APPROVED

Urban Montessori Charter School

Minutes

Regular Board Meeting

Date and Time
Thursday March 21, 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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Find your local number: https://us02web.zoom.us/u/k1Y3eQWvA

Additional teleconference locations: 3808 Bayo Street Oakland CA 94619

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 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.

Directors Present
A. Ng, A. Rhodes (remote), E. Sequoia, G. Klein, K. Fortuna

Directors Absent
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 Mar 21, 2024 at 5:31 PM.

B. Record Attendance

G. Klein made a motion to allow Ann to participate remotely.
A. Ng seconded the motion.
Greg shared that Ann notified the board of illness earlier this afternoon and requested to participate remotely. Ann declared that no persons over 18 were in the room at her location, and her camera was on.

No comments on this action.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

C. Review of Action/Discussion Items

No changes needed.

D. Board and Community Appreciations

Krishna appreciated Daniel.
Greg appreciated Marianna.
Kara appreciated Sarah and Krishna.
Ann appreciated Teacher Alex and Lana Butler.
Kara appreciated the Family Advisory Council.

E. Board Member Comment

Greg announced that he would be rescheduling the April, May, and June finance committee meetings.

F. Presentations from the Floor

No public comments on items not on the agenda.

II. Closed Session

A. Closed Session Items

At 5:37p, Kara shared that the Board would go into closed session on two topics:

1. Public Employee Performance Evaluation - Head of School, with Krishna
2. Public Employment - Head of School

Krishna left the closed session at 5:43p

III. Return to Open Session

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

The Board returned to open session at 5:52p. No actions were taken.

B. Head of School Employment Contract

G. Klein made a motion to approve the Head of School Employment Contract.

K. Fortuna seconded the motion.
Greg shared about the Head of School Employment contract, including that this action is being taken at a regularly scheduled meeting. The role begins July 1, 2024 with a salary of $164,656.52. The contract specifies a Transition Period between April 1 and June 30th as the Incoming Head of School with an annualized salary of $141,553.26. Greg shared that the school recently completed a comprehensive salary review and is not implementing it until SY 2025-2026, and as such, this salary is benchmarked backwards 12% from that comprehensive salary review that Edgily conducted. Greg also shared that if approved, the 2024-2025 salary for the Head of School position will be lower than what that position costs in 2023-2024.

Kara commented that she is excited for Daniel to serve in this role.
Amy commented that she sees how committed Daniel is to the school.
Greg commented his thanks to Daniel.
Daniel commented his thanks to the group.

No other questions or public comments.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

IV. Head of School Report

A. Head of School Report

Daniel started the Head of School Report. Recent and upcoming events include the UMCS Auction March 15-29; Spring Break - March 29 - April 7; State SBAC testing April 29 - May 10; May 3 - Classroom Placements for Rising K and 3rd grade shared; May 27 - No School in honor of Memorial Day; May 31 - Last day of school! Minimum day dismissal.

Daniel shared photos from the recent Family Game Night and Auction Kickoff. Krishna shared about the attendance rate of 90% and the importance of attendance. Krishna shared about enrollment for next year and tracking around 375 total students, slightly more than the current year, again bucking the trend of enrollment decline.

Krishna shared staffing updates including making an offer to a support teacher this week, and that one Lead teacher is confirmed to not be returning next year, along with needing to reconfigure the admin team as Daniel steps into the role of Head of School.

No other public comments or questions.

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

Krishna shared an overview of the LCAP process and unduplicated students. Greg asked and Krishna shared how the school creates opportunities at all public meetings for the public to weigh-in and provide feedback, and that people can comment and suggest ideas online as well. Krishna shared that a more full draft would be ready for April. Greg asked and Krishna shared how ideally the LCAP focuses actions on specific students contributing to the unduplicated count, but that those impacts support across other student groups as well. Amy asked and Krishna shared about the need to submit the LCAP to the county and being ready to respond if needed to the county's feedback.

No other questions or public comments on this item.

C. Charter Renewal and Proposal for Improvement and Development at UMCS

Daniel shared that California recently released renewal tracks for all public charter schools and that currently UMCS is designated in the low track, which is a presumptive nonrenewal and can only seek a two year term. UMCS staff are working to clarify our track status, as there seems to be a discrepancy with our English Learner information. But also, the school has been actively making plans and already implementing changes that align to the subgroups identified on the California School Dashboard, including supporting students to better translate their learning to how SBAC assesses concepts. Amy asked and Daniel responded that the school and county staff are still discussing the right timing for submission. Greg commented that the UMCS Board will need to approve the charter prior to submission, which may require scheduling a Special Meeting to do so. Kara asked and Daniel shared that right now families can help the most by supporting students to attend every single day, and that there will be more specific help asked for later in the fall.

Daniel shared that Finance Committee asked admin to bring a multiyear budget plan that includes the expenses and plans called for in the draft plan for improvement and development. Daniel supports making investments aligned to a plan to support key improvements. Greg shared that Finance Committee discussed that investing now and making gains is much more desirable than not investing, risking nonrenewal, and leaving money in the bank for no reason.

No other questions or public comments on this item.

V. Family Advisory Council

A. Discussion Item - Committee Report

Ann shared the FAC report, including the great Family Game Night, and that the Auction is going strong for another week. During Spring Break there is a Capoeira Camp that families can sign up for at Left Coast Yoga. Plant Sale will be on April 20th. Emily mentioned working to schedule a campus work day on May 11th. There is a Parent Night's Out on May 4th. Emily mentioned and Krishna shared that the school has a better PA system to use than the one that was used at the Family Game Night. Kara commented that it was both a very fun night, and confusing with so much going on.

No other questions or public comments on this item.

VI. Academic Oversight Committee

A. Committee Report

Kara gave the committee report, and the committee just met earlier before the Regular Board meeting. Went over Spring NWEA data and reviewed UMCS English Learner Policy and the
UMCS Leave of Absence Policy. Still working on updates to the Independent Study Policy. The committee also discussed charter renewal.

No questions or public comments on this item.

VII. Executive & Governance Committee

A. Committee Report and Board roles

Greg gave the committee report. The committee reviewed the Board Book, and Board Bylaws, which are both on tonight's General Consent Report. Minor updates to both, but Greg shared how an existing bylaw allows the Board to name committee member alternates help with quorum issues on short notice. The board agreed to take action to name committee alternates. Greg shared about connecting with Evan about onboarding and upcoming trainings. Greg reminded everyone that Forms 700 are due April 1st. The committee discussed the Head of School evaluation and shared that it's time for the Board to conduct its own annual assessment through BoardOnTrack and that he would send that out. Amy asked and Greg shared that the Board shares the summary results out at a future meeting, and can inform training opportunities and board member recruitment.

No other questions or public comments on this item.
E. Sequoia made a motion to approve naming committee alternates as named below.
K. Fortuna seconded the motion.
Board members self-nominated themselves for committees:
Kara alternate for Governance
Greg alternate for Academic

Amy alternate for Finance
Evan alternate for Finance
Ann alternate for Academic

No questions or public comments on this item. This item occurred after item 8.D. on this agenda.
The board **VOTED** unanimously to approve the motion.

Roll Call	
K. Fortuna	Aye
A. Ng	Aye
G. Klein	Aye
A. Rhodes	Aye
S. Morrill	Absent
E. Sequoia	Aye

VIII. Other Business

A. Oakland and California Updates

Greg mentioned again the renewal tiers being released. Greg shared that he had not had time to review recent OUSD or ACOE board agendas.

B. Approve Minutes from February 22, 2024 Regular Meeting

K. Fortuna made a motion to approve the minutes from Regular Board Meeting on 02-22-24.
A. Ng seconded the motion.
No questions or public comments on this item.
The board **VOTED** unanimously to approve the motion.

Roll Call	
E. Sequoia	Aye
A. Ng	Aye
S. Morrill	Absent
A. Rhodes	Aye
K. Fortuna	Aye
G. Klein	Aye

C. Action Item - Vote on General Consent Report

A. Rhodes made a motion to approve the General Consent Report minus the items pulled below.
G. Klein seconded the motion.
Kara pulled the Independent Study Policy and Greg pulled the UMCS Fiscal Management / Control Policy as neither are done being reviewed by committees. Greg commented that the Paylocity contract is recommended by Krishna but did not go through

Finance Committee and sits just above the $15,000 limit that requires the Board's approval.

No questions or public comments on this item.

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

Roll Call

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

D. Collect New Business items for Future Meetings

Emily shared that the FAC would like to discuss budget for events for 2024-2025.

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 6:53 PM.

Respectfully Submitted,
K. Fortuna

Documents used during the meeting

- Exempt Employment Agreement - Head of School.pdf
- 2023-2024Second Interim Report.xls
- UMCS_February_2024_Balance_Sheet.pdf
- UMCS_February_2024_Cash_Flow.pdf
- UMCS_February_2024_Financials.pdf
- UMCS_Februrary_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 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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