



Urban Montessori

CHARTER SCHOOL

4551 STEELE STREET, OAKLAND, CA 94619

Authorization to Spend to Support In-Person and Distance-Only Instructional Options - Spring 2021

Existing UMCS local policy requires the Head of School to secure approval from the UMCS Board of Directors for purchases above \$15,000. Additionally, the Chair of the Board reviews and must approve payments above \$15,000 before payment is made. All revenue in and expenses out of the school's accounts are tracked, reviewed each month, and audited each year -- and all is available publicly through our website.

In order to move as expeditiously as possible this Spring, and understanding the increased complexity of school-purchasing and supply chain interruptions due to the on-going global COVID-19 pandemic, the UMCS Board understands that the Head of School may need to do a variety of purchasing to get school ready for in-person learning relatively quickly while also maintaining and further improving our current distance-only learning option. Our regular board meeting schedule may not be adequate to reviewing and approving in a timely manner, and the Board does not want its current policies or procedures to slow down a return to in-person instruction or improvements to distance-only instruction. We also are well aware that new additional state and federal monies are on their way to the school to support both instructional options.

As such, the Head may spend up to \$50,000 related to providing distance-only and in-person instructional options through the end of the school year prior to receiving official Board approval, with the following understanding:

- The Chair of the Board must still review and approve any individual payments above \$15,000;
- All purchasing and contracts above \$15,000 will still come through the Board for approval as soon as possible;
- This authorization is for a maximum of \$50,000 in spending prior to Board approval through June 30th, 2021.
- The Head may continue to seek approval for spending above \$15,000 prior to actual purchase, and such approvals would not be subject to the spending limits of this authorization.
- The Head may seek additional authorization at any time.

This authorization was briefly discussed at our Finance Committee meeting on March 18th, 2021 and reviewed by our fiscal control partner, Edtec.

Motion to approve this authorization as part of the General Consent Report by
Second by

Vote:

Approved: ☐

Denied: ☐

Date voted on: March 25th, 2021