APPROVED

Urban Montessori Charter School

Minutes

Regular Board Meeting

Date and Time
Thursday May 25, 2023 at 5:30 PM

Location
4551 Steele Street, Oakland, CA 94619. Ring the front bell or call/text 510-290-4005 for entry. Signage on campus will direct you to the correct room, generally the Head of School's Office.

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 (remote), G. Klein, K. Fortuna, S. Morrill

Directors Absent
None

Directors who arrived after the meeting opened
S. Morrill

Guests Present
D. Bissonnette, K. Feeney

I. Opening Items

A. Call the Meeting to Order

G. Klein called a meeting of the board of directors of Urban Montessori Charter School to order on Thursday May 25, 2023 at 5:38 PM.

B. Record Attendance

G. Klein made a motion to allow Donald to fully participate remotely in the meeting due to extenuating child care circumstances.
A. Rhodes seconded the motion.
Greg explained that Donald's camera must stay on and declare the names of any 18 year olds or older with him. There were none.

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

Roll Call

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

C. Review of Action/Discussion Items

No changes needed.

D. Review Community Agreements

Greg reviewed the community agreements. Greg offered Learn from Silence as one he wanted to focus on tonight.

E. Board and Community Appreciations

Greg appreciated staff and admin for work on LCAP.
Ann appreciated the community for recent listening and board meeting sessions.
Donald appreciated the school community.
Daniel appreciated the Sunflower crane-folding students.
Kara appreciated middle school students planning for graduation/
Kara appreciated Ms. Jess for the upper elementary upcoming dance.
Greg appreciated the leaders who put on the Parents Night Out.
Krishna appreciated Greg for attending tonight on his birthday.
Loren appreciated Krishna, Daniel, and Melody for leadership, and Sarah for her thoughtful communication.

F. Board Member Comment

None

G. Presentations from the Floor

None

II. Head of School Report

A. Head of School Report

Ms. Feeney shared upcoming events on the school calendar, including 6th and 8th grade promotion.

Mr. Daniel shared that students transitioning up a Level to new classrooms will find out their new placements on Friday and get to visit their new classrooms next week.

Mr. Daniel shared high-level Spring NWEA academic data in reading and math. Academic Committee has yet to be able to meet and review any of the most recent data. [There are slides in this month's Head of School report in "Other Documents" on BoardOnTrack.] The majority of students score average or above in reading. About half of the grade levels score at the national average in reading and math. Over half of students either made progress on their growth goals or hit their growth goals in reading and math. Greg asked for the committee to look at percentage of students who scored above the national average combined with that grade level's percentage of students who did not but still hit their growth goal, as a way to identify remaining students/trends where achievement is low *and* we aren't seeing accelerated growth. Loren asked about the rise in Middle School scores compared to 6th grade and Mr. Daniel shared that the typical instruction in Middle School more closely aligns with the way NWEA assesses, compared with how upper elementary Montessori instruction and pedagogy normally assesses.

Ms. Feeney shared recent enrollment data which puts the school just a few students over our expected budgeted number for the following year. Ms. Feeney shared recent staffing updates, including 42 of 47 staff members invited to return next year; four staff members shared they are leaving; and three positions were added for next year. For hiring, two candidates are in process for a Lower Elementary Lead Teacher position; and offers going out soon for the middle school Humanities position and PE position. Also hiring for Student Support Assistant, two Support Teachers, and one substitute, with many applications for these roles.

Loren asked about family surveys, and was hoping to be able to respond per teacher particularly in middle school. Ms. Feeney responded that the survey will likely change and begin anew with fresh longitudinal data after the school goes through renewal.

No other public comments.

B. PUBLIC HEARING: 2023-2024 Local Control and Accountability Plan (LCAP)

Greg opened the public hearing at 6:08pm. Ms. Feeney shared an overview of the LCAP process, the school's three goals, and some of the actions and resources associated with different goals. The first goal is about student academic outcomes. The second goal is about teacher training, coaching, and prepared environments. The third goal is to build family-wide and community-wide engagement. Ms. Feeney invited participants to share their ideas on the goals and associated actions and investments, and invited folks to share now and also to comment on the document itself. Ms. Feeney also shared with the Board Local Indicators reflection sharing that UMCS has met all the Local Indicators.

Greg appreciated the team's work to get the LCAP ready and that our first goal is focused on the student's academic outcomes. Greg asked what the next steps are. Ms. Feeney

responded that the school will continue to incorporate any feedback up until the June Board meeting, where it gets voted on for approval.

No public comments and Greg closed the public hearing at 6:17pm.

III. Finance Committee

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

Greg shared that the current forecasted operating income is now at approximately $50,000. Ending fund balance forecast at over $1.5M, and Ann shared that we have strong cash on hand through the end of the fiscal year. Fundraising goal is on track for the year.

