



Environmental Charter Schools

Finance Committee Meeting

By Teleconference/Zoom

Date and Time

Tuesday November 17, 2020 at 8:30 AM PST

Location

[https://us02web.zoom.us/j/86746735522?
pwd=eG5RVHI4ZURqeXBwVm1YS2E0WTK5Zz09](https://us02web.zoom.us/j/86746735522?pwd=eG5RVHI4ZURqeXBwVm1YS2E0WTK5Zz09)

OR

(669) 900-6833, Meeting ID: 867 4673 5522, Passcode: 425920

Finance Committee Members

Tracy Bondi - Chair
Farnaz Golshani-Flechner
Ken Deemer
Denise Berger
Bruce Greenspon
Alison Diaz

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 2019-2020

- Integrate ECHS 2 financials into ECS financial reporting and processes.
- Hold a yearly ECS financial training course.
- Ensure adequate financing for the facilities development for all school sites.
- Collaborate with Menlo Charter Properties to refinance loans at ECMS-Gardena and ECMS-Inglewood.
- Ensure salary schedules and benefits are supportable and sustainable.
- Engage board in a critical assessment of the budget as it relates to organizational priorities and goals

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.

PUBLIC SPEAKERS AT STANDING COMMITTEE MEETINGS

Notice is hereby given that consistent with the requirements of the Ralph M. Brown Act, special presentations not mentioned in the agenda may be made at this meeting. However, any such presentation will be for information only. The public should be aware that the Committee is unable by law to deliberate or take action on items raised during the Presentations from the Floor section.

Environmental Charter Schools recognizes that it benefits greatly from public input and perspective. Individuals are invited to address the Committee on any topic or subject matter that falls within the Committee's purview. Speakers may sign up in person immediately prior to the beginning of the Committee meeting by speaking with the Committee Chair.

Should a member of the public wish to speak on matters not listed on the agenda, they may speak during the Presentations from the Floor section of the agenda. Speakers will be given a maximum of three (3) minutes each to address the Committee (non-English speakers utilizing translators will be given a maximum of six (6) minutes each). Please note that the Committee allows a maximum of 10 minutes to each subject as determined by the Committee Chair.

Should a member of the public wish to speak on matters listed on the agenda, they may speak during the Presentations from the Floor section of the agenda. Speakers will be given a maximum of five (5) minutes each to address the Committee (non-English speakers utilizing translators will be given a maximum of ten (10) minutes each).

The public should be aware that the Committee is unable by law to deliberate or take action on items raised during the Presentations from the Floor section.

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 (310) 214-3408, option 5.

FOR MORE INFORMATION

For more information concerning this agenda or for materials relating to this meeting, please contact ECS at (310) 214-3408, option 5.

Agenda

	Purpose	Presenter	Time
I. Opening Items			8:30 AM
Opening Items			
A. Record attendance and guests		Tracy Bondi	1 m
B. Call the Meeting to Order		Tracy Bondi	1 m
C. Approve agenda	Vote	Tracy Bondi	1 m
II. Presentations from the Floor			8:33 AM
A. Presentation from the floor on non agenda items	FYI		
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B. Presentations from the floor on agenda items	FYI		
Should a member of the public wish to speak on matters listed on the agenda, they may speak during the Presentations from the Floor section of the agenda. Speakers will be given a maximum of five (5) minutes each to address the Board (non-English speakers utilizing translators will be given a maximum of ten (10) minutes each).			
III. Discussion Items / Updates			8:33 AM
A. EdTec financial review	FYI	Dorothy Lee	26 m
<ul style="list-style-type: none"> • November 2020 financial update slides • ECHS-L First Interim Financials and Cash Flow • ECMS-G First Interim Financials and Cash Flow • ECMS-I First Interim Financials and Cash Flow • ECHS-G First Interim Financials and Cash Flow 			

- [ECS balance sheet as of 10/31/2020](#)

B. Fundraising YTD update	FYI	Farnaz Golshani Flechner	5 m
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- Fundraising YTD update is [here](#)

C. ECHS-Gardena Letter of Intent update	Discuss	Alison Diaz	5 m
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D. Menlo 165th refinance update	Discuss	Tracy Bondi	5 m
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- Beneficial State Bank loan documents is [here](#)

IV. Consent Items A-C

**9:14
AM**

A. Recommend board approval of 8/31/2020 Finance Committee meeting minutes	Approve Minutes	Tracy Bondi	1 m
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Approve minutes for Finance Committee Meeting on August 31, 2020

B. Recommend board acceptance of August-October 2020 check registers and August-September 2020 credit card statements	Vote	Tracy Bondi	
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- Check registers: [August 2020](#), [September 2020](#), [October 2020](#)
- Credit card statements: [August 2020](#), [September 2020](#)

C. Recommend board acceptance of September-October 2020 private donations over \$1,000	Vote	Tracy Bondi	
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- September-October 2020 private donations over \$1,000 is [here](#)

V. Action Items

**9:15
AM**

A. Recommend board approval of First Interim Financials for each site	Vote	Tracy Bondi	3 m
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- First Interim Financials
 - ECHS-Lawndale -- attached in Discussion Items / Updates Item III.A.
 - ECMS-Gardena -- attached in Discussion Items / Updates Item III.A.
 - ECMS-Inglewood -- attached in Discussion Items / Updates Item III.A.
 - ECHS-Gardena -- attached in Discussion Items / Updates Item III.A.

B. Recommend board approval of Parent Budget Overviews for each site Vote Tracy Bondi 3 m

- Parent Budget Overviews
 - [ECHS-Lawndale](#)
 - [ECMS-Gardena](#)
 - [ECMS-Inglewood](#)

C. Recommend board approval of Finance Committee goals for 2020-2021 Vote Tracy Bondi 8 m

Proposed Goals for 2020-2021

- Engage board in a critical assessment of the budget as it relates to organizational priorities and goals
- Hold a yearly ECS financial training course
- Ensure school budgets and cash flows are supportable and sustainable
- Support ECHS #2's financial objectives in the facilities development and school startup process
- Collaborate with Menlo Charter Properties to refinance loans at ECMS-Gardena

VI. Closing Items **9:29 AM**

A. Adjourn Meeting Vote Tracy Bondi 1 m