the middle school will likely always be smaller and alternative.

No public comments on this item.

V. Family Advisory Council

A. Discussion Item - Committee Report

Kara shared the FAC report including morning coffee tomorrow in the Sun Room and a 6pm zoom FAC meeting, they are the Friday evening after a Board meeting. In March there is a book and clothing swap, tree planting, and plant/bake sales. In April there will be a parents night out. Moveathon will be the first weekend in May.

No public comments on this item.

VI. Executive & Governance Committee

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

Sarah reminded board members to turn in Form 700. Greg shared updates from the recent Brown Act and Conflict of Interest law trainings. Sarah shared that the committee discussed follow ups from the Board retreat, developing metrics for each goal and following up with committee chairs on their goal-related work.

No public comment on this item.

B. Board and Committee Officers and Members

No changes needed. Tabled.

No public comments on this item.

C. Discussion of School Agreements & Article

Sarah and Daniel shared the UMCS Community Agreements that staff use regularly when they work together.
D. Williams left at 6:55 PM.
Greg shared about Welcome Discomfort agreement. Sarah shared about Be Curious. Greg shared about non-closure. Daniel offered that Board Meetings doesn't have to be the place where issues are resolved on the spot in that moment. Can be a place to take information and make informed decisions.

No public comments on this item.

VII. Other Business

A. Oakland and California Updates

Greg shared that the state is again considering a bill that would required Dyslexia screening for students. In OUSD, Nick Rensick resigned from the School Board (D4). OUSD's budget development for next year requires adjustments for next year which they are currently considering. OUSD and Oakland Education Association are currently bargaining, and teachers are seeking ~23% raise.

No questions or public comments on this item.

B. Approve Minutes from January 26, 2023 Regular Meeting

K. Fortuna made a motion to approve the minutes from Regular Board Meeting on 01-26-23.
S. Morrill seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

S. Morrill	Aye
G. Klein	Aye
K. Fortuna	Aye
D. Williams	Absent
A. Rhodes	Aye

C. California Commission on Teacher Credentialing

G. Klein made a motion to approve the Declaration of Need.
K. Fortuna seconded the motion.
Greg shared the Declaration of Need, similar to what we declared last year for the current year.

No public comment on this item.
The board **VOTED** unanimously to approve the motion.

Roll Call

G. Klein	Aye
K. Fortuna	Aye
S. Morrill	Aye
D. Williams	Absent
A. Rhodes	Aye

D. Action Item - Vote on General Consent Report

G. Klein made a motion to approve the General Consent report.
K. Fortuna seconded the motion.
No public comment on this item.
The board **VOTED** unanimously to approve the motion.

E. Collect New Business items for Future Meetings

Sarah referenced the item named earlier in the meeting about pick up and drop off procedures.

VIII. Closed Session

A. Closed Session Items

At 7:07pm, Sarah announced that the Board would go into closed session on Public Employee Performance Evaluation - Head of School. There were 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 7:15pm. No actions were 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 7:15 PM.

Respectfully Submitted,
G. Klein

Documents used during the meeting

- UMCS_January_2023_Cash_Flow.pdf
- UMCS_January_2023_Balance_Sheet.pdf
- UMCS_January_2023_Forecast.pdf
- UMCS_January_2023_FC_Presentation.pdf
- UMCS_January_2023_MYP.pdf
- Urban_Montessori_Charter_School_2022_Compensation.pdf
- Handout-Comprehensive-Brown-Act-Training-for-Boards-and-Staff.pdf
- Handout-Complying-with-California-Conflict-of-Interest-Laws.pdf
- Declaration of Need.pdf
- UMCS_Safe_Return_to_In-Person_Instruction_and_Continuity_of_Services_Plan.pdf
- updated_PMAI_Contract_-_Urban_Montessori_23-24.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.