Environmental Charter Schools

Finance Committee Meeting

By Teleconference/Zoom

Date and Time
Friday January 20, 2023 at 8:30 AM PST

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 2022-2023
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

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).

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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.

<table>
<thead>
<tr>
<th>Agenda</th>
<th>Purpose</th>
<th>Presenter</th>
<th>Time</th>
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<tbody>
<tr>
<td>I. Opening Items</td>
<td>8:30 AM</td>
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<td>Opening Items</td>
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<tr>
<td>A. Record attendance and guests</td>
<td>Tracy Bondi</td>
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<td>B. Call the Meeting to Order</td>
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<td>C. Approve agenda</td>
<td>Vote</td>
<td>Tracy Bondi</td>
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<tr>
<td>II. Presentations from the Floor</td>
<td>8:33 AM</td>
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<tr>
<td>A. Presentation from the floor on non agenda items</td>
<td>FYI</td>
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<tr>
<td>B. Presentations from the floor on agenda items</td>
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III. Discussion Items / Updates | 8:33 AM |
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<tbody>
<tr>
<td>A. 22/23 EdTec Financial Update</td>
<td>Discuss</td>
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<td>Dorothy Lee &amp; Jair Ventura</td>
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- **22/23 Financial Update**
• ECHS-L Income and Cash Flow Statements
• ECMS-G Income and Cash Flow Statements
• ECMS-I Income and Cash Flow Statements
• ECHS-G Income and Cash Flow Statements

B. Discussion: fiscal cliff cutbacks

IV. Consent Items A-C

A. Recommend board approval of private donations over $1,000

B. Recommend board approval of check registers and credit card statements

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.

• Check registers: August 2022, September 2022, October 2022, November 2022
• Credit card statements: August 2022, September 2022, October 2022, November 2022

C. Recommend board approval of contracts

V. Action Items

A. Recommend board approval of revised Lawndale Properties LLC Lease Agreement

• ECHSL - MBA Mechanical Room 146 HVAC Replacement Proposal
  - Staff analysis: capital expenditure within school facilities budget and consistent with multi-year capital improvements plan at ECHS-Lawndale.
• ECHSG - Naturalists at Large 10th Grade Outdoor Education Trip Contract
  - Staff analysis: contract cost within school outdoor education budget.

• List of private donations over $1,000

Vote

Farnaz Golshani-Flechner & Tracy Bondi

9:18 AM

Vote

Farnaz Golshani-Flechner

3 m

Vote

Tracy Bondi

9:21 AM

Vote

Alison Diaz

3 m
• **Revised Lawndale Properties LLC Lease Agreement** with redlined changes to only Exhibit B - Base Rent (PDF page 20).
  - Rent adjusted to match recent fair market rent appraisal

B. Recommend board approval of revised Yukon LLC Sublease Agreement Amendment

  - **Revised Yukon LLC Sublease Agreement Amendment**
    - Revised description of premises to more clearly describe the premises subject to the Sublease

### VI. Closing Items 9:27 AM

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<th>A. Appreciations</th>
<th>Discuss</th>
<th>All Attendees</th>
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<td>B. Adjourn Meeting</td>
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