

APPROVED



## City on a Hill Charter Public School

### Minutes

#### June 2021 Finance Committee Meeting

---

##### **Date and Time**

Monday June 21, 2021 at 3:00 PM

---

This meeting took place remotely pursuant to the March 12, 2020 Baker-Polito Administration announcement of an emergency order temporarily modifying the state's open meeting law.

---

##### **Committee Members Present**

Andres Tejeda Soto (remote), Jacqueline Bennett (remote), Ted Gildea (remote)

##### **Committee Members Absent**

*None*

##### **Guests Present**

Kevin Taylor (remote), Maddie Collins (remote)

---

#### **I. Opening Items**

##### **A. Record Attendance and Guests**

##### **B. Call the Meeting to Order**

Ted Gildea called a meeting of the Finance Committee of City on a Hill Charter Public School to order on Monday Jun 21, 2021 at 3:03 PM.

##### **C.**

### **Approve May 2021 Meeting Minutes**

Andres Tejada Soto made a motion to approve the minutes from May 2021 Finance Committee Meeting on 05-10-21.

Jacqueline Bennett seconded the motion.

The committee **VOTED** to approve the motion.

#### **Roll Call**

Ted Gildea                    Aye

Andres Tejada Soto   Aye

Jacqueline Bennett   Aye

## **II. Finance Updates**

### **A. Finance Updates**

Kevin T, Taylor, Chief Executive Officer, shared that because of conservative budgeting, City on a Hill is finishing School Year 2020-21 in a good financial position. Taylor shared that the budgeted student count was maintained for the school year, which contributes to the financial position.

Taylor shared that initial conversations with the City on a Hill auditors have begun, with the audit due to the Department of Elementary and Secondary Education on November 1. The Committee moved to the next section of the agenda as there were no questions.

## **III. COAH Fiscal Policies and Procedures FY21**

### **A. COAH Fiscal Policies and Procedures FY21**

Taylor shared with the Committee that City on a Hill's Business Manager, Beth Sears, has red-lined the COAH Fiscal Policies and Procedures FY21 document to ensure that the post-Consolidation practices were properly articulated in the FP&P. Taylor highlighted each section of the document where revisions existed, which included, but were not limited to, vocabulary to reflect the City on a Hill Dudley Square and Circuit Street consolidation in 2019 as well as updated deposit procedures due to the COVID-19 global pandemic.

The Committee asked about the current signatories and Taylor shared that they are himself, Sonya Pratt, Chief of School, and Andres Tejada Soto, Board Chair and that the Finance Team was working with Boston Private to update the signature cards to reflect Ted Gildea as Treasurer.

With very minor changes made to the document, the Committee had no further questions before voting to approve the revisions to the FP&P.

Andres Tejada Soto made a motion to Approve Revisions to COAH Fiscal Policies and Procedures FY21.

Jacqueline Bennett seconded the motion.

The committee **VOTED** to approve the motion.

**Roll Call**

Andres Tejada Soto Aye

Ted Gildea Aye

Jacqueline Bennett Aye

**IV. Closing Items**

**A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 3:17 PM.

Respectfully Submitted,  
Ted Gildea