

APPROVED



## Urban Montessori Charter School

### Minutes

#### Regular Board Meeting

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**Date and Time**

Thursday March 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](mailto: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: 494 Juana Ave San Leandro, CA 94577

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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](#).

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#### **Directors Present**

A. Rhodes, G. Klein, K. Fortuna, S. Morrill

#### **Directors Absent**

D. Williams

#### **Guests Present**

D. Bissonnette, K. Feeney

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### **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 Mar 23, 2023 at 5:32 PM.

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

#### **C. Review of Action/Discussion Items**

No changes needed.

#### **D. Board and Community Appreciations**

The Board and Admin gave appreciations, including for tonight's dinner; the Sunflower Classroom team for their work on the upcoming field trip to the Oakland Zoo; Teacher Amy's weekly email newsletters for teachers; for Mr. Bryan; for the Ops team's work

supporting testing; all the leaders for their work on the tree planting day; the Family Advisory Council leadership; the middle schoolers for their work with the chickens; the Clothing Swap.

There were no public comments on this item.

**E. Board Member Comment**

None.

**F. Presentations from the Floor**

There were no public comments on items not on the agenda.

**II. Head of School Report**

**A. Head of School Report**

Krishna gave the Head of School's report, starting with referencing the Community Agreements and Land Acknowledgement. Upcoming events include: Tree planting and Plant Sale - March 25; SBAC testing for 3-8th grade students - March 6 - March 30; and No school for Cesar Chavez Day and Spring Break - March 31 - April 7.

Krishna reviewed procedures related to traffic at drop-off and pick-up. Krishna and the Board discussed paying a project manager to manage volunteers (students and family members) to support with safe traffic flow.

Krishna shared updates on staff PD, including continuing Lesson Study; Child Study; Collaborative Curriculum planning; and Affinity groups. Coming up is work by teachers to recommend classroom placements for rising 1st and 4th graders!

The teachers that are part of the Oakland Montessori Teacher Residency finished their last weekend of the semester. The work of Summer 2 starts June 12th!

Krishna shared enrollment offer and acceptance updates, and shared how she and Buck work to watch acceptances/declines carefully as they build towards approximately 45 students in each grade (the middle school grades will be lower than that next year).

Krishna shared hiring updates for the upcoming school year.

Krishna shared the LCAP and created a space for Board members and public to weigh-in. A full official public hearing will occur in May.

There were no public comments on this item.

**III. Finance Committee**

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

Greg shared the committee's report. The latest forecast shows an increase in operating income driven mostly by an update by our SELPA on how their distributing revenue. There was also an offsetting adjustment of increased School Meals expenditures and revenue. The ending fund balance as a percent of expenses is now just over 28% and cash on hand forecast remains strong through the end of the fiscal year. Attendance has been a little higher the last two months than at the end of 2022. The committee also discussed changing our lead partner with our auditors as is best practice over time. The committee also discussed the latest budgetary ideas and bills related to TK-12 funding being discussed and debated for 2023-2024.

Greg shared that the committee reviewed and recommended the contract on tonight's General Consent Report related to internet upgrades.

Krishna shared about Measure G1 application process at the Finance Committee meeting.

There were no public comments on this item.

**IV. Academic Oversight Committee**

**A. Discussion Item - Committee Report**

Kara shared the committee's report. At the meeting, Daniel shared updates the teacher training program, about SBAC testing, students changing levels and classrooms for next year.

The committee discussed the Measure G1 application process and increasing student services.

Reviewed the Transitional Youth Policy and the Anti-Bullying Policy. Both will come back to the Board to be voted on for a re-approval.

There were no public comments on this item.

**V. Family Advisory Council**

**A. Discussion Item - Committee Report**

Ann shared the report, including that the Clothing Swap was very successful and therefore there may be another one in April. There will be a Parent Night Out on April 15th at Left Coast Yoga. This weekend there is the Community Tree Planting on Saturday morning, and a plant and bake sale in the afternoon. Looking into art being commissioned for the Sun Room. Sarah asked if families have wanted hybrid FAC meetings, and the FAC

leaders can discuss that option (mostly on Zoom now). Kara shared that the last family morning coffee was during classroom observations, which was really nice. Greg appreciated Marcela for all her work.

