



# Navigator Schools

## Minutes

### Finance Committee

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#### **Date and Time**

Tuesday February 27, 2018 at 3:00 PM

#### **Location**

650 San Benito Street, Suite 230, Hollister CA 95023

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#### **Teleconference Locations**

- 83 Great Oaks Blvd., San Jose CA 95119
- 900 Island Drive, Redwood City CA 94065

#### **Teleconference Instructions**

- Meeting ID: 689 104 265
  - Dial by phone: US: +1 646 876 9923 or +1 669 900 6833 or +1 408 638 0968
  - Join from PC, Mac, Linux, iOS or Android: <https://navigatorschools.zoom.us/j/689104265>
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#### **Committee Members Present**

J. Montgomery (remote), N. Crivello (remote)

#### **Committee Members Absent**

C. Wright

#### **Guests Present**

A. Ortiz, Bryan Adams, K. Sved, S. Martin

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### **I. Opening Items**

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

**B. Call the Meeting to Order**

J. Montgomery called a meeting of the Finance committee of Navigator Schools to order on Tuesday Feb 27, 2018 @ 3:01 PM at 650 San Benito Street, Suite 230, Hollister CA 95023.

**C. Approve Minutes**

J. Montgomery made a motion to approve minutes from the Finance Committee on 12-05-17.

N. Crivello seconded the motion.

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

**II. Finance**

**A. 2017-18 Financials with Dashboard**

The committee discussed variance, position control, income, expenses, cash balance, and enrollment and attendance data, including an in-depth discussion of average daily attendance (ADA) and related terminology.

**B. Preliminary 2018-19 Budget**

The committee reviewed the preliminary budget. Key components of the discussion included the CMO fee, added positions, salary ranges and increases, LCAP feedback and development, and PBIS.

**III. Other Business**

**A. Cash Management Policy**

The committee discussed the insurance and protection of funds. Efficient and practical strategies related to the safety of funds were considered. Internal control policies were also mentioned.

**IV. Closing Items**

**A. Adjourn Meeting**

J. Montgomery made a motion to adjourn the meeting.

N. Crivello seconded the motion.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 3:50 PM.

Respectfully Submitted,  
S. Martin