

APPROVED



Urban Montessori Charter School

Minutes

Regular Board Meeting

Date and Time

Thursday May 23, 2024 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 "Documents" after selecting the meeting in BoardOnTrack and prior to viewing the agenda. Downloading the "packet" may not include all of the "Documents" that are still otherwise available to the public via the Meeting on BoardOnTrack.

Members: Kara Fortuna, Greg Klein, Sarah Morrill (Chair), Amy Ng, Ann Rhodes, Evan Sequoia

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](#).

Each year by April 1, and when first joining or leaving the board, board members complete and file a [Form 700](#). Board members annually train on the CA [Brown Act, Conflict of Interest, and the Public Records Act](#).

Directors Present

A. Ng, A. Rhodes, E. Sequoia, G. Klein, K. Fortuna, S. Morrill

Directors Absent

None

Directors who arrived after the meeting opened

A. Ng, S. Morrill

Guests Present

D. Bissonnette, K. Feeney

I. Opening Items

A. Call the Meeting to Order

K. Fortuna called a meeting of the board of directors of Urban Montessori Charter School to order on Thursday May 23, 2024 at 5:31 PM.

B. Record Attendance

C.

Review of Action/Discussion Items

No changes needed.

D. Board and Community Appreciations

Board and community members shared appreciations.

E. Board Member Comment

No board member comments on items not on the agenda.

F. Presentations from the Floor

One member of the public on Zoom commented to please be sure speakers speak into the microphone.

A. Ng arrived at 5:35 PM.

II. Head of School Report

A. Head of School Report

The Head of School report on BoardOnTrack public portal by clicking on this meeting, then scrolling down and clicking Documents.

Daniel shared the Head of School report, including recent and upcoming events. Moveathon was great fun! SBAC wraps up this week, and also this week, students moving up a level into new classrooms got to visit those classrooms. No school Monday, and 6th grade graduation and 8th grade promotion are next week. Last day of school is Friday and ELOP ends that day at 4:30p. Later in June the second cohort of Montessori training starts, and in July Cohort 1 begins their final summer of training.

Daniel the most up to date enrollment projections for next year, at just over 360 enrollment, slightly larger this year. Room in TK enrollment if families have four year olds, or current three year olds who turn 4 by June 1, 2024.

Daniel shared budget updates clarifying that latest documents show a worst-case scenario operating deficit for next year. There is additional revenue that hasn't been secured that is not included, and the deficit represents the additional investments to support teacher training, credentialing, and fundraising. Daniel shared that he hired Jori Martinez-Woods to be our new Montessori Trainer and also hired Krishna Feeney as Executive Director of Public Montessori In Oakland.

S. Morrill arrived at 5:42 PM.

On Montessori Training, four staff members confirmed for Cohort 2, two others maybes, others from other schools. Cohort participants will receive a summer stipend in addition to training at no-cost, and planning to open up 1-2 spots in UMCS community members to join the training cohort, and an auditing experience for broader number of UMCS

members and staff who are curious. Our current lease does not allow earning revenue from other schools who want to send their teachers to training, but Krishna shared that there are ways to share costs and reduce the share of expenses coming out of UMCS's budget. Krishna reiterated that she has made it clear to OUSD that UMCS would love to train OUSD teachers if that's ever something that OUSD needs and wants.

There were no public comments on this item.

B. PUBLIC HEARING: Local Control Accountability Plan (LCAP) 2024-2025

Kara opened the public hearing at 5:51p. Krishna shared the draft LCAP and reviewed the local indicators. These documents are linked on the agenda and also here: https://drive.google.com/drive/folders/1GzrUcDof8_WfpN0lpZ3eggANMSjFuGtA?usp=share_link. The accompanying slides are on the BoardOnTrack public portal by clicking on this meeting, then scrolling down and clicking Documents.

Proposing one overall goal: Between the Fall 2023 Dashboard and the Fall 2026 Dashboard, the school will improve to eventually perform at Yellow or above across Dashboard indicators. Progress would be measured by overall on each indicator, and also subgroups. The board discussed how Yellow across the board is a step in the longer journey of Greens across the board, and then finally Blue across the board. The school already has some subgroups meeting or out performing this goal, but that this goal is about getting the entire school community to the baseline of Yellow.

Key aligned actions include: Instructional Coaching, New teacher Professional development, IXL, School Leadership Team, Reading Intervention, Targeted Professional Development, additional support for RTI team in support of students with IEPs, Student Wellness, Attendance tracking and communications, and Attendance support.