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 shared the committee's report. Sarah created and reviewed a draft condensed Board Member Job Description:

<https://docs.google.com/document/d/1wbwrL8poJeAfThFa3ql-yxrNUiOA9M7ITkfOpLNEuUs/edit>.

If approved, it can be included as part of the Board Book appendix. The document is available for Board and public to comment on. The committee encouraged members of the public to attend any and all Board meetings, and consider volunteering to serve on the Board.

Greg reminded the Board that Forms 700 are due April 3rd this year (as April 1 is on a weekend). There are recent related training materials included on the Board's agenda. The committee reviewed the documents and policies included in tonight's General Consent Report.

Sarah shared that she and Greg continue to participate in the Diverse Charter School Coalition's Equity in Governance cohort, with a focus on organizing the Board's work around the school's six long term goals, and also heard from Krishna about Measure G1.

No public comments on this item.

### **B. Board and Committee Officers and Members**

No changes needed. Greg commented that his current term ends after June 2023, and that he will not be able to attend the April or May regularly scheduled board meetings. No public comment on this item.

### **C. Discussion of School Agreements & Article**

The Board took back up a conversation around an article entitled "White Supremacy Culture - Still Here" written by Tema Okun, from May 2021. The article can be found here:

<https://docs.google.com/document/d/1v-07nXcVUPMgfZpokfLJFvjZjqkIpHzyjoaJV7MToPo>.

The Board discussed how the UMCS Community Agreements were created with staff. The board discussed how our current

practices connect to the descriptions in the article, and also where the board might consider different actions in further support of our agreements. The conversation also included connecting the article to structures and processes at the school that help students and families build their sense of belonging, including room parents, play dates, and buddy families. The Board discussed creating structures in future agendas to review and reflect on Community Agreements.

No public comments on this item.

## VII. Other Business

### A. Oakland and California Updates

Sarah shared the fabulous write-up about Teacher Freedom from Families in Action, which is included on tonight's agenda.

Greg shared a few updates, including that OUSD approved budget adjustments for the 2023-2024 fiscal year, and also that an unnamed and unnumbered cohort of schools would go through a school mergers process next year for the start of Fall 2024. Greg shared that President Hutchinson was sworn in as the District Four representative and the OUSD Board is debating whether to call for a special election or appoint a representative to serve out the remainder of his term as the District Five representative. Lastly, Greg shared that OUSD and the Oakland Education Association are in the midst of bargaining a new contract for teachers, and OUSD included a draft calendar for 2023-2024 in their most recent update, which can be found here:

<https://drive.google.com/file/d/1BfKDgnHfnlfenxTKYsqVKAHPwGdcLf4R/view>.

No public comments on this item.

### B. Approve Minutes from February 23, 2023 Regular Meeting

A parent joined the Zoom. The Board briefly paused to make sure the technology was all working correctly.

A. Rhodes made a motion to approve the minutes from Regular Board Meeting on 02-23-23.

S. Morrill seconded the motion.

No questions, discussions, or public comments.

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

### C. Action Item - Vote on General Consent Report

K. Fortuna made a motion to approve the General Consent Report.

A. Rhodes seconded the motion.

No questions, discussions, or public comments.

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

### D.

### **Collect New Business items for Future Meetings**

Greg suggested the Board continue to revisit the same article periodically, perhaps with additional discussion prompts.

Greg prompted the parent on Zoom if they'd like to make any comments or address the Board prior to the upcoming Closed Session item, followed by adjournment. The parent declined the offer.

## **VIII. Closed Session**

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

Greg shared that the Board would be going into Closed Session on Public Employee Performance Evaluation - Head of School at 7:03pm. 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 from the Closed Session at 7:33pm. Sarah reported that 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 7:33 PM.

Respectfully Submitted,  
G. Klein

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## **Documents used during the meeting**

- March 2023 HOS Board Report.pdf
- UMCS\_February\_2023\_Balance\_Sheet.pdf
- UMCS\_February\_2023\_Cash\_Flow.pdf
- UMCS\_February\_2023\_FC\_Presentation.pdf
- UMCS\_February\_2023\_Financials.pdf
- Urban Montessori's Teacher Pipeline is Building Local Leaders.pdf

- URBAN\_MONTESSORI\_CHARTER\_SCHOOL-GigaKOM-\_IC-BM\_agreement\_\_CONTRACT\_2023.pdf
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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](#).