Greg shared a draft multiyear budget, that shows modest operating incomes for the next few years. In general, slight enrollment increases offset the loss of recent one-time revenues. Fundraising is forecasted to decrease starting in FY 2024-2025. Greg shared brief updates from the state's process to adopt its own budget, including the possibility of the state taking back money previously approved for schools, money that schools were allowed to have spent by this time. The committee also reviewed the required spending plan related to Arts & Music grant -- which is the same money the state may decide to take back from schools even though schools were told to spend the resources.

Greg also shared that the committee reviewed last year's audit.

No public comments on this item.

IV. Academic Oversight Committee

A. Discussion Item - Committee Report

Tabled, the committee did not meet this month. No public comments on this item.

V. Family Advisory Council

A. Discussion Item - Committee Report

Kara shared the report, including that the final FAC Zoom meeting will be at the end of the month. The recent Parents Night Out raised over $1,000. FAC and Admin are meeting after school is out to lay out a calendar of events for the upcoming school year, including Buddy Families and a Book Club. Parent Deb "thumbs upped" Buddy Families.

Greg asked about any upcoming Fundraising meetings and Kara said she would soon schedule.

No other public comments on this item.

VI. Executive & Governance Committee

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

S. Morrill arrived at 6:32 PM.
Greg shared the committee's report, including board recruitment. Greg met with one candidate recently, who may attend an upcoming board meeting. The committee also reviewed the Head of School evaluation process. The committee reviewed and recommended for re-approval the Public Records Act Policy and the Uniform Complaint Procedure Policy, on General Consent Report.

No public comment on this item.

B. Board and Committee Officers and Members

No changes needed. No public comment on this item.

C. Board Calendar for 2023-2024

The board discussed the draft Board Calendar. The March and June meetings were suggested to be moved up to avoid Spring Break and to ensure time in June for turning in required items after the Board votes. Greg asked that committees review again during the June cycle of meetings and update prior to the June Board Meeting.

No public comments on this item.

D. School Year Calendar Revisit

Sarah shared that OUSD shared its calendar, and UMCS will align its Winter Break to match.

December 22 will be a Minimum Day and the last day of school of 2023. Students return after Winter Break on Tuesday January 9th. Monday, January 8th, will be a Staff PD Day. There will not be AfterCare on December 22nd 2023 or the very last day of school of the school year.

Greg flagged that the calendar for next year does not currently show that the last three days of school are Minimum Days, which this current year is. Krishna will review with Staff and bring updates if needed.

No public comments on this item.

VII. Other Business

A.

Oakland and California Updates

Sarah shared that OEA ended their strike, and Greg shared that 90% of OEA voters voted to approve the tentative agreement. Greg shared that OUSD Board Director Davis published a personal account of his take on the recent strike that is available on social media for anyone to read. Krishna shared that there will be a Special Election in November for the District 5 Board seat. Greg shared that Oaklandside reported that OUSD's attendance decreased by 4% because of the strike.

No public comments on this item.

B. Approve Minutes from April 27, 2023 Regular Meeting

K. Fortuna made a motion to approve the minutes from Regular Board Meeting on 04-27-23.
S. Morrill seconded the motion.
No public comment on this item.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

C. Approve Minutes from May 15, 2023 Special Meeting

K. Fortuna made a motion to approve the minutes from Special Board Meeting on 05-15-23.
S. Morrill seconded the motion.
No public comment on this item.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

Roll Call

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

E. Collect New Business items for Future Meetings

No new items.

F. Community Agreement Reflection

Greg shared the school's finances discussed tonight give him confidence to Know that It Is Possible.

No public comments on this item.

VIII. Closed Session

A. Closed Session Items

At 6:49pm, Greg 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.

At 6:54pm, Ms. Feeney left the closed session.

At 7:07pm, Donald left the closed session.

IX. Return to Open Session

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

At 7:46pm, the Board returned to open session. Sarah reported that there were 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 7:46 PM.

Respectfully Submitted,
G. Klein

Documents used during the meeting

- UMCS_April_2023_Balance_Sheet.pdf
- UMCS_FY24_Budget_Draft_April_Finance_Committee.pdf
- UMCS_April_2023_Cash_Flow.pdf
- UMCS_April_2023_Financials.pdf
- UMCS_April_2023_Finance_Committee_Presentation.pdf
- Urban Montessori Rpt2022.pdf
- UMCS_Public_Records_Act_Policy.pdf
- UMCS AMIMBG Expenditure Plan.pdf
- UMCS Uniform Complaint Policy.pdf

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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.

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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: https://www.urbanmontessori.org/boardontrackportal