Krishna shared all the ways that the LCAP remains open to feedback from all, including emailing, at this meeting and June meetings, working on the document itself. Greg asked and Krishna clarified that IXL is new. Krishna shared that the school Met all five local indicators. Sarah shared about how Yellow can be earned in multiple ways on a five-by-five. Amy asked about progress monitoring internally during the year before Dashboards are released. Daniel shared yes, the school has the tools it needs to share mid year progress reporting.

No other public comments. Sarah closed the public hearing at 6:11p.

III. Academic Oversight Committee

A. Committee Report and Training on Effective Goal Monitoring

Greg shared about Effective Goal Monitoring in the context of the Student Outcomes Focused Governance framework, working from this document.

<https://docs.google.com/document/d/1-IPLsB8-nNMQw-ygzeQUvyMWF8ZgBtruEI1sq8vovGo/edit>

Kara asked about getting started and Greg offered that one starting place is to take current academic goals and structure them grammatically as SMART goals as defined by the SOFG Framework, and then also adopting a calendar of monitoring. Sarah asked to see examples of taking existing goals aligned to the SOFG framework.

No public comments on this item.

IV. Family Advisory Council

A. Discussion Item - Committee Report

Evan shared about the success of the recent Moveathon and welcoming new families to the school community over the summer, Kara shared that there is one more FAC Zoom meeting on the calendar for this coming Wednesday, and Ann shared about setting up Buddy Families.

The public asked for more screen sharing, and Greg adjusted the settings.

V. Executive & Governance Committee

A. Committee Report and Board roles

Sarah asked the board and there was no need to make any changes in officer or committee roles for the remainder of this school year. Sarah shared that the board would approve new officer roles in June for SY 2024-2025. Sarah shared that he intends to pass on the role of chair to a new person. Greg shared that he's ready for other folks to take on the role of Secretary, Treasurer, or both.

The board discussed its draft calendar of Regular Meetings, and made a few adjustments, and that new committee chairs will need to set their committee calendar times.

Sarah reviewed the Board Assessment results. The main area the board wanted to make improvement was in recruiting additional board members, and sharing again our brief job description. Amy asked and the board brainstormed areas of support that would be helpful, including real estate and facilities experience, legal experience, a Montessorian, recruitment and marketing experience, and fund development. Amy also agreed to codify the recruitment and pre-service process that she herself recently went through. The Board then talked about the need to clarify board goals. Sarah asked and Greg responded that he would like to see the board begin to quarterly self evaluate against the SOFG framework in addition to the annual BoardOnTrack board assessment. Greg shared that a new chair could offer the board a direction to aim for in one or two areas of improvement aligned to the results of this recent assessment. Lastly, Sarah shared about

the finance area, and reiterated it's ok to ask questions of the Treasurer, Edtec, or come to finance committee. Sarah asked if there were concerns about financial oversight and there were none.

There were no public comments on this item.

VI. Other Business

A. Oakland and California Updates

Greg shared that today is the last day of school for OUSD and briefly about the Governor's May Revise and also that President Davis of the OUSD Board announced his intention to not seek reelection in November to the OUSD Board.

There were no public comments on this item.

B. Approve Minutes from April 25, 2024 Regular Meeting

S. Morrill made a motion to approve the minutes from Regular Board Meeting on 04-25-24.

A. Ng seconded the motion.

No public comments on this item.

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

C. Action Item - Vote on General Consent Report

G. Klein made a motion to approve the general consent report.

S. Morrill seconded the motion.

No public comments on this item.

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

D. Collect New Business items for Future Meetings

No items.

VII. Closed Session

A. Closed Session Items

At 7:09p, Sarah shared 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 7:34p, Krishna and Daniel entered the closed session.

VIII. Return to Open Session

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

At 7:43p, the Board returned to open session. Sarah shared that no actions were taken.

IX. 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 7:43 PM.

Respectfully Submitted,
G. Klein

Documents used during the meeting

- Board Assessment Report.pdf
- UMCS_April_2024_Balance_Sheet.pdf
- UMCS_April_2024_Cash_Flow.pdf
- UMCS_April_2024_MYP_Draft.pdf
- UMCS_April_2024_Financials.pdf
- UMCS_April_Financials_2024_FC_Presentation.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 Board's presiding officer reserves the right to impose reasonable time limits on public testimony to ensure that the agenda is completed.

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 Board may request assistance by contacting UMCS at 4551 Steele Street, Oakland, CA 94619 or 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. All materials are available via the BoardOnTrack portal of our website: <https://www.urbanmontessori.org/boardontrackportal>.