APPROVED

Urban Montessori Charter School

Minutes

Executive & Governance Committee Meeting

Date and Time
Monday March 11, 2024 at 1:15 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 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: 3921 Enos Ave, Oakland Ca 94619

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.

Members: Sarah Morrill (Chair), Greg Klein, 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.

Committee Members Present
E. Sequoia (remote), G. Klein

Committee Members Absent
S. Morrill

I. Opening Items

A. Call the Meeting to Order

G. Klein called a meeting of the Executive and Governance Committee of Urban Montessori Charter School to order on Monday Mar 11, 2024 at 1:15 PM.

B. Record Attendance

C. Approve Minutes from prior Executive & Governance Committee Meeting

E. Sequoia made a motion to approve the minutes from Executive & Governance Committee Meeting on 02-12-24.
G. Klein seconded the motion.
No questions or public comment on this item.
The committee **VOTED** to approve the motion.

Roll Call

S. Morrill	Absent
E. Sequoia	Aye
G. Klein	Aye

D. Review of Action/Discussion Items

No changes needed.

E. Presentations from the Floor

No public presentations on items not on the agenda.

II. Executive and Governance

A. Head of School search and selection process

Daniel Bissonnette has been announced as the incoming Head of School, starting July 1st! The next in that process is for the Board to take up the employment contract as an action item at our next Regular Meeting, which is March 21, 2024.

There were no public comments on this item.

B. Discuss Proposal for new Investment in Growth and Development Capacity

Tabled.

C. Board Membership, Recruitment, and Training

Greg asked and Evan shared that he has lots of information on training. He is absorbing lots of information. Evan will be signing up for trainings on Brown Act and Conflict of Interest. Greg also shared information about training on how to be a Board's Secretary in case Evan was interested. Greg also recently reminded a board candidate about attending our meetings and encouraging them to volunteer.

No public comments on this item.

D. Head of School Evaluation Process

Krishna shared that the Winter listening session still needs be rescheduled. Greg offered to connect with Sarah on getting that rescheduled and also will opening up the survey so that Krishna can begin her self-reflection. Krishna will review and send any updates on information of her direct reports to Greg and Sarah to be included in BoardOnTrack for the evaluation surveys. Greg shared an overview of the Head of School evaluation process for the committee.

No public comments on this item.

E. Measure G-1

Krishna gave an overview and history of Measure G-1 and how funds have been approved and used currently and in the past. This was another opportunity for the public to weigh-in and engage on the use of Measure G-1 funds at UMCS.

There were no public comments on this item.

III. Updates on School Policies and Required Documents

A. Review of Board Policies

The committee discussed three policies. For LCAP, Greg offered a draft Goal 1 with draft metrics. For Bylaws and Board Book, Greg shared that he reviewed and made minor updates. The ask of the committee and Admin is to mark up and Greg will resolve prior to the Board's consideration at the upcoming Board meeting. One area that is in the current Bylaws is that the Board has not been leveraging its ability to appoint alternate committee members who can then be called upon to attend any committee meeting to support with quorum needs. The committee discussed starting to use this existing option.

No public comments on this item.

IV. Closed Session

A. Closed Session Items

At 1:50p, Greg announced that the committee would go into closed session on two items:
Public Employee Performance Evaluation - Head of School
Public Employment - Head of School

There were no public comments on this item.

B. Report out of Closed Session

At 2:08p, 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 2:08 PM.

Respectfully Submitted,
G. Klein

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.

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.