**August 28, 2013, 6:30 PM**

**5328 Brann Street, Oakland, CA 94619**

**Minutes from the Regular Meeting of the Urban Montessori Charter School**

**Attendance:** Daishi Harada, Falilah Bilal (joined the board at 6:40), Peter Laub, Nancy McAfee, Hae Sin Thomas (arrived at 7:15), Randy Weiner.

**Guests:** Jill Stansbury, Erin Hennigan, Gail Greely arrived about 7 PM.

6:30 – Mr. Laub performed roll call.

6:31 – Public Comment

No public comment.

6:32 – Approval of the 7/10/2013 and 8/2/2013 minutes.

Mr. Harada recommended adding a note about the board needing to do strategic planning to ensure the alignment of the schools activities with the charter petition.

Mr. Harada made a motion to approve the minutes as amended.

Dr. McAfee seconded the motion.

All voted in favor.

6:38 – Approval of the second FAC member and two additional at-large members.

Mr. Harada made a motion to approve Falilah Bilal as the second FAC board member.

Mr. Weiner seconded the motion.

All voted in favor.

Mr. Weiner described two additional board candidates that the nomination committee was putting forward for consideration of the full board. He described the background of Tony Emerson who works on diversity at TFA and Peppina Chang, who is a Montessori-certified teacher and runs a successful pre-school and charter school in the Iron Triangle of Richmond.

Ms. Bilal asked if the prospective board members had children. Mr. Laub noted that Ms. Chang has five children; he did not believe that Mr. Emerson had children.

Ms. Bilal made a motion to approve Tony Emerson and Peppina Liano Chang as board members.

Ms. McAfee seconded the motion.

All voted in favor except for Mr. Harada who abstained.

6:50 – Data Director Contract Approval

Mr. Laub stepped out because of his potential conflict regarding the Data Director contract (Management of the Zoom program transferred from CCSA to EdTec on July 1, 2013.)

Discussion???

7:17 – Revolution Foods Contract

Mr. Laub explained the differences between the LunchMaster and Revolution Foods contracts. He noted that Revolution Foods was both less expensive for the Free and Reduced Lunch and for the paid lunches. He noted that the extra funds are being used to license a lunch order and tracking system, which will assist in reporting.

Mr. Weiner made a motion to approve the Revolution Foods contract.

Ms. Bilal seconded the motion.

All voted in favor except Ms. McAfee abstained. (Ms. Thomas arrived during the discussion.)

7:28 – Approval of the Declaration of Need for Highly Qualified Teachers.

Ms. Thomas described the challenges that the school faced finding dually credentialed teachers. She noted that if a school has exhausted all avenues to find credentialed teachers, it has the option of applying for a temporary permit for an otherwise qualified candidate. The type of permit is based on whether the prospective candidate is currently seeking to enter or credentialing program or not. The first step in applying for temporary permit is having the board vote on a declaration of need at a public meeting.

Mr. Weiner moved to approve the Declaration of Need for highly qualified, credentialed teachers.

Ms. Bilal seconded the motion.

All voted in favor.

7:35 – Budget Revision

Mr. Laub reviewed the financials and the revised budget. He did a partial training of new board members regarding how to read the financial statements.

Ms. Hull asked about the music teacher and family advocate. Ms. Stansbury explained that she was working with teachers on implementing a music curriculum, but felt that given the budget constraints, the school could not afford to have a specialist music teacher in 13-14.

Ms. Thomas moved to approve the revised 13-14 budget.

Mr. Harada seconded the motion.

All voted in favor. (Ms. Bilal left the meeting before the vote.)

8:08 – Executive Director/Director of Instruction Report

Ms. Stansbury reported on the first days of school, the communications plans with parents and the community, and the plan for community celebrations.

Mr. Hennigan reported on the professional development with staff.

Mr. Harada asked what the feeling of staff was after three days of school.

Mr. Hennigan reported that the returning teachers feel that the school is transformed relative to the beginning of school in 12-13. He noted that new teachers are doing well, but adjusting to the reality of teaching in an urban environment.

8:19 – Enrollment update

Ms. Stansbury reported that the school is nearly full, but Mr. Hennigan noted that the waitlist was empty. Ms. Thomas noted that after the first week of school, the waitlist tends to fill up as parents in other places find that their option is not ideal.

8:24 – Meeting Adjourned.