

## **INSTRUCTIONS FOR ATTENDANCE**

*Pursuant to the Governor's Executive Order N-29-20, all members of a legislative body and appropriate staff will participate in legislative meetings via phone/video conference. The public is invited to watch and participate as stated below.*

How to watch the Finance Committee meeting:

- By video conference:
  - Please click on the following link:  
<https://zoom.us/j/91432769321?pwd=U0NnTWJxdXJTVStacjByRHpGMUt4UT09>
    - Meeting number: 914 3276 9321
    - Passcode:755155
  - Further instructions on how to join a meeting by video conference are available at:  
<https://support.zoom.us/hc/en-us/articles/201362193>
- By phone:
  - Call the following number:+1 669 900 6833 or 1 408 638 0968
    - Meeting number: 914 3276 9321
    - Passcode:755155
  - Further instructions on how to join a meeting by phone are available at:  
<https://support.zoom.us/hc/en-us/articles/201362663-Joining-a-meeting-by-phone>

How to make public comments during the Public Comment portion of the meeting:

- By video conference or phone:
  - During the Public Comment portion of the meeting, click the “Raise Your Hand” button to request to speak.
    - Instructions on how to “Raise Your Hand” are available at:  
<https://support.zoom.us/hc/en-us/articles/205566129-Raising-your-hand-in-a-webinar>.
  - When it is your turn to speak, you will then be unmuted and allowed to make public comments in accordance with TECA’s public comment policy.
  - After 3 minutes, you will be re-muted.
- Via chatbox:
  - During the Public Comment portion of the meeting, submit a public comment into the meeting’s chatbox.
    - Instructions on how to use the chat box are available at:  
<https://support.zoom.us/hc/en-us/articles/203650445-Using-in-meeting-chat>
  - A TECA staff member will read your comment out loud, stopping after 3 minutes have passed.

## **AGENDA**

### **1.0 Call to Order/Roll Call**

### **2.0 Civility Policy**

*We ask all Finance Committee meeting attendees to remember that TECA's Civility Policy requires us to treat one another with mutual respect, courtesy, and kindness; to take responsibility for our actions; and to cooperate in the best interest of TECA's students.*

## **OPEN SESSION**

### **3.0 Response to Previous Public Comment**

3.1 No public comment

### **4.0 Public Comment**

*Members of the public are welcome to address the Committee. If you would like to address the committee on a non-agenda item, you should do so during this general public comment period. If you would like to address the committee on an open session agenda item, you may do so either during this general comment period, or before the portion of the meeting designated for that agenda item. We ask that you limit your comments to matters within the committee's jurisdiction, and to 3 minutes per person or 15 minutes per topic (excluding translation). For more information regarding public comment, please review the Public Comment Policy printed on the back of the public comment sign-in sheet by the door.*

### **5.0 Discussion and Action Items**

5.1 2019-20 Independent Audit Summary Presentation - *Borchardt, Corona, Faeth & Zakarian* (30 mins)

5.2 Review 2nd Interim Report - *Director of Finance Melendez & Committee Members* (5 mins)

5.3 Review 2021-22 Preliminary Budget Facts, Assumptions, and Timeline - *Superintendent Allen, Director of Finance Melendez, & Committee Members* (15 mins)

### **6.0 Standing Discussion and Action Items**

6.1 Review Monthly Finance Report - *Director of Finance Melendez & Committee Members* (15 mins)

6.2 Update on longer term projects - *All* (5 mins)

6.3 Approve minutes from the previous meeting

### **7.0 CLOSED SESSION**

To consider the appointment, employment, evaluation of performance, discipline, or dismissal of a public employee or to hear complaints or charges brought against the employee by another person or employee.

## **RESUME OPEN SESSION**

### **8.0 Items for Committee to Present at the Next Board Meeting (April 21, 2021)**

**9.0 Items for the Next Committee Meeting**

**10.0 Future Committee Meeting Date**

**May 17, 2021 at 5:00 p.m.**

**11.0 Adjournment**

*Information on Accessibility to Meetings of the Board of Education:*

The board strives to make board meetings accessible to all members of the TECA community. Although we conduct board meetings in English, language interpretation is available upon request. If you would like to attend a board meeting and require language interpretation, please contact (760)468-0996 as soon as possible, but at least 48 hours prior to the scheduled meeting, and we will make every effort to accommodate your request.

Thomas Edison Charter  
Academy  
3531 22nd Street  
San Francisco, CA 94114