



**Minutes**  
**Francophone Charter School of Oakland**  
**Finance Committee Meeting**  
 9736 Lawlor Street, Oakland, CA  
 Tuesday, Nov 19th, 2019 at 8:15 am

**I. OPENING ITEMS**

- A. Call to Order at 8:19.**
- B. Roll Call**

<b>Committee Members</b>	<b>Present</b>	<b>Absent</b>
Aron Nussbaum	x	
Frédéric Boulay	x	
Daniel Kodokoko	x	
Jodi Trent	x	
Julie Castle	x	
Mark Kushner	x	

Aron Nussbaum	x		
Frédéric Boulay	x		
Daniel Kodokoko	x		
Jodi Trent	x		
Julie Castle	x		
Mark Kushner			x

Guest: Peter Laub & Madhulikha Muppidi (EdTec),  
 Charlette Richardson & Laurence Champonier  
 (FCSO former Co-Executive Directors)

- C. Approval of Agenda**
- D. Approval of Oct 18, 2019 Meeting Minutes**

Members	Yes	No	Abstain
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**II. PUBLIC COMMENT**

**Non-agenda items:** Public comments on non-agenda items shall be made at the beginning of the Board meeting. No individual presentation shall be for more than 2 minutes and the total time for this purpose shall not exceed twenty (20) minutes. Ordinarily, Board members will not respond to presentations and no action can be taken.

**Agenda items:** Please add your name to the “request to speak” form if you would like to speak on an agendized item. When that item comes up, you will be asked to stand, state your name for the record and make your presentation. No individual

presentation shall be for more than 3 minutes.  
*The full public comment policy is available in the Board meeting binder.*

### III. AGENDA - ACTION AND DISCUSSION ITEMS

- A. FY2019 Financials Review (Peter & Mark) 15 min
  - a. uncategorized revenue and expenses
    - i. Down to \$7800 this month.
    - ii. Mark to own the process of reducing the amount of uncategorized revenues and expenses
- B. September YTD budget vs actual financials review (Peter) 15 min
  - a. Mark's staff to get from Edtec the form to fill out to receive ADA reimbursement for school closures caused by PG&E blackouts
  - b. A Special Aid teacher is still needed for compliance reasons. The school will need about about 25K for the remainder of the school year
  - c. BASC:
    - i. \$18K over budget
    - ii. Madhu to send to Mark current expenses and revenues expectations
    - iii. 2 new resources on payroll, for the after school programs. Mark to review the needs and make decision moving forward
    - iv. Mark to clarify revenues and expenses for BASC and when revenues can be recognized
  - d. ED may need Board approval to be able to borrow money to make payroll due cash crunch. The Finance committee recommended unanimously that the Board of Directors gives the Executive Director the authority to secure a loan to use for the upcoming cash flow crunch.
- C. FY20 budget (Peter, Mark & Frédéric) 75 min
  - a. Clarify amount or projected school reserves (Peter)
  - b. Define process for creating a revised budget
  - c. Set viable goals to bridge current budget shortfall
  - d. Review Fundraising Goals

### IV. ADJOURN AT \_\_\_\_\_

**NOTES** This legislative body conducts business under the meeting requirements of the Ralph M. Brown Act.

#### MEETING AGENDA & RELATED MATERIALS

Under the Brown Act, agendas for regular board meetings will be posted at the meeting site and the legislative body's website, if applicable, 72 hours prior to the start of the meeting; agendas for special meetings will be posted at the meeting site and the legislative body's website, if applicable, 24 hours prior to the start of the meeting. Materials relating to an agenda topic that is a matter of public record in open session, will be made available for public inspection 72 hours prior to the start of the meeting, or, alternatively, when the materials are distributed to at least a majority of board members. The order of consideration of matters on this agenda may be changed without prior notice.

#### SPECIAL PRESENTATIONS MAY BE MADE

Notice is hereby given that, consistent with the requirements of the *Bagley-Keene Open Meeting Act*, special presentations not mentioned in the agenda may be made at this meeting. However, any such presentation will be for information only.

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 may request assistance by contacting Francophone Charter School of Oakland during normal business hours at [contact@francophoneschool.org](mailto:contact@francophoneschool.org) or (510) 746-0700.

FOR MORE INFORMATION, please contact Francophone Charter School of Oakland during normal business hours at [contact@francophoneschool.org](mailto:contact@francophoneschool.org) or (510) 746-0700 as far in advance as possible, but no later than 24 hours before the meeting.