

APPROVED



## Urban Montessori Charter School

### Minutes

#### Executive & Governance Committee Regular Meeting

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**Date and Time**

Monday October 17, 2022 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: 1623 Sunhill Ct, Martinez, CA 94553; 3921 Enos Ave, Oakland, 94619

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**Committee Members Present**

D. Leung, G. Klein, S. Morrill

**Committee Members Absent**

*None*

**Committee Members who arrived after the meeting opened**

D. Leung

**Committee Members who left before the meeting adjourned**

D. Leung

**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 Oct 17, 2022 at 1:15 PM.

**B. Record Attendance**

**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 09-12-22.

G. Klein seconded the motion.

No questions or public comments on this item.

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

**Roll Call**

G. Klein Aye

D. Leung Absent

S. Morrill 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. Board Goals - Retreat Planning**

Sarah shared about creating space at the October and early November meetings for Retreat content.

D. Leung arrived at 1:18 PM.

Sarah shared about framing the work as where we have been, where are we now, and then where are we going. Where we have been from founding through to Krishna's arrival. Where we are now through Krishna's tenure. What we might need to focus on moving forward. The committee discussed how and when at upcoming Board meetings to break up the content of the Board's retreat.

There were no public comments on this item.

### **B. 2022-2023 Head of School Evaluation Process**

D. Leung left at 2:00 PM.

Sarah shared that the process is moving forward similarly to last years. Sarah and Krishna are connecting to further align metrics to each of the three goal areas of using student data, prepared classrooms and shared spaces, and building adult systems and practices to help ensure mutual accountability.

There were no public comments on this item.

### **C. Board Membership, Recruitment, and Training**

Greg shared reminders to be further shared with the Board at each meeting, including asking for help or speaking up when they have questions; completing Forms 700; getting finger-printed as needed. The FAC could have elected its second Board rep by the time the Board meets in December.

No public comments on this item.

### **D. Participation in Diverse Charter Schools Coalition communities of practice**

Sarah, Greg, Krishna, Daniel, and Melody are each signed up to join various communities of practice with DCSC. Communities begin in October and run through the end of the school year.

There were no public comments on this item.

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

### **A. Discuss updates to school policies**

Tabled.

#### **IV. Closed Session**

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

At 2:08pm, the Committee went 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 2:26pm, the Committee returned to open session. No actions 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 2:26 PM.

Respectfully Submitted,  
S. Morrill

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#### **Documents used during the meeting**

*None*

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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](#).