



Environmental Charter Schools

Special Finance Committee Meeting

By Teleconference/Zoom

Date and Time

Tuesday April 27, 2021 at 11:00 AM PDT

Location

Zoom: <https://us02web.zoom.us/j/86746735522?pwd=eG5RVHI4ZURqeXBwVm1YS2E0WTK5Zz09>

Optional

- Call-in only: (669) 900-6833 (Meeting ID: 867 4673 5522, Passcode: 425920)
- Two-way Teleconference Location: 2625 Manhattan Beach Blvd, Suite 100, Redondo Beach, CA 90278

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 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 transparent, 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

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			11:00 AM

	Purpose	Presenter	Time
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			11:03 AM
<p>A. Presentation from the floor on non FYI agenda items</p> <p>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).</p>			
<p>B. Presentations from the floor on FYI agenda items</p> <p>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).</p>			
III. Discussion Items / Updates			11:03 AM
A. Review recommended Salary Schedule for Principals + Assistant Principals	Discuss	Tracy Bondi	15 m
<ul style="list-style-type: none"> • Compensation Analysis Part 2 Presentation is here 			
IV. Consent Items A-D			11:18 AM
A. Accept 3/19/2021 Finance Committee meeting minutes	Vote	Tracy Bondi	1 m

- 3/19/2021 Finance Committee meeting minutes is [here](#)

B. Recommend board approval of November 2020-February 2021 check registers and November 2020-January 2021 credit card statements Vote Tracy Bondi

- Check registers: [November 2020](#), [December 2020](#), [January 2021](#), [February 2021](#)
- Credit card statements: [October 2020](#), [November 2020](#), [December 2020](#), [January 2021](#)

C. Recommend board approval of Charter School Revolving Loan Fund application/award for ECHS-Gardena for \$250,000 Vote Tracy Bondi

- The Charter School Revolving Loan Fund (CSRLF) Program provides low-cost loans of up to \$250,000 to charter schools, with priority given to schools opening in the current fiscal year.
- ECS has applied for this loan fund for each of its 3 existing schools in their startup years and is requesting a recommendation for this loan fund application/award for ECHS-Gardena.
- The loan funds would be used primarily if there are cash flow shortfalls in the first year of ECHS-Gardena's operations.

D. Recommend board approval of the following contracts Vote Jeremiah David

- Federal E-Rate awarded contracts for ECHS-Gardena networking equipment/installation and ECS-wide managed internal broadband services, providing a discount of 85% from the vendor's costs.
 - Contract is [here](#)
 - No substantive differences from the federal E-Rate-awarded contracts in the previous year
- Hansberger & Klein legal representation retainer renewal agreement
 - Contract is [here](#)
 - 13%-26% higher billing rate, depending on service, from the Hansberger & Klein retainer agreement in the previous year

- | | Purpose | Presenter | Time |
|---|--|-----------|------|
| ▪ | No monthly retainer fee, only billed as services are provided (as in previous agreement) | | |

V. Action Items

**11:19
AM**

<p>A. Recommend board approval of recommended Salary Schedule for Principals + Assistant Principals</p>	Vote	Tracy Bondi	5 m
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- Attached in agenda item III.A

<p>B. Recommend board approval of sublease agreement between MBB & Gardena LLC and ECHS-Gardena</p>	Vote	Tracy Bondi	5 m
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- Sublease agreement between MBB & Gardena LLC and ECHS-Gardena

VI. Closing Items

**11:29
AM**

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