

APPROVED



## Urban Montessori Charter School

# Minutes

## Executive & Governance Committee Regular Meeting

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### Date and Time

Monday March 13, 2023 at 1:15 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 [christinag@urbanmontessori.org](mailto:christinag@urbanmontessori.org) to be shared during the meeting. Please make that intention clear in your email. 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: Sarah Morrill (Chair), Greg Klein

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**

G. Klein, S. Morrill (remote)

**Committee Members Absent**

*None*

**Guests Present**

K. Feeney

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**I. Opening Items**

**A. Call the Meeting to Order**

S. Morrill called a meeting of the Executive and Governance Committee of Urban Montessori Charter School to order on Monday Mar 13, 2023 at 1:22 PM.

**B. Record Attendance**

The committee discussed Sarah attending this meeting remotely under the provisions of AB 2449. She joined with camera and audio on, and she had extenuating circumstances.

Sarah notified the committee of this issue earlier this morning. This is Sarah's first use of this provision this school year for this committee.

**C. Approve Minutes from prior Executive & Governance Committee Meeting**

S. Morrill made a motion to approve the minutes from Executive & Governance Committee Regular Meeting on 02-13-23.

G. Klein seconded the motion.

No questions or public comments.

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

**Roll Call**

S. Morrill Aye

G. Klein Aye

**D. Review of Action/Discussion Items**

No changes needed.

**E. Presentations from the Floor**

No public comments on items not on the agenda.

**II. Executive and Governance**

**A. Long Term Goals & Follow Up**

Greg shared the planning template from DCSC, and Sarah and Greg are going to work on it through their sessions and in between. Can be reviewed here, too, all related to our long term six goals. The link is available to the public, too.

<https://docs.google.com/document/d/1n9RLMVeRZ5rBQTQcisqu216K8LTEBrIhjlKIXW1JZK8/edit?usp=sharing>

No public comments on this item.

**B. Board Membership, Recruitment, and Training**

Sarah will connect with Iris about Forms 700, board members have until April 1st to file their annual Form 700. Greg attended a recent training about Form 700 and the training materials are included on today's agenda and will be shared with the full board.

No other discussion or public comment on this item.

**III. Updates on School Policies and Required Documents**

**A. Board Governance Documents**

The board discussed the UMCS Conflict of Interest, Board Bylaws, and the Board Book. The committee discussed a few non-material updates and fixes, and then Sarah is going

to work on creating a more digestible Board Job Description (part of the Board Book) to make that section more shareable to support our ongoing search for new board members.

No questions or public comments on this item.

**B. Measure G1 Review and Discussion**

Krishna shared an overview of Measure G1. Our Measure G1 application is due March 17th and we recently received the application that supports the process. Measure G1 supports 6-8th grade to increase arts, music, and world languages; improving student retention 5th to 6th grade; and supporting safe and positive learning environments. All the funding is audited. Proposing to support culture and climate of middle school students with the director of student services position, and also to help with attendance. The committee discussed the proposal and supports the draft planned proposal.

No public comments or questions on this item.

**IV. Closed Session**

**A. Closed Session Items**

At 1:52pm, Sarah announced 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 2:15pm, the Committee returned to open session. No actions were taken.

**V. 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 2:15 PM.

Respectfully Submitted,  
G. Klein

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**Documents used during the meeting**

- Handout-Help-is-Here-Filling-Out-Statement-of-Economic-Interest-Form-700.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](mailto:info@urbanmontessori.org).

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