



Environmental Charter Schools

Finance Committee Meeting

By Teleconference/Zoom

Date and Time

Friday June 18, 2021 at 8:30 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

8:30 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

8:33 AM

A. Presentation from the floor on non FYI agenda items

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).

B. Presentations from the floor on FYI agenda items

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 and FYI budgets for 21/22 Dorothy Lee 30 m

- EdTec financial review
 - [Financial Update](#)
 - ECHS-L [Income Statement](#) and [Cash Flow](#)
 - ECMS-G [Income Statement](#) and [Cash Flow](#)
 - ECMS-I [Income Statement](#) and [Cash Flow](#)
 - ECHS-G [Income Statement](#) and [Cash Flow](#)
- 21/22 Budgets
 - ECS [consolidated budgets](#) and [rates](#)
 - [ECHS-L](#)
 - [ECMS-G](#)
 - [ECMS-I](#)

	Purpose	Presenter	Time
◦ ECHS-G			
B. Fundraising YTD update	FYI	Farnaz Golshani Flechner	5 m

- Fundraising YTD update is [here](#)

C. Discuss Equitable Facilities Fund Financing for ECHS-Gardena site	Discuss	Tracy Bondi	5 m
---	---------	-------------	-----

- Presentation is [here](#)
- 'Non-binding term sheet is [here](#)

D. Review proposed 2021-2022 Finance Committee Meeting Dates	Discuss	Tracy Bondi	4 m
---	---------	-------------	-----

Proposed 2021-2022 Finance Committee Meeting Dates (Fridays at 8:30am unless specified):

- August 27, 2021
- October 22, 2021
- November 23, 2021 (Tuesday at 8:30am)
- January 21, 2022
- March 18, 2022
- June 17, 2022

IV. Consent Items A-G

9:17 AM

A. Recommend board approval of 4/27/2021 Finance Committee meeting minutes	Approve Minutes	Jeremiah David	1 m
---	-----------------	----------------	-----

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](#)

	Purpose	Presenter	Time
	<ul style="list-style-type: none"> Credit card statements: October 2020, November 2020, December 2020, January 2021 		
C.	Recommend board acceptance of private donations over \$1,000	Vote	Tracy Bondi
	<ul style="list-style-type: none"> List of private donations is here 		
D.	Recommend board approval of Resolution to Provide Authorization for Los Angeles County Office of Education to Issue Funds for ECHS-Gardena	Vote	Tracy Bondi
	<ul style="list-style-type: none"> Resolution to Provide Authorization for Los Angeles County Office of Education to Issue Funds for ECHS-Gardena is here 		
E.	Recommend board approval of 2021-2022 Education Protection Act Plan and Resolution	Vote	Dorothy Lee
	<ul style="list-style-type: none"> Education Protection Act Plan is here Education Protection Act Resolution is here 		
F.	Recommend board acceptance of ECS Tax Return Forms 990 and 199	Vote	Tracy Bondi
	<ul style="list-style-type: none"> ECS Tax Return Forms 990 and 199 is here 		
G.	Recommend board approval of 21/22 Finance Committee Officers and Members	Vote	Tracy Bondi
Finance Committee Members			
	<ul style="list-style-type: none"> Tracy Bondi - Chair Farnaz Golshani-Flechner Ken Deemer Denise Berger Bruce Greenspon 		

	Purpose	Presenter	Time
• Alison Diaz			

V. Action Items

9:18 AM

A. Recommend board approval of 2021-2022 Budgets for ECHS-L, ECMS-G, ECMS-I, ECHS-G	Vote	Tracy Bondi	5 m
--	------	-------------	-----

- Attached in Discussion Items / Updates Item III.A

B. Recommend board approval of FY 2021-22 contracts	Vote	Jeremiah David	3 m
--	------	----------------	-----

- ECHS-L CELP Fall 2021 outdoor education contracts
 - Staff analysis: costs increased by 3% from previous contract. No other substantive changes.
 - 9th Grade Group is [here](#)
 - 10th Grade Group 1 is [here](#)
 - 10th Grade Group 2 is [here](#)

C. Recommend board approval of items related to \$600k ECS line of credit	Vote	Tracy Bondi	3 m
--	------	-------------	-----

Line of Credit Expression of Interest previously recommended by Finance Committee and approved by board.

- Corporate Resolution to Borrow is [here](#)
- Business Loan Agreement is [here](#)
- Commercial Security Agreement is [here](#)
- Promissory Note is [here](#)

VI. Closing Items

9:29 AM

A. Adjourn Meeting	Vote	Tracy Bondi	1 m
---------------------------	------	-------------	-----