

APPROVED



## Urban Montessori Charter School

### Minutes

#### Finance Committee Regular Meeting

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##### Date and Time

Thursday June 15, 2023 at 3:00 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 [greg@urbanmontessori.org](mailto: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:

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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.

Important Notice: Due to increased demand, dial-in by phone audio conferencing capabilities may be unavailable. During this time, Zoom strongly recommends using computer audio capabilities (or via phone with the Zoom app) while on wifi.

If you have any trouble getting on the Zoom, please text 510-290-4005 for support.

Members: Greg Klein (Chair), Ann Rhodes

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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#### **Committee Members Present**

A. Rhodes, G. Klein

#### **Committee Members Absent**

*None*

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### **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 Jun 15, 2023 at 3:00 PM.

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

#### **C. Vote on Minutes from prior Finance Committee Meeting**

A. Rhodes made a motion to approve the minutes from Finance Committee Regular Meeting on 05-18-23.

G. Klein seconded the motion.

No questions or public comments on the minutes.

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

**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 report from Edtec. No changes in the forecast since April. Expenses are tracking under budget overall. Revenues are tracking to the forecast, but we are still unclear what will happen with the state budget with certain state funds potentially being clawed back by California. Josh shared that After School Revenue is tracking higher than what is forecasted.

No public comments on this item.

**B. Contracts, invoices, and payments above \$15,000**

The committee discussed and recommended the CharterSafe insurance contract to go on the next General Consent Report for the Board's approval.

No public comments on this item.

**C. Local Control and Accountability Plan for 2023-2024**

The committee reviewed the latest draft of the LCAP and Local Indicators reflection. Josh shared that he needs to send a slightly updated version of the Budget Overview for Parents to be included prior to the Board voting on LCAP at next week's Board Meeting.

No public comments on this item.

**D. Discuss Budget for 2023-2024 and multi-year projections**

Josh shared an overview of the May Revise and the latest Legislature's proposal. The Governor's proposal would impact UMCS with a loss of about \$200k and the Legislature's proposal would result in a loss of \$30k. Our latest draft budget already includes plans for a \$100k loss in one-time revenue.

Josh shared the most recent draft of the multiyear budget, which is included in this meeting's packet. Josh shared that the budget works when we hit our enrollment targets.

Ann shared that FAC met with Krishna last week to share about Fundraising and getting plans calendared for the upcoming year.

No public comments on this item.

#### **E. Review of Board Policies**

Greg shared that he reviewed the UMCS Family Handbook, UMCS Employee Handbook, and Annual Notices to Families. Greg asked Josh and Eboni from Edtec if they had updated information about including newly required language about Firearm Safety in the Annual Notices to Families, but they did not have any updates. The committee discussed the Calendar of Regular Board Meetings 2023-2024, including Committee Meetings, and plan to move the meeting time to 3:30pm starting next school year.

No public comments on this item.

### **III. Closed Session**

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

At 3:46pm, Greg shared that the committee would go into closed session on Public Employee Performance Evaluation - Head of School. There were no public comments on this item.

#### **B. Report out of Closed Session**

At 3:52pm, the committee returned to open session. Greg shared that no actions were taken while in closed session.

### **IV. Closing Items**

#### **A. New Business**

No new items.

#### **B. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 3:53 PM.

Respectfully Submitted,  
G. Klein

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### **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.

**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](#).