



Environmental Charter Schools

Finance Committee Meeting

By Teleconference/Zoom

Date and Time

Friday September 16, 2022 at 8:30 AM PDT

Location

Zoom: <https://us02web.zoom.us/j/86746735522?pwd=eG5RVHI4ZURqeXBwVm1YS2E0Wtk5Zz09>

Alternative access:

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

Finance Committee Members

Tracy Bondi - Chair
Farnaz Golshani-Flechner
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 2021-2022

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 and ECMS-Inglewood

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 agenda items FYI

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 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. 21/22 financial review and 22/23 revised budgets	Discuss	Dorothy Lee / Tracy Bondi	40 m
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- [21/22 financial review and 22/23 update](#)
 - [ECHS-L 21/22 Unaudited Actuals vs Forecast](#)
 - [ECMS-G 21/22 Unaudited Actuals vs Forecast](#)
 - [ECMS-I 21/22 Unaudited Actuals vs Forecast](#)
 - [ECHS-G 21/22 Unaudited Actuals vs Forecast](#)
- 22/23 revised budgets
 - [ECHS-Lawndale](#)
 - [ECMS-Gardena](#)
 - [ECMS-Inglewood](#)
 - [ECHS-Gardena](#)

IV. Consent Items A-D

9:13 AM

A. Recommend board approval of private donations over \$1,000	Vote	Farnaz Golshani-Flechner	3 m
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- [List of private donations over \\$1,000](#)

B. Recommend board approval of check registers and credit card statements	Vote	Tracy Bondi	
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	Purpose	Presenter	Time
<p>ECS management certification: ECS management attests to having reviewed and approved the individual line items on the attached check registers and credit card statements in accordance with current ECS Financial Policies.</p>			

- Check registers: [May 2022](#), [June 2022](#), [July 2022](#)
- Credit card statements: [May 2022](#), [June 2022](#), [July 2022](#)

<p>C. Recommend board approval of Unaudited Actuals for ECHS-L, ECMS-I, ECMS-G, ECHS-G</p>	Vote	Tracy Bondi
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- Unaudited actuals
 - [ECHS-Lawndale](#)
 - [ECMS-Gardena](#)
 - [ECMS-Inglewood](#)
 - [ECHS-Gardena](#)

<p>D. Recommend board approval of revised 22/23 Teacher Salary Schedule</p>	Vote	Farnaz Golshani-Flechner
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- [Revised 22/23 Teacher Salary Schedule](#) (revisions highlighted in green)

<p>E. Recommend board approval of contract(s)</p>	Vote	Jeremiah David
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- [ECHS-G Woodcraft Rangers After-School Program 22/23 Contract Renewal](#) (approval in arrears)
 - Staff analysis: After-school contract renewal for ECHS-G. No substantive changes from previous year. Approval in arrears proposed due to time being of the essence between early August and late September board meetings.
- [Empowered Behavior Solutions SPED provider service contract](#) (approval in arrears)
 - Staff analysis: additional SPED service provider support identified and contract vetted by Director of Student Services Michael Martucci. Approval in arrears proposed due to time being of the essence between early August and late September board meetings.

V. Action Items

9:16 AM

<p>A. Recommend board approval of 22/23 revised budgets for ECHS-L, ECMS-G, ECMS-I, ECHS-G</p>	Vote	Tracy Bondi / Farnaz Golshani-Flechner	5 m
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- Attached in Discussion Items / Updates Item III.A

<p>B. Recommend board approval of 22/23 Finance Committee Goals</p>	Vote	Tracy Bondi / Farnaz Golshani-Flechner	5 m
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Previous 21/22 Goals:

Purpose Presenter Time

- 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 and ECMS-Inglewood

Proposed Goals for 22/23: TBD

VI. Closing Items

9:26 AM

A. Appreciations	Discuss	All Attendees	3 m
B. Adjourn Meeting	Vote	Tracy Bondi	1 m