



# Environmental Charter Schools

## Finance Committee Meeting

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### **Date and Time**

Friday January 19, 2018 at 8:30 AM PST

### **Location**

2625 Manhattan Beach Blvd. Suite 100, Redondo Beach, CA 90278 / Zoom Call-in: Join from PC or Mac: <https://zoom.us/j/959381494> Or Telephone: US:+1 408 638 0968 (Meeting ID: 959 381 494) / Call-in Location: 1 Market Place, San Diego, CA, 92101 / 2000 Imperial Hwy., El Segundo, CA 90245 / 2401 Pine Ave., Manhattan Beach, CA 90266 / 11151 Orville St., Culver City, CA 90230

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### **Finance Committee Members**

Tracy Bondi - Chair  
Jenni Owen - Co-Chair  
Ken Deemer  
Bruce Greenspon  
Dorothy Lee

### **Finance Committee Charter**

- Provides financial oversight for the organization
- In conjunction with staff and other stakeholders, develops an annual operating budget and recommends for board approval
- Monitors adherence to budget and recommends changes, if necessary
- Sets long-term financial goals with funding strategies to achieve them
- Considers special, unbudgeted requests and make recommendations to board
- Develops multi-year operating budgets that tie to strategic plan
- Ensures adequacy of financial controls and monitor for compliance
- Ensure Financial literacy of Board Members by providing training

### **Goals for 2017-2018**

- Hold a yearly ECS financial training course
- Ensure adequate financing for the facilities development in Inglewood
- Ensure salary schedules and benefits are supportable and sustainable
- Assist in determination of auditor evaluation and choice of auditors for 2018-19 audit

### **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**

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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 ECS at 812 West 165th Place, Gardena, CA 90247; telephone (310) 214-3400; fax (310) 214-3410.

**FOR MORE INFORMATION**

For more information concerning this agenda or for materials relating to this meeting, please contact ECS at 812 West 165th Place, Gardena, CA 90247; telephone (310) 214-3400; fax (310) 214-3410.

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**Agenda**

**Purpose    Presenter    Duration**

**I. Opening Items**

<b>A.</b> Record Attendance and Guests		Tracy Bondi	1 m
<b>B.</b> Call the Meeting to Order		Tracy Bondi	1 m
<b>C.</b> Approve Previous Meeting Minutes	Approve Minutes	Tracy Bondi	2 m

- Minutes from Finance Committee meeting on November 17, 2017

Approve minutes for ECS Finance Committee Meeting on November 17, 2017

**II. Presentations from the Floor**

<b>A.</b> Presentation from the Floor on Non Agenda Items	Discuss		3 m
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At this time any person wishing to speak to any item not on the agenda will be granted three minutes to make a presentation to the Board. Non-English speakers utilizing translators will be granted six minutes to make a presentation to the committee.

<b>B.</b> Presentations from the Floor on Agenda Items	Discuss		3 m
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Any person wishing to speak to any item on the agenda will be granted five minutes to make a presentation. Non-English speakers utilizing translators will be granted ten minutes to make a presentation to the committee.

**III. Discussion Items / Updates**

<b>A.</b> EdTec Financial Update	FYI	Dorothy Lee	15 m
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EdTec financial update is [here](#).

ECHS Nov 17 financials is [here](#).

ECMS-G Nov 17 financials is [here](#).

ECMS-I Nov 17 financials is [here](#).

<b>B.</b> Fundraising YTD Update	FYI	Julie Vo	5 m
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Fundraising update is [here](#).

Also, you may wish to view [2017-2018 Development Dashboard](#) for further information.

<b>C.</b> Review Finance 101 Training for New Board Members	Discuss	Tracy Bondi	10 m
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Current draft of presentation [link](#)

<b>D.</b> ECS Health Benefits Study results	FYI	Tracy Bondi	20 m
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Shelley Levy, formerly of Uncommon Schools now with Ednovate, closely studied ECS health benefits package as well as that of ECS competition and presented her recommendations here.

#### IV. Action Items

<b>A.</b> Recommend Approval of First Interim Financial Reports	Discuss	Dorothy Lee	5 m
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ECHS First Interim financial report is [here](#).

ECMS-G First Interim financial report is [here](#).

ECMS-I First Interim financial report is [here](#).

<b>B.</b> Recommend Acceptance of December 2017 Check Register	Vote	Tracy Bondi	2 m
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December 2017 Check Register is [here](#).

<b>C.</b> Recommend Acceptance of November 2017 Private Donations Over \$1000	Vote	Tracy Bondi	2 m
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Private donations list is [here](#).

<b>D.</b> Recommend Allocation of ECS Grants to ECMSI	Vote	Tracy Bondi	2 m
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12/27/17 - Barbara Cotler - NVIDIA Corp Stock valued at \$5,524

11/23/17 - Ozaki Family Trust - \$300 general fund donation

10/17/17 - Ken Aldrich - \$15,000 general fund donation

<b>E.</b> Recommend allocation of One-Time Funds for Outstanding Mandate Claims, Fiscal Year 2017-18	Vote	Tracy Bondi	2 m
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Finance Committee to recommend allocation of One-Time Funds for Outstanding Mandate Claims, Fiscal Year 2017-18, toward teacher compensation and benefits:

Environmental Charter Middle School - Gardena	\$51,091
Environmental Charter Middle School - Inglewood	\$34,880
Environmental Charter High School	\$73,974

<b>F.</b> Recommend Acceptance of FY 16/17 Audit Report	Discuss	Tracy Bondi	15 m
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#### V. Closing Items

<b>A.</b> Adjourn Meeting	Vote	Tracy Bondi	1 m